

## **DRAFT**

Minutes of the meeting of the  
**Runnymede LOCAL COMMITTEE**  
held at 6.30 pm on 3 July 2017  
at The Council Chamber, Civic Centre, Station Road, Addlestone KT15 2AH.

### **Surrey County Council Members:**

- \* Mrs Mary Angell (Chairman)
- \* Mr Mark Nuti (Vice-Chairman)
- \* Mrs Yvonna Lay
- \* Mr Mel Few
- Mr John Furey
- \* Miss Marisa Heath

### **Borough / District Members:**

- \* Councillor Nick Prescott
- \* Councillor Alan Alderson
- \* Councillor David Parr
- \* Councillor Mike Kusneraitis
- \* Councillor Barry Pitt
- \* Councillor Jacqui Gracey

\* In attendance

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Following the public question time, the chairman Mary Angell welcomed new councillors to the Committee, and led a vote of thanks to the retiring committee officer Sylvia Carter on behalf of the local committee.

#### **133/16 APOLOGIES FOR ABSENCE [Item 1]**

Apologies were received from Mr John Furey.

#### **134/16 MINUTES OF PREVIOUS MEETING [Item 2]**

The minutes of the meeting held on 13 March 2017 were approved and signed by the chairman.

#### **135/16 DECLARATIONS OF INTEREST [Item 3]**

No declarations of interest were received.

#### **136/16 PETITIONS [Item 4]**

##### **4a) Woodham Lane petition**

Ms Nikki Yorke presented a petition on behalf of 63 residents of Woodham Lane calling for improvements to road safety, and requesting more vehicle activated signs, a speed camera, improved road layout and more police

enforcement of the speed limit. She noted the number of personal injury accidents arising from collisions over the preceding two years and a high number of vehicles driving at speeds of over 40mph risking serious injury and death. She said that residents felt that the existing vehicle activated signs were not making any difference and were concerned that someone could die on Woodham Lane.

Surrey Highways engineer, Jason Gosden, acknowledged that Woodham Lane was a busy B road with high volumes of traffic, and that some drivers were using excessive speed. He explained that the local partnership which monitored road safety agreed that additional police enforcement was required, and had agreed to install larger and more prominent signs as well as monthly enforcement activity.

The local member noted that speed humps installed over a decade ago had proved very unpopular, and that any extension of such measures would result in the longest section of traffic calmed road in the county, even if funding were available to install such a measure. It was also suggested that residents may wish to consider the community-led Speedwatch option.

The committee noted the response to the report.

#### **4b) Thorpe Lea Primary School petition**

Mrs Anna Scally thanked the officers for their investigation, and offer of ParkSmart assistance, and said that she supported the School Travel Plan. However she said that petitioners did not agree that the signage on the approach to the school was sufficient nor that the crossing points were adequately visible to drivers unfamiliar with the area – she noted that the school had marked these out with cones. Jason Gosden agreed to revisit the Langton Way approach, and check the sign at Bishops Way for visibility.

Members noted the response.

#### **137/16 WRITTEN PUBLIC QUESTIONS [Item 5]**

No written public questions were submitted.

#### **138/16 WRITTEN MEMBER QUESTIONS [Item 6]**

No member questions were submitted.

#### **139/16 DECISION TRACKER [FOR INFORMATION] [Item 7]**

The chairman noted that, following the decision at Item 8 on 13 March, the council was expecting a decision on the Appeal within the next few weeks. The local member Mel Few advised that Thorpe residents had told him they wanted the historic path marked only.

#### **140/16 RUNNYMEDE PARKING REVIEW 2017 [FOR DECISION] [Item 8]**

Members discussed particular locations where changes in restrictions were proposed, including Barley Mow Road/Northcroft Road, Simons Walk, Albert Road, Cabell Place/Lewis Close. It was also proposed that the parking around Holy Family School be considered in the next review.

