

DRAFT

Minutes of the meeting of the
Elmbridge LOCAL COMMITTEE
 held at 4.00 pm on 16 June 2014
 at Council Chamber, Elmbridge Civic Centre, High Street, Esher, KT10 9SD.

Surrey County Council Members:

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

Borough / District Members:

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

* In attendance

17/14 APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN [Item 1]

The Local Committee noted that the Council had appointed Margaret Hicks as the Chairman and Mary Lewis as the Vice Chairman of the Elmbridge Local Committee for the municipal year 2014/15.

The Chairman asked the Committee to remember Tom Phelps-Penry, a former Member of the Elmbridge Local Committee, who had recently passed away, thanked Mike Bennison for his hard work and support as Vice Chairman and welcomed Mary Lewis as the new Vice Chairman and also Councillors Steve Bax and Andrew Davis as new Co-optees to the Local Committee.

18/14 APPOINTMENT OF ELMBRIDGE BOROUGH COUNCIL CO-OPTED MEMBERS [Item 2]

The Local Committee noted that Elmbridge Borough Council had nominated the following nine Borough Councillors to serve on the Elmbridge Local

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Committee for the municipal year 2014/15: Councillors S Bax, N C Cooper, A Davis, Mrs J Fuller, P M Harman, S Hawkins, N Luxton, Mrs D Mitchell and J O'Reilly.

19/14 APOLOGIES FOR ABSENCE [Item 3]

Apologies for absence had been received from Ernest Mallett, Tony Samuels and Councillor Mrs Jan Fuller.

20/14 MINUTES OF PREVIOUS MEETING [Item 4]

The minutes of the previous meeting held on 24th February 2014 were agreed as a correct record.

21/14 DECLARATIONS OF INTEREST [Item 5]

No declarations of disclosable pecuniary interests in respect of any item to be considered at the meeting were received.

22/14 CHAIRMAN'S ANNOUNCEMENTS [Item 6]

The Chairman acknowledged various achievements in the borough of Elmbridge over the last year and talked about plans for the coming year. In addition she reminded Members of the Local Committee of the availability of SCC Community Improvements Fund.

23/14 PETITIONS [Item 7]

Three petitions had been received. The details of the petitions and the responses are attached in Annex A to these minutes.

Petition 1

A petition with 35 signatures was received from residents of The Fairway, Weybridge requesting the introduction of static non-parking bollards and double yellow lines on the right-hand side grass verge of Brooklands Road, by the southern entrance/exit of The Fairway to preclude cars causing an obstruction to residents exiting from The Fairway.

Ms Sandi Beaumont spoke for 3 minutes in support of the petition explaining how the parked cars/vans on the verge in Brooklands Road impeded the sightline for the cars exiting The Fairway from the southern exit creating a safety hazard. To highlight the dangers she quoted the stopping distances from the Highway Code, statistics from the Department of Transport on the higher risks of fatalities from side impact collisions and guidance on the calculation of sightlines and visibility splays from Manual for Streets.

To conclude, although the original petition was for bollards, the petitioners were now requesting i) the implementation of double yellow lines and ii) the extension of junction splay at the southern end to enhance road visibility.

Christian Mahne explained he had met with the Parking Team Manager and they had agreed that the installation of double yellow lines should help resolve the issue. Cllr Peter Harman expressed support for the petitioners too. The Parking Team officer, Steve Clavey responded as per the officer's response attached in Annex A.

Petition 2

A petition with 20 signatures was received from residents of Wynton Grove, Walton on Thames requesting that when the parking restriction times are reviewed in April 2014 consideration is given to increasing the 'residents only' parking times.

Ms Alison Moore spoke for 3 minutes, explaining that residents of Wynton Grove were becoming increasingly frustrated at not being able to park, because non residents quite legally park after 10am for the rest of the day. When these restrictions were introduced some 20 years ago it was to prevent commuters parking in the road, but times have changed, new businesses have arrived in Walton and some commuters have flexible working hours so can park for the full day for free after 10 am and not return until 5.30/6pm at the earliest. Some do not return until 10/11pm at night. The residents would like residents parking only from 8am to 6pm with a maximum stay of 2 hours for non residents after 10am. She thanked the Local Committee for accepting the petition and allowing her to speak in support of it.

