

DRAFT

Minutes of the meeting of the
Woking JOINT COMMITTEE
held at 6.00 pm on 29 June 2016
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 John Bond
- * Cllr Deborah Hughes
- * Cllr Ian Johnson
- * Cllr Beryl Hunwicks
- * Cllr Melanie Whitehand
- * Cllr John Kingsbury (Vice-Chairman)
- * Cllr Graham Chrystie

* In attendance

Notes from Open Public Questions (annex)

16/16 APOLOGIES FOR ABSENCE [Item 1]

No apologies were received.

17/16 MINUTES OF PREVIOUS MEETING [Item 2]

The minutes from the last meeting held on 9 March 2016 were agreed and signed.

18/16 DECLARATIONS OF INTEREST [Item 3]

There were no declarations of interest.

19/16 PETITIONS [Item 4]

There were three petitions received:

Petition A: Parking provision in CPZ Area 2

In accordance with Standing Order 14.1 the committee received this petition which asked for extended parking provision in CPZ Area 2. The wording of the petition and the response is annexed to these minutes.

Cllr Aziz presented the petition and explained that the shops in Walton Road attract shoppers from a wide area. Some of the shops have a 20 minute parking restriction which is not considered long enough and others have none. Residents are allowed to park in these bays unrestricted which can limit usage by shoppers. The shops are close to Maybury Primary School and the current parking can affect children's safety. It was also felt there was a lack of signage for the parking bays.

The response was noted. The following points were raised in discussion:

- There have been changes to parking in the area to try and accommodate the requirements of residents and businesses.
- The petitioner assured Members that an extra 10 minutes would make a difference to the businesses and the shoppers as they usually visit two or more shops.

It was agreed that Cllr Aziz would be invited to the next meeting of the Parking Task Group where the petition will be discussed.

Petition B – Parking in Rectory Lane, Byfleet

In accordance with Standing Order 14.1 the committee received this petition which asked for additional parking restrictions in Rectory Lane. The wording of the petition and the response is annexed to these minutes.

Mrs Cozens presented the report and explained that the changes are being requested to address safety issues around the school. Pedestrians have poor visibility crossing the road, and approaching cars can't see the children. Additional people have signed the petition taking the number of signatories to over 250 people.

The response was tabled, and the following comments were made:

- The petitioner welcomed the response, but would like to input into the final proposals as would the local members. It was noted that the school doesn't finish until 3.20pm so the hours of operation may need to be altered, and one area of the proposal should be double yellow lines not single.
- Highways have been asked for visirails outside the school to help with pedestrian safety, and a crossing is on the works list for some time in the future.
- Members queried the hours of operation as they understood the hour of operation should be consistent across the borough.

RESOLVED

The Woking Joint Committee agreed that:

- (i) the proposed amendments to on-street parking restrictions as set out below are agreed to be advertised subject to any revisions agreed prior to advertising by the Area Highway Manager in

consultation with the Chairman/Vice Chairman and Divisional Member:

- a) Double yellow lines on the southern side of Rectory Lane from Glebe Gardens to existing restrictions at the Sanway Road junction and then continue for 10 metres beyond the Lych Gate of St Mary's Church.
 - b) A single yellow line to be installed on the bend on the northern side of Rectory Lane from No: 90 to 98, operation 8:00 – 9:30am and 2:30 – 3:30pm Monday – Friday. The single yellow line will continue on the northern side from the eastern end of the existing School Keep Clear to 10metres past the dipped crossing to improve visibility and road safety.
- (ii) the intention of the county council to make an order under the relevant parts of the Road Traffic Regulation Act 1984 to impose the waiting and on street parking restrictions in Woking as set out above is advertised and that if no objections are maintained, the orders are made.
 - (iii) if there are unresolved objections, they will be dealt with in accordance with the County Council's scheme of delegation by the Parking Strategy and Implementation Team Manager, in consultation with the Chairman/Vice Chairman of this committee and the appropriate county councillor.

Petition C – Kings Pre-School, Byfleet

In accordance with Standing Order 14.1 the committee received this petition which asked for the support of the County Council to provide a new building for the pre school on the site of Byfleet Primary School. The wording of the petition and the response is annexed to these minutes.

Mrs Aubry presented the petition and explained that the loss of premises on the school site would result in 25 two year olds not having a pre-school place, 9 staff losing their jobs and children with SEN having to adapt to a new setting. There is a high demand for pre school places in Byfleet and not everyone can afford to send their children privately. The school has been supportive and offered land. Over 1,100 people have signed the petition and there has been lots of press and radio coverage.

The response was tabled. It was noted that the school has to provide additional school places from September 2016. This is an ongoing issue and negotiations are continuing. The aim is to keep the children in situ whilst a longer term sustainable solution is found.