The Local Committee agreed:

- i) the proposed amendments to on-street parking restrictions in Runnymede as described in this report and shown in detail on drawings in Annex A, **with additional yellow lines in Cabbell Place and Lewis Place (Drawing 3282\_55) in consultation with the local member;**
- ii) the Local Committee allocates funding as detailed in paragraph 5.1 of this report to proceed with the introduction of the parking amendments;
- iii) the intention of the county council to make an order under the relevant parts of the Road Traffic Regulation Act 1984 to impose the waiting and on street parking restrictions in Runnymede as shown on the drawings in Annex A is advertised and that if no objections are maintained, the orders are made;
- iv) if there are unresolved objections, they will be dealt with in accordance with the county council's scheme of delegation by the parking strategy and implementation manager, in consultation with the chairman/vice chairman of this committee and the appropriate county councillor.

#### **141/16 A308 THE CAUSEWAY/ THE GLANTY URBAN CLEARWAY [FOR DECISION] [Item 9]**

Jason Gosden, (Senior Engineer in Surrey Highways) explained that the A308 was a busy route where there had been recent problems with obstructive parking. In investigating police enforcement powers it had been discovered that the original Clearway Order (implemented when Runnymede BC was the local highways authority) was not valid because the legislation did not permit whole day periods of operation. In addition, because of the order this route had not been included in the list of roads submitted to the Secretary of State in 2005 for decriminalised parking powers, so that Surrey County Council could not impose yellow line restrictions there without a separate application to the ministry. Due to current budget limitations, there was no identified funding to implement a new order but he recommended that the Committee agree the recommendations and implementation would take place as soon as funds permitted.

The local member regretted that a contribution from her member allocations funding was not permitted under the financial framework guidance. The Leader of Runnymede borough council expressed a willingness to explore the possibility of an RBC contribution.

The Local Committee agreed that:

- i) a notice is advertised in accordance with the Road Traffic Regulation Act 1984, the effects of which will be to revoke the existing urban clearway traffic order and implement a new urban clearway traffic order prohibiting stopping from 7am to 10am and from 4pm to 7pm (7 days a week) along the A308 The Causeway and A308 The Glanty from the Staines Bridge Roundabout to the Runnymede Roundabout as shown on the plan attached as Annex 1;
- ii) any objections to the Traffic Regulation Order should be considered and resolved by the Area Team Manager for Highways, in consultation with the chairman and vice-chairman of the Local Committee and local divisional

member, and that this issue only be returned to Committee if any objections prove insurmountable;

iii) the Order be made once any objections have been considered and resolved.

#### **142/16 HIGHWAYS UPDATE [FOR INFORMATION] [Item 10]**

Jason Gosden (senior engineer, Surrey Highways) advised the committee that the capital and revenue budgets were significantly reduced from earlier expectations, due to Surrey County Council's requirement to make large savings on its 2017-18 budget. In 2017-18 the Runnymede maintenance budget had been set as £41k (compared to £168k in the previous year) which would have a major impact on day to day maintenance on the network. The capital budget was also very reduced at £36K (compared to £228K in 2016-17), complicated by a projected overspend from the previous year, which was under urgent review. He advised the committee that this may mean that no new schemes could be undertaken in the current financial year, but that an update would be provided at the September meeting.

Members noted: that the Trumps Green Road resurfacing had been completed but not to a satisfactory standard; that in St Jude's Road the school crossing patrol had ended and the puffin crossing scheme was no longer imminent; and that in Woodham Lane the additional VAS signs were funded from a separate budget for road safety improvements. The chairman reminded members that pothole and pavement defects across the county were funded from a central highways budget and so were not affected, but that with a total saving requirement of £104million for the current year it was unfortunately the case that local highways budgets were reduced.

#### **143/16 COMMUNITY SAFETY FUNDING AND REPRESENTATION [FOR DECISION] [Item 11]**

Members noted the tabled item on the draft terms of reference for the Early Help Board, and discussed representation at the task group on resident engagement for which two borough councillor representatives were invited.