Councillor Stuart Hawkins thanked the Local Committee for accepting the petition for the small cul de sac even though it didn't meet the normal minimum of 30 signatures. He appreciated that because Wynton Grove is so close to the station it is one of the first roads to be affected, but it is a problem elsewhere in Walton too and he would like officers to look at a wider area. The Parking Team officer, Steve Clavey responded as per the officer's response in Annex A.

Margaret Hicks summarised by saying any action in response to the petition would be deferred until a review of the whole CPZ could take place in Walton, which Councillor Hawkins said he was happy with as long as the delay was not too long.

Petition 3

A petition was received with 62 signatures requesting to promote the reconstruction of Palace Road East Molesey to the 2014/15 programme.

Nick Healey, the Area Highways Team Manager, explained that the Operation Horizon road maintenance programme had been reviewed with Members and Stuart Selleck had indicated that Palace Road was a priority. He also explained that the programme is now set and no other new roads can be moved up the schedule.

Stuart Selleck explained on looking around his division it was clear Palace Road was a priority and Councillor Nigel Cooper gave his full support to prioritising Palace Road. Councillor Steve Bax echoed the thoughts of Councillor Cooper and Stuart Selleck and also asked if Highways could look at the camber on the road during the resurfacing.

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Two public questions were received. The questions and responses are attached in Annex B

Question 1 from Tony Nockles.

The meeting was adjourned at 16:30 as proposed by the Chairman, Margaret Hicks and seconded by the Vice Chairman, Mary Lewis. This was to allow both Members and the public to read and consider the Road Safety comments which had been produced at the request of the Local Committee on 24th February 2014, as the result of the response to a petition received by the Local Committee on November 18th 2013. The comments are attached in Annex C.

The meeting restarted at 16:40.

The Chairman asked Mr Nockles if he would like to ask a supplementary question. He responded that the Road Safety comments just reinforced the unsuitability of the location for the movement of construction vehicles. He added that if the drawings available are sufficient for the development to obtain planning approval then they must provide sufficient information for a safety audit.

Nick Healey, the Area Highways Team Manager, responded that with all due respect to the petitioners, all vehicle movement presents a risk, but SCC does not agree that this junction presents a significant risk. We can only ask the developer to pay for something where we consider there to be a risk. We are responsible for pedestrian safety, but we focus on places where we consider there is genuine risk.

Members' comments included surprise at the conclusion of the road safety report and a belief that now they need to await more concrete proposals from the developer, that they would like the re-alignment of the crossing as proposed at the end of the report, but were also keen for SCC to consider critically the developer's travel plans from a safety aspect.

In relation to question 1

The Local Committee resolved to agree:

(i) to investigate a realignment of the existing uncontrolled crossing to improve visibility, and allocate the funding necessary for this.

Reason for decision: The safety audit team advised that this measure could improve the visibility at the existing uncontrolled crossing at Cigarette Island.

Question 2 from Mark Sugden

Mark Sugden asked a supplementary question, which was when the assessment would take place?

Jeremy Crouch, Contract Performance Officer, responded that it was already partly completed. The Health and Safety visit had taken place and as long as

the condition report does not reveal any major problems, the assessment should be ready in 2 to 3 weeks.

25/14 MEMBER QUESTION TIME [Item 9]

A Member's question had been received from the Chairman, Margaret Hicks. The question and response are attached in Annex D.

Frank Apicella, Senior Engineer, added that in the response he had attempted to explain how the layout of the area restricts the number of options of access to the industrial estate and that the main way the Highways service can alleviate the issue for residents is to make the roads as smooth as possible.