The petitioners and local members would be kept updated.

20/16 WRITTEN PUBLIC QUESTIONS [Item 5]

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

Question 4:

Penny Hoskyn thanked the Chairman for the response and asked the following supplementary questions:

- Could there be a separate R123 list covering the community CIL funds?
- Could the whole of the amount of CIL generated from Broadoaks and Sheer House developments be allocated to the immediate area?

It was agreed that a written response would be provided after the meeting.

21/16 WRITTEN MEMBER QUESTIONS [Item 6]

No member questions were received.

22/16 COMMUNITY SAFETY ANNUAL REPORT (EXECUTIVE FUNCTION) [Item 7]

Inspector Heather, Sue Robertson, Paula Hartwell and Sue Barham were welcomed to the meeting and introduced the report which provided an update on the activity and impact of the Safer Woking Partnership. Insp Heather also updated the Committee on Policing in Your Neighbourhood which started in April following a Force restructure and is working really well in Woking.

Sue Robertson explained that health partners are involved in the areas of domestic abuse, Child Sexual Exploitation (CSE), alcohol and drug problems and mental health issues. It was noted that the Safe Haven Cafe opened in Woking earlier in the year and provides an alternative place for people in crisis to go to for support.

It was noted that the crime statistics attached to the report were incorrect and a revised version would be circulated to members.

Key points raised in the discussion included:

- Although some crime has increased, it is important to look at the type of crime and also take into account that people are becoming more confident at reporting crimes, some of which may be historical.
- During Euro 2016 an increase was not seen in reports of domestic abuse, but there are more officers on duty to deal with any issues during this time.
- To date there has not been an increase in incidents of hate crime since the Referendum in Woking, but officers are aware of reports in other parts of Surrey. Hate Crime is a new priority for the 2016/19 Safer Woking Partnership Plan.
- Members are aware of issues of ASB still happening in Knaphill. Members were encourage to ask their residents to report incidents so that they can be recorded by the Police and an appropriate response can be provided. Regarding fires in Brookwood Country Park, it was noted that it is difficult to tell whether the fires are accidental or deliberate. The Fire Service are monitoring the situation and if there is a recurring trend it will be referred to JAG.

- There are a lot of initiatives carried out across Surrey for taxi drivers on CSE, and officers are looking to do some further work in Woking. There is work at a county level to ensure there is a consistent approach across the county for safeguarding. Members asked how the MAECC links into the Surrey Safeguarding Board at the County level. It was agreed that a response would be provided outside the meeting.
- The first Police Cadets are being established in October at The Bishop David Brown School. Further information on this initiative will be available in due course and members would be keen to see how this could be linked into the work under the Integrated Youth Strategy.
- Members queried the increase in referral to the Women's Support Centre. This was partly related to confidence of referring and extended networks, but a more comprehensive response would be provided outside the meeting.
- 'In the Net' is a new live production for Years 5/6 that will be rolled out to primary schools in Surrey. A report on this initiative will be taken to the Surrey Safeguarding Board.

RESOLVED

The Woking Joint Committee:

- (i) Noted the contents of the report and the progress made in 2015/16.
- (ii) Noted the budget spend during 2015/16 (Annex 2)
- (iii) Noted the 2016/19 Safer Woking Partnership Plan (Annex 3)
- (iv) Agreed to delegate responsibility for signing off the 2017/20 Safer Woking Partnership Plan to the Woking Borough Council Strategic Director (Sue Barham) in consultation with the Community Safety Task Group.

23/16 FLASH FLOODING IN WOKING (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 8]

Katherine Waters and Andrew Milne introduced the report which updated the committee on the flash flooding event which affected parts of Woking on 11 May 2016.

Drainage capacity is complex. The County Council has a list of areas subject to flooding which are prioritised and drainage schemes designed to increase capacity.

Public comments:

- A flood alleviation scheme is being looked at for the Rive Ditch. The area is very built up but officers are looking at all options including the viability of additional storage. Through the planning process officers are ensuring that attenuation is put in for new developments so that they don't lead to an increase in risk of flooding.

- Maintenance of ditches comes down to riparian ownership. Where the area is in private ownership, officers do send letters and have discussions with the land owners over what they need to do in way of maintenance.

Member comments:

- Members praised the work done by officers on maintenance and requested that a schedule of when gullies and drains have been cleaned by division to be made available to members.
- An update on the maintenance of the Rive Ditch was tabled and members discussed whether it was possible to do any more. It was noted that the Section 19 investigation report will gather information from the flood event from all agencies involved, but current evidence shows good maintenance of the ditch.
- There are three drainage investigation repair teams where severe drainage issues are prioritised, the cause is investigated and repairs undertaken. Areas of concern should be raised with Surrey Highways (Highways@surreycc.gov.uk)
- An update was requested on the impact of flooding at the local schools – this would be provided outside the meeting.
- Wetspots, including Blackhorse Road are difficult to maintain. Officers seek to get signage on the network as soon as possible after an event.
- Katherine is happy to speak to landowners about their responsibilities.