The Local Committee agreed that:

- (i) The committee's delegated community safety budget of £3000 for 2017/18 be retained by the Community Partnership Team, on behalf of the Local Committee, and that the Community Safety Partnership and/or other local organisations be invited to submit proposals for funding that meet the criteria and principles set out at paragraphs 2.4- 2.8 of this report.
- (ii) Authority be 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 2.4-2.8 of this report.
- (iii) The committee receives updates on the project(s) that was funded, the outcomes and the impact it has achieved, and notes the

community safety expenditure for 2016-17 set out in paragraph

- (iv) The committee approved the nomination of County Councillor Mel Few to the Runnymede Community Safety Partnership, as set out in paragraph 2.1;
- (v) The committee approved the inception of a new task group to discuss resident engagement and nominated the following representatives: councillors Mark Nuti, Mary Angell and Alan Alderson;
- (vi) **The Committee approved the nomination of County Councillor Yvonna Lay to the Early Help Board for Runnymede.**

#### **144/16 HEALTH & WELLBEING OF RUNNYMEDE YOUNG PEOPLE [FOR INFORMATION] [Item 12]**

Rachael Davis and Lisa Andrews from Surrey's Public Health team presented this report for information, outlining details of the new contracted Sexual Health service provider North West London NHS Foundation Trust and the closure of the Blanche Heriot clinic at the end of September, as new "spoke" services would become operational in the borough. They also outlined local participation in initiatives to reduce childhood obesity, as Runnymede data indicated higher rates of overweight children (in particular by Year 6) than the Surrey average. Finally they gave details of the recently-launched Surrey Air Alliance partnership, which was working on an action plan to combat levels of air pollution in the county, since 4% of premature deaths had been identified as having air pollution as a contributory factor.

Members expressed concern about continuity of care for patients with longer term conditions who may be expected to travel further as the St Peter's clinic closed, noting that the local MP was also concerned, and asked for an update following the July meeting about how "spoke" services would be delivered locally.

In reference to air pollution, several members were concerned about levels of air pollution from planes (and the impact of Heathrow expansion) and from idling cars delayed at rail level crossings in the borough, noting that penalties for idling and incentives for electric charging points could be considered. They asked if there was clarity as to whether the Health and Wellbeing Boards, or Public Health, should be taking a lead on the issue, and encouraged greater engagement with the borough council.

The chairman welcomed Clare Erasmus (Head of Mental Health and Wellbeing at the Magna Carta School in Egham Hythe) who gave a powerpoint presentation on the development of the school's approach to promoting student wellbeing. She explained that the school had agreed to make wellbeing central to their development plan, albeit with no additional budget, with behavioural support from the youth charity East2West, and surveys of students conducted by a PhD student from the university. She expressed gratitude to Runnymede BC which had funded 15 hours of training from Relate, and to Spelthorne MIND which had led on a cross-curricular initiative to create the "My Teenage Mind" phone app. The initiative to create student anti-bullying ambassadors, and now parent wellbeing ambassadors, along with the Wellbeing zone which is open throughout the

lunch-break, had been very successful. Recognition for this ground-breaking work had come as she had been invited to join government's Advisory Board for the School of Mental Health.

Members thanked Ms Erasmus and asked about young carers, looked after children, and a new bicycle training/recycling project starting at the school from autumn.

#### **145/16 FORWARD PLAN [FOR DECISION] [Item 13]**

The Local Committee agreed the following items for the Local Committee on 25 September 2017:

- Flood prevention and resilient communities
- Highways Drainage presentation (**to include wetspots**)
- Early Help and Family Services update
- Community Safety report 2016-17
- Highways Update

It was also agreed that the Committee's next informal meeting should include a discussion on Controlled Parking Zones.

#### **146/16 CONSULTATIONS & UPDATES [NO REPORT] [Item 14]**

Members noted the consultations.

Meeting ended at: 9.04 pm

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**Chairman**

# Local Early Help Advisory Boards

## Terms of Reference



These terms of reference are intended to provide some direction for Local Early Help Advisory Boards recognising they will evolve in slightly different ways but with a core defined purpose. These terms of reference are currently draft and will be agreed by the end of July, following initial meetings of Local Early Help Advisory Boards.

