

Agenda

Waverley
Local Committee

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

Please submit the text of formal questions by 12.00 on 12 September to:

carys.walker@surreycc.gov.uk

The meeting will start with an informal question time at 10am; this will last for a maximum of 30 minutes, or until there are no further questions, at which point the formal meeting will begin.



Venue

Location: Cranleigh Village Hall,
Village Way, Cranleigh
GU6 8AF

Date: Friday, 16 September
2016

Time: 10.00 am



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

Write a question

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

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

Get involved

Sign a petition

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



Attending the Local Committee meeting

Your Partnership officer is here to help.

Email: carys.walker@surreycc.gov.uk

Tel: 01483 517530

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



Follow [@WaverleyLC](https://twitter.com/WaverleyLC) on Twitter

This is a meeting in public.

Please contact **Carys Walker, Community Partnership & Committee Officer** using the above contact details:

- If you would like a copy of this agenda or the attached papers in another format, e.g. large print, Braille, or another language
- If you would like to attend and you have any **additional needs, e.g. access or hearing loop**
- If you would like to talk about something in today's meeting or have a local initiative or concern.



Surrey County Council Appointed Members

Mrs Pat Frost, Farnham Central (Chairman)
Mr David Harmer, Waverley Western Villages
Mrs Nikki Barton, Haslemere
Mr Steve Cosser, Godalming North
Ms Denise Le Gal, Farnham North
Mr Peter Martin, Godalming South Milford and Witley
Mr Alan Young, Cranleigh and Ewhurst
Mr Wyatt Ramsdale, Farnham South
Mrs Victoria Young, Waverley Eastern Villages (Vice-Chairman)

Borough Council Appointed Members

Cllr Brian Adams, Frensham, Docketfield and Tilford
Cllr Carole Cockburn, Farnham Bourne
Cllr Brian Ellis, Cranleigh West
Cllr Denis Leigh, Milford
Cllr Julia Potts, Farnham Upper Hale
Cllr David Round, Haslemere East and Grayswood
Cllr Richard Seaborne, Bramley Busbridge and Hascombe
Cllr Val Henry, Ewhurst
Cllr Jeannette Stennett, Cranleigh East

Chief Executive
David McNulty

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. **To support this, County Hall has wifi available for visitors – please ask at reception for details.**

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

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

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

Thank you for your co-operation

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

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

*If you have any queries regarding this, please contact the representative of **Legal and Democratic Services** at the meeting.*

1 MINUTES OF PREVIOUS MEETING

(Pages 1 - 8)

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

2 APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3 DECLARATIONS OF INTEREST

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

Notes:

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

4 DECISION TRACKER

(Pages 9 - 10)

To review the progress of decisions made at previous meetings.

5 PETITION

To receive any petitions in accordance with Standing Order 68. 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's e-petitions website as long as the minimum number of signatures (30) has been reached 14 days before the meeting.

A petition with 392 signatures has been received from Ms Ann Hare requesting the re-routing of bus services 4 & 5 to travel via Drovers Way/Trinity Hill in Farnham

This petition has been forwarded to Waverley Local Committee to ask for its consideration in taking action on behalf of residents within the Folly Hill area

As a result of our bus service being severely cut in April 2016, we are petitioning to have our buses rerouted via Drovers Way/Trinity Hill as it would provide us with a far more frequent service. This route, classified as a spine road, would be a reinstatement of the Stagecoach route which was stopped due to complaints made by

some of the residents within the area. At that time we had four buses an hour, the numbers 4 and 5. This was dropped down to two buses an hour, when the buses started using the current route down Castle Hill.

Following the cutbacks which had to be made by Stagecoach earlier this year, the service was then further cut back in April 2016 to one bus per hour, with an afternoon gap of two hours. This is a reduction of over 75% on the service we were receiving when the buses followed the Drovers Way/Trinity Hill route. We believe that the decision made to stop the buses using the Drovers Way/Trinity Hill route now needs to be reconsidered.

We therefore ask that sympathetic consideration and support be given to our petition

Correspondence from the bus company along with details of the timetable and route were also submitted with this petition

6 FORMAL PUBLIC QUESTIONS

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

A question has been received from Mr Mark Westcott:

This question is a request for the Waverley Local Committee to consider the removal of all parked cars on both sides of Castle Street, Farnham in the commercial area beneath Long Garden Walk. A recent count on site suggests that it would involve the loss of only 25 spaces.

Such a proposal would make a truly wonderful improvement (at little or no expense) and allow for all sorts of things to happen on the generous cobbled and paved areas, not least the vastly improved visual amenity and the opportunity for community and civic activities throughout the commercial length other than the virtual emasculation and blocking of the broad handsome street by tonnes of permanently parked metal.

Once removed, apart from opening up the views of one of the most handsome of market town set-pieces in the south of England, there would be considerable flexibility for activities such as market stalls (weekly, or even throughout the week and changing as necessary on a themed or weekly/daily basis), café tables, or even dancing troubadours.

It seems extraordinary that the monthly Farnham farmers' market is held in Central Car Park when one of the UK's foremost Georgian avenues lies dormant just metres away.

My question to the committee is this:

Please can you tell me if the Waverley Local Committee might

support such a proposal to eliminate the parking spaces as described above and how such an idea might be progressed?

7 MEMBER QUESTIONS

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

8 HIGHWAYS UPDATE (EXECUTIVE FUNCTION)

(Pages 11 - 36)

To receive an update on the 2016/17 programme of highway improvement and maintenance works funded by this committee and to agree further arrangements for allocating the budget for 2016/17.

9 LOCAL COMMITTEE COMMUNITY SAFETY BUDGET 2016/17 [EXECUTIVE FUNCTION]

(Pages 37 - 42)

The Local Committee has a delegated budget of £3,000 for community safety projects. Traditionally the Committee has agreed to delegate this funding to the community safety partnership in Waverley (the Safer Waverley Partnership). The Committee is being asked this year to consider retaining control of funding and allocate it based on the merits of individual proposals.

10 REVIEW OF LIBRARY SERVICES IN THE BOROUGH (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN)

(Pages 43 - 50)

An update on Surrey County Council's library programme

11 ANNUAL PERFORMANCE REPORT FROM SERVICES FOR YOUNG PEOPLE (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN)

(Pages 51 - 78)

To receive an update on the support given by Services for Young People to develop the employability of young people in Waverley during 2015/16

12 ARMED FORCES COMMUNITY COVENANT [FOR INFORMATION]

(Pages 79 - 100)

Surrey County Council signed the Armed Forces Community Covenant with the military on 13 March 2012. This report focuses on the initiatives undertaken by the local authorities that support the principles set out in the Covenant.

13 LOCAL COMMITTEE FORWARD PROGRAMME 2016-17 (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN)

(Pages 101 - 102)

To note the proposed forward programme and consider any additional items for future discussion.

DRAFT

Minutes of the meeting of the
Waverley LOCAL COMMITTEE
 held at 10.00 am on 17 June 2016
 at Haslemere Hall, Bridge Road, Haslemere GU27 2AS.

Surrey County Council Members:

- * Mrs Pat Frost (Chairman)
- * Mr David Harmer
- * Mrs Nikki Barton
- * Mr Steve Cosser
- Ms Denise Le Gal
- * Mr Peter Martin
- Mr David Munro
- * Mr Alan Young
- * Mrs Victoria Young (Vice-Chairman)

Borough / District Members:

- Cllr Carole Cockburn
- * Cllr Brian Adams
- * Cllr Brian Ellis
- * Cllr Val Henry
- Cllr Denis Leigh
- Cllr Julia Potts
- Cllr David Round
- * Cllr Richard Seaborne
- * Cllr Jeannette Stennett

* In attendance

15/16 APOLOGIES FOR ABSENCE [Item 1]

The following Members gave their apologies:

Ms Denise Le Gal
 Mr David Munro
 Cllr Carole Cockburn
 Cllr Julia Potts
 Cllr Denis Leigh

16/16 MINUTES OF PREVIOUS MEETING [Item 2]

The minutes of the previous meeting were agreed and signed by the Chairman

17/16 DECISION TRACKER [Item 3]

The committee noted further updates to the decision tracker and agreed the removal of completed items. With regard to the parking items: it was

ITEM 1

acknowledged that the parking enforcement team were very responsive in their duties but the Committee would like clarity regarding the schedule that they follow and the work that they do in the more rural areas.

The Local Committee (Waverley) agreed that:

- (i) The Area Highways Manager would provide a report on the petition relating to Portsmouth Road, Hindhead to members
- (ii) The Community Partnerships and Committee Officer would send appropriate details on the parking enforcement team to Cllr Harmer

18/16 DECLARATIONS OF INTEREST [Item 4]

No declaration of interests were received

19/16 PETITION: TO ESTABLISH A 40 MILE SPEED LIMIT ON BAYNARDS LANE AND HOGGSPUDDING LANE [Item 5]

Mr Craig Thomson presented his petition requesting a 40 MPH speed limit be implemented for Baynards Lane and Hoggspudding Lane.

In presenting his case, Mr Thomson reported that he visited all 38 addresses in the immediate vicinity covered by his petition and the result was that this proposal was strongly supported. The road in question is used regularly by horse riders, cyclists and pedestrians as well as vehicles and there have been several near misses which have prompted this petition

Mr Alan Young and Cllr Val Henry both indicated their support for the petition as the local Members for the County and Borough Councils respectively. The Parish Council is also in support.

The Local Committee (Waverley) agreed to refer the petition request to the Cranleigh and Eastern Villages Task Group for consideration

20/16 FORMAL PUBLIC QUESTIONS [Item 6]

The Local Committee considered on public question. The text and response is attached as Annex 1.

As neither Mr Wilks nor Mr Dennett was available to attend the meeting, no supplementary question was asked.

The Committee noted that this was a complex problem involving a number of landowners and a strip of land that is unregistered. This had resulted in the Right of Way being closed for over a year due to safety concerns.

As local Member for the County Council, Mrs V Young indicated that she would like to meet with the relevant parties to seek a way forward. Mr P Martin will join her in this.

The Local Committee (Waverley) agreed that the Community Partnerships and Committee Officer would support Mrs Young and Mr Martin to facilitate a meeting of relevant parties.

21/16 MEMBER QUESTIONS [Item 7]

No member questions had been received

22/16 REVIEW OF TASK GROUPS AND EXTERNAL APPOINTMENTS (EXECUTIVE FUNCTION) [Item 8]

The Committee considered the arrangements for its task groups and external representatives. Mrs N Barton stated that she would be happy to continue the role of Friends, Family and Communities Champion for the coming year.

It was recognised that the nominated borough members had changed from recent years and clarity was requested on whether or not the Local Committee had the final say on membership. The Chairman stated that the decision to nominate task group representatives was entirely with the Borough Council.

Resolved:

- (i) That the Local Transport Plan (LTP) Task Group should continue for the council year 2016-2017 reporting to this committee.
- (ii) That the following Local Task Groups should continue for the council year 2016-2017 reporting to the LTP Task Group on transportation funding priorities and directly to the committee on other matters:

 Farnham
 Godalming, Milford and Witley
 Haslemere and Western Villages
 Cranleigh and Eastern Villages
- (iii) That the Terms of Reference set out at Annex 1 of the report for the Task Groups established in (i) and (ii) should be confirmed.
- (iv) That the Youth Services Task Group should continue for the year 2016-2017, reporting to the committee and subject to the Terms of Reference set out in Annex 3 of the report
- (v) To agree that the membership of the task groups for the council year 2016-2017 should be as set out at Annex 2 of the report and that representation from relevant partner agencies should be sought.
- (vi) To appoint Ms Nikki Barton to be Champion for the County Council's Family Friends and Communities initiative for the council year 2016-2017.

Reason

The task groups support the Local Committee in carrying out specific aspects of its work. The role of Family, Friends and Communities Champion would assist the Committee in understanding the work of Adult Social Care and multi-agency activity to promote well-being in Waverley.

23/16 REVIEW OF PROGRESS: WAVERLEY LOCAL PLAN (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 9]

Cllr Brian Adams gave a verbal update to the Committee.

The development of the local plan is split into 2 parts.

Part 1: Strategic policies and sites

Part2: Neighbourhood Plan

Part 1 is virtually complete and will be going to Overview and Scrutiny on the 27th June. All paperwork relating to this can be found on the Waverley Borough Council website.

The next stages are as follows:

Tuesday 12 July – Executive

Tuesday 19 July – Full Council

July/August – will be publication for pre-submission consultation. The dates of the consultation will be made available as soon as possible once approved by the Council.

November – the plan will be submitted for examination by a planning inspector.

Following Cllr Adams' update the Committee discussed the following:

Traffic infrastructure

Highways England would be asked what their plans are for the A3 and whether any improvements can be made in respect of proposed developments

Number of new homes

A number of new residential developments will be identified as a result of this process and the committee recognised that pressure will be put on the infrastructure such as transport links, water systems, sewerage, utilities etc. It was suggested that even services such as broadband should be considered as a statutory consultee as this was now essential to modern living.

Cllr B Adams reported that he has been advised by the county council that the plan is achievable on infrastructure grounds. Any developments that have been built since 2013 will go towards the target for new homes. One recent planning application was turned down because it was thought that the site in question would become overdeveloped. This shows that planners are being sensitive of this issue. A condition was suggested that Thames Water would be consulted as part of the planning process. This was removed from the draft but is likely to be reinstated at the behest of Thames Water. Whilst it is believed that the government target might be met, the borough might need to identify additional sites to act as a buffer to ensure the target is met.

Mr B Ellis commented that if Cranleigh was to grow by the 1500 new properties as suggested by the Local Plan, this would make Cranleigh the third largest settlement in Waverley

Mr David Harmer asked what work was being doing with the neighbouring counties as Waverly share a long border with them. Mr Adams reported that

there were regular cooperation meetings with the respective authorities in bordering counties.

It is possible that Section 106 money could be used for road improvements and discussions have been had at borough council level to look at this. Some Community Infrastructure levy (CIL) money may also be available.

The Committee thanked Cllr Adams for his report and requested that he update Local Committee in December.

24/16 REVIEW OF NEW PROPOSAL FOR TRANSPORT PLANNING PROTOCOLS (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 10]

Mr Dominic Forbes (Planning and Development Group Manager) presented his report and explained that his service currently gets around 1,500-2,000 per year and each of these need to be responded to in 21 calendar days. This, combined with difficulties in recruiting skilled, planning officers, has led to the service exploring ways that they can work more smartly and would therefore like to work more closely with members to use their local knowledge to identify areas of priority.

Mr Forbes explained that county members are now being sent a weekly email with the new applications that are received in their area so that they can have input.

A number of the councillors acknowledged that they had been receiving these emails but that these do not seem to have been sent recently. They welcome having this early notification. It was also felt that the borough councillors would also benefit from this information.

Mr Forbes said that he would investigate why notifications had not been received recently and how best to send out information to borough councillors.

It was also noted that developer's funding (Section 106) to improve the environment (such as lighting) is often contingent of them selling a large percentage of their new units whereas it would be more beneficial to residents if these improvements were made at the outset of the development.

Resolved to:

- (i) Note that Transport Development Planning (TDP) are due to receive planning application consultations from each local planning authority (LPA) which meet the criteria as set out in the new protocol as set out to the annex to the report.
- (ii) Note that TDP will consult County Members on all planning applications which they receive from the relevant LPA, and this process is currently being refined. County Members are asked to inform the relevant TDP officer of any transport or highway related issues they may have to allow the TDP response deadline of 21 days to be met.

Reasons:

The Members of the Local Committee were informed of the new protocol for planning application consultation between Local Planning Authorities and Council Highways Authorities and of the need for these changes in order to make efficiency savings on the work conducted by the CHA, to allow TDP

ITEM 1

officers to spend more time providing technical highways and transportation advice to the LPAs on development related matters.

25/16 HIGHWAYS UPDATE (EXECUTIVE FUNCTION) [Item 11]

Mr John Hilder (Area Highways Manager) presented his report. Mr Hilder explained that when planning works, he tries to use sources of funding that will receive from developers (such as Planning Infrastructure Contribution and Section 106) that were generated locally.

All members have been issued with a list of Integrated Transport Schemes (ITS) in their area.

Members felt that the information provided did not give them the level of detail that would be useful to the task groups when it came to them deciding their priorities. It wasn't clear what funding was available for each proposed project and what funding had already been allocated.

Mr S Cosser shared that he would soon be meeting with a senior transport planning officer and invited Mr Hilder to join them at the meeting so that he can be acquainted with the work going on in his area.

On a positive note, the Chairman reminded members that all the schemes featured in the list were new schemes as all previous schemes had been completed in the last financial year.

The Chairman proposed that an informal committee was held in September which would be dedicated to discussing Project Horizon and Pavement Horizon.

Resolved to:

- i. Increase the localism budget to £65,000 as described in 1.8 of the report
- ii. Delegate the submission of top priorities for the Project Horizon scheme to the Area Highways Manager in consultation with local committee members at a private meeting of the local committee in September.

Reasons:

Additional information has been requested to clarify the proposed schedule and funding sources so that Members can input into the proposed work in their respective divisions.

Councillors have asked for a meeting in September to look at all the highways schemes taking place in Waverley to consider the priorities for the Horizon scheme.

26/16 UPDATE ON PAVEMENT HORIZON (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 12]

The committee discussed the list of projects that had been provided to be included in the pavement scheme over the next five years. Members felt that

they hadn't been adequately consulted and asked for clarity over what research was carried out at a local level.

Mr Hilder added that the list only featured paths which were to be re-constructed and not those which were receiving surface treatments which would be a much longer list.

Members agreed that this could be addressed in the informal meeting in September.

Resolved

- i. delegate the nominations of priority schemes for the Pavement Horizon programme to the Area Highways Manager in consultation with local committee members at the private meeting of the local committee in September.

Reasons:

Additional information has been requested to clarify the proposed schedule and funding sources so that Members can input into the proposed work in their respective divisions.

27/16 LOCAL COMMITTEE FORWARD PROGRAMME 2016-17 (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 13]

FORWARD PROGRAMME

Committee members requested that the following be covered at the next committee meeting on 16th September:

Youth Services review
Update on libraries.
Highways update
Military Covenant

Members asked the following items are included in December :

Waverley Local Plan Update
Cycling Strategy.