Members' comments included a suggestion that the Local Committee should investigate some of the 52 businesses who are on the industrial site and also Members asking whether there was any prospect of mitigating measures being taken to improve the issue in Molesey Rd., to which the officer said that the roads listed in the Maintenance Programme are highest priority and apart from some minor repairs at very specific sites, the only other option would be through funding from Local Committee budgets.

26/14 CREATING OPPORTUNITIES FOR YOUNG PEOPLE: LOCAL RE-COMMISSIONING 2015-2020 [Item 10]

Jeremy Crouch, Contract Performance Officer, introduced the report and explained that the end of the first procurement cycle is approaching and at this relatively early stage he had come to ask the Local Committee Members whether they would agree to increased delegation to the Local Committee by adding the procurement of Centre Based Youth Work providers and resources. Currently there are too many different commissions making the process complicated so the aim is to simplify it into 3 areas.

At this stage the Chairman asked for nominations from the Co-opted Members of the Local Committee to sit on the Youth Task Group (to be agreed at Item 16). Councillor Jan Fuller, although not present, had before the meeting expressed an interest and Councillors Peter Harman and Steve Bax said they would like to be Members of the Task Group.

The Local Committee resolved to agree:

- (i) to support increased delegation of decision-making to include the current Centre Based Youth Work so that it can be re-commissioned alongside the current Local Prevention Framework
- (ii) that local priorities for the newly delegated commissions within Services for Young People will be decided by the Elmbridge Local Committee informed by the work of the constituted Youth Task Group.

Reason for decision: to build on the current successes of Services for Young People and increase the integration and working together for the commissioning of Local Prevention Framework, Centre Based Youth Work and potentially more integrated commissioning with partners.

27/14 ANNUAL PERFORMANCE REPORT FROM SERVICES FOR YOUNG PEOPLE [Item 11]

Jeremy Crouch, Contract Performance Officer, introduced the report. He explained that most of the information is contained within the Annex. He highlighted how the number of NEET young people had reduced from 4.5% in March 2013 to 1.5% in March 2014 and that no Looked after Children (LAC) in Elmbridge are NEET.

The Youth Support Service has had a lot of success this year. It works very closely with partners which is one of the keys to the success. The partners include Walton Charities, Catch 22, Surrey Youth Focus and local Police officers. In addition the Youth Centres are being more fully used. The Service expressed its thanks to the Local Committee for the Individual Prevention Grants which enable the Youth Support Service to help the changing needs of individual young people.

A Work Development Officer has been employed by the service which has proved successful and greater engagement with local businesses has led to work placements for young people.

Walton Youth Centre has managed to recruit a full time youth worker and plans are on-going to make the centre fully operational.

As regards the LPF contract, much of the profiled Eikon delivery concentrates on the summer months so by the end of August the figures should be back on target.

Members asked a number of questions regarding resources and missing data in some of the tables in the report. The missing data was due to the IT not being able to cope with the volume of work, but new equipment has now enabled better recording. Jeremy Crouch confirmed there would be a launch for Walton Youth Centre in the summer and invitations would be circulated.

The Local Committee resolved to agree to note:

(i) The Progress Services for Young People has made during 2013/14 to increase participation for young people in education, training or employment, as set out in the appendix to this report.

28/14 HIGHWAYS UPDATE [Item 12]

Nick Healey, the Area Highways Manager, introduced the report. In relation to A307 Portsmouth Rd bridge removal, he explained that all the work except for the flashing lights had been completed by December 2012. He pointed out the error in Annex A. On page 52 under **Pedestrian Survey** it should state 'survey was undertaken in April **2013**'.

With reference to tables 1 and 2 in the main report Nick Healey added that the outturn figures were good. He also thanked Members for making quick decisions on schemes for the current year. For the next financial year 2015-

16 the Committee will be asked to decide the strategy at the September meeting and the schemes to be funded at the December Local Committee.

With reference to Annex A Mary Lewis asked about the timing of the 4 hour survey and requested that another survey took place which covered the busy times so the Local Committee could be confident that the islands are being properly used. Nick Healey said 2 x 2 hour surveys at rush hour/school times could be carried out. Mary Lewis proposed an additional recommendation to carry out 2 x 2 hour surveys on A307 Portsmouth Rd, which was seconded by Margaret Hicks.