### **Scope**

The scope of the Local Early Help Advisory Board is the local implementation of the early help delivery model.

### **Purpose**

To bring together a partnership in each borough or district invested in developing a coherent local early help offer and manage the successful delivery of this offer. By coming together the partners will hold a collective responsibility for decisions and will hold a responsibility to represent particular groups/ views of groups within this forum.

### **Key responsibilities**

- Have strategic oversight of the co-ordination and effectiveness of the local early help offer.
- Provide support and challenge to the development of the local early help offer
- Support the development of a joined up local plan which prioritises early help needs and outcomes
- Work collectively with local operational networks to implement a local plan
- Maintain an oversight of the development and effectiveness of Family Hubs
- Support the development of local early help commissioning plans and participate in commissioning processes to deliver a local joined up early help offer
- Work locally to identify gaps in provision regarding early help and to identify and mitigate against risks
- Support the practitioners' networks including co-ordinating training and development opportunities in accordance with local need
- Help capture the voice of families, children and young people
- Communicate with key local stakeholders outside of the meeting to raise awareness of the local early help offer and developments.
- Update the Early Help Transformation Programme Delivery Group via the Strategic Leads for Young People and Families, escalating any risks as required.
- Provide an annual report to the local or joint committee on early help.

### **Chair**

Each Local Early Help Advisory Board will appoint an appropriate chair from their membership.

### **Ways of working**

- Meeting agendas will be agreed by the Chair and the Families Service Manager
- Agendas will be circulated to members of the Local Early Help Advisory Board prior to the meeting
- If it is not possible for a member to attend, they should nominate a substitute representative to attend with delegated authority to make decisions on behalf of their organisation.
- Minutes of this meeting will be kept by the Families Service Manager and agreed by members of the group
- Members will provide updates to the board on actions and key developments in their area

### **Frequency of Meetings and Venues**

Meetings will be held at least quarterly at suitable venues across the borough or district.

## Meeting Membership

The membership of boards will vary across boroughs and districts, however there are some core principles for the membership of each board:

- Membership should be as local as possible and key local partners should be represented to ensure they can be consulted with and are involved in making decisions.
- Members need to represent key delivery groups and be able to speak on their behalf about good practice and local need.
- Members need to impact on the establishment and delivery of early help rather than measure accountability
- With any Surrey County Council representation it should be considered whether they are required as a core member or if discussions could take place outside of the meeting (e.g. Families Service representation should be limited to the borough Families Service Manager)
- There should not be more than 15 members to allow for effective discussion and decision making

Core representation should include:

- Borough or district council
- Secondary education
- Primary education
- Children's Centre
- Two elected representatives from the local/joint committee
- Police
- Health
- Family Hub representation

Additional representation, depending local needs, may also come from:

- Job Centre Plus
- Housing
- Voluntary, Community, Faith Sector
- Young people
- Parent groups

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*SUPPORTING PUPILS MENTAL WELLBEING:  
Launched a whole school youth  
mental health & wellbeing program*

## THE MISSION:

To effectively support pupils' mental wellbeing.

## THE QUESTION:

How could we make a Youth Mental Health and Wellbeing program a whole school focus which engaged all students, staff and the parent community?

## T.M.C.S EMOTIONAL WELLBEING BAROMETER



NEED TO TALK ABOUT IT?  
VISIT THE WELLBEING ZONE & TALK TO A WELLBEING AMBASSADOR  
#TIMETOTALK

@CERASMUSTEACH

# Key concepts underpinning our work



Schools need to understand the link between emotional wellbeing and good education outcomes and need to have effective systems in place for monitoring and responding to young people's issues (Department for Education 2014/2015).