RESOLVED

Woking Joint Committee noted:

- (i) The report and work carried out during and after the flood incident between different organisations

24/16 HIGHWAYS UPDATE (EXECUTIVE FUNCTION) [Item 9]

Andrew Milne introduced the report which set out the update on highway schemes within the borough.

Public comments:

- An update on the posts for hanging baskets in Knaphill was requested. It was noted that the local member had recently met on site with officers and they would be erected shortly. Any further update would be provided outside the meeting.

Member comments:

- The Chairman asked for a letter to be sent on behalf of the Committee to the Cabinet Member for Highways regarding the Horizon programme and the decision to replace two high priority roads in Sheerwater (Devonshire Avenue and Dartmouth Avenue) which could not be resurfaced due to regeneration with Bentham Avenue and Bunyard Drive. The committee resolution had not been implemented and the Committee wanted to ask the Cabinet Member to ensure that these roads were now included.

- The local member noted that the TRO for Old Woking Road was incorrect and would raise it with officers outside the meeting.

RESOLVED

The Woking Joint Committee:

- (i) Noted the progress with ITS highways and developer funded schemes and revenue funded works for the 2016/17 financial year.
- (ii) Noted the budgetary position.
- (iii) Noted that a further Highways Update will be brought to the next meeting of this Committee.

25/16 INTEGRATED YOUTH STRATEGY (EXECUTIVE FUNCTION) [Item 10]

Colin Kemp introduced the report on behalf of the Task Group. The integrated youth strategy is working well as is demonstrated by the case studies and is reaching the right young people. It was noted that Lakers is becoming a hub, with young people signposting their peers to it from quite a wide catchment area.

Member comments:

- In response to members concerns about the future of the Knaphill Cabin, it was noted that the volunteers have done a fantastic job, and the commission gives the opportunity to move resources to meet immediate concerns whilst a longer term plan is put in place.

RESOLVED

Woking Joint Committee noted:

- (i) How services for young people, commissioned by SCC and WBC, have supported young people to achieve better outcomes, in response to the priorities identified in Woking's Integrated Youth Strategy.

26/16 SURREY HALF MARATHON 2017 (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 11]

Toby Jenkins introduced the report which sought members approval for hosting the Surrey Half Marathon for the next three years, subject to any major operational issues of concern or modifications. It was noted that the proposal included a 5km route which will be more inclusive. An amendment was noted in the report regarding the re-opening of the roads, which would now be reopened at 12.35pm (the same as last year) rather than 1pm. As a result of this change, it was noted that the County Council have approved the plans, and Sue Barham would talk to Surrey colleagues regarding dealing with any complaints arising as a result of the event.

Member comments:

- The organisers agreed to look at the management of people at the end of the race and speak to the Chairman outside the meeting to see whether

more could be made of the end of the race within appropriate stalls within the available space.

- Overall the race is supported, but some residents have concerns about the road closures. In response to a query about the route it was noted that the route has been designed for a specific distance and it has not been possible to find an alternative route without the closure of main roads.
- The organisers look to mitigate the implications of the road closures and all residents who need to have full access are provided with a travel plan.
- Organisers do their best to communicate with residents and businesses affected by road closures, but agreed to see whether it could be communicated further afield in future.

RESOLVED

Woking Joint Committee agreed by a vote of 11 for and three against that:

- (i) The Surrey Half Marathon and kids race can start and finish at Woking Leisure Centre on Sunday 12 March 2017, Sunday 11 March 2018 and Sunday 10 March 2019, and
- (ii) The 2017 event and all future events (subject to any significant operational issues) include a 5km race at an affordable and appropriate entry rate, therefore permitting the event to start at 8.15am and finish at 12.35pm, with roads closed from 7.30am-12.35pm, and
- (iii) That unless there are any major operational issues of concern or significant requests by the Event Organisers to modify the event following the 2017 event, that subject to a full event debrief the Woking Safety Advisory Group give approval for future events to take place in 2018 and 2019.

27/16 TRAVEL SMART PROGRAMME CLOSE OVERVIEW (EXECUTIVE FUNCTION) [Item 12]

Paul Fishwick introduced the report which set out the closing programme for TravelSMART in Woking.