Meeting ended at: 12:54

Chairman

This page is intentionally left blank

Local Committee (Waverley) Decision Tracker

16 September 2016

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

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

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

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

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

Page 9

Meeting Date	Item	Decision	Due By	RAG	Officer	Comment or Update
25 September 2015		• Thursley petition: aim to resurface in 2016/17.	September 2016	R	John Hilder	Referred to Highways Maintenance Engineer for consideration in 2016-17.
11 December 2015	Informal	Consider maintenance of Brighton Road-South Hill town path, Godalming	March 2016	R	John Hilder	Under consideration for attention in 2016/17, funding permitting.
	5	Petition for road safety improvements in Alfold: update on progress of interventions and feasibility study.	June 2016	A	John Hilder	A feasibility study will be carried out as part of the 2016/17 highways programme; discussions with developers are under way.
	5	Petition for crossing, etc in Falkner Road, Farnham: investigate low-cost measures; task group to consider for funding in 2017/18.	December 2016	A	John Hilder /Adrian Selby	Site assessments have been carried out. A Living Streets safer walking to school assessment was carried out in March and. speed checks have been conducted by the Police. Pupils have received pedestrian

ITEM 4

						training and the school has been advised to update their travel plan
	11	Implement the on-street parking restrictions agreed by the committee.	Summer 2016	A	Jack Roberts	Underway . All signage completed. Some line work to be completed. Jack will provide committee with full list of what remains to be done. End date October 16
	12	Review parking enforcement data and level of CPE provision at task groups.	December 2016	A	John Hilder/David Curl	To be included in task group agendas.
	14	Obtain report from each recipient of Lengthsman funding on use of grant.	March 2017	R	John Hilder	Subject to agreement of grants in 2016-17.
	5	Prepare report in response to petition: Portsmouth Road, Hindhead	June 2016	R	John Hilder	John to write to the petitioners to advise that as this road forms part of the safer routes to school, we are therefore unable to wider it.
17 June 2016	6	Busbridge BW163. Site meeting to be arrange between landowners and council representatives	September 2016	A	Carys Walker	Additional information regarding the legal position is being sought; county councillors have been updated and agree that site visit should occur once this has been clarified and key user groups engaged.

SURREY COUNTY COUNCIL

LOCAL COMMITTEE (WAVERLEY)

DATE: 16 SEPTEMBER 2016
 LEAD OFFICER: JOHN HILDER
 AREA HIGHWAY MANAGER
 SUBJECT: HIGHWAYS UPDATE
 DIVISION: ALL DIVISIONS IN WAVERLEY

**SUMMARY OF ISSUE:**

This report provides an update on the 2016/17 programmes of highway improvement and maintenance works funded by this committee.

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

- (i) Note progress of the 2017/17 programme of highway works funded by this committee and by developer contributions described at **Annex 1**.
- (ii) Formally allocate £45,000 of the revenue budget to Community Enhancement as in previous years.

REASONS FOR RECOMMENDATIONS:

The committee is asked to note progress for the 2015/16 local highways programme.

1. UPDATE**2016/17 Budgets and Forecast Expenditure**

- 1.1 At the meetings of March and June the committee agreed to allocate £150,000 to each of the four area task groups to be directed to maintenance work, with the proviso that up to 30% could be directed to improvement, or ITS, schemes. The task groups were asked to use available developer contributions, PIC & S106, to progress ITS schemes which they considered a priority.

ITEM 8

1.2 **Annex 1** shows the committee's 2016/17 budgets, allocations and forecast expenditure as well as ITS schemes that are being progressed using developer funding. At this point in the year, forecast expenditure is around £25,000 in excess of the available budget. The final figure will be dependent on the final cost of works and the programme may have to be slightly adjusted to remain within budget at the year end.

Community Enhancement

1.3 The committee has not formally allocated any funding to Community Enhancement, which has in past years been set at £5,000 per Surrey County Council member, funded from the committee's revenue maintenance budget.

1.4 The Area Manager expects Members will wish to continue with Community Enhancement in the current year and recommends £45,000 is formally allocated from the revenue budget. This allocation is included at Annex 1 on the basis that the recommendation will be agreed.

Lengthsman (Localism) Bids for 2016/17

1.5 The committee allocated £65,000 to the Lengsthman scheme in 2016/17 and the following allocations have been agreed by the Area Highway Manager in consultation with the Chairman of the committee. These should all be paid by the end of September.

	Amount Bid (£)	Allocation (£)
Bramley PC	9,790	5,500
Chiddingfold PC	6,500	6,500
Dunsfold PC	8,000	8,000
Farnham TC	14,000	14,000
Hambleton PC	2,500	2,500
Haslemere TC	6,500	6,500
Sandy Hills & The Chantry's	7,350	7,350
Western Villages	8,000	8,000
Witley PC	<u>4,750</u>	<u>4,750</u>
Total	67,390	65,000

Horizon 2 (Carriageways)

1.6 Horizons carriageway investment is now in its 4th year of delivery and is on track to achieve the original target of reconditioning 500km of roads. The year 4 (2016/2017) programme for Waverley is appended to this report.

1.7 A new Asset Strategy has been developed and will be in place in April 2017, and the term contract with Kier will be extended for a further five years during 2016. In view of these significant considerations all remaining 'year 5' Horizon schemes will be reassessed alongside new identified schemes to

produce a new five-year programme for roads to start in April 2017. This new programme will use the most effective treatment for each scheme.

- 1.8 The Asset Management Group informed members which of the original Horizon schemes are yet to be treated and the future rolling programme will include these deferred schemes along with newly generated schemes from the latest condition surveys.
- 1.9 At the June meeting members were asked as part of the consultation process on future programmes to highlight:
- Their top priorities from the original horizon list
 - Other priorities not on the original horizon list
- 1.10 The Asset Management Group expects to issue the provisional programme for 2017/18 at the end of October.

Pavement Horizon (Footways)

- 1.11 The June meeting included an item on Pavement Horizon by the Asset Management Team which included an annex of provisional footway reconstruction schemes in Waverley for the five year period commencing April 2017. Members were invited to comment on this list, with the programme for 2017/18 published by asset at the end of October.
- 1.12 In the current year, there are just two footway reconditioning schemes in Waverley; a 700m section of the B2128 Horsham Road at the county boundary and both sides the entire length of New Park Road, both of which are in Cranleigh.

New Central Five Year Structures and Drainage Programmes

- 1.13 Annex 2 has been provided by the Asset Management Group and sets out how 5 year forward capital programmes for both structures (bridges) and drainage works which are currently under development and will be launched in April 2017.
- 1.14 The provisional programmes for structures and drainage will be issued at the end of October. Members are encouraged to get in touch with officers by 30th September if they wish to make suggestions regarding structures with heritage or local community importance or have any updates to provide on the wetspots list, which can be found on the County Council website (enter wetspot in search box). There will be further opportunities for Members to help shape subsequent years of the programme.
- 1.15 Asset Management Group contacts are Daniel Robinson for structures and Owen Lee for drainage.

Customer Enquiries and Reactive Repairs

- 1.16 The total number of enquiries received between January and June 2016 is 84,589, an average of 14,098 per month. This is consistent with the first quarter but 30% higher than the same period in 2015.
- 1.17 For Waverley specifically, 10,653 enquiries have been received since January of which 3,673 (34%) were directed to the local area office for action, of these 92% have been resolved. This response rate is in line with the countywide average.
- 1.18 For the first half of 2016, Highways received 216 Stage 1 complaints of which 24 were for the Waverley area. These mainly concerned communication and service delivery. In addition, 5 stage 2 complaints were received and the service was found to be at fault in two of these.

2. OPTIONS:

- 2.1 Officers seek to implement the most cost effective measures which meet scheme objectives.

3. CONSULTATIONS:

- 3.1 Appropriate consultation will be carried out for all schemes.

4. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 4.1 Works will be carried out by SCC's term highways contractor, Keir, who won the term contract in a competitive tender process.

5. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 5.1 None

6. LOCALISM:

- 6.1 Works and schemes are designed to improve and make safer the facilities for local communities in the borough.
- 6.2 The Lengsthman initiative allows parish councils to undertake enhanced maintenance of the public highway.

7. OTHER IMPLICATIONS:

- 7.1 None

8. CONCLUSION AND RECOMMENDATIONS:

- 8.1 As set out in the body of the report.

9. WHAT HAPPENS NEXT:

9.1 Officers will continue to progress the programme of schemes agreed by the committee.

Contact Officer: John Hilder
SCC Area Highway Manager SW
Tel 0300 200 1003

Consulted:
As described within the report

Annexes:

1. Highways budget and expenditure for 2016/17
2. Horizon carriageway schemes 2016/17

Sources/background papers:
Local Committee for Waverley Friday 24 June 2016: Item 9: 'Highways Update'

This page is intentionally left blank

Highway budgets and forecast expenditure for 2016/17

2016/17 Local Committee Budget

2016/17 Forecast Expenditure (pages 2 to 5 below)

Capital Maintenance & ITS	457,242	Capital Maintenance, 4	600,000
Revenue Maintenance	237,173	Revenue maintenance	120,000
	Total 694,415		Total 720,000
Apply PIC & S106 to deliver ITS schemes	#REF!		357,000

SCHEME TITLE		FORECAST EXPENDITURE	STATUS/PROGRAMME/COMMENTS
--------------	--	----------------------	---------------------------

ITS schemes funded by PIC/S106: Cranleigh and Eastern Villages

Cranleigh: Ewhurst measures to reduce HGV's in Ewhurst		Nil	Feasibility being progressed by Peter Hitchings, no costs will be incurred until proposals have been agreed
Cranleigh: Portable VAS for Ewhurst PC		3,000	Delivered to the parish council in August
Cranleigh: Elmbridge Road safety measures at single track section (canal bridge)		15,000	In pricing, install Q4.
Cranleigh: Ewhurst Rd/Park Mead junction, cycle facilities feasibility study		5,000	In progress
Cranleigh: Kerb section of the common to prevent overrun/verge damage		40,000	Priced at 50,000 so will require 10,000 allocation by Cranleigh TG
Wonersh: Kerb splitter island at Chinthurst Lane j/w Station Rd		5,000	Works ordered, install Q4
Alfold: Feasibility study for safety improvements		5,000	In progress
Sub Total		73,000	Carry forward to page 1

ITS schemes funded by PIC/S106: Farnham

Badshot Lea Crossroads, red man/green man for signal junction		5,000	Feasibility/design work in progress. 75k S106 in place to direct towards implementation
Downing St/Union Rd/Longbridge junction – two way access to Wagon Yard car park		26,000	Update to October informal c'ttee meeting. Forward funded from parking surplus pending release of East St S106

Continued on next page

SCHEME TITLE	2015/16 ALLOCATION	FORECAST EXPENDITURE	STATUS/PROGRAMME/COMMENTS
--------------	--------------------	----------------------	---------------------------

ITS schemes funded by PIC/S106: Farnham (continued)

Rowledge: Village safety scheme		10,000	Design complete,install Q4
Alma Lane Bricksbury Hill, raised table		50,000	Design complete install Q4
Sub Total		91,000	Carry forward to page 1

ITS schemes funded by PIC/S106: Godalming, Milford & Witley

Safety measures at Meadow/Catteshall Rd junction		8,000	Feasibility only this year
Station Rd Godalming, additional footway lighting		5,000	On hold pending local planning application (vetinary surgery)
Station Lane, Milford. HGV assessment for potential weight restriction		5,000	Feasibiity in progress
Binscombe Lane bus stop improvements		15,000	Being progressed by Passenger Transport
Brighton Rd Godalming: 2 no. VAS		12,000	Install Q4
Shackstead Lane/Tuesley Lane. Feasibility study for wider c'way		5,000	In progress
Eashing Lane. Feasibility study for wider c'way		5,000	In progress

Continued on next page

SCHEME TITLE	2015/16 ALLOCATION	FORECAST EXPENDITURE	STATUS/PROGRAMME/COMMENTS
--------------	--------------------	----------------------	---------------------------

ITS schemes funded by PIC/S106: Godalming, Milford & Witley (continued)

Amberley Lane Milford. Improve parking on green area		2,000	Feasibility study complete, no PIC available to implement
HGV restriction for Primrose Ridge		10,000	Feasibility study in progress
Sub Total		67,000	Carry forward to page 1

ITS schemes funded by PIC/S106: Haslemere and Western Villages

Wey Hill zebra crossing		30,000	Complete
Speed reduction town centre- (road tables, local highway narrowing, pavement widening)		5,000	
Shottermill Infants School. Zebra at existing road		40,000	Design in progress. install Q4
Jumps Lane/Tilford Rd, feasibility study safety		5,000	Feasibility study yet to commence
Beacon Hill Rd. 20mph outside school		2,000	Scheme dropped, not supported by the police
Churt:cycle racks at pavilion		4,000	Ordered, ill Q4

Continued on next page

SCHEME TITLE	2015/16	FORECAST	STATUS/PROGRAMME/COMMENTS
ITS schemes funded by PIC/S106: Haslemere and Western Villages (continued)			
Elstead: VAS on Milford Rd		15,000	In progress,install Q4
Frensham. HGV feasibility study Wire Cut etc		5,000	In progress
Tilford. Build outs by tennis courts		15,000	In design install Q4
Tilford. Dropped kerbs at village green		5,000	In design install Q4
Sub Total		126,000	Carry forward to page 1

Capital Maintenance

Carriageway, footway, drainage or other maintenance works. 150,000 allocated to each of	600,000	600,000	Waverley maintenence engineer is in discussion with members on potential schemes/use. the majority have now been agreed.
Sub Total	600,000	600,000	Carry forward to page 1

Revenue Maintenance

Reserve Funding For Lengthsman Scheme	65,000	65,000	Payments now authorised
Community Enhancement	45,000	45,000	5,000 per SCC councillor
Ad hoc new signs, lines bollards etc by area team	10,000	10,000	In response to rquests from residents and members
Sub Total	120,000	120,000	Carry forward to page 1

Annex 1: Page 5 of 5

5 Year Structures and Drainage Programme Updates

At Cabinet in June 2016, the 15 year Highway Asset Strategy for assets including Roads, Pavements, Structures and Drainage, was approved. This 15 year strategy will be split into three 5 year programmes of work. The plans for the development of the 5 year road and pavement programmes were discussed at the summer local committees and Members have had the opportunity to suggest schemes to be prioritised for these programmes. We would now like to share with Local Committees how we are developing the 5 year programmes for Structures and Drainage and invite local committees to help us shape the programmes.

5 Year Structures Programme

The proposed capital Structures budget will see a spend of £15 million over the next 5 years. This level of investment will enable development of a strategic plan to manage asset condition in the long term. Approximately 15 major strengthening/reconstruction schemes will be completed over 5 years, with approximately 50 further capital maintenance projects.

Schemes will be prioritised in accordance with SCC prioritisation policy for managing highway assets using our Bridge Management System, which allocates a condition index score to each structure following a detailed inspection carried out in accordance with the Management of Highway Structures Code of Practice. In addition, when a structural assessment identifies that all or part of a structure is considered to be, or is about to become inadequate or unsafe it will be included in the programme.

All major strengthening/reconstruction schemes will be rated based on condition and risk. Due to the potentially critical timeline these priorities must be adhered to, however Local Committees are invited to contact the Structures Asset Manager with suggestions of any structures that should be prioritised for capital maintenance projects, which members feel have heritage or local community importance.

5 Year Drainage Programme

The Capital Drainage Programme has been allocated £8 million over the next 5 years to address problems on and from the highway as recorded and prioritised on the Surrey Wetspots Database. As many flooding issues are complex and a complete resolution of the problems is not always possible, a range of different scheme options are considered in order to identify the works that will deliver the best value for money. In line with our role as the Lead Local Flood Authority and the strategic objectives set out in the Local Flood Risk Management Strategy, opportunities to address flooding issues to communities within the wider catchment are also considered in order to reduce overall flood risk within the county. The size and cost of schemes can vary greatly and some larger schemes are split into phases over multiple years where there are seasonal constraints but an annual budget of £1.6m will enable delivery of approximately 12 schemes per year.

The prioritisation of wetspots is based around the observed impact of flooding as well as the frequency and duration. If flooding is deemed to pose a significant safety risk, this triggers a site inspection from an officer who will validate the wetspot score using a Wetspots Safety Checklist to more definitively reflect the level of risk in the prioritisation score. Schemes can be shifted forward or backward on the existing programme where there is potential for joint

work. It provides opportunities for securing external funding contributions as long as it does not impact the delivery of schemes addressing significant safety issues.

Members are invited to influence the programme by reviewing the recorded flooding impacts in the wetspots currently on the programme, and providing updated information where the current issue(s) is not properly represented resulting in an increase or decrease to the score. Members can also report flooding issues not currently represented on the Wetspots Database to the local highway teams in order to get them added; if the score is significant, this can result in the wetspot being accelerated into the current 5 year programme.

Further information

The Full prioritisation Policy and Criteria for Highway Assets can be found at:

<http://www.surreycc.gov.uk/roads-and-transport/road-maintenance-and-cleaning/maintaining-our-roads-and-pavements/how-we-prioritise-road-maintenance>

An extract of the policy showing the criteria for Structures and Drainage has been provided with these papers.

A list of wetspots can be found at;

<http://www.surreycc.gov.uk/roads-and-transport/road-maintenance-and-cleaning/drainage-and-flooding/flooding-and-wetspots>

Officer Contacts;

Structures Asset Manager – Daniel Robinson (Daniel.robinson@surreycc.gov.uk)

Drainage Asset Manager – Owen Lee (Owen.lee@surreycc.gov.uk)

Structures Prioritisation Value Management Scoring

1. Highway Maintenance/Improvement Issues

The Bridge Condition Index is determined from a detailed Inspection, in accordance with the Management of Highway Structures Code of Practice 2006, and The Inspection Manual for Highway Structures 2007.

Structures with a Bridge Condition Index of an element less than 65 would have high priority reactive maintenance carried out. When a structural assessment identifies that all or part of a structure is considered to be, or is about to become, structurally inadequate or unsafe it would be prioritised for major maintenance.

BCI Range	Average Stock Condition	Critical Stock Condition
100 → 90 Very Good	Bridge stock is in a very good condition.	Represents very low risk to public safety.
90 → 80 Good	Bridge stock is in a good condition.	Represents a low risk to public safety.
80 → 65 Fair	Bridge stock is in a fair condition.	Some structures may represent a moderate risk to public safety.
65 → 40 Poor	Bridge stock is in a poor/substandard condition.	Some structures may represent a significant risk to public safety.
40 → 0 Very Poor	Bridge stock is in a very poor/substandard condition.	Some structures may represent a high risk to public safety.



Condition	Score
Red - Very Poor – BCI score less than 40. High risk to public safety, immediate reactive maintenance followed by priority scoring on re-scored BCI	Immediate reactive maintenance
Amber – Fair/ Poor – BCI score between 40 and 80. Moderate risk	250
Good – BCI score above 80. All elements satisfactory, low risk	50

Assessment of load carrying capacity must be carried out with a maximum spacing between assessments of 20 years.

Bridges:

Assessment result	Score
3T or less	100
7.5T	60
Above 7.5, but less than 38T	50
40T/38T	20

Other Structures:

Assessment of fit for purpose	Score
Low risk	60
Medium risk	100
High risk – immediate reactive maintenance to be carried out	Immediate reactive maintenance.

2. Network Hierarchy

The network hierarchy reflects the impact of disruption caused by lane or road closures for construction work.

Hierarchy of road	Score
SPN 1	100
SPN2	100
SPN3	50
SPN4a	25
SPN4b	10
High community need, eg only means of access	100

3. Risk

This section includes project risk, due to programming issues and the interests of third parties.