The Department for Education (2015) 'Mental Health and Behaviour in Schools' stress the wisdom of having a whole school approach to supporting students' wellbeing which involves all 4 themes:  
**PSHE; Healthy Eating; Emotional Mental health & Wellbeing; Physical activity**



*ONE YEAR IN: OUR FIRST 12 STEPS*

*@cerasmusteach*



## *WHAT IT IS NOT*

*We aimed to explode the negative myths around the words  
'Wellbeing' and 'Mental Health'*



## *WHAT IT IS*

*What 'Mental Health' and 'Wellbeing' means for our school*

# CHANGED THE LANGUAGE OF LEARNING



The success of any School Mental Health and Wellbeing (MHWB) program is dependent on 4 factors:

1. **The school** in providing curriculum time and space to talk about Mental Health Illness'; to be inclusive and destigmatise; to develop a culture in promoting positive MHWB
2. The **Individual students** level of engagement and desire to take part
3. The **role of the staff** and their own MHWB
4. The **role of the parents and the wider community** in engaging in MHWB conversations and lifestyles

Get the WHOLE FAMILY TOGETHER  
**EMBRACE**  
G.R.E.A.T. Family Mental Health  
**values**  
G= Give TIME to each other  
R= Relate. TALK. Listen  
E= Energise, SLEEP, Exercise  
A=Be Aware. Be GRATEFUL.  
T= Try something new. keep LEARNING  
**#familyMH5aday**

@CERASMUSTEACH

# WROTE IT INTO OUR SCHOOL DEVELOPMENT PLAN



presentation by @cerasmusteach

**CREATED A MENTAL HEALTH & WB TEAM  
TO DRIVE IT FWD**



presentation by @cerasmusteach

**STARTED AT THE TOP  
ENGAGED STAFF TO TAKE RESPONSIBILITY FOR THEIR  
OWN WELLBEING**



A young person with dark, wavy hair is shown in profile, looking out a window with vertical blinds. They are wearing a dark t-shirt with a white graphic design. The lighting is soft and natural, coming from the window. The overall mood is contemplative and focused.