Member comments:

- It was noted that it is too early to gauge the impact of the new Sheerwater Link Road, but data is being collected over several years and will be analysed. The early data collected shows a positive impact.
- Woking Borough Council will implement the remaining Wayfinder posts in line with the future development of the town centre.
- Any future funding to continue the work will come from the Local Enterprise Partnerships (LEPs) - no funding has currently been secured.
- A response to whether any improvements will be made to the bus stop outside the Vyne Surgery will be provided outside the meeting.

- Drivers continue to cut through Arnold Road causing congestion on Monument Road. Members asked whether it was possible to reassess the number of traffic lights. It was noted that two petitions on Arnold Road had been received and additional traffic calming was being installed, but this would be raised with Highways.
- An update was requested on the extra cycle racks at West Byfleet Station which would be provided outside the meeting. It is understood that the signage on the cycle route from Woodham to New Haw has been removed.
- Members requested a full breakdown of the £43,000 funding for real time passenger information to be provided as soon as possible.
- An update on the bus cages on Bampton Way was requested.

RESOLVED

Woking Joint Committee:

- (i) Noted the content of the report and the outcomes of the project.
- (ii) Agreed that the remaining schemes in the Woking programme will now be delivered through the most appropriate department, as set out in paragraph 4.5.
- (iii) Agreed to be provided with a full breakdown of the £43,000 on real time passenger information in Woking as soon as possible

28/16 APPOINTMENT TO JOINT COMMITTEE TASK GROUPS (EXECUTIVE FUNCTION) [Item 13]

Sarah Goodman introduced the report. The Terms of Reference for the Community Safety Task Group, the Health and Wellbeing Task Group and the Parking Task Group were amended to enable additional councillors to join these Task Groups.

RESOLVED

Woking Joint Committee agreed:

- (i) The terms of reference for the following (as set out in Annex 1):
 - a. Health and Wellbeing Task Group as amended
 - b. Community Safety Task Group as amended
 - c. Parking Task Group as amended
 - d. Youth Task Group
 - e. Infrastructure Working Group
- (ii) The County Councillor and Borough Councillor appointments to the following:
 - a. Health and Wellbeing Task Group (up to six councillors)

- Liz Bowes (C)
 - Ben Carasco (C)
 - Beryl Hunwicks (B)
 - Melanie Whitehand (B)
 - Deborah Hughes (B)
 - John Kingsbury (B)
- b. Community Safety Task Group (up to four councillors)
- Beryl Hunwicks (B)
 - Graham Chrystie (B)
 - John Kingsbury (B)
 - Deborah Hughes (B)
- c. Parking Task Group (up to five councillors plus Chairman and Vice Chairman)
- Richard Wilson (C)
 - Colin Kemp (C)
 - Saj Hussain (C)
 - Ian Johnson (B)
 - John Bond (B)
 - Liz Bowes
 - John Kingsbury
- d. Youth Task Group (up to 2 County and 2 Borough)
- Saj Hussain (C)
 - Colin Kemp (C)
 - Deborah Hughes (B)
 - Debbie Harlow (B)
- e. Infrastructure Working Group (One County and one Borough)
- Will Forster (C)
 - John Kingsbury (B)

29/16 MEMBERS ALLOCATION 2015/16 OVERVIEW (FOR INFORMATION)
[Item 14]

RESOLVED

Woking Joint Committee noted:

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

30/16 FORWARD PROGRAMME (FOR INFORMATION) [Item 15]

RESOLVED

Woking Joint Committee:

Noted and commented on the forward programme contained in this report.

31/16 DECISION TRACKER (FOR INFORMATION) [Item 16]

The updated Tracker was noted.

Meeting ended at: 9.25 pm

Chairman

This page is intentionally left blank

Annex 1

Notes of Open Public Questions

Question 1: Mrs Amos

Residents are concerned about the change of use of the former Tante Marie cookery school into a nursery with an extra 250 vehicle movements on an already busy area of Woking.

It was agreed that a letter would be sent to Mrs Amos following the meeting setting out the planning process that would be followed and how highways concerns may be taken into account.

Question 2: Mr Stubbs

Does the County have any plans for primary school provision in Brookwood Farm or could it be part of a free school?

There are no immediate plans. This site was being looked at as a possible site for expansion to Brookwood School a while ago. The site would not be big enough to be economically viable for a free school provider.

This page is intentionally left blank



WOKING JOINT COMMITTEE

DATE: 29 JUNE 2016

LEAD OFFICER: DAVID CURL, PARKING STRATEGY & IMPLEMENTATION TEAM MANAGER

SUBJECT: PETITION – PARKING IN AREA 2 CPZ

DIVISION: WOKING NORTH

SUMMARY OF ISSUE:

A petition containing 235 signatures has been submitted for consideration at Woking Joint Committee.