Risk	Score
Parapets not to current standards	50
Carriageway height clearance not to current standards	50
Structure on Close Monitoring List for more than 12 months	100
Weight restriction in place	100
Width restriction in place	80
Height restriction in place	80
Embankment failure	100
Scour	100
Foundation movement	100
Ecologically sensitive area – restrictions on when work can be carried out	25
Abnormal load route	50
Road over rail incursion site	100
Traffic management has been in place as an interim measure for	100

more than 12 months	
Bridge is owned by third party	25
Statutory undertakers plant requires diversion or supporting	25
Work requires FDC from the Environment Agency	25
Scheme requires land purchase	25
Scheme requires planning permission	25
Scheme contributes to other strategies or programmes	100

4. Value for Money

There is a national requirement to submit the value of bridge stock using the CIPFA Structures Toolkit. The project will be completed in 2013.

The web based version of the Bridge Management System (Bridgestation) will enable lifecycle planning to indicate if intervention maintenance will reduce costs over the life a structure.

5. Network Management

No score is currently proposed and the value will be determined during the work's programming phase on scheme by scheme basis.

Drainage Prioritisation Value Management Scoring

S = Single: one time score per Wetspot

C = Cumulative: multiple scores allowed per wetspot

Estimated Max score = 200

1. Highways Maintenance/Improvement Issues

N/A for Wetspots – Drainage Assets often unknown

2. Network Hierarchy

Hierarchy of Road	Points	Score Type
SPN 1	40	S
SPN 2	20	S
SPN 3	10	S
SPN 4a	5	S
SPN 4b	5	S

3. Risk (Applies to all wetspots)

Safety*	Points	Score Type
Confirmed injury due to/exacerbated by wetspot	150	S
Confirmed accident due to/exacerbated by wetspot	30	S
High Risk of Accident	15	S

ITEM 8

Property flood	Points	Score Type
Internal Property Flood	35	C
Recurring Internal Property Flood	50	C
Single External Property Flood	5	S
Multiple External Property Floods	10	S
Involvement of vulnerable person(s) with internal property flood	30	S

Social & Economic impact	Points	Score Type
Affects Access to/Functionality of Critical Services or Infrastructure	60	S
Major Economic or Social Impact (State Reason)	40	S
Causes major congestion and/or restricts access to schools	20	S
Complete flooding of footways	10	S

Miscellaneous	Points	Score Type
Foul Sewage Surcharge	30	S
Report of Safety Issue from Emergency Services	30	S
Flooding persists for a significant time after rainfall has stopped (Y/N)	30/1	S
Claims/Excessive cost on callouts	20	S
Exceptionally Frequent Flooding (To be agreed at annual meetings)	Total score X 1.5	Multiplier

* Safety scores allocated during the desktop exercise used to produce the wetspot list will be validated by site safety assessments on each site by drainage engineers. They will use an agreed checklist to ensure that subjectivity is not a factor in the scoring system to ensure consistency of scores across the county. If an engineer carrying out a site safety assessment identifies that a site poses a significant and immediate safety risk they will seek approval from the Drainage Asset Team Leader to allocate additional points to “boost” the scheme to the current years’ programme.

4. Value for Money

The budget will be split at a ratio of 4:1 for prioritised needs based schemes and more minor schemes that could prevent more significant work being required later on. Typically they minor schemes would have a total value of less than £25,000.

Value for money cost savings may be achieved under Operation Horizon during the later phases of the five year programme which could require some deviation from priority order.

5. Network Management

No score is currently proposed and the value will be determined during the works' programming phase on scheme by scheme basis.

Prioritisation Glossary

BCI	Bridge Condition Index
	This is the industry standard measurement of bridge condition derived from inspections carried out by trained bridge inspectors, in accordance with the Management of Highway Structures Code of Practice 2006, and The Inspection Manual for Highway Structures 2007. General Inspections are carried out every 2 years, principal inspections every 6 years and at risk structures are inspected at a frequency determined based on the level of risk.
BMS	Bridge Management System
	A System use to store, manipulate, manage and retrieve data and information related to Bridges.
CIPFA	Chartered Institute of Public Finance and Accountancy
	The CIPFA code of Transport and Infrastructure Assets provides details of how Local Authorities should value their Highway Assets in order to provide information required by HM Treasury for Whole of Government Accounting.
-	Embankment
	A bank formed above the natural ground level that creates the approach to a bridge. The purpose of an approach embankment is to raise the road level to align with the bridge deck level.
-	Parapet
	A wall/rail/fence that runs along the outside edges of the bridge deck, or retaining wall, parallel to the direction of traffic flow. The purpose of the parapet is to prevent users from accidentally falling off the bridge.
FDC	Flow Duration Curve
	Graph that shows the proportion of time during which discharges of water equal or exceed a specified measure
LoBEG	London Bridges Engineering Group
-	Lifecycle Planning
	By considering an asset over its whole lifecycle, it is possible to select the optimum point to intervene with the optimum treatment. Surrey County Council is using tools newly developed by the Highway Industry to carry out this work on key highway assets to better inform future programmes of work.

-	Scour
	Erosion of earth around a bridge, generally affecting the foundations of structures built in watercourses.
SPN	Surrey Priority Network
	The network by which Surrey manages and maintains the public highway within the county. The SPN defines hierarchies for all elements of the highway network including roads, pavements and cycleways. It reflects the needs, priorities and actual use of each element of the network and is used to identify needs based provision of services and identify appropriate levels of service.
-	Wetspot
	"Wetspot" is a term used by the lead local flood authority (Surrey County Council) to describe the location of a flood incident that has been reported.

This page is intentionally left blank

PROJECT HORIZON SCHEME LIST

April 2016

WAVERLEY

This report was produced in April 2016 and was accurate at the time of publication. To find more up to date information please see [Roadworks in my area](#).

The list of schemes for Project Horizon year four are as below.

Road Name	Limits (start)	Limits (end)	When we plan to undertake the works
Catteshall Lane (Langham Close)	Grange Close	Wharf Street	April 2016 - Mar 2017
Chapel Road	Boundstone Road	Long Road	April 2016 - Mar 2017
Blackdown Lane(Haste Hill)/The Common	Haste Hill	Petworth Road	April 2016 - Mar 2017
Old Park Close	Folly Hill	End	April 2016 - Mar 2017
High Thicket Road	Dockenfield Street	End	April 2016 - Mar 2017
Little Green Lane	Shortheath Road	Greenfield Road	April 2016 - Mar 2017
Elizabeth Road	Farncombe Street	George Road	April 2016 - Mar 2017
Barrihurst Lane/Dunsfold Rd	Horsham Road	Dunsfold Road	April 2016 - Mar 2017
Crownpits Lane	Brighton Road	Busbridge Lane	April 2016 - Mar 2017

The following schemes are on the reserve list and may not be carried out. We will only be completing these works if another scheme within Surrey is deferred in this year's programme.

Road Name	Limits (start)	Limits (end)
Beldham Road	Greenfield	End
Liphook Road	Sturt Road	SCC boundary

SURREY COUNTY COUNCIL

LOCAL COMMITTEE (WAVERLEY)

DATE: 16 SEPTEMBER 2016
LEAD OFFICER: GORDON FALCONER
COMMUNITY SAFETY MANAGER



SUBJECT: LOCAL COMMITTEE FUNDING OF COMMUNITY SAFETY PROJECTS

DIVISION: ALL DIVISIONS IN WAVERLEY

SUMMARY OF ISSUE:

The Local Committee has a delegated budget of £3,000 for community safety projects. This report recommends the introduction of a simple process enabling the local Community Safety Partnership and other organisations to outline their planned spend for projects that meet the criteria outlined in this report.

RECOMMENDATIONS:

The Local Committee (Waverley) is asked to agree that:

- (i) The delegated Community Safety budget of £3,000 per Local Committee for 2016/17 is to be retained by the Community Partnership Team, on behalf of the Local Committee, and that the Community Safety Partnership is invited to submit proposals that meet the criteria and principles for funding, as defined at paragraph 2.6 of this report.
- (ii) Authority is delegated to the Community Partnership Manager, in consultation with the Chairman and Vice-Chairman of the Local Committee, to authorise the expenditure of the Community Safety budget in accordance with the criteria and principles stated at paragraph 2.6 of this report.
- (iii) The Committee receives a report detailing the projects that were successful in being awarded the local community safety funding and the outcomes and impact they have achieved.

REASONS FOR RECOMMENDATIONS:

A recent analysis of how the local committees' community safety funds were spent in 2015-16 revealed a mixed picture. While there were some notable examples of good practice, much of the funding was spent on activities that could have otherwise been delivered either through existing partnership work or by closer synergy with Surrey's established, strategic community safety projects. This report makes recommendations that are intended to secure greater oversight of the committee's expenditure and better value for money for projects that help to achieve the County's community safety priorities.

1. INTRODUCTION AND BACKGROUND:

- 1.1 In 2016-17, each Local/Joint Committee has a delegated budget of £3,000 to spend on activities in support of community safety. Committees have traditionally transferred this funding to their local Community Safety Partnership (CSP) to assist efforts in tackling crime and anti social behaviour. However, following an analysis of CSP expenditure and outcomes for projects supported in the financial year 2015-16, Local Committee Chairmen collectively proposed that committees should instead retain their delegated funding and invite CSPs to identify proposals for its potential use to the committee for approval.
- 1.2 The committee is requested to consider the process presented in this report and to make a decision on this executive function.

2. ANALYSIS:

- 2.1 At the end of the 2015-16 financial year each CSP was asked for an update on how the Local Committee's funding had been utilised and for an assessment of the impact or outcomes the funding had achieved.
- 2.2 The CSP responses varied in terms of how the funding had been used in each locality. There were some notable examples of innovative practice across the county such as providing bespoke support to people with complex needs, making changes to local physical environment to prevent anti-social behaviour occurring and collaboration across three boroughs and districts to tackle fly-tipping. However, many of the other activities referred to funding leaflets, training or campaigns that could have potentially been delivered either through closer partnership working or by tapping into existing cross-county strategic projects. Additionally, few CSPs were able to provide an analysis of the impact that the funding had produced or the outcomes it had achieved.
- 2.3 In the context of the County's Medium Term Financial Plan and the requirement on all services to contribute to significant savings over the next 5 years, it is also imperative to ensure that the Committee's

funding secures better value for money and helps to achieve corporate and partnership priorities.

Community Safety Funding

- 2.4 A clear and simple process designed to support CSPs will ensure that funds are processed efficiently.
- 2.5 Local CSPs will be invited to submit a brief outline of any projects that they would like to put the funding towards, and a simple template would be offered for this purpose.
- 2.6 To assist CSPs when identifying suitable projects, the following criteria is suggested as a guide:
- (a) Results in residents feeling safer
 - (b) Has clear outcomes that align with the priorities of the Local Committee and/or the CSP
 - (c) Is non recurrent expenditure
 - (d) Does not fund routine CSP activities (e.g. salaries, training)
 - (e) Is not subsumed into generalised or non-descript funding pots
 - (F) Does not duplicate funding already provided (e.g. domestic abuse services, youth work, transport costs, literature which could be co-ordinated across all CSPs)
- 2.7 To ensure funds can be utilised within the current financial year, it is suggested that a deadline of 15th December to submit an outline of any project, is communicated widely to Local CSPs.
- 2.8 To ensure funds can be processed in a quick and efficient manner, it is recommended that authority is delegated to the Community Partnership Manager, in consultation with the Chairman and Vice-Chairman of the Local Committee, to authorise expenditure. This will allow local organisations to initiate and implement projects with the minimum of delay.
- 2.9 In the event that there are insufficient applications from CSPs, and/or there are unspent community safety funds remaining once the 15 December 2016 deadline has past, the Local Committee could consider alternative local projects from other sources that meet the above criteria; or it could offer funding towards strategic or county-wide community safety delivery e.g. cross-county training or services; or alternatively, it could offer any unspent funds up to assist in meeting the Council's wider budgetary savings.

Monitoring Funding

- 2.10 The CSP and any other recipients of funding will be required to provide the local committee with a short update outlining for each project how the funding was used and the difference and impact it has made in local communities.

3. OPTIONS:

- 3.1 All viable options were considered and appraised when forming the recommendations to the Local Committee.
- 3.2 The previous arrangements where the Committee transferred its funding to the CSP for it to decide how the funding was to be used was not considered to provide sufficient information on the impact that the funding had produced or the outcomes it had achieved, following the analysis undertaken at the end of the financial year 2015-16.
- 3.3 The recommended funding arrangements will introduce a simple process for the commitment of funds by the Local Committee and will enable greater scrutiny over the use of this funding.

4. CONSULTATIONS:

- 4.1 The Local Committee Chairmen have collectively been consulted about the recommendations contained in this report.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 The costs of the recommendations in this report are contained within existing revenue budgets. Early scrutiny of proposed projects by CSPs and local organisations will help to achieve better value for money for the Committee's funding.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 There are no direct equalities and diversity implications, however through its membership of the local CSP, the County Council helps to ensure that services are accessible to harder to reach groups. The CSP maintains ongoing monitoring of hate and domestic abuse crimes.

7. LOCALISM:

- 7.1 The proposals contained within this project would initially enable CSPs and potentially, after that, other local groups to submit project proposals which directly support the aims of the County Council as outlined in this report.

8. OTHER IMPLICATIONS:

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

8.1 Crime and Disorder implications

Providing funding for local community safety projects will enable the CSP and/or other local organisations to help to promote safety, reduce crime, and tackle antisocial behaviour and raise awareness of safer practices and behaviours.

9. CONCLUSION AND RECOMMENDATIONS:

9.1 The recommendations contained in this report are intended to secure greater oversight of the Committee's community safety expenditure and achieve better value for money through projects that help to achieve the County's community safety priorities.

10. WHAT HAPPENS NEXT:

10.1 The CSP will be advised of the funding process agreed by the Local Committee and invited to access this funding.

Contact Officer:

Gordon Falconer, Community Safety Manager, Telephone 03456 009 009

Consulted:

Surrey's Local Committee chairmen.

Annexes:

None.

Sources/background papers:

Not applicable.

This page is intentionally left blank

SURREY COUNTY COUNCIL

LOCAL COMMITTEE (WAVERLEY)

DATE: 16 SEPTEMBER 2016



LEAD OFFICER: ROSE WILSON
LEAD MANAGER SURREY LIBRARY SERVICE

SUBJECT: THE SURREY LIBRARY SERVICE UPDATE (WAVERLEY)

DIVISION: ALL DIVISIONS IN WAVERLEY

<p><u>SUMMARY OF ISSUE:</u></p> <p>This report for information updates Councillors on library services in the borough of Waverley and issues and challenges currently facing the library service.</p>
<p><u>RECOMMENDATIONS:</u></p> <p>The Local Committee (Waverley) is asked to asked to:</p> <ul style="list-style-type: none"> (i) Note the need to develop a single affordable strategy for the library service (ii) Note the proposed way forward for developing that strategy (iii) Note the need to widely engage and consult a wide range of public staff and councillors on its development
<p><u>REASONS FOR RECOMMENDATIONS:</u></p> <p>The County Council is facing severe and ongoing financial pressures to which services have to respond by making changes in their service offers to Surrey residents and how they deliver them.</p>
<p><u>1. INTRODUCTION AND BACKGROUND:</u></p>

1.1 Libraries in the borough of Waverley

This report for information updates Councillors on what is happening in their local libraries. The service consists of two Group A – Main town libraries- Farnham and Godalming, two town libraries –Cranleigh and Haslemere, and a community partnered library, Bramley. A snapshot of visitor figures for July this year (a quiet month in terms of use) has monthly visitor figures for Farnham of 13982, Godalming 11194, Cranleigh 6444, Haslemere 4226, and Bramley 1446.

1.2 Farnham

Like all libraries in the borough, Farnham proactively encourages local community members to become library users. In February, staff helped with visits from local guides and Rainbows' groups, helping them get their badges

ITEM 10

relating to libraries. March saw a visit from pupils at Edgeborough School who were given a tour of the library, shown how it works and what is on offer to them. St Peter's School also visited and were given a talk by staff on the history of the Culver room for a local history project.

In April staff went to visit the Bungalow, a local community centre in Farnham. The centre is used by families in the Sandy Hill area. Staff held a story session and talked to users about what was available at the library, from which has come a number of new library members.

The Brownies visited again in May, to complete their badges. The Timebank initiative by Surrey County Council (SCC) held some drop in sessions in the library to encourage people to volunteer, and Mindease held a coffee morning in the library.

There were more school visits in June and staff attended school assemblies at Barfield School, William Cobbett Infants and Juniors and Hule school to promote the annual reading challenge Farnham enjoys the benefit of a very supportive and active Friends group, who held a Punch and Judy show in the children's library and Home start held a vintage tea party in the library gardens.

In August, the Friends' group held another event, this time a painting session for children based around Monet. Staff also went back to the Bungalow to hold another story session.

The library service was successful in bidding to the Arts Council England for money to improve Wi-Fi in libraries and so has been able to improve the original Wi-Fi access at Farnham to include the whole building instead of just hot spot provision.

1.3 Haslemere

In March they had a Brownie group visit with a story time session and Easter egg hunt. During April the library hosted a visit from the Wey Hill nursery.

In June there was a volunteer drop in session. Staff also went out to local school assemblies to promote the reading challenge.

In July there was a visit from Weyhill Montessori group who enjoyed a craft and story session.

The library service was successful in bidding to the Arts Council England for money to improve wi-fi in libraries and so has been able to improve the original wi-fi provision at Haslemere to include the whole building instead of just hot-spot provision.

1.4 Cranleigh

In March the Cranleigh Literary festival took place and to take part the library hosted the Guildford Shakespeare company. Two of the company came along and held a story session of Roald Dahl's "The Giraffe, The Pelly and me". Also in March there was a display in the library for Cranleigh Arts and Crafts. Staff have hosted and been out to various schools including St Cuthbert Mayne Primary and Park Mead.

The Friends of Cranleigh library have continued to be very supportive and are currently looking after the gardens to make sure the library gardens are part of Cranleigh in Bloom.

The library also had a presence at the Cranleigh Carnival, rectory fete and a table at the community showcase, an event to show what's available in the village such as the library, clubs and local societies.

1.5 Godalming

Regular craft events for both children and adults alike are being held, which are proving to be very popular. They have started a scrabble club which meets every Tuesday afternoon and also have a regular knit and natter group that meet in the library. Staff have also been out to local schools to promote the reading challenge and have had visits from local schools and Brownie groups.

The refurbishment last year created a large multi-purpose room which is being used for events, school visits and is hired out to the public

1.6 Bramley Community Partnered Library

Following a refurbishment of the rear meeting rooms including the ex-Post Office and toilets by SCC, Bramley was launched as a community partnered library in December 2014. The library is supported by the local Parish Council and is overseen by a committee comprising Parish Council members, volunteers who support and run the library and a representative of the Friends group. A library operations group of volunteers deals with the day to day running of the library. The group have been successful in increasing the numbers of visits and book issues. The run regular rhymetimes and storytimes, with extra fun sessions over the summer break.

The ex-Post Office is hired out to various groups including a yoga class, knitting groups and book groups. They run author events in the library including a very successful event with the crime fiction writer, Simon Brett. The library has regular displays which are well planned and change frequently and actively support Duke of Edinburgh Award students.

Bramley has a very good presence on social media, receive lots of feedback via their Facebook page and also tweet regularly. This social media presence is championed by one of the regular volunteers who ensures Bramley is promoted as much as possible.