**RESEARCHED  
& LISTENED  
TO STUDENT VOICE**



# CREATED A WELLBEING ZONE

# CREATED SPACES & CLEAR SIGNPOSTING OF WHERE TO GET SUPPORT



# GRASSROOTS ENGAGEMENT PEER SUPPORT - Train them well

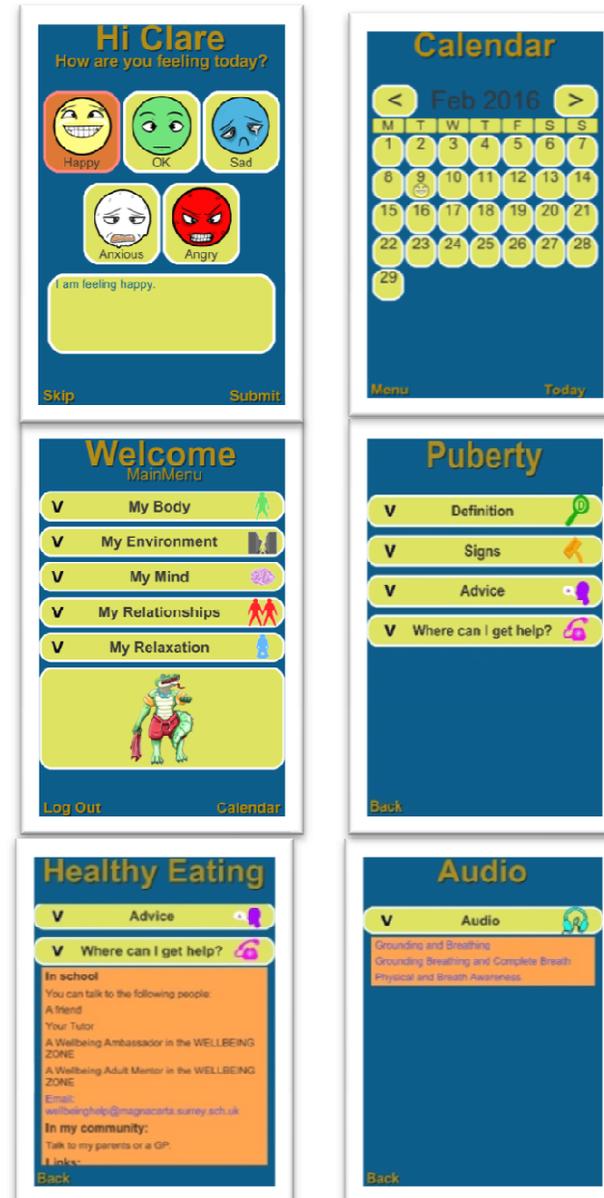


presentation by @cerasmusteach

CREATED AN APP TO ADVISE & LET STUDENTS KNOW  
WHERE THEY CAN GET HELP. DOWNLOAD **MY  
TEENMIND** app (Free)



presentation by @cerasmusteach



# INTRODUCED YOGA & MINDFULNESS TO TEACH COPING STRATEGIES TO KS4 STUDENTS DEALING WITH EARLY SIGNS OF STRESS & ANXIETY



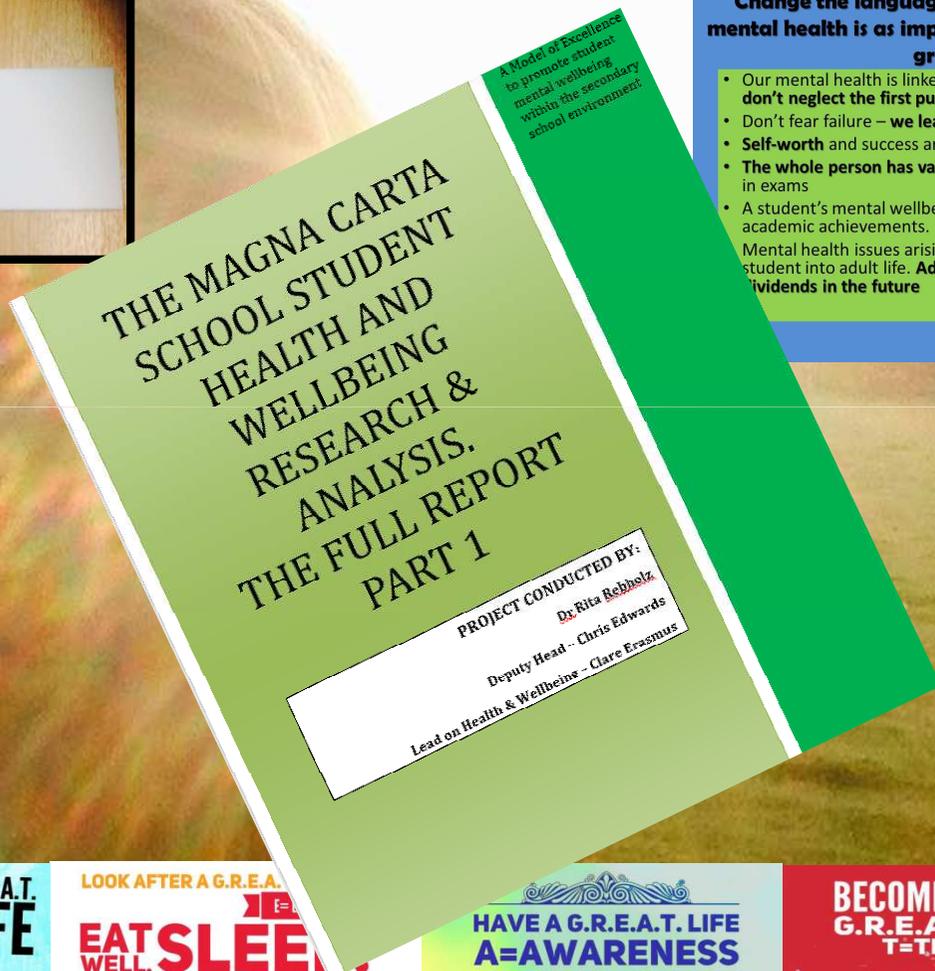
# ENGAGED STAFF IN WHOLE SCHOOL INSETS FOR MH TRAINING AND TWILIGHT 'THINK TANKS' TO ENSURE COLLECTIVE VOICE ON RESPONSE



**Change the language of learning to ensure mental health is as important as achieving good grades**

- Our mental health is linked to academic performance – **don't neglect the first pursuing the second.**
- Don't fear failure – **we learn the most from it.**
- **Self-worth** and success are **not dictated by grades.**
- **The whole person has value;** not just how she achieves in exams
- A student's mental wellbeing is **just as important** as his academic achievements.