Wording of the petition:

We the undersigned urgently request Surrey County Council to extend the parking provision outside businesses and services in the CPZ area 2 from 20 to 30 minutes. The current provision is inadequate and often attracts penalty charges for customers coming from both Woking and outside the borough for a wide variety of services, and specialist and continental foods. In addition similar provision should be provided for those businesses which have no free parking at all.

OFFICER COMMENT

Thank you for raising the concerns of residents and visitors about parking in the Maybury area (CPZ area 2).

The current free 20 minute parking bays have been in place for many years and have worked well for the local shops. The 20 minute parking limit helps ensure a high turnover of the spaces which means there is more likely to be a free space for passing customers or visitors (ie they have more chance of finding a space). 20 minutes is also the standard free parking period around the town centre so we need to consider the implications of making these changes.

We are introducing a few more limited waiting bays in the Maybury area as part of the current parking review, likely to be implemented by September, however the parking controls in the area are set to provide a balance between safety (preventing parking on junctions etc) and access (providing spaces for residents and visitor as well as access to off street parking). We will continue to monitor the parking needs of the area as part of our on going review process.

Your suggestions will be considered further by the Woking Joint Committee Parking Task Group in September and if these changes are considered appropriate to meet the needs of local area we will include them in the 2017 Woking Parking Review.

RECOMMENDATION

To note the officer comment



WOKING JOINT COMMITTEE

DATE: 29 JUNE 2016

LEAD OFFICER: DAVID CURL, PARKING STRATEGY & IMPLEMENTATION TEAM MANAGER

SUBJECT: PETITION – PARKING RESTRICTION FROM THE DIPPED CROSSING UP TO ST MARY’S CHURCH HALL (NORTH SIDE) RECTORY LANE/ CHURCH ROAD, BYFLEET

DIVISION: THE BYFLEETS

SUMMARY OF ISSUE:

A petition containing 196 signatures has been submitted for consideration at Woking Joint Committee.

Wording of the petition:

At present cars can park right up to the dipped crossing area for people crossing Rectory Lane to and from Sanway Road. This totally obscures vision of the road from the pavement and is dangerous. If the area was clear, visibility and safety would be greatly improved.

Parking restrictions from the dipped crossing area up to St Mary’s Church Hall (north side of the road).

OFFICER COMMENT

Thank you for telling us about the parking situation in Rectory Lane, this location has not been brought to our attention before, and has not previously been on our parking review assessment list. A school Keep Clear Marking (SKC) and double yellow lines were installed on the junction of Sanway Road when a new pedestrian entrance was opened to the rear of St Mary’s C of E Primary School. Following receipt of your petition we have been to look at the problems you describe.

In light of this we think some additional parking controls should be installed in the vicinity of the rear entrance to St Mary’s C of E Primary School. These are:

- Double yellow lines on the southern side of Rectory Lane from Glebe Gardens to existing restrictions at the Sanway Road junction and then continue for 10 metres beyond the Lych Gate of St Mary's Church.
- A single yellow line to be installed on the bend on the northern side of Rectory Lane from No: 90 to 98, operation 8:00 – 9:30am and 2:30 – 3:30pm Monday – Friday. The single yellow line will continue on the northern side from the eastern end of the existing School Keep Clear to 10metres past the dipped crossing to improve visibility and road safety.

It is acknowledged that this is actually more than asked for in the petition, but the displacement of vehicles is a concern, we don't want cars just moving across the road to cause the same visibility and access problems or along Rectory Lane to the 90 degree bend, where buses struggle to get by.

We have a rolling programme for carrying out parking reviews in Woking with the next set of proposals due at the Joint Committee in March 2017 (with implementation later that year). We recognise that this is some way off, so given the concern about the parking situation here we will carry out a stand alone change to the restrictions described above and aim to have them in place by September 2016.

The legal process involved in introducing or changing parking controls requires us to formally advertise our intention to do so, and we may also carry out consultation with residents, businesses and other stakeholders. Once we have considered any responses to the advertisement and/or consultation, we have to make a traffic regulation order, so that our enforcement staff can take action against people parking illegally. This process does take some months to complete.

The new restrictions will be funded from the £10,000 already allocated by the committee to progress the 15/16 parking review.

RECOMMENDATION

The Woking Joint Committee is asked to agree that:

- (i) the proposed amendments to on-street parking restrictions as set out below are agreed to be advertised **subject to any revisions agreed prior to advertising by the Area Highway Manager in consultation with the Chairman/Vice Chairman and Divisional Member:**
- a) Double yellow lines on the southern side of Rectory Lane from Glebe Gardens to existing restrictions at the Sanway Road junction and then continue for 10 metres beyond the Lych Gate of St Mary's Church.
 - b) A single yellow line to be installed on the bend on the northern side of Rectory Lane from No: 90 to 98, operation 8:00 – 9:30am and 2:30 – 3:30pm Monday – Friday. The single yellow line will continue on the northern side from the eastern end of the existing School Keep Clear to 10metres past the dipped crossing to improve visibility and road safety.