The library service's Community Led Services Team work with the volunteers supporting them to develop services offered, recently a group of volunteers have taken responsibility for their stock management and are selecting and managing the library stock.

Funds raised through events have been invested in a coffee machine, a photocopier, additional tables and chairs to support room hire and events and new notice boards. They are now considering how to support local carehomes with volunteers visiting the homes with books.

They are proud of the fact that they are a Pokestop and Poke Gym and promote this via social media, encouraging visits to the library.

Bramley will also have a new updated self service kiosk before Christmas.

1.7 Marketing and income raising

All libraries in Waverley have to help raise a challenging income target of £1.6million per annum for the library service as a whole which is part of the services' base budget. Libraries do this by a range of activities including fines and charges, rentals, and miscellaneous sales. The service constantly looks for new sales lines and monitors the performance of income raising activities. In November the service began selling a new type of folding shopper bag in libraries- Eco Chic bags. Libraries in Waverley were some of the first to take this up and have been very successful in selling them. On the other side of the coin, compostable bags for food waste caddies were one of our best sellers in Waverley libraries and the change to the use of any plastic bags will hit sales of over 1000 rolls per annum and the income from those sales.

This year the service has introduced a welcome email to all new library members providing additional information about what the library has to offer and how to use it. It also now sends a reminder email to library members who have not been seen for 6 months, and an email just before their library registration expires giving them a chance to renew. These emails are suitable styled to adult or child recipients.

Quarterly account management emails have been introduced to remind anyone with money owing, and the number of times books can be renewed has been reduced from 15 to 10 to encourage library visits and stock turn. Consideration is being given to reducing this further given the reductions in the book fund.

2. ANALYSIS

Library Staffing Review

- 2.1 In July 2015 a new staffing structure and working arrangements were launched as a result of a library staffing review. As part of SCC's budget savings in 2015-16 the library service had to reduce staffing costs by £220,000 per annum, and in 2016-17 has had to make further reductions of £400,000 off the staffing in total- £250,000 from front line staffing and £150,000 from staff who work on book selection and stock management, outreach, digital services, new library and refurbishment projects, income raising and marketing. There have also been over the two years a total of £350,000 reduction from the budget for buying books and other resources. In order to keep all libraries open on the reduced staffing the service has had to adopt new ways of working, managing libraries in clusters – all the Waverley libraries are in the same cluster - and having duty managers who work across more than one library.
- 2.2 The review also set out to: introduce new staff training and new roles to meet the challenges of the future on a reducing budget: to increase engagement with customers: introduce more standardisation for greater efficiency: increase the use of volunteer roles: and improve income raising and marketing.
- 2.3 This has been a major period of change for the service which has taken some time to embed and provided many challenges. It is becoming clearer now that having staff working more broadly across several libraries is beginning to show

benefits in upskilling and operational resilience and that the new roles and improved training are beginning to have positive impacts.

- 2.4 The service has just completed a review of the implementation and how far the review has progressed towards its targets. Importance was placed on gathering staff feedback and out of 477 staff, predominantly part time, there were 276 respondents, 115 further face to face interviews, with individuals, teams and senior managers, and 13 email consultations which has produced which is a good level of response.
- 2.5 Taking all the feedback on board, areas where the changes have gone well and not so well, or are behind on implementation have been identified, and an improvement programme for further action has been drawn up. Key topics are
- Continue to increase staff and customer engagement around change and budget reductions
 - Improve communication and team working where weaknesses have been identified
 - Establish the best model for staff rotation from experience
 - Adjust staffing levels in light of experience and business trends
 - Further improve the new training with increased delivery and training frameworks of required skills for each job role and an in house management training scheme.
 - Find innovative ways to ease quite severe recruitment problems

The service will be working on this during 2016-17 and also taking on board any further changes in staffing required by the evolving budget planning for the next four years.

Budget 2016/17

- 2.6 The library service, as part of Cultural Services, has been supporting senior officers and councillors in the budget making process for the next four years in the medium term financial plan (MTFP) for the library service. To what extent the library service's budget will be affected by the severe financial pressures on the County Council is not known at this time but will become clearer in the next few months.

3 OPTIONS

Developing a single affordable strategy

Local Government Association Library Peer Challenge

- 3.1 In 2015 the library service was awarded an LGA peer challenge, only one of Three such awards in 2015-16 funded by the Arts Council and Local Government Association. The library service identified four areas on which to work with the peer challenge team, strategic direction, partnership, budgets and consultation. At the close of the challenge, having identified good practice

www.surreycc.gov.uk/waverley

and many strengths in the service and some areas for development, the overarching recommendation of the Challenge was that there needed to be a single affordable strategy for the library service for the future, pulling all the current free standing strategies into one and looking to what can be achieved financially in the future. This would involve getting buy in from other parts of SCC who are budget holders for libraries, e.g. Property, Information Management Technology (IMT), stakeholders such as Education, Adult Social Care, Cultural Services, and public, staff and councillors.

3.2 Initially it was expected that the library service would undergo one of the Public Value Transformation (PVT) reviews but the strategy will now be developed through a number of strands including further work on scenarios looked at in the peer challenge, the library service’s own research and analysis, support from the SCC Project and Business Analysis team, and work with the Resident’s Experience Board (REB). The REB now has a Libraries Task and Finish Group, which started work in June. The key question the group is aiming to answer is (within the context of affordability)

“What should the Library Service offer to Surrey residents in 2020, and what steps need to be taken to achieve this?”

3.3 The service and the REB officers note that the local committees will wish to be proactively engaged as the future strategy begins to develop. As yet there is not an end date for the Task Force, but it will obviously need to mesh in with the budget so that the service can begin work on changes in the background as soon as possible and taking on board that May 2017 is an election year.

4. CONSULTATIONS:

4.1 The Committee will be updated regarding any proposed changes

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

5.1 This has been outlined in the analysis

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

6.1 As the strategy has yet to be produced at this stage the service notes its obligations to carry out impact assessments on the proposals as they develop and for these assessments to inform decision making.

7. LOCALISM:

7.1 The eventual library strategy is likely to have an impact, in one way or another on all libraries in the borough including the community partnered library.

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	No significant implications arising from this report
Sustainability (including Climate	It is not yet known if the strategy and budget

Change and Carbon Emissions)	will have an impact on the extent of the library network
Corporate Parenting/Looked After Children	The library service provides support to carers and looked after children. It is not yet known if there will be an impact on this work due to future changes
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report
Public Health	It is not yet known if the strategy and budget will have an impact on this work

9. CONCLUSION

- 9.1 The likely continuing reduction in budgets will place pressure on the library service to develop a single affordable strategy which may result in considerable change in the service; what services it delivers and how it delivers them. The picture will clarify in the next few months and it will be important to consult and engage with stakeholders in developing the strategy.

10. WHAT HAPPENS NEXT:

- 10.1 The service will continue working with Finance, senior officers and councillors and the REB task force to develop the budget and strategy. A further discussion paper will be brought to the Waverley and other local committees when more firm information is available.

Contact Officer:

Rose Wilson Lead Manager Surrey Library Service tel. 07976 290762

This page is intentionally left blank

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

DATE: 16 SEPTEMBER 2016

LEAD OFFICER: GARATH SYMONDS,
ASSISTANT DIRECTOR FOR COMMISSIONING AND
PREVENTION

SUBJECT: ANNUAL PERFORMANCE REPORT FROM SERVICES FOR
YOUNG PEOPLE

DIVISION: ALL DIVISIONS IN WAVERLEY

**SUMMARY OF ISSUE:**

The purpose of this report is to update the Local Committee on how Services for Young People has supported young people to develop their employability during 2015/16, which has been the overall goal of Services for Young People since 2014.

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

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

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

- (i) Note how Services for Young People has supported young people to be employable during 2015/16, as set out in the appendix to this report

REASONS FOR RECOMMENDATIONS:

The Local Committee has an important part to play in supporting the local development of Services for Young People, ensuring that we are providing the right support in local communities. In particular they have an important formal role in relation to the Neighbourhood and 1-to-1 Local Prevention commissions and the Community Youth Work Service.

1. INTRODUCTION AND BACKGROUND:

- 1.1 This report is for information. It provides: an overview of changes within SYP and its wider context during 2015-16; a summary how employability of young people in Waverley has been improved; an overview of how our different commissions have performed during the year; and a brief outline of how we will keep the Local Committee informed of our progress during 2016/17.

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 2015-16 SCC undertook a wide ranging public consultation in relation to proposed changes to allocation of resources for youth work in Surrey, as part of establishing the new Community Youth Work service. This has helped to ensure the 11% budget reduction experienced by the service has been managed as effectively as possible, by ensuring we are focussing on the areas of greatest need.

Members have been consulted through the Local Committee Youth Task Group, to help SYP to prioritise where it should deliver and what outcomes it should focus on in local communities. As well as Community Youth Work, this has had a particular impact on the re-commissioned Local Prevention services, now split between a Neighbourhood and 1-to-1 offer to better support the council's priority of early help, which started in September 2015.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

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

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

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

7. LOCALISM:

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

8. OTHER IMPLICATIONS:

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

8.1 Crime and Disorder implications

The Youth Support Service provides support to young people who have offended and those who are at risk of offending. Other Commissions within Services for Young People also play an early help role in reducing offending behaviour amongst young people, in particular Neighbourhood and 1-to-1 Local Prevention and Community Youth Work.

8.2 Sustainability implications

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

8.3 Corporate Parenting/Looked After Children implications

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

8.4 Safeguarding responsibilities for vulnerable children and adults implications

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

8.5 Public Health implications

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

9. CONCLUSION AND RECOMMENDATIONS:

9.1 This report and the information included in the appendix have provided an overview of the performance of Services for Young People in Waverley and highlighted the significant progress made during 2015/16 to improve outcomes for young people.

10. WHAT HAPPENS NEXT:

- 10.1 To keep the Local Committee informed about the progress of the Service during 2016/17, Services for Young People attend up to two Youth Task Groups per year and circulate annual progress reports electronically to each Task Group Member. Please note that this may be subject to change during 2016/17 as a restructure is undertaken within the Children, Schools and Families directorate.

Contact Officer:

Mark Patchett, YSS Team Manager, Waverley – 07974 441719

Consulted:

As set out in the main report

Annexes:

Services for Young People in Waverley Performance Summary 2015/16

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
-



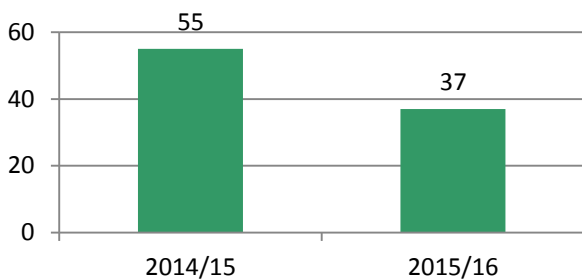
Services for Young People in Waverley Performance Summary 2015/16

Report purpose

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

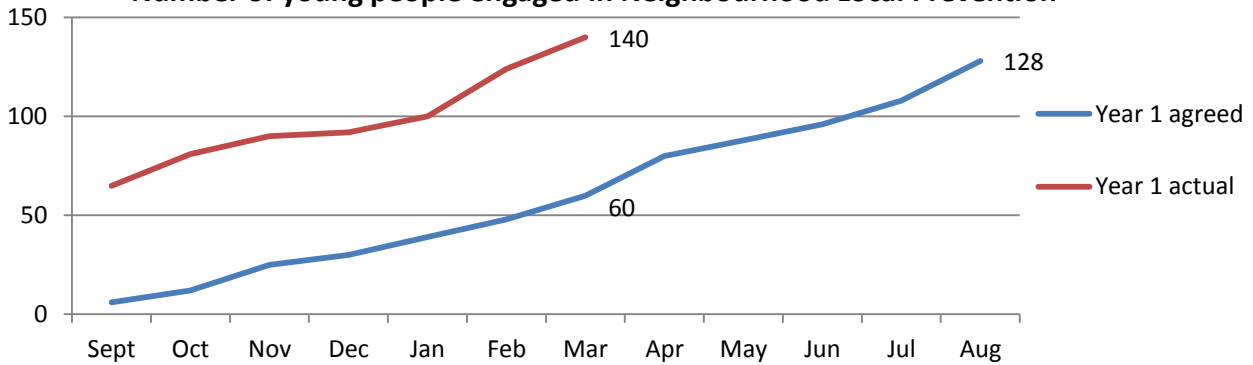
Selected Waverley performance headlines in 2015/16

Number of young people receiving Youth Restorative Interventions



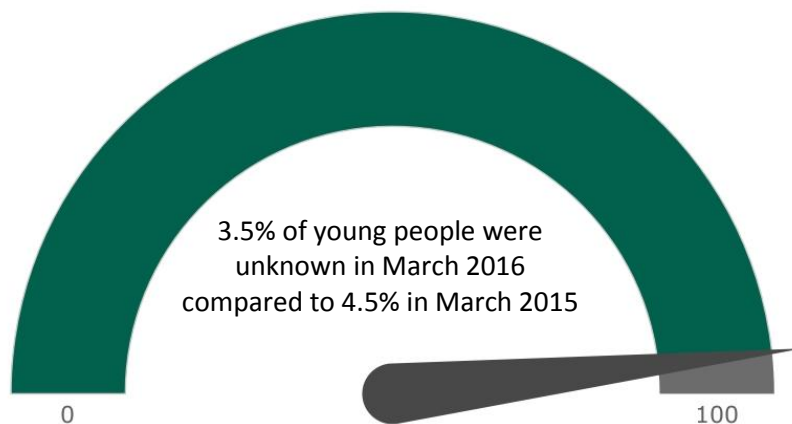
37 Youth Restorative Interventions (YRIs) employed with young people involved in low-level offending this year, compared to 55 last year

Number of young people engaged in Neighbourhood Local Prevention



0

young people who were looked after by Surrey County Council and placed in Waverley were NEET in March 2016.



Services for Young People: Introduction and context

In many ways 2015/16 has been a year of transition for SYP, with both planned changes to our commissioning model, to further improve young people's employability, and a changing context.

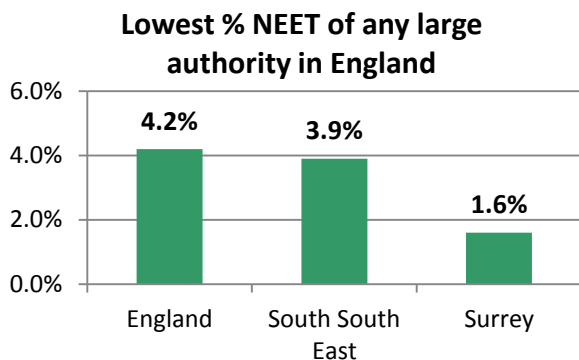
Key changes to our model have been: greater coordination of local services, through the YSS local leadership role; mobilising the new Community Youth Work Service, with 11% less budget and resources allocated in to local need; launching new Neighbourhood and 1-to-1 Local Prevention commissions in September 2015, with 10% less budget; and re-commissioning the successful Year 11/12 Transition service.

Some key changes to our context have been: four new Children's, Schools and Families (CSF) priorities of early help, safeguarding, Special Educational Needs and Disabilities (SEND) and future education and skills; the council's response to the 2014 Ofsted inspection of our Children's Services; and the council's SEND 2020 programme to better support and educate children and young people with SEND up to 25.

Looking ahead to 2016/17, there will be further changes, as we focus on our four key challenges. These have already begun in 2016, with Services for Young People coming together with other early help services and commissioning teams in a new Commissioning and Prevention Service. This will continue in 2016/17 to ensure we are able achieve better outcomes for children, young people and families in the future.

Surrey's performance headlines in 2015/16

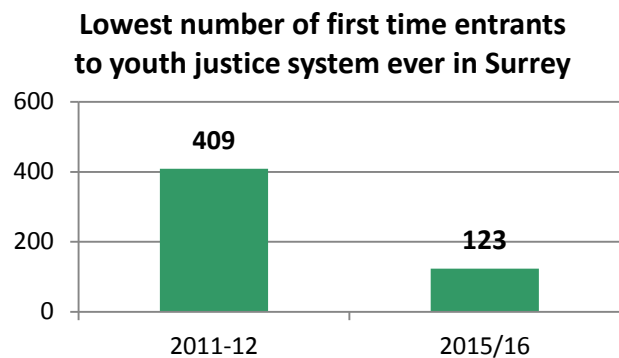
Alongside these changes, Surrey's overall performance has improved, with fewer young people not in education, employment or training (NEET), fewer first time entrants to the Youth Justice system, fewer young people sentenced to custody and fewer young people who were at risk of homelessness placed in bed and breakfast accommodation than ever before, as well as increasing numbers of young people aged 16 and 17 taking on apprenticeships.



64% reduction in the proportion of young people who are NEET since 2011-12.



Proportion of 16 and 17 year olds participating in apprenticeships has increased to 3.9% in December 2015 compared to 2.8% a year earlier.



70% reduction in the number of first time entrants to the youth justice system since 2011/12



0 young people aged 16 and 17 identified as homeless in 2015/16 and only 2 of those who were at risk of being homeless were placed in bed and breakfast accommodation.

Overview of the year from the Waverley Local Network

The Waverley Local Network consists of Local Prevention 1:1 (Step by Step) and Neighbourhood (Eikon) commissions, awarded by the Youth Task Group; the Community Youth Work Service (CYWS), Year 11-12 Transitions Team (U-Explore) and the Youth Support Service (YSS). These agencies meet 6 weekly to profile and respond to the identified needs of young people living in Waverley, and promote effective partnership working, sharing both knowledge and resources.

This is supported by a wider 'Services for Young People Partnership Meeting' which draws on the experience and knowledge of various young people's organisations across the statutory, voluntary and faith sector in Waverley and includes representatives from Waverley Borough Council (Leisure, Family Support Team, Partnerships Officer), Surrey Police, SEND Pathways Team and other adolescent services.

Key outcomes achieved by the Waverley Local Network over the past 12 months include:

- Establishing a new 'tiered' partnership structure for the effective coordination and delivery of services for young people across Waverley, including open access, early help and targeted support provision.
- The successful launch of a dedicated 'early help' service (Future Steps) to provide support and interventions for vulnerable young people (aged 13-18), who are on the 'edge of the social care system' or at risk of negative outcomes.
- Establishing a new mobile provision (Eikon), delivering outreach services in those 'priority neighbourhoods' identified by the Youth Task Group as having the highest number of young people at risk of NEET. Eikon have also delivered a well received 'SWITCH programme' in a number of schools across Waverley.
- Strong performance by the Year 11-12 Transitions Team and effective work with local schools to secure September destinations for all those young people identified at risk of becoming NEET.

Whilst most young people live in supportive family environments and make successful transitions from school to work, a small percentage experience family disruption or may be struggling with personal, social, emotional or physical challenges; placing them at a disadvantage and limiting their 'life opportunities'. One significant benefit of the 'joined up' approach has been to identify those young people who might benefit from early intervention - many of these young people would not previously have met Children's Social Care thresholds for a service; assertive outreach services ensure that irrespective of where a young person lives, they will get access to services at a time and location that is appropriate to their needs and personal circumstances.