Mental health issues arising in school can follow a student into adult life. **Addressing issues now can pay dividends in the future**



LIVE A G.R.E.A.T LIFE  
**G = GIVE**  
 YOUR TIME. YOUR THOUGHTS.  
 SUPPORT A CHARITY.  
 YOU ARE PART OF A BIGGER PICTURE.  
 #GREATVALUES

**HAVE ALIVE** G.R.E.A.T.  
 R=RELATE  
 CONNECT WITH OTHERS. LISTEN & SHARE  
**REAL TIME POSITIVE FRIENDSHIPS**  
 #GREATVALUES

LOOK AFTER A G.R.E.A.T.  
**EAT SLEEP**  
 WELL. DRINK H2O  
**DANCE. RUN. WALK**  
 STRETCH

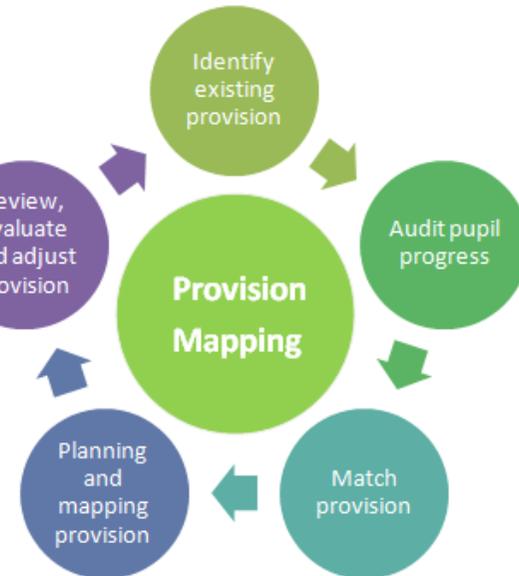
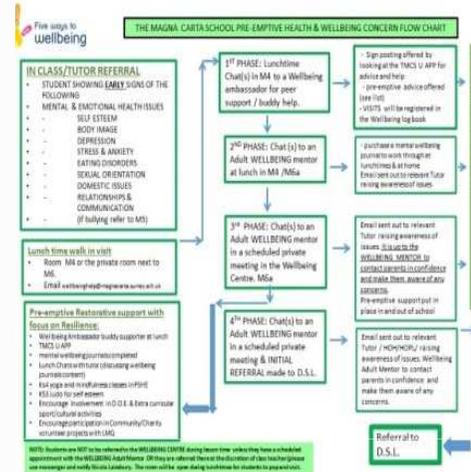
HAVE A G.R.E.A.T. LIFE  
**A=AWARENESS STOP & BE**  
 LOOK. LISTEN. TOUCH. TASTE  
 LOVE YOUR PLANET  
**#GREATVALUES**

BECOME A **PERSON**  
 G.R.E.A.T.  
 T=TRY SOMETHING NEW  
**MINDSET**  
 HAVE A GROWTH MINDSET  
 FAILURE IS ABOUT GETTING IT RIGHT  
 KEEP LEARNING





# SET UP AN INTERNAL REFERRAL SCHEDULE, TRIAGE, ASSESSMENT, SUPPORT PLAN, AGENCY REFERRAL AND DATA TRACKING/SHARING SYSTEM





## *TACKLED THE NUTRITIONAL DILEMMA OF HIGH ENERGY DRINKS HEAD ON*

- [Energy drinks: What's the harm?](#)

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