- (ii) the intention of the county council to make an order under the relevant parts of the Road Traffic Regulation Act 1984 to impose the waiting and on street parking restrictions in Woking as set out above is advertised and that if no objections are maintained, the orders are made.
- (iii) if there are unresolved objections, they will be dealt with in accordance with the County Council's scheme of delegation by the Parking Strategy and Implementation Team Manager, in consultation with the Chairman/Vice Chairman of this committee and the appropriate county councillor.

This page is intentionally left blank



WOKING JOINT COMMITTEE

DATE: 29 JUNE 2016

LEAD OFFICER: JULIE STOCKDALE, STRATEGIC LEAD FOR SCHOOL COMMISSIONING & PHIL OSBORNE, HEAD OF EARLY YEARS AND CHILDCARE SERVICE

SUBJECT: PETITION – SAVE KING’S PRE –SCHOOL

DIVISION: THE BYFLEETS

SUMMARY OF ISSUE:

A petition containing 211 signatures has been submitted for consideration at Woking Joint Committee.

Wording of the petition:

Kings Pre-School has been firmly established in King’s Head Lane, Byfleet for more than 10 years and has been a massive benefit to hundreds of pre-school children within the village as well as many more from surrounding areas.

The Pre-School currently has two rooms. One for 3-4 year olds which is situated within Byfleet Primary School, and one for 2-3 year olds which is based in the Pavilion just outside the school grounds. Byfleet Primary School have been told that they must increase their intake this September by another 30 children and will need the extra classroom, which houses the Pre-School 3-4 year olds, to accommodate a second reception class.

Therefore, the school have had no other option but to give notice to King’s Pre-School which will subsequently have to close at the end of July if no other suitable premises can be found. The Pre-School have explored every option and sadly have not been able to find any suitable premises which leaves only one option – to build their own!

THE FACTS IN SHORT

The Pre-school currently has 72 children including at least 20 with special educational needs. Half of these children will move up to mainstream school

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

in September however, for the remaining children the outlook is looking rather bleak.

AS IT STANDS:-

1. More than 25 children aged 3-4 will have their hours cut due to the pavilion classroom being too small to accommodate them all.
2. The Pre-School will no longer be able to accommodate the 15 hours of FEET funding which is offered to families on low income or need extra support. This was due to increase to 30 hours in the near future but will be impossible now.
3. More than 25 2-3 year olds due to start King's Pre-School in September will now no longer have a place.
4. Nine loyal and trusted members of staff will lose their jobs.
5. Many children with special educational needs who have taken a long time to settle and build up a trusting relationship with their teachers will find it increasingly difficult to adapt if they have to be relocated.
6. Other nurseries in the area are already almost full to their capacity so the chances of these children being left with the nowhere to go is a real possibility.

There is a glimmer of hope though.....The school have been incredibly supportive and have offered to provide King's Pre-School a plot of land within the school premises to build a new Pre-School accommodation which could house BOTH Pre-School classes AND provide outside excellent recreational facilities for ALL the Pre-School children. HOWEVER, in order to build a permanent structure on this land they need planning permission ASAP and a substantial amount of money.

The cost of this essential and desperately needed project is £100,000 pounds.

They desperately need this project funded and we, as supporters of King's Pre-School are more than willing to make every effort to trying to raise funds through fundraising activities etc, but we can't do it alone! WE NEED HELP!

The Pre-School has been in talks with Early Years Education who have shown huge support and have provisionally offered a substantial portion of the cost of the project. As yet they haven't received any offer of funding or support from Surrey County Council who after all, be it unintentionally, the reason that we are all in this desperate position.

Therefore this petition is to propose the following:-

That Surrey County council would, as a goodwill gesture, be prepared to at least match any offer of funding from Early Years Education, to enable us to get a good start on the fundraising. We will then work tirelessly to raise any remaining funds needed!

We, the undersigned, call on Surrey County Council to grant planning permission as soon as is physically possible for the building of a new Pre-School facility within the grounds of Byfleet Primary School, King's Head Lane, Byfleet, and request that the

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

council make a substantial offer of funding towards this desperately needed community project.

Time is of the essence and we request that a positive decision be made as soon as possible for the project to be completed by September 2016.

OFFICER COMMENT

At the beginning of May, the Early Years and Childcare Service (EYCS) was contacted by Kerry McGuirk, owner of Kings Pre-school, as Byfleet Primary School had given the pre-school notice to terminate their Control of Transfer Agreement and vacate their current accommodation. This was due to the school wishing to use the current pre-school classroom to accommodate a bulge class in September 2016. There is no suitable alternative accommodation readily available for the pre-school within the Byfleet area, as a search was undertaken only a year ago to look for a venue for two year old provision.