The Local Network has created a 'one stop shop' where any young person can access one part of the service, then can be signposted for additional support to any other part of the service – providing a holistic and youth friendly response for young people who traditionally may not choose to engage with mainstream services. A good example of this is where the Eikon mobile bus has met with young people in local neighbourhoods and encouraged them to access individual support via 'Future Steps', YSS or the local Youth Centre offer.

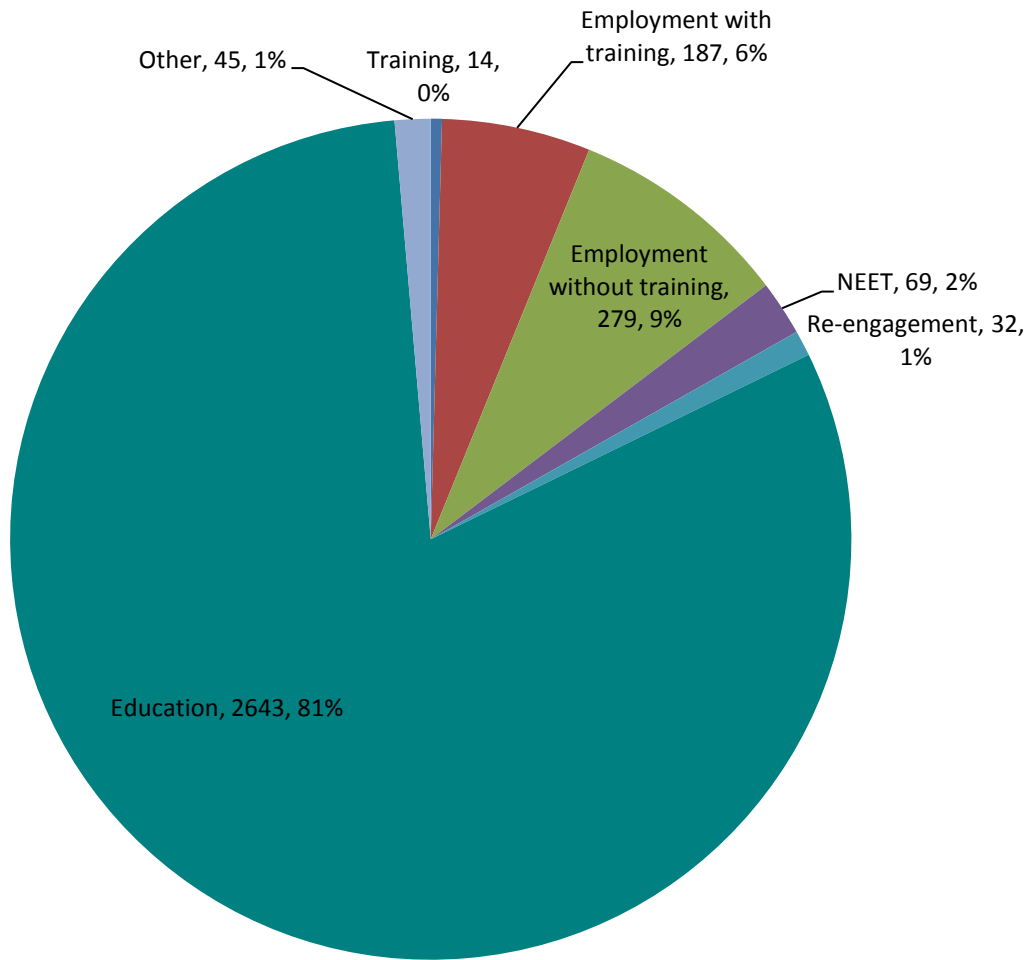
Good communication and cross agency participation are features of a successful local network of services for young people and this places Waverley in a strong position to promote and develop the new Early Help offer for young people aged 11+ in 2016. In terms of future developments, I am keen to encourage the development of a 'Directory of Services for Young People' on the Waverley BC website, giving information on all available youth sector provision within the Borough.

Local Network Case Studies

Case Study 1: Jo, is a young woman age 16 who has been involved in significant self-harming episodes over a long period, resulting in A&E admissions; some which were potentially life threatening – she had refused support from CAMHS. On first meeting Jo she presented as depressed and socially withdrawn, she was not attending school, appeared unhappy at home and in conflict with her parents. Jo was initially referred to the YSS, however as she built a positive relationship with her allocated Youth Support Officer, her confidence increased, she agreed to leave the house and engage with the local youth centre – this included accessing a youth counsellor. Jo started to become more socially engaged, conflict within the home reduced and to date there has been no further admissions to A&E – she also hopes to start college in September.

Case Study 2: The Smiths are a family who are well known to Housing, Police, Waverley Family Support Team and Children’s Social Care; the children have come to the attention of the police for anti-social behaviour within the local community and the family are involved in neighbourhood disputes. Three of the children have accessed the Eikon Mobile Bus; two have received onward referrals to the 1:1 Future Steps programme and three have received criminal justice interventions via the Youth Support Service. The young people concerned have engaged well with services and at a recent multi-agency partnership meeting (JAG) the local police report a decrease in the incidents of reported antisocial behaviour and crime on the estate. The family are engaging positively with services and the Community Youth Work Service are also looking to engage the children in voluntary support activities within their local area.

Waverley participation profile



Youth Support Service

Services

The YSS provides a dedicated 1:1 case management service to some of the most vulnerable young people in Waverley, including:

- NEET - those not participating in education, training or employment (aged 16-19)
- Youth Justice - young people coming to the attention of the police or courts (aged 10 -17)
- Children in Need - those assessed by Children's Services as requiring targeted support (aged 14 - 17)
- Homeless Prevention Service - 16 – 17 year olds that are homeless, and
- 'No Labels' - Young people (aged 13 – 18) with significant emotional or mental health problems, who have disengaged from CAMHS

Each young person is allocated a named Youth Support Officer; this creates the opportunity to build a trusting, professional relationship, providing continuity and consistency in meeting ongoing support needs. This is further complemented with access to a range of staff with specialist knowledge regarding Education, Social Care, Housing, Mental Health and Substance Misuse issues. We work together with young people, parent(s) and carers in completing holistic assessments, agreeing plans of intervention and reviewing progress on a regular basis

I consider myself fortunate to lead such an skilled, dedicated and enthusiastic multi-professional staff team who place young people at the centre of all they do; the result is securing positive engagement and outcomes for some of the most hard to reach young people living in Waverley.

Developments

The Waverley YSS Team relocated to Godalming on 1st September 2015, this new base has embedded us within the local community, encouraged closer links with partners and seen the development of a wider range of initiatives, including the Godalming based Ready for Work 'Drop In', co-location with the Community Youth Work Service (CYWS), delivery of Child Sexual Exploitation (CSE) groups with vulnerable young women and the introduction of the Fresh Start' Programme, supported by the Dan Eley Foundation (a local charity). Local leadership and partnership working has been enhanced by the Waverley Local Network, building on the previous arrangements for the coordination of services for young people

A new Early Help offer has also been developed from 1st June 2016, providing a preventative service for those young people aged 11+ referred to Children's Social Care who do not meet the threshold for a Child in Need service, but where the young person and their family may benefit from additional support.

Services are provided across Borough from the four major centres of population (Farnham, Godalming, Haslemere & Cranliegh), in addition to all outlying rural locations.

Numbers of young people & characteristics

The YSS (Waverley) work with between 100 – 150 young people at any one time; including up to 50 young people who are NEET; 30+ Children in Need programmes; up to 10 homeless; 10 – 20 suffering with significant emotional / mental health issues and 10 – 20 young people subject to out of court disposals or statutory court orders. The recent introduction of an Early Help offer has generated 48 new referrals in the first 3 months and represents a significant increase in demand for services.

A small number of young people have complex needs and are subject to multiple programmes – these young people often require considerable support and are in contact with the team 2 - 3 times a week. In

terms of the profile of young people we work with, it includes young carers, teen parents, those with learning difficulties or special educational needs, those at risk or subject to child sexual exploitation, those with emotional/mental health needs or who are experience relationship difficulties or family breakdown.

Performance

There is strong performance demonstrated by the team in work across all core strands – including reductions in NEET, homelessness and first time entrants to the youth justice system. However, many of these ‘headlines’ disguise the progress made by young people, much which is not captured in performance measures but which nonetheless represent significant individual milestones. This includes restoring family relationships, building trust, keeping safe, gaining skills and qualifications, leaving the house, finding alternative coping strategies to getting angry or depressed, reducing dependence on drink or drugs – asking for support and accepting it. The YSS have an ethos of ‘not giving up on young people’ and ‘doing with and not to’ – these principles inform our daily work with young people and their families and secure positive outcomes and futures.



YSS Ready for Work Programme
Dec 15 – March 16

Duke of Edinburgh Award – July 16
Supported by the Dan Eley Foundation

YSS Case Studies – a young person’s journey with the YSS

Case Study 1: NEET - SEN

Michael has high functioning Autism, he self referred to the ETE Drop In aged 18 having left college – he presented with low self esteem and Mum was at her ‘wits end’ believing Michael not capable of sustaining employment

Michael’s confidence increased through interaction with others, participating in a cookery project and playing pool. In January he attended the Ready for Work Programme (1 day a week for 12 weeks) with 7 other young people - he successfully completed two sections of his Bronze Duke of Edinburgh Award and achieved 4 AQA certificates in team building and communication skills. Michael’s YSO referred him to the ‘Employability’ Team who supported him to gain ‘sheltered work experience’ with a Children’s Pre School, followed by a placement with a Charity Shop. Michael also attended the Kane FM project where he gained skills in music mixing, and had the opportunity to produce his own one hour long show. He has since completed an Arts Award and continues to attend Kane FM weekly.

Case Study 2: Child in Need / SEN / Young Carers

John has special educational needs (ASD / Speech & Language difficulties) – he cannot tell the time or tie his shoe laces, he cannot budget money or remember to take prescribed medication; his personal care skills are lacking, he has difficulty travelling on public transport, cannot cook for himself, is socially isolated and only has one close friend.

He is one of 4 siblings who were removed from their mother for serious neglect, they lived in a house that was covered in dog faeces - the children were taken into foster care, three were later returned to their father, who had separated from his wife.

Two years ago the children presented as angry, tired, unfed and unkempt in school; Children's Services completed a further assessment and discovered Dad's health had deteriorated significantly; the two older boys were caring for their youngest sister, in addition to supporting Dad with his acute health needs (he is reliant upon oxygen to breathe, sleeps a lot and has routine hospital admissions, many lasting several weeks). The children were placed on a CIN plan, the two eldest were referred to YSS for additional support; the youngest sister was placed in foster care as there were significant concerns regarding her failure to thrive.

The work completed in the past two years has required significant emotional support for both boys; interventions have included transport to school to complete exams, seeking further education placements, travel training, cookery classes, attending all Children Services meetings, assisting Dad with food parcels, referrals to the Young Carers Service, sourcing funding for clothing and equipment needed for college placements, supporting Dad with benefits claims, DLA appointments and housing applications.

John attends the weekly YSS Drop In, participates in the Ready for Work Programme, and commenced a Public Services course; however he found the physical fitness requirements too demanding. YSS are now trying to secure a volunteer mentor to work with John post 19, in addition to referring him to the CYWS Health Hub, which will continue to provide John with longer term support in his local area.

Case Study 3: Emotional and Mental Health

Annie was referred to the YSS as a NEET/No Labels case in summer 2015; she wanted help securing an apprenticeship.

CAMHS had assessed Annie as being of low mood, suicidal and struggling to cope with the death of her father; she had threatened to kill herself by jumping off a road bridge. Her low mood impacted on her confidence, she was overwhelmed with a sense of grief, felt socially isolated and was not keeping appointments with CAMHS. She also had difficulties with emotional literacy in terms of self regulation, motivation and social skills.

Through weekly one to one support with her Youth Support Officer (YSO) Annie has re-commenced fortnightly appointments with CAMHS, attended Waverley Training Services, managed to complete her educational work, pass exams and undertake a work placement with a media company, where she was offered an apprenticeship.

Through contact with the YSS, Annie has also participated in a girls' residential, attended the YSS 'Drop In', worked on a film set in London and joined a young people's interview panel. As a result Annie states she feels much more positive about her future, she has developed employability skills, a CV and is more confident and motivated to work and pursue an active lifestyle. There have been no more recurrences of self harm or threats of suicide.

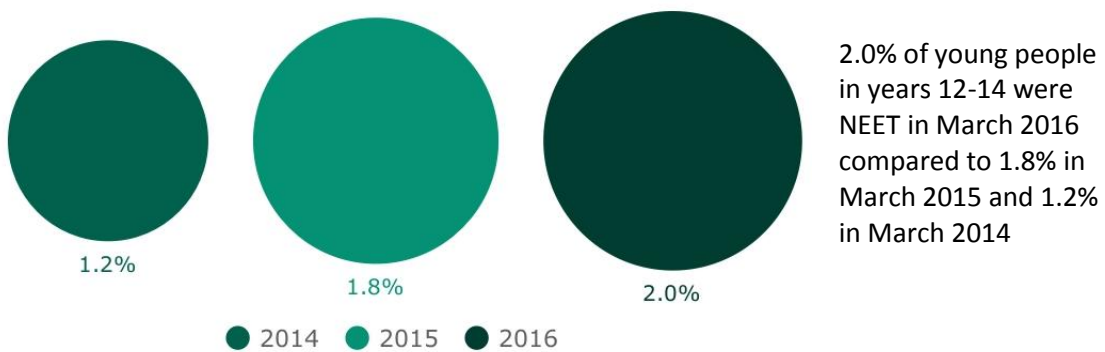
Case Study 4: Year 11 at risk of becoming NEET

Ross is a Year 11 student who recently returned from the USA; he was placed at a secondary school not of his choosing and found it difficult to fit in – consequently he avoided attending school. He is of White - Black African origin but living in a predominantly White British community. He lives with his Mother, Step Father and two younger half siblings. Mother works long hours as Step Father has an injury that prevents him working.

Ross has no knowledge of his natural father and wants to find him. He misses the diversity of the USA, his cousins who live there, participation in sport and the outdoor lifestyle. He feels isolated and lacks attachment to his community, school and family. He is a bright boy and has ambition. Since working with Ross we have:

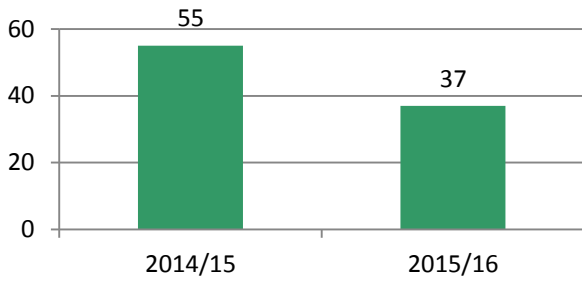
- Alerted school to ‘racist’ language and discrimination he was subjected to by other pupils.
- Collected revision papers from school and marked a few papers he has completed.
- Sent him a text every evening prior to an exam, arranged transport and taken him to one exam.
- Sourced a bicycle from our Bike project - so he can cycle to and participate in football practice.
- Facilitated face to face mediation discussions between Ross and his parents.

YSS performance headlines



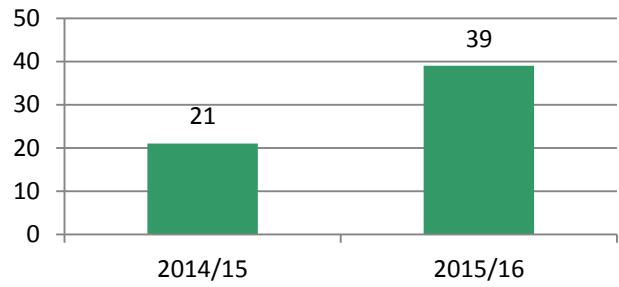
young people who were looked after by Surrey County Council and placed in Waverley were NEET in March 2016.

Number of young people receiving Youth Restorative Interventions



55 Youth Restorative Interventions (YRIs) employed with young people involved in low-level offending this year, compared to 37 last year

Number of young people receiving substantive outcomes as a result of offending



39 disposals given to young people as a result of offending in 2015/16, compared to 21 in 2014/15



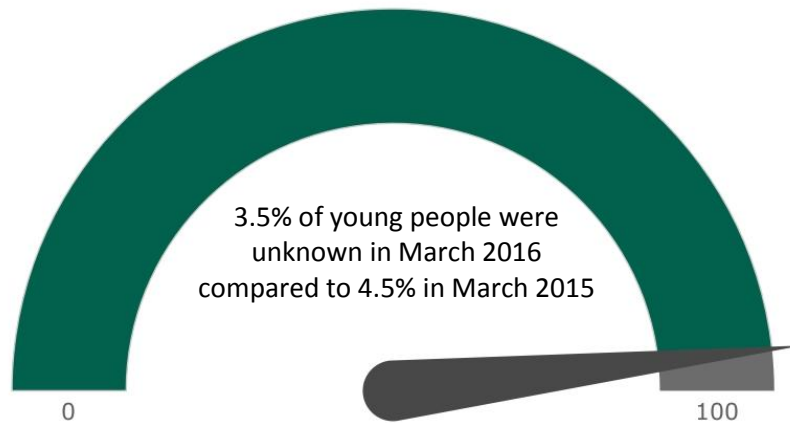
15

young people at risk of homelessness supported in 2015/16



26

Children in Need case managed by the YSS in 2015/16



Community Youth Work (£143,400)

Community Youth Work is an in-house Surrey County Council service that delivers open access youth work, targeted groups and 1-to-1 support in the borough. Its resources are allocated in response to local need, as agreed in consultation with the Youth Task Group and Local Committee.

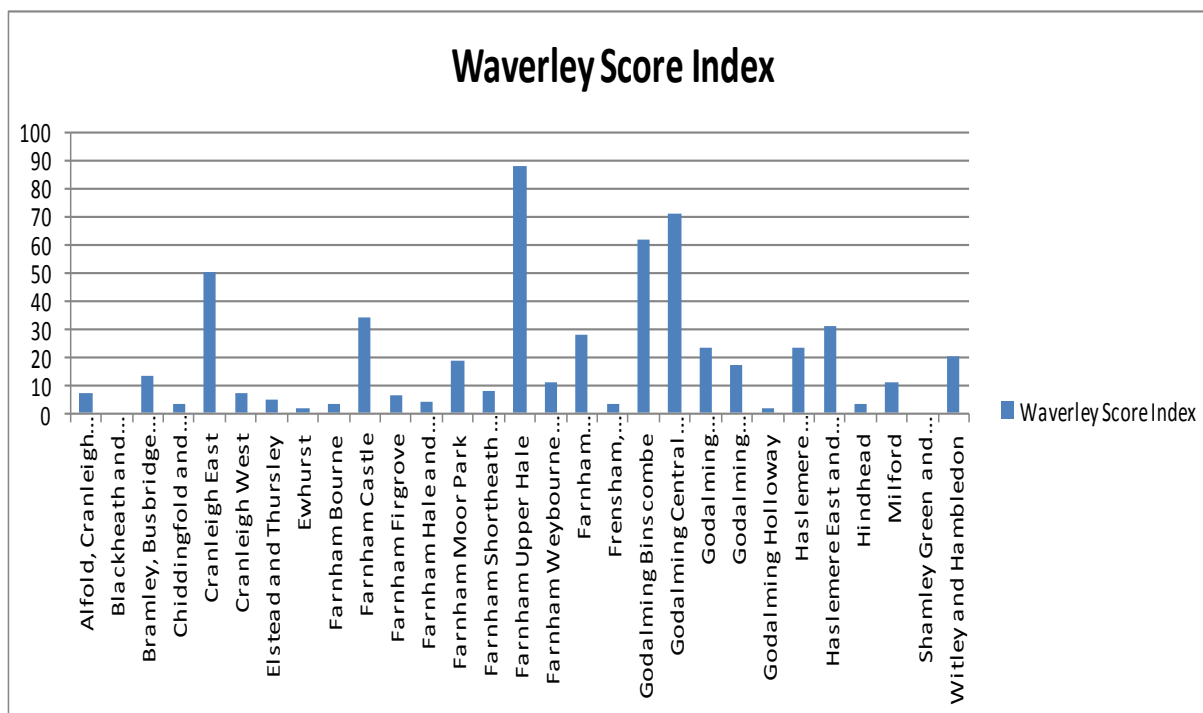
At the end of March 2016, there were 2 full-time equivalent (FTE) JNC qualified youth workers in the borough, 0.9 FTE of Worker in Charge time and 1.2 FTE of Assistant Youth Worker time.

CYWS Highlights for 2015-16

2015/16 has been a redefining year for the Community Youth Work Service. The service has worked closely with the Youth Task Group to agree new priorities and communities within the borough to focus our resources based on the needs of young people. Waverley was the only borough in the county which required a formal restructure in order to rebalance the resources. Now this is complete the results of the service are impressive. The service also added a second full-time worker to the team – which has enabled a broader and more sustainable offer.

Due to the application of the ‘Resource Allocation System’ (allocating resources to need) both Haslemere and Cranleigh areas were allocated less resources. However, the service is thrilled to be able to build strong partnerships with Cranleigh Parish Council to pool funds to develop a new offer for young people based on their needs. CPC now jointly fund our work in Cranleigh and we are pleased to be co-designing our youth work offer with young people in partnership. A similar approach has been developed with Haslemere Town Council who are equally keen to pool resources and a new youth work offer in Haslemere will be available from October 2016 (subject to final agreement).

A local needs assessment for Waverley was completed in 2015 and from this a ‘score index’ was produced (each indicator of need is given a ranking and all these aspects are added together to show the totality of need across the borough). The graph below demonstrates the levels of need among 11-19yr olds in Waverley.



ITEM 11

Version 1.0

The Community Youth Work Service has focused its efforts since September 2015 on Farnham and Godalming. Work is ongoing to grow the offer in Farnham in particular (Wrecclesham).

This needs assessment helped us allocate the Hub and Spoke Model as follows:

- A youth work HUB – Farnham (CYWS primary provider)
- SCC Spoke – Godalming (staffed by CYWS)
- Partnership spokes – Cranleigh (joint staff SCC and VCFS/CPC)
- Community Spoke – Haslemere (lead by VCFS)

Key highlights from CYWS:

- The Sandy Hills area of Farnham is one of highest need areas of Surrey. Our Sandy Hills project provides a vital link for young people to access professional support two evenings per week. Our team are supporting 60+ young people with needs such as housing, health, and well-being (personal safety, sexual health, drugs and alcohol).
- 40 Degrees youth work is lead by the CYWS working with the team at 40 Degrees. CYWS has established a base at the centre and our sessions are well attended – our offer includes a focus on employability, health and well-being and prevention of anti-social behaviour
- There are two core priority delivery areas in Godalming. Our work in Farncombe and Ockford Ridge has grown and developed over the last 9 months. These high need areas are benefiting from a focus on health and well-being and community cohesion.
- The CYWS has worked with Cranleigh Parish Council to secure new funding for the service to safeguard four sessions per week. The initial focus is on health and well-being and support for young people with SEND.

Future priorities:

- The service is keen to develop a new offer in Wrecclesham – existing staff are unable to work the one evening per week we can use the Community Centre. The service is actively recruiting new workers for this area and speaking to Waverley BC to explore alternative venues. An interim offer is being planned for September 2016 until a broader offer can be implemented.
- Securing final agreement with Haslemere Town Council to offer a 'health and well-being' provision for young people. This was the highest need aspect of the Waverley needs assessment for Haslemere.
- Additional partnership work and support for Sandy Hills. The service has faced significant challenges due to the high complexity of the needs of young people and will seek to further enhance partnership work to maximise the services impact.
- Our work in Godalming is growing and the service will seek to broaden the offer to more young people. Our current focus is the highest need young people across Godalming.

Borough headlines



662

hours of youth work delivered in 2015/16



388

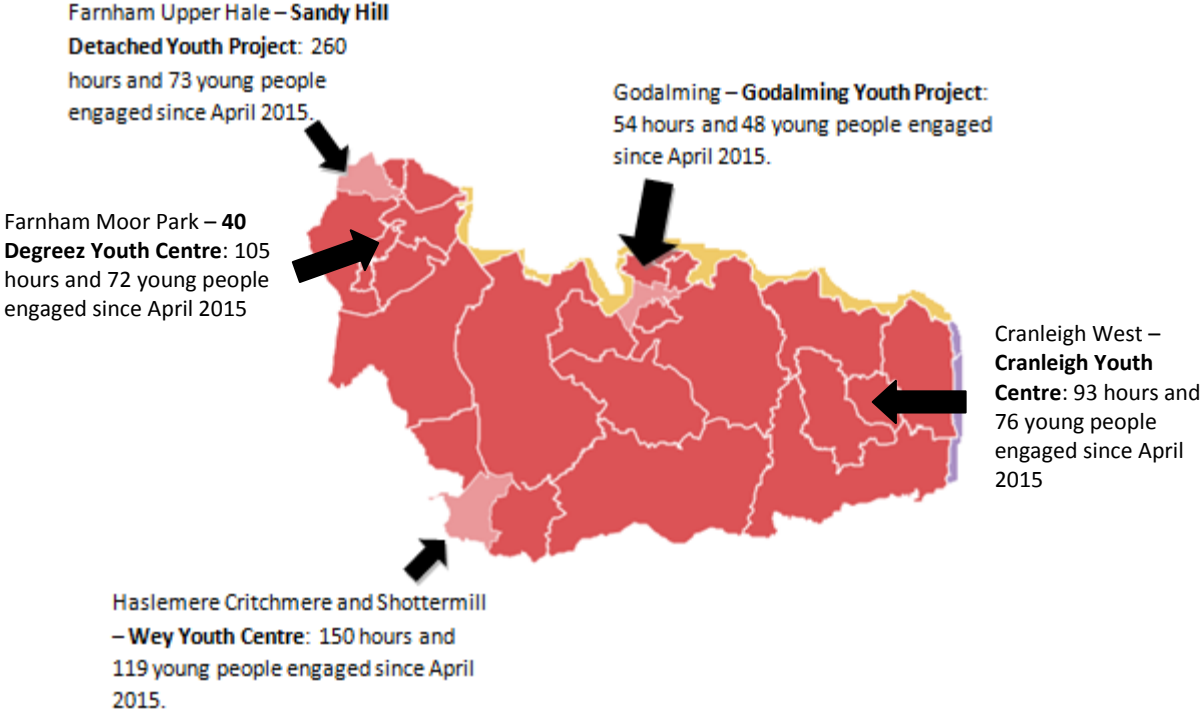
young people engaged.



23.1

average hours each young person was engaged

Where does Community Youth Work deliver?



Case Study

What was the need to be met (need not wants)?

Building professional relationship with local voluntary organisation

Young people can identify healthy and unhealthy relationships 'Risky Behaviour'

Pilot part of the educational 'Healthy Relationships program'

What was the intervention (be specific)?

School based learning for young people in year groups 10 & 11

Covered key aspects of healthy and unhealthy relationships

Group work and individual classroom based approach.

What was the impact of the youth work?

Young people were able to begin to understand key indicators of a healthy and unhealthy relationship

Promotion of group discussions and deeper understanding of relationships

Young people covered key material around consent, the law and develop awareness around what is a healthy relationship for them.

Stronger links with the community

Partnership working with local voluntary organisation

What was the outcome (including on the demand for other services, why was youth work the best intervention)?

CYWS were able to deliver a bespoke program covering key aspects of the social and emotional education young people are required to learn.

Trained professionals confident in teaching young people

Young people have started to explore what types of relationships they have

The youth work approach is able to use its tools and expertise to learning objectives

Flexibility to meet the needs of the school and young people i.e. during school hours

Neighbourhood Local Prevention (*Eikon* - £39,200)

Neighbourhood Local Prevention providers have been commissioned by Youth Task Groups to work in locally identified communities to deliver specific outcomes for young people. In Waverley the grant is held by Eikon, who deliver their group work Switch programme and outreach work using their mobile bus.

Local narrative

Switch Case Study at Broadwater School

12 participants took part in the Switch at Broadwater School over 6 weeks. This course focused on Self esteem and team work in young people who struggle with integration and social skills. During this time we were able to see and evidence young people developing life and employability skills alongside good personal qualities with:

Outcomes Met	Priority Outcomes Identified
Young people overcoming significant shyness to lead an icebreaker game	2.2 - Emotional wellbeing improved 2.4 - Social wellbeing improved
Young people wrote a song about mental health and self esteem	2.2 - Emotional wellbeing improved 2.3 - Mental wellbeing improved
Young people learning to encouraging others	2.2 - Emotional wellbeing improved 2.4 - Social wellbeing improved
Young people developing confidence and leadership skills to lead a small team in a group activity	2.2 - Emotional wellbeing improved 2.4 - Social wellbeing improved
Young people overcame their fear of speaking in front of a group, speaking proudly and boldly in front of a group	2.2 - Emotional wellbeing improved 2.4 - Social wellbeing improved
One young person who started off refusing to make eye contact with staff was fully engaged in all discussions by the last session	2.2 - Emotional wellbeing improved 2.4 - Social wellbeing improved

Switch Case Study at Rodborough School

11 participants took part in the Switch at Rodborough School over 6 weeks. This course targeted young carers' confidence and emotional health. During this time we were able to see and evidence young people developing life and employability skills alongside good personal qualities with young people:

Outcomes Met	Priority Outcomes Identified
Young people gaining confidence in conversation	2.2 - Emotional wellbeing improved 2.3 - Mental wellbeing improved 2.4 - Social wellbeing improved
Young people acknowledging feelings rather than keeping them pent up	2.2 - Emotional wellbeing improved 2.3 - Mental wellbeing improved 2.4 - Social wellbeing improved
Young people building trust with youth workers to talk about family issues	2.2 - Emotional wellbeing improved 2.4 - Social wellbeing improved
Young people raising aspirations to exploring difference career paths	2.2 - Emotional wellbeing improved 2.4 - Social wellbeing improved 4.1 - Young people prevented from becoming NEET
Young people increasing perceived self esteem	2.2 - Emotional wellbeing improved 2.4 - Social wellbeing improved

Waverley Outreach

The Needs identified in the area were:	How we met these needs through our Outreach Service:
<ul style="list-style-type: none"> • Social isolation 	<p>Our Outreach bus has been key in enabling us to tackle social isolation in areas of need. It has enabled us to locate our session at the heart of where young people gather, rather than expecting them to travel to us. Once our presence became established young people would be waiting for the big blue bus to arrive. We were able to build strong and consistent relationships across the mixed age groups, who also worked and socialised with one another. Confidence shined from the young people when meeting the youth workers and informing us about their week.</p>
<ul style="list-style-type: none"> • Mental health • Drugs and alcohol 	<p>At both Godalming and Farnham we addressed the identified needs of mental health and drugs and alcohol. We were frequently seen to be able to support young people in regard to their various mental health needs and talk about their families and friends close to them. This was possible as result of our relationship approach were they felt comfortable enough to talk to us about their lives. At both locations in our weekly sessions, we discussed substance misuse. Our discussions started by posing a question to the group and they would state what they thought. The group learnt a lot and questioned each other on the answers given. This ended in a quiz night at both sessions in January.</p>

Farnham Outreach Case Study

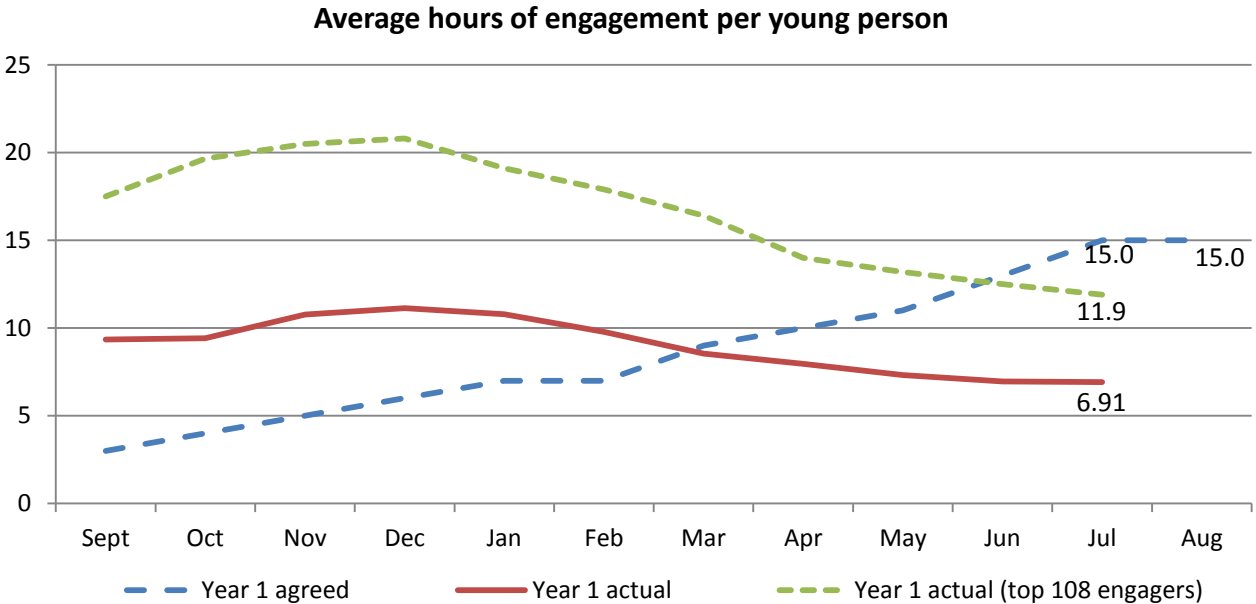
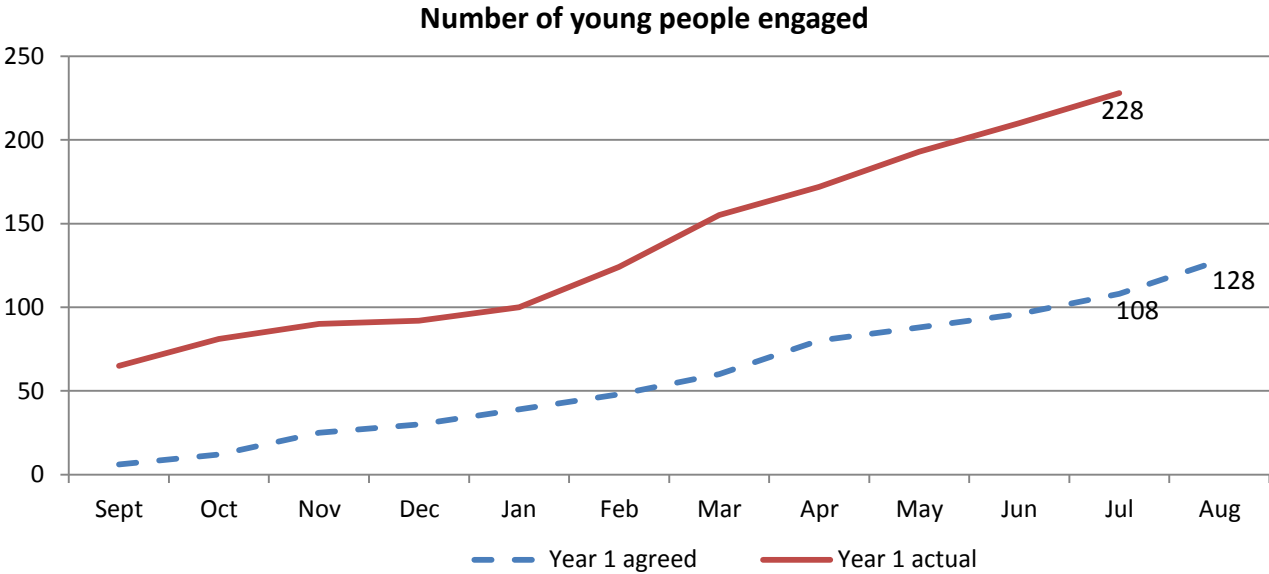
In our sessions young people in Farnham voiced their concerns about their local playground with surrounding grass area which was frequently fouled upon by neighbours’ pets and not being cleared up. This lead to us being able to positively empower the young people to write a letter to the local authority about the issue, who subsequently replied requesting additional information to take further steps to see an end to it.

Godalming Outreach Case Study

Outreach has been a good bridge between having nothing in their area to the start of a weekly youth work session on a Monday in the local scout hut for the Godalming group. This has reduced the feeling of social isolation. When we visited the group in January to wish them a “happy new year” and see how they were. We stood engaging in conversation with the group until we all were suitably cold and one young man said to the youth workers “I thought I’d never see you again” and had a big smile on his face.

Grant performance

Eikon had engaged 228 young people at the end of July 2016, more than double the profiled performance level of 108 and markedly higher than the end of year goal of 128. Having engaged higher numbers of young people than planned, the average hours of engagement per young person is lower – 6.91 compared to 15.0. Although significantly more young people have been worked with, these additional young people have tended to be engaged less intensively. When only the 108 young people with the highest engagement are considered (in line with the original delivery forecast) the average hours per young person is 11.9, closer to the 15.0 hour profile.



1-to-1 Local Prevention (*Step by Step - £52,000*)

1-to-1 Local Prevention providers have been commissioned by Youth Task Groups to deliver quality hours of 1-to-1 achieve local outcomes for young people referred to the commission as part of Surrey's Early Help system. Step by Step is the commissioned provider in Waverley and they are offering 1-to-1 talent coaching to young people.

Please note - Surrey County Council is currently working with providers to agree developmental changes to the 1-to-1 Local Prevention commission. These will increase capacity for the work, reduce administration for providers and ensure the service is well positioned as part of Surrey's early help offer, to support the Council's preparation for the re-inspection of Children's Services in the autumn.

Local narrative

Future STEPS© was successfully launched in September 2015 and is the one to one local service provision for young people in Guildford and Waverley aged 13 to 18 years old. The service was commissioned to meet the need for specialist targeted one to one support required in Guildford and Waverley, designed as an Early Help intervention reaching those young people on the edge of the social care system or at risk of negative outcomes in the future. The main aim is to prevent a young person needing a referral to further specialist services either during or 3 months after receiving support.