In commissioning a bulge class at the school for September 2016, the School Commissioning Team had planned to revert the school's ICT suite back to classroom use for a temporary two year period to accommodate the bulge class. It transpires that this proposed solution was not considered to be suitable as the school felt it would cause a loss of space for intervention and group work, hence the school subsequently serving notice to the pre-school.

Belinda South, North West Area Sector Development Manager, EYCS; Mark Scarborough, North West Area Education Officer, and Sarah Jeffery, School Commissioning, met with the headteacher at Byfleet Primary School to discuss possible ways to resolve the situation. Unfortunately, the confines of the school site – underground flood pumps, overhead electric cables and trees surrounding the site – will prevent a demountable solution being delivered to site by crane. Also, any additional buildings would also require planning permission, a process which follows statutory timescales meaning that a solution of this nature would not be in place for September 2016.

Negotiations continue to take place with the school to try to retain the pre-school facility in its current accommodation for September 2016, even if this is only on a temporary basis until alternative off-site accommodation can be sourced. In the meantime, EYCS are working closely with other stakeholders to investigate other alternative options for the pre-school and broker a long term solution to retain the provision.

RECOMMENDATION

To note the officer comment.

This page is intentionally left blank



WOKING JOINT COMMITTEE

DATE: 29 JUNE 2016
SUBJECT: WRITTEN PUBLIC QUESTIONS
DIVISION: WOKING

1. Question from Phil Stubbs, Knaphill Residents Association

Scaffolding outside Boots at 11 - 13 Broadway is limiting the use of the pavement. This scaffolding was erected back in November 2015 but it is very rare to see anyone working on the building. In fact since the new year there have only been two days when either I or residents have reported workmen on site. We have asked WBC Neighbourhood Officer to investigate and the response was that it had been reported to SCC because they are responsible for issuing permits for the erection of scaffolding on the public highway.

The scaffolding means that parents with a double buggy or a resident riding a mobility scooter have to move onto the road to either get round the scaffolding or to try and enter Boots.

The Residents' Association would like SCC to investigate.

Answer from Chairman on behalf of the committee:

Surrey Highways issued a licence to permit scaffolding to be erected outside of Boots in Knaphill. The scaffolding was in place to permit work to the roof of the property. Boots confirmed that there was a delay in works taking place due to a disagreement between the building owners and their insurance company, and in consequence works did not proceed as anticipated. The licence was renewed following a request to grant an extension, as works were anticipated to commence. However, as the disagreement had not been resolved, works still did not proceed. Surrey Highways advised the applicant that no further extension would be granted due to the length of time the scaffolding had been in place, and in consequence the scaffolding has now been removed.

Where it is necessary to place scaffolding on the public highway, every effort is made to afford the best possible access for pedestrians. However, scaffolding support posts have to be set back from the kerb line for safety reasons, and due to the limited width of the pavement at this location, the available footpath width was restricted during the time that the scaffolding was in place. The only alternative would have been to close the footpath to pedestrian traffic which would have had a bigger impact on the local community.

2. Question from Mrs Marshall

When the cycling was being progressed a pedestrian/cycle path was put in on the edge of the Basingstoke Canal & Brookwood Country Park. A bridge was proposed to cross the canal to the towpath side which had a small tunnel under Hermitage Road. The money for this project was transferred to the station of Woking to complete the project.

To go onto Hermitage Road to cross to the other part of the canal bank is potentially very dangerous either way. When is the bridge to be effected and if not what is being done to make the pedestrians and cyclists using the route safe.

Answer from Chairman on behalf of the committee:

The former Cycle Woking project included a potential scheme to install a pedestrian/cycle bridge adjacent to the existing Hermitage road bridge. However, during the development of the scheme it became apparent that there were issues with land ownership and the scheme was undeliverable within the timescale of the Cycle Woking project.

The local contribution associated with the pedestrian/cycle bridge was transferred to the Woking railway station Cycle Hub, which has been a very successful scheme.

The pedestrian/cycle bridge is still included within the Local Transport Strategy for Woking but funding for such projects is normally obtained from business cases put to the Local Enterprise Partnership (LEP) covering this area. However, the objectives of the LEP are related to retention and creation of jobs and new housing. Therefore, it would be difficult to make a business case for this bridge based on those objectives. In addition, it should be noted that the land ownership issues still exist and therefore the scheme would be difficult to deliver.

The estimated cost of delivering this bridge (if land was available) could in the region of £2 million.

3. Question from Chris Dougherty

When will the proposed playground at West Byfleet Park will be improved. The summer holidays for the children is nearly here and Ray Morgan allocated £35,000 nearly a year ago, and nothing has been done. Are they waiting for the winter?