Each young person works towards completing the programme over a 12 week period, however this is open to flexibility when required. Direct support with the following key areas can be accessed dependant on individual need:

- Education and Training
- Employability
- Drugs and Alcohol awareness (Tier 1 + 2)
- Welfare and benefit
- Health and Emotional Wellbeing
- Community Involvement
- Sexual health and relationships (Tier 2)
- Family Mediation

Future STEPS© offers a unique programme of support where our Talent Coach works alongside young people to harness their potential, develop skills, increase self-esteem, build motivation and ultimately maximize their life chances.

The STEPS to Achievement programme provides the overall framework for the service. Following the initial ACE conversation assessment there are three formal stages. These consist of Inspire (goal setting), Perspire (Review + Talent Grant application), and On Fire (evaluation) created to be young person friendly to assist in engaging to make a change.

Between each formal stage with the Talent Coach weekly 1-1 STEP sessions are held to motivate and encourage progression to the next level in the programme. These STEP sessions are carried out with our Future STEPS© Student Social worker, volunteers and Peer mentors that are integral to the service delivery.

During the Perspire Review the young person also has the option to apply to the Future STEPS© Talent Grant which provides from £50- £250 per young person to support the development of their future aspirations. The application must link directly to their initial goals set out with the Talent Coach and is used as incentive to continue their progression.

The initial three months of the service delivery were primarily focused on promoting Future STEPS © within Guildford and Waverley and establishing working relationships with all referral sources available in each area. This was successfully achieved by attending meetings, delivering presentations and workshops to the various professional teams, schools and Youth Services across both counties. Along with networking and promoting there was work being done on establishing a solid framework for the service and developing support package to effectively deliver the outcomes in preparation for the first referral in January 16.

The challenges faced have been in regard to referrals to the Future STEPS © service which is to be expected for a new service in the area. The Early Help Training was delayed for the professionals in the youth services and this created a knock on effect to our service. It took time for the Early Help provision to be understood and clear to all parties that were eligible to refer.

Following on from this the completion of the Early Help Assessment form has presented, in some cases, as a slight barrier. Feedback has been that the form covers a great deal of information and can be a lengthy process to complete. To address this issue there have been discussions about making this simpler and our Talent Coach supporting with this process when needed.

It has been difficult engaging schools in referring to Future STEPS © as contacting the schools directly to inform them about Future STEPS© was not successful as referrals were not fed down through Early Help. We are now working with other Early Help providers such as U-Explore who are sharing school contacts and inviting Future STEPS © to meetings with SENCO's and Education Welfare Offices. This appears to have been positive and resulted in a better referral path; however this is still a large referral source that needs to be fine tuned.

Case Study – A

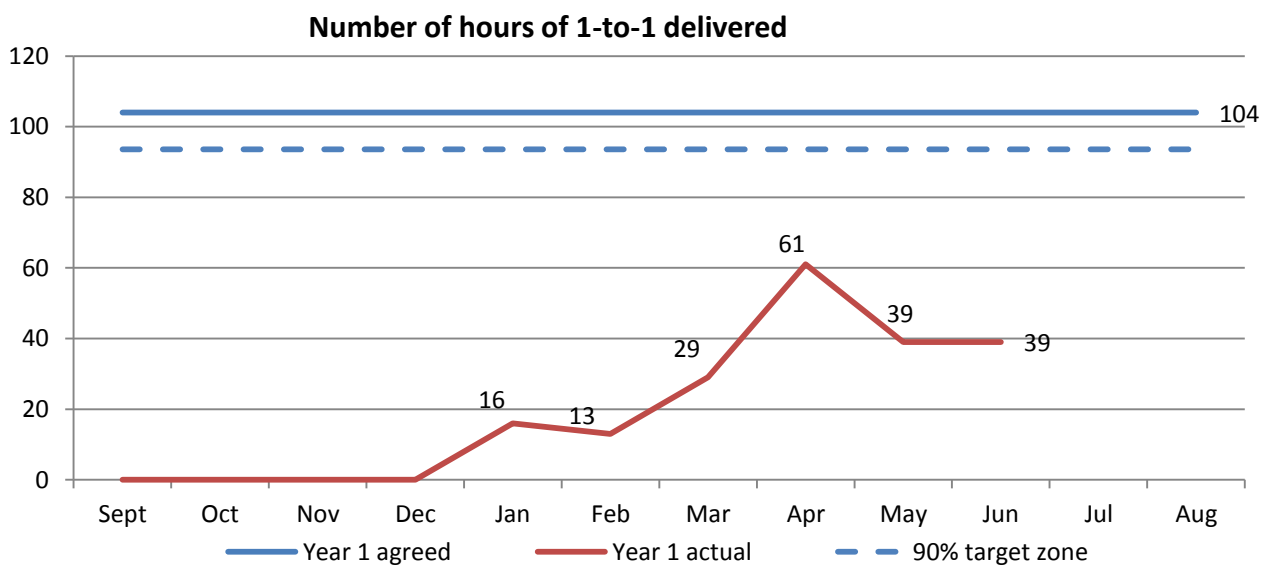
Young Person A has PTSD and Autism and was not attending school for over a year. Our Talent Coach has slowly been able to develop a working relationship with him where he feels comfortable to engage. It has been a challenging piece of work with the main objective to return to school again. It has been a slower process due to his support needs but to reflect this Future STEPS to Achievement programme has been tailored to smaller achievable goals over a slightly longer period of time since January 16. He wanted to start engaging back in school but struggled with forming friendships and this created severe and complex anxieties around school. During the support, young person A has been able to establish his interests and hobbies with the Talent Coach and this is becoming the platform to begin developing his self esteem and confidence. He has now been supported to source an alternative school placement during the past month that can better meet his additional needs – it became apparent very early on during Future STEPS support that the school was not suitable and many of the issues presented were linked to this. Our Talent Coach has been there every step of the way during this process, a great outcome for the young person and they are still receiving support until stable and attending the new school for a longer period.

Case Study - B

Young person B needed support around education, training or employment and has been engaging with our Talent Coach in the STEPS to Achievement programme very positively. The support has been around looking at her passion for a career and also supporting with budgeting and money management. Since accessing the service she has been supported to apply and interview for college and has successfully got an unconditional offer at Merristwood College to study animal management. With an increased confidence in managing her money she is now also learning to drive and funding the lessons independently to increase her employability prospects in the future. Young person D has reached the Perspire Review stage of the programme and has applied to the Future STEPS talent grant to fund her membership to the Wolf Sanctuary in Reading. She wants to have a career in animal management; with specific interest in wild animals, and has always dreamed of becoming a member of the sanctuary to aid her skills and continue her passion. With the support of Future STEPS © she is now able to make this happen.

Contract performance

The delivery of the 1-to-1 contract in Waverley got off to a slow start. This was not a reflection of Step by Step’s readiness to deliver, but instead challenges associated with generating referrals of young people to the service. It is worth highlighting the effort of Step By Step to engage locally during the first four months of the work, meeting with local partners and raising their profile in the community. As the result of local work to unblock the system of referrals, there has been an increase in referrals since January 2016, with 17 now having received direct support. Local partners continue to work together increase referrals and changes to Surrey’s overall early help system (which are taking effect from June onwards) will increase referrals further.



Year 11/12 Transition (*U-Explore* - £17,566)

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.



96.6% of young people supported in Year 11 remained in positive destinations at the end of March 2016

Countywide updates

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.

A particular area of focus in 2015/16 has been building on initial work to implement the new Education, Health and Care Plans for children and young people, to ensure processes are effective, efficient and that the voice of children, young people and families is listened to.

16-19 Education and Skills

Plans for Surrey's £13m University Technical College (UTC) have made major strides during 2015-16. Highlights include: designing a computer science and engineering curriculum; developing a marketing and communications strategy and procuring a contractor for the work. The UTC is being developed by Surrey County Council with Royal Holloway University, IT management consultancy CGI, Guildford Education Partnership (a multi-academy trust) and Guildford College. The UTC will be based in the Park Barn area of north Guildford, but have a Surrey-wide remit.

Online Youth Platform

U-Explore delivered online careers and education IAG to young people in Surrey for the 9 months to December 2015, when the contract came to an end. The decision not to re-commission was largely due to the availability of newly developed free resources, many of which schools and colleges were already using, that provided a similar service, although it is recognised that these were not exactly the same.

SCC has continued to deliver '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. During 2015/2016 we have continued to review the provision in response to the needs and concerns of young people to ensure we are getting the best outcomes, and we are anticipating more developments in 2016/2017.



Content from wearesurge.co.uk reached people on 344,096 occasions in 2015/2016.

Youth Collective

Surrey's Youth Collective is a Youth Council for young people in Surrey. It was formed in 2014 and was set up as a result of eager young people within Surrey who questioned why young people were not represented at Council level. Their interest in setting up a youth council came at a pivotal point and has been integrated into the new 2015 to 2020 commissions for Services for Young People in Surrey, with the aim of encouraging young people to participate within their community.

Surrey's Youth Collective is a group of young people who live, go to school and/or work in Surrey aged between 11 to 19, or 25 if they have special educational needs, and want to instigate positive change within their community. 11 are democratically elected to represent each of Surrey's boroughs and districts and are joined by appointed young people to represent particular groups.

Youth Collective aims to tackle issues and improve services that are important to young people in Surrey. By working alongside Surrey County Council, the Collective provides an opportunity for young people to make positive change not only for those involved but the whole community.

During 2015/16 Surrey's Youth Collective become members of the British Youth Council and 5 UK Youth Parliament representatives were elected to represent Surrey in Youth Parliament. Their work during 2015/2016 was to encourage young people, local schools and youth organisations to take part in 'Make Your Mark' campaign voting on the 10 issues that were important to young people in Surrey. In late summer 2015, Surrey received the highest participation in voting that we have ever had in Make Your Mark due to the engagement of Youth Collective members.

Surrey's 5 UK Youth Parliament representatives attended the Annual Sitting on 13th November 2015 in the House of Commons presided over by Speaker John Bercow to debate and ultimately vote on the issue of most concern to young people nationally and represent the voice of all of Surrey's young people.

The Youth Collective through their Youth Voice work within Surrey continue to influence and bring awareness of issues important to young people and their community and feedback insight. During 2016/2017 they aim to develop their work further by engaging more young people in community related concerns.

Surrey Outdoor Learning and Development (SOLD)

SOLD offer outdoor learning opportunities to young people across Surrey and neighbouring areas. In 2015/16 they became self-funding and continue to provide opportunities in Surrey.

This page is intentionally left blank

SURREY COUNTY COUNCIL**LOCAL COMMITTEE (WAVERLEY)****DATE: 16 SEPTEMBER 2016**

**LEAD OFFICER: PETER BRUINVELS
CIVILIAN MILITARY LIAISON ADVISER (SCC)
LOUISE NORIE, CORPORATE POLICY MANAGER (WBC)**

SUBJECT: ARMED FORCES COVENANT**DIVISION: ALL DIVISIONS IN WAVERLEY****SUMMARY OF ISSUE:**

Surrey County Council (SCC) signed the Armed Forces Community Covenant with the military on 13 March 2012, with Waverley Borough Council (WBC) signing on 31 October 2012. Following the signings, a countywide Surrey Civilian Military Partnership Board (SCMPB) was established to implement actions under the Covenant across Surrey.

This report provides an update of activities undertaken.

RECOMMENDATIONS:

The Local Committee (Waverley) is asked to:

Note the content of this report.

REASONS FOR RECOMMENDATIONS:

This report is for information only.

1. INTRODUCTION AND BACKGROUND:

1.1 SCC signed a Community Covenant with the military on 13 March 2012, and following this set up the SCMPB. WBC and local partners signed its Community Covenant on 31 October 2012.

1.2 The Armed Forces Covenant is a voluntary statement of mutual support between a civilian community and its local armed forces community (serving personnel and their families, reservists, cadets and veterans). The aim of the Covenant is to ensure that no member of the armed forces community should face disadvantage in the provision of public services compared to any other citizen. However, in some circumstances special treatment may be appropriate, especially for those injured or bereaved as a result of their service.

1.3 The SCMPB has a high-level remit to ensure that the military community are given appropriate recognition and status within the county, and to maintain good relationships with the Ministry of Defence (MoD), and the military

command structure within the county so that potential problems and frictions can be averted in good time and at the right level

1.4 Before his retirement Councillor Richard Gates was one of three Borough Council representatives on the SCMPB and helped develop a job description for Armed Forces Champions in Surrey (annex 1), which has been promoted nationally as best practice. In May 2015 Councillor Maurice Byham was appointed as Armed Forces Champion for Waverley Borough Council and has represented the authority at the Surrey wide meetings of Armed Forces Champions as well as the Surrey wide Covenant Conference and the National Conference held in London in 2015.

2. ANALYSIS:

2.1 The Military in Surrey is fully engaged with the work of the Countywide Board. At a Countywide level this support is provided by 11 Infantry Brigade, and at a Waverley level it is provided by 27 Regt RLC based in Aldershot as well as 3PWRR in Farnham.

2.2 11 Infantry Brigade covers the South East area and they have appointed Task Force Commanders to be the local links. These Task Force Commanders (Commanding Officer of 27 Regt RLC covers Waverley) provide a two way local link between the Military and the local authority. The key priorities for the Military in relation to engagement with the local authorities currently are youth engagement, community engagement and employer engagement.

Key Waverley Achievements:

2.3 Waverley Borough Council has undertaken a number of actions/initiatives in support of the Covenant. Some of these are highlighted below.

Service Area	Details
Council Tax and Housing Benefits	Waverley disregards all war pensions and armed forces pensions for ex-service personnel in the calculation of council tax and housing benefits which is over and above the Government requirement. Applications for Discretionary Housing Payment from ex-service personnel are also treated favourably where circumstances allow.
Housing Allocation Policy	Amendments were made to the Housing Allocations Scheme to include, as one of the priority groups, former members of the Armed Forces who have left the forces through no fault of their own in the last 5 years with an urgent need for housing. An exception was also made under the local connection criteria for those serving in the Armed Forces or who have served in the Armed Forces within 5 years of the date of their application. Exceptions may also be made for bereaved spouses/partners of Armed Forces personnel who are required to leave accommodation provided by the Armed Forces. Eligible MOD personnel are also given high priority in shared ownership applications.

Disabled Adaptations to Council property.	Waverley will undertake necessary disabled adaptations to a Council property for any disabled armed forces applicant whose service to the Country has resulted in disability.
Leisure	Members of the Armed Forces are eligible for an Access to Leisure card which gives discounts on many leisure centre activities throughout the Borough.

- Waverley granted the honorary Freedom of Entry to the Borough to the Princess of Wales' Royal Regiment on 12th April 2011. The grant was made in recognition of the long and close association between the Regiment and the Borough and expressed the Council's gratitude for the bravery and dedication of the Regiment in recent conflicts, including Iraq and Afghanistan. A Freedom of Borough parade took place in Farnham on June 15th 2011.
- Remembrance Day services are held in all the main towns and villages in Waverley and these services are supported by members of the cadet corps.
- Two large grants from the Armed Forces Covenant Fund were awarded to projects in Waverley in February 2015:
 - a. Farnham Maltings was awarded £23,900 Covenant Grant funding to commemorate the centenary of the first ever two minutes silence held in Farnham on 10 May 1916. The funding was used to commission and perform a piece of music at the event held on 1 May 2016, as well as hosting the May Day fair on Gostrey Meadow. The event was hugely successful.



- b. Surrey County Archaeology Service was awarded £29,710 to examine Witley Military Camp which was used in both the First and Second World War. The project involved a survey, excavation, research and exhibition and was carried out by groups of volunteers and veterans working together with professional archaeologists. Four weeks of excavations took place, four finds processing sessions at Combat Stress were held, and 6 days of survey work were carried out. In total 106 people volunteered on the project totalling 1,677 hours volunteered.



Volunteers working on the WW2 pathway and pipeline.



A small selection of finds from the excavations. We had material dating from both WW1 and 2. The artefacts were carefully cleaned by Combat Stress.



The Canadian Defence Rugby Team visit the site on a day off from training. They were given a tour of the site by SCAU Community Archaeologist and shown finds from the dig.

Key Surrey Wide Achievements:

2.4 Annex 2 sets out the initiatives and successes that the Armed Forces Covenant at the countywide level has achieved which complements the work carried out in Waverley.

2.5 A recent major success for Surrey County Council is the award of the national Gold Employer Recognition Scheme by the MoD for advocating support to Defence and the Armed Forces Community. Annex 3 sets out the national press release as well as the letter from the Minister to the Chief Executive of Surrey County Council informing them of the award.

Next Steps:

- To continue to support the SCMPB and the Community Integration Task Group and the Recognise and Remember Task Group.
- To hold the third Armed Forces Covenant Conference at RLC Deepcut on 15 November 2016.
- To build on Cross Border Regional work with Kent, Hampshire, East and West Sussex and Brighton and Hove sharing best practice and developing areas of specialism.
- To continue to support the link between Armed Forces Champions and Task Force Commanders.
- To promote training for frontline staff around the Covenant and issues facing the Armed Forces Community.
- To encourage companies to sign up to the Armed Forces Covenant across Surrey.
- Officers working on the University Technical College in Guildford will continue to liaise with the Military to ensure appropriate links are made at an early stage. This includes consideration of a Combined Cadet Force at the college.
- Officers will continue to maximise MoD funds brought into Surrey through successful Armed Forces Covenant Grant bids.

3. OPTIONS:

3.1 This report is for information

4. CONSULTATIONS:

4.1 There have been no consultations undertaken.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

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

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

6.1 The aim of the Armed Forces Covenant is to ensure that the armed forces community are not disadvantaged by their service.

7. LOCALISM:

7.1 11 Infantry Brigade have implemented the concept of Task Force Commanders, where a Commanding Officer of a Surrey Regiment is linked with a particular borough council area to work closely together on issues of mutual concern. Waverley Borough Council is linked to 27 Regt RLC and also has excellent links locally with 3PWRR in Farnham.

7.2 The Headquarters of Surrey Army Cadet Force is based in Farncombe.

7.3 ABF The Soldiers' Charity Farnham Hub is based at 3PWRR Reserve Centre in Farnham.

8. OTHER IMPLICATIONS:

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

9. CONCLUSION AND RECOMMENDATIONS:

9.1 Members of the Committee are asked to note the contents of this report.

10. WHAT HAPPENS NEXT:

10.1 Members are asked to act as ambassadors locally to help promote links to the armed forces community, including local bases, and to promote the Armed Forces Covenant with local businesses.

10.2 Officers supporting the Surrey Board will continue to further promote the work of the Covenant within Waverley.

Contact Officer:

Peter Bruinvels, SCC Civilian Military Liaison Advisor, 07721411688
Louise Norie, Corporate Policy Manager, Waverley Borough Council, 01483 523464

Consulted:

Surrey Civilian Military Partnership Board

Annexes:

Annex 1 – Armed Forces Champion Job Profile
Annex 2 - Surrey Civilian Military Partnership Board - Successes 2015/16
Annex 3 – SCC Gold Employer Recognition Award

Sources/background papers:

None

This page is intentionally left blank

Armed Forces Champions for Borough and District Councils in Surrey

The Profile:

A Member of the Executive/Cabinet, or Chairman of an appropriate Scrutiny Committee, or a Member with an interest in the Armed Forces community.

Some Armed Forces experience would be an advantage.

Appointed by Council (on the recommendation of the Executive/Cabinet) to emphasise the importance the Council places on the role.

Page 57 The Role:

Underlying all actions is the objective to raise the profile and needs of the Armed Forces community (serving personnel, both regular and reserve, their families, veterans and Cadets), within the Council and the Borough/District. It will be essential that the Champion is kept informed of all relevant developments through the Surrey Leaders' representatives on the Surrey Civilian Military Partnership Board and its associated Task Groups, and through the SCC Community Partnerships Team.

Close liaison with the senior member of Borough/District staff, who is appointed by the Borough/District Chief Executive as Armed Forces Covenant Officer, with particular reference to the Council's obligations undertaken through the Armed Forces Covenant and the Community Covenant.

Close liaison with the Mayor/Chairman on all ceremonial matters in which the Mayor/Chairman should be involved. (eg ranging from Armed Forces Day flag raising, attendance at local Armed Forces events, to Freedom Marches).

The Champion is encouraged to keep the local Member/s of Parliament apprised of the activity within the Borough/District in relation to the Armed Forces community.

Where local circumstances suggest this is appropriate (eg a significant local Armed Forces presence) to establish (if not already established) and if appropriate to chair (but certainly be a member of), an Armed Forces Panel of Members and Officers meeting regularly with an agenda to ensure all areas of Council business take into account the needs of the Armed Forces community.

To liaise as appropriate with local members of the Armed Forces, in particular the appropriate Task Force Commander (appointed by 11 Infantry Brigade) to assist in understanding where help may be most needed and to enable in return a better understanding within the Armed Forces of the limitations and different responsibilities of Local Government and its decision-making processes.

To be the primary focal point for liaison with businesses/local organisations within the Borough/District to promote the Armed Forces Corporate Covenant and encourage engagement with the Armed Forces, in particular Reservists and Cadets. Close liaison with the Council's Business Development Section (or equivalent) on these matters would be required.

To support local Cadet units by acting as the key link with the local authority, and to look to provide local ceremonial, remembrance and volunteering opportunities.

To sponsor an Annual report to the Executive/Cabinet, or equivalent Committee of the Borough/District, perhaps first reviewed by the relevant Scrutiny Committee, detailing the Council's actions over the past year in respect of the obligations to the Covenants.



This page is intentionally left blank



Surrey Civilian Military Partnership Board

Successes 2015/16

The Surrey Civilian Military Partnership Board (SCMPB) has a high level remit to foster closer working relationships between a number of lead agencies and military partners, and meets twice a year. The Board is supported by two Task Groups which each meet quarterly – Recognise and Remember Task Group and Community Integration Task Group. The Board operates with the full support of 11 Infantry Brigade. Meetings, where appropriate, are held on military bases.

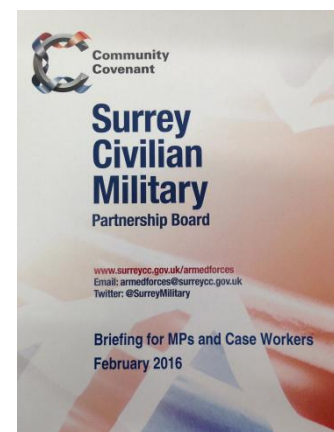
Set out below are some of the key successes of the Board, which have been achieved as a result of the work carried out by representatives on either the Board, or one of the Task Groups.

General

- The second countywide Community and Corporate Covenant Conference was held at RLC Deepcut on 10 November 2015. This was a very well received conference aimed at key partners in Surrey as well as front line staff. Keynote speeches were given by the Lord-Lieutenant of Surrey as well as Mr Julian Brazier TD MP, Minister for Reserves and Recruitment and Col Patrick Crowley, Chief Executive of SERFCA. During the conference there was the opportunity for small group discussion around key issues facing the armed forces community including education, employment, health and wellbeing and housing.



- Working with the Military, Service Charities and local MPs, the Surrey Civilian Military Partnership Board has produced a briefing for MPs and their case workers to help identify members of the armed forces communities and sign post them to appropriate support. This was sent out by Anne Milton MP with her endorsement on behalf of the SCMPB, and has been well received by MPs across Surrey.



ITEM 12

- The Board has been successful in helping bring in grants totalling nearly £100,000 from the Armed Forces Covenant Fund to Surrey. Six bids were successful in receiving funding for a wide variety of projects to promote adult learning, to support service children, ex-service personnel in the criminal justice system and the Gurkha community, as well as providing funding for a mobile exhibition vehicle to promote awareness and education around the First World War and comparisons to conflict today.
- 11 Infantry Brigade has assigned each district and borough council a Task Force Commander from an operational base covering Surrey. These Task Force Commanders provide a two way local link between the Military and the local authority. In order to promote relationships and links between the district and borough council Armed Forces Champions and the local Task Force Commanders and to help support them in their role in taking forward the Armed Forces Covenant locally, the SCMPB has hosted two meetings in September 2015 and March 2016. These meetings have been very well received and have been key for sharing best practice and knowledge. These will continue to be hosted by the SCMPB on a six monthly basis.



- SCMPB has promoted the role of the Armed Forces through numerous events across the County. Examples include a display stand at National Armed Forces Day in Guildford in June 2015, promoting military attendance at a number of other events including remembrance and commemoration events, Marches through town centres and Victoria Cross unveilings in Guildford, Woking, Reigate and Surrey Heath. Messages have been spread through a number of mechanisms including the Armed Forces calendar on the Surrey County Council website, the @SurreyMilitary twitter feed, direct emails and face to face contact.



- The SCMPB has facilitated a number of meetings during the year to look at closer working between the local authorities and the Military on joint priorities. An example of this is around youth, which is a priority for both 11 Infantry Brigade and Surrey County Council. The meeting explored how both organisations engage with young people especially those requiring extra support, and how we can work together to encourage more adult volunteers within the Cadets.

- Best practice from within Surrey and Woking was promoted by the Armed Forces Champion for Woking Borough Council to a national conference for Diocesan Champions in the Church of England at Lambeth Palace in November 2015. This was well received and work is ongoing to see how some



of the examples given can be used locally within the Dioceses.

- A number of Surrey authorities are promoting either Heroes Welcome or the Defence Discount Scheme with local businesses as another way to support the armed forces community in Surrey.
- 12 November 2015 saw the official opening of the Peace Garden at the Muslim Burial Ground in Horsell by HRH The Earl of Wessex KG GCVO. This four year project saw the restoration and creation of a Peace Garden at the Grade II listed site. This project was part funded by the Armed Forces Covenant Grant.



- Surrey History Centre was successful in winning a grant of £460,000 from the Heritage Lottery Fund for a project to immortalise the experiences of Surrey residents on the front line and at home during the First World War. This was launched by David Munro, the then Chairman of Surrey Civilian Military Partnership Board on 18 May 2015 (<http://www.exploringsurreyspast.org.uk/themes/subjects/military/surreys-first-world-war/remembers/>)
- Following a successful £30,000 Armed Forces Community Covenant Grant application by the Surrey Archaeology Unit, volunteers from both the armed forces community and the civilian community worked together between July and October 2015 to uncover the secrets of a former Surrey military camp in Witley.



Education

- A termly Newsletter for schools who educate the 1,100 service children in Surrey is produced. This newsletter sets out best practice and key contacts to help schools with service children support their needs. Input to the newsletter comes from a variety of sources including the Families Federations, Ministry of Defence, best practice from other Councils and examples from local schools. The information in the Newsletter has been very well received, and going forward it has been agreed that it will now be incorporated

ITEM 12

into the regular newsletter to all schools to ensure they are all aware of the issues and support available should if they ever need to support a Service child.

- SCMPB facilitated a meeting between the RLC Deepcut, the Army Families Federation and Surrey County Council to increase the understanding of the school admissions and transport policies and procedures. This meeting resulted in a number of actions including a FAQ and case study being developed for Army families in relation to admissions and transport. When complete it will be shared with both the Naval and RAF Family Federations.
- Opportunities have been explored for promoting adult learning amongst service spouses through a successful Surrey Care Trust Covenant Grant bid, which gave a number of taster courses with the aim of increasing uptake and establishing need.

Employment

- Surrey has been working with the Career Transition Partnership (the MoDs official provider of Armed Forces Resettlement) to advertise suitable vacancies on their website to encourage ex-military personnel to apply for vacant positions. Alongside this, a colleague from HR has been working with the Recovery Career Services and Headley Court which has resulted in assisting an injured ex-serviceman into employment within the Finance Directorate at Surrey County Council.
- Woking Borough Council has started to monitor the Reservist status/links to the Armed Forces on council job application forms to ensure appropriate support is available. Data from these forms will be monitored by HR and information passed to the Military Covenant Advisory Panel.
- Links have been created between Job Centre Plus and the Military to help ensure relevant signposting for vacancies to service leavers.
- Work has been carried out to identify skills shortages in Surrey (including engineers and caterers), with the aim of matching these type of roles to the skills of service leavers.
- The promotion of Reservists is a key priority for 11 Brigade. Board members, through their organisations, have been looking at promoting the benefits of employing reservists within Surrey organisations and businesses.
- The SCMPB has worked with local authorities and Surrey businesses to raise awareness of the benefits of signing the Armed Forces Covenant through attendance at Breakfast Business meetings in a number of boroughs across the county.
- On 7 October 2015 the Board was represented at the Woking Means Business Event at HG Wells. Businesses received a presentation from the Army Engagement Team on the benefits of employing Reservists and signing the Armed Forces Covenant.



- The Board has a liaison role with DMRC Headley Court over the forthcoming relocation to the Midlands and the implications for the local community.

Housing

- A Surrey Housing Officers Group representative is leading the housing element of the Community Integration Task Group work. This will help to ensure that all members of the armed forces community have the same access to housing options, advice and support as any other citizen across the county.
- Many Councils in Surrey now welcome applications for housing from the Armed Forces Community from anywhere in the country (no local connection is required). For example, due to raised awareness of the Covenant in Woking, there have been several positive outcomes with provision of housing for ex-forces personnel in the Borough.

Health, Wellbeing and Welfare

- Work has been progressed during the year to increase awareness of the role of Service Charities with colleagues in Adult Social Care and encourage greater links. The Board and Service Charities have presented to senior Adult Social Care managers, and a directory produced of the key service charities operating in Surrey, who they can support and the types of assistance they can offer. The document is available via the website (<http://www.surreycc.gov.uk/people-and-community/advice-guidance-and-support/armed-forces/support-for-current-and-ex-service-personnel>). In the first three months we are aware of at least 10 referrals from Adult Social Care to ssafa Surrey.
- Work is ongoing to identify key issues and needs in relation to health and welfare for the armed forces community (including access to NHS GPs and dentists as well as welfare issues) and providing relevant signposting through appropriate websites.
- The implications of the Care Act for veterans are being considered.
- A pilot project to assess the number and needs of Service children acting as carers within their own families. This is being complemented by some national work being led by the Children's Society, which the Board is inputting into.
- An armed forces link officer for each of the six Surrey Clinical Commissioning Groups covering Surrey has been appointed. The role of these officers will be developed over the course of the year but will include being a key point of contact for GP practices within their area.

Local Authorities

- Working jointly with the Armed Forces Champions in Waverley and Woking, SCMPB has produced a job profile for Member Armed Forces Champions across Surrey, which is being promoted by the Ministry of Defence as best practice nationally. All Surrey district and borough councils appointed an Armed Forces Champion for the year 2015/16. Along with the job description, a briefing document has been produced for the Armed Forces Champions setting out the issues that the armed forces community face, as well as signposting to relevant help and support.
- A number of Armed Forces Champions from Surrey are in the process of producing information to signpost members of the armed forces community to key services available in their locality. This is being produced in various forms including leaflets which can be handed out at council information desks as well as information on the armed forces pages of their council websites.

ITEM 12

- Following a nomination by a Reservist who works within the Environment and Infrastructure Department of Surrey County Council (SCC), the authority was awarded the Silver Employer Recognition Award, which was presented to the County Council at an award ceremony on board HMS Victory in July 2015. As a Silver Award winner, SCC clearly demonstrated and communicated our supportive behaviour towards the Armed Forces within the County Council.



- Surrey, Woking and Mole Valley council staff have attended the Sandhurst Leadership Challenge which is held every six months in March and September. This is a leadership training day which offers a unique opportunity to develop the leadership and teamwork skills of young executives and managers under the expert guidance of the Reserve Forces.



EMPLOYERS GET GOLD FOR THEIR SUPPORT FOR THE ARMED FORCES

Twenty-two employers from all parts of Great Britain have struck Gold in this year's Employer Recognition Scheme (ERS), Defence Secretary, Michael Fallon, announced today.

The Scheme is designed to recognise and thank employers who are supporting Armed Forces personnel and their families. Examples of the support being provided by this year's winners include offering employment opportunities to veterans, helping Reservist employees to complete their military training and ensuring that Service personnel and their families are treated fairly.

This year's winners include large and small organisations from across the country, representing the public and private sectors, selected through a rigorous boarding process. The awards go to:

AECOM, Atos UK Ltd, Bank of America Merrill Lynch, Boeing Defence UK Ltd, Bureau Veritas, DJ Rees Decorating Services Limited, Doncaster Council, Dundee City Council, Hampshire County Council, HSBC, Kier Group, KPMG, Nationwide Building Society, Nottinghamshire Healthcare NHS Foundation Trust, Pertemps, QinetiQ, RBS Plc, Scottish Ambulance Service, Surrey County Council, TA Plastic Supplies Ltd, United Utilities and Waves Training Solutions Ltd.

Congratulating the winners, Mr Fallon said:

"Every year the level of support from companies across Britain for the armed forces continues to grow. This commitment is making a real difference to everyone who serves and their families – whether giving Reservists more time to train or supporting veterans or spouses, they embody what the Armed Forces Covenant is about".

To qualify for a Gold Award, employers must not only pledge their support but become advocates, encouraging others to do likewise.

DJ Rees, a small decorating company based in Merthyr Tydfil, has worked with Reservists and the Reserves in Wales for a number of years.

Welcoming the award, Managing Director, Mr David Rees said:

"We were tremendously happy just to be nominated for a Gold Award, let alone to actually win one. It's such an achievement, and I'm so happy. This is our 25th year of trading and winning this award has to be one of my proudest moments in business.

"As an employer I believe in supporting the Armed Forces. It's important to be flexible and understanding with my staff who are committed to their service. It's a priority to me and will continue to be so in the future."

Another winner, Kier Group, were instrumental in the development of the pilot for the Armed Forces Employability Pathway (AFEP) that aims to get the long term unemployed into work. Chief Executive, Mr Haydn Mursell, added:

ITEM 12

“We are very proud to have been awarded ERS Gold, which really underlines our commitment to working with the Armed Forces. As a national business with close regional links, we’re well-placed to advocate the benefits of Reservists and service leavers – a technically skilled, motivated workforce – around the country, and are keen to maintain our support for Defence personnel and their families.

“Our people are at the heart of everything we do, and by bringing this motivated, driven pool of talent into our business, we all benefit.”

Notes to Editors

1. The Employer Recognition Scheme (ERS) was launched in 2014 by the Prime Minister to recognise employer support for the wider principles of the Defence Armed Forces Covenant and the full spectrum of Defence personnel. This includes the Reserves, Service Leavers, Wounded Injured and Sick, Cadets, and spouses.
2. The Armed Forces Covenant is a promise between the nation, government and the Armed Forces to treat our serving personnel, veterans and their families with fairness and respect. Corporates, charities and local authorities can sign the Armed Forces Covenant and make their own promise to support the Forces in ways of their choosing.
3. Below is a table of the winners:

Employer	Sector	Region
AECOM	Professional, scientific and technical activities	National
Atos UK Ltd	Information and communication	National
Bank of America Merrill Lynch	Financial and insurance activities	National
Boeing Defence UK Ltd	Manufacturing	National
Bureau Veritas	Other service activities	West Midlands
DJ Rees Decorating Services Limited	Construction	Wales
Doncaster Council	Local Authority	Yorkshire & the Humber
Dundee City Council	Local Authority	Scotland (Highlands)
Hampshire County Council	Local Authority	South East
HSBC	Financial and insurance activities	National
Kier Group	Construction	National
KPMG	Financial and insurance activities	Greater London
Nationwide Building Society	Financial and insurance activities	National
Nottinghamshire Healthcare NHS Foundation Trust	Human health and social work activities	East Midlands
Pertemps	Administrative and support service activities	National
QinetiQ	Public administration and defence; compulsory social security	South East
RBS Plc	Financial and insurance activities	National

ITEM 12

Scottish Ambulance Service	Human health and social work activities	Scotland (Lowlands)
Surrey County Council	Local Authority	South East
TA Plastic Supplies Ltd	Manufacturing	North of England
United Utilities	Water supply, sewerage, waste management and remediation activities	National
Waves Training Solutions Ltd	Education	Wessex

For further information please contact: Kate Seal, co-drmadcomms@rfca.mod.uk



SECRETARY OF STATE
MINISTRY OF DEFENCE
 FLOOR 5, ZONE D, MAIN BUILDING
 WHITEHALL LONDON SW1A 2HB

Telephone: 020 721 82111/2/3
 Fax: 020 721 87140
 E-mail: defencesecretary-group@mod.uk

4.4.2.4

26th July 2016

It gives me great pleasure to write to inform you that Surrey County Council has been selected for a Gold Award under the Ministry of Defence's Employer Recognition Scheme. This award recognises employers who are acting as advocates of support to Defence and the Armed Forces community.

Through the Employer Recognition Scheme, we publically recognise the commitment that organisations such as Surrey County Council are making by acting as advocates for Defence People. We are grateful for your positive attitude and policies towards the Armed Forces community and see you as an exemplar employer supporting Defence.

You will shortly receive a personal invitation to an awards ceremony which will be held in London on 12 October this year. Defence Relationship Management will be in contact very soon to discuss the next steps in more detail, including communications around the announcement of your award.

I would like to take this opportunity both to congratulate Surrey County Council on receiving this Gold Award and to thank you for the considerable support you are giving to our Servicemen and women. I very much hope to be able to see you at the awards event.

THE RT HON MICHAEL FALLON MP

Mr David McNulty
Chief Executive
Surrey County Council
County Hall
Penrhyn Road
Kingston upon Thames
KT1 2DN

This page is intentionally left blank

LOCAL COMMITTEE (WAVERLEY)

PUBLIC MEETINGS 2016-17

9 December 2016 Godalming Baptist Church

HGV data (John Hilder/Peter Hitchens)
Index of multi- deprivation stats (Carys Walker)
Cycling strategy (Dave Sharpington)
Waverley Local Plan update (Cllr Brian Adams)

10 March 2017 Hale Institute

Education (Paula Evans -following a private meeting)
Community Safety fund -update on projects (Carys Walker)

To schedule:

5 year infrastructure programme (M Borland)
SFRS: CRMP

This page is intentionally left blank