Answer from Chairman on behalf of the committee:

Since the funding to replace the climbing frame that was removed last year was agreed for our Investment Programme in this financial year, we have been in contact with a few play area suppliers to discuss options for the new unit. We are currently awaiting proposals from these suppliers and intend to consult with local children and parents based on these proposals during the autumn school term. Subject to the consultation, we would envisage installing the new unit over the winter.

4. Question from Penny Hoskyn and Pauline Hedges, West Byfleet Neighbourhood Forum

The West Byfleet Neighbourhood Forum (WBNF) was designated by Woking Borough Council (WBC) on 27 March 2014. Following considerable engagement with local businesses and residents, our Neighbourhood Plan is close to completion and we hope to see it adopted by WBC in early 2017.

West Byfleet is facing major changes over the next few years especially with the development of the ex-MOD Broadoaks site and the Sheer House complex. Such developments will have a significant impact on the village and its surroundings, its residents and businesses, the local infrastructure and road network.

In 2014, WBC adopted the Community Infrastructure Levy (CIL) Regulations 2010 as its primary means of securing developer contributions towards infrastructure provision in the Borough with the tariff coming into effect from 1 April 2015. There is considerable interest within Woking's neighbourhood forums, residents' associations and the wider community regarding CIL and how it is going to be applied. We need to be reassured that WBC will be ring-fencing an element of the levy for the direct benefit of the local community in any area where such developments are taking place.

Taking the case of West Byfleet, we understand that the regulations demand that if an application is approved for development in our area, eg. Broadoaks, then a minimum of 15% of the levy will be set aside for spending on community projects in our area and that once our Plan is brought into force that figure rises to 25%. There is a strong feeling in our community that, if further housing development occurs in West Byfleet, developers should make a significant contribution towards improving our local community and social facilities. Equally we believe that major highways and engineering work associated with any development should be paid for by the developer and not paid out of CIL.

Our assertion is therefore that:

- A formal mechanism should be put in place to identify the community element (ie. a minimum of 15% or 25%) of any CIL funds arising from a development. This should be kept separate to the 123 'wish list' as it is specifically for use by the community in areas where development takes place
- A list of such allocations should be regularly shared with forums and be in the public domain
- A formal process should be put in place for neighbourhood forums to discuss and agree community project priorities and the use of CIL funds
- The ToR's of the Infrastructure Working Group should have their objectives amended to include specific reference to the local community element of CIL (ie. the 15% or 25%)

Question: How does the Woking Joint Committee intend to make sure that the community element of CIL is identified, ring-fenced and allocated to local projects in collaboration with the West Byfleet Forum, other forums and community organisations?

Answer from Chairman on behalf of the committee:

Woking Borough Council has already committed to pass on the community element of the CIL income to local communities where development takes place. This is clearly expressed in the adopted CIL Charging Schedule. The proportion of the Community Infrastructure Levy (CIL) that is to be passed to local communities where development takes place is prescribed by Government. The Council's intends to act accordingly to make sure that whilst it has the responsibility to keep the community element of the money; it is ring-fenced for local community projects. Communities without a Neighbourhood Plan where development takes place will receive 15% of the total CIL income in the area (Ward). If there is an adopted Neighbourhood Plan, it is 25% of the CIL income in the Neighbourhood Area. To qualify for the 25% the Neighbourhood Plan should have been adopted by the time that the development is granted planning permission, so for example, the 25% will not apply to the planning permission at Broadoaks given that the West Byfleet Neighbourhood plan is not yet adopted. The Council working in partnership with the County Council has set up the Joint Committee with the responsibility to oversee the management of CIL funds and the coordination of infrastructure delivery in the area. The Joint Committee has set up an Infrastructure Working Group to make sure that detailed arrangements for the use of CIL money is appropriately managed, including the community element of the CIL fund. The Joint Committee has also asked Ward Members to liaise with Neighbourhood Forums, local organisations and Resident Associations to decide what projects the CIL money could be used. Officers are aware that Ex Councillor Gary Wilson had written to West Byfleet Neighbourhood Forum about his intention to liaise with them on this matter. Hopefully, the new Ward Members will be liaising with the Forum in due course. It should be noted that Officers have also in the past discussed with West Byfleet Neighbourhood Forum about options for identifying projects that CIL income could be used. Based on the above, there is already a clear governance structure in place to administer CIL income, including the element for local community projects. Officers will be notifying Ward Members when CIL income is received and the proportion that will likely be earmarked for local community projects. As an update, no CIL income has been received to date as CIL payment is by commencement of development. The operation of CIL and its governance is relatively new. It continues to evolve and lessons learnt will inform any operational changes that might be necessary in the future.