Rachael I Lake said she wished to discuss with highways officers outside the meeting the outcome of the Rydens Road feasibility study as she doesn't want to fund a crossing where one is not required. Nick Healey explained the Terrace Road scheme was also being reviewed at a high level.

Councillor Peter Harman raised the issue of drainage investigation at Weybridge station. Nick Healey promised it would be fixed by the end of this financial year or he would supply an explanation as to why not.

The Local Committee resolved to agree:

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

(ii) that SCC Highways Officers conduct a further survey of pedestrian movements across the new traffic islands at the peak usage times (two hours in the morning school rush hour and two hours in the afternoon school rush hour) in order to ascertain how well local children and parents are or are not using the pedestrian islands.

Reason for decision: to facilitate delivery of the 2014-15 Highways programmes funded by the Local Committee, while at the same time ensuring that the Chairman, Vice Chairman and relevant Divisional Members are fully and appropriately involved in any detailed considerations and to confirm the success of the installation of the pedestrian refuge islands on A307 Portsmouth Road.

29/14 DRAINAGE UPDATE [Item 13]

Nick Healey introduced the report. He explained the Local Highways team has an influence over the use of the £1.6 million countywide drainage budget and can commission work and prioritise sites. There seems to be a perception that the drainage contract is not working well so to help find out the extent of the problems he requested that Members e-mail him directly with locations of persistent drainage problems. It was decided that the best way would be for the County Councillor to collect the details from Borough Councillors in their division and the County Councillor to send them all through to Nick Healey by end of June 2014.

The Local Committee resolved to agree to:

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- (i) Let the Area Team Manager know of locations where there are persistent drainage problems for their local communities.

30/14 INFRASTRUCTURE PROJECTS FOR CIL (COMMUNITY INFRASTRUCTURE LEVY) FUNDING [Item 14]

Nick Healey introduced the report, summarising Community Infrastructure Levy (CIL) and explaining how it is an opportunity to create a fund for strategic infrastructure improvements in the borough. Section 106 funding was restricted by strict criteria and there was not the option to build up a pot of money.

Approximately £1 million has been collected of which £0.75 million is available through the Elmbridge BC Strategic Spending Board (SSB). The Elmbridge BC officers and SCC officers have been working very closely in relation to CIL.

SCC Highways recommended that SCC submitted bids to the schemes listed in the report. He explained that the £50,000 for the Esher Transport study would be just for a feasibility study.

Melanie Harris, School Commissioning Officer, provided further details of the Education scheme recommended to be put forward for funding from the SSB.

Councillor John O'Reilly clarified that Elmbridge Borough Council was not the first, but one of the first boroughs in the country to be collecting CIL. However it is the first to have signed a Memorandum of Understanding with their County Council. He added that the Local Spending Boards have recently met or are due to do so imminently and spoke about how CIL provides an opportunity for borough and county councillors to work together to make a positive impact.

Members of the Committee agreed the order of priority as per the report and the recommendations.

The Local Committee resolved to agree:

- (i) an order of priority for those schemes for which CIL funding will be sought
- (ii) that final bids for 2014 be finalised on this basis and submitted to Elmbridge Borough Council
- (iii) that the Chairman of Surrey County Council's Local Committee for Elmbridge represents the interests of the Local Committee at the Strategic Spending Board on 24 July.

Reason for decision: By agreeing priorities the County Council can submit funding bids as part of this first round of available CIL funding.

31/14 2014 PARKING REVIEW FOR THE BOROUGH OF ELMBRIDGE [Item 15]

Steve Clavey, Senior Engineer, introduced the report explaining that approximately 400 requests had been received for this review by the Parking team for changes to parking restrictions in the borough. He also pointed out

that two roads had been missed off the list of recommendations: The Furrows and Ambleside Avenue.

It was also requested that the proposals for Claremont Close be included in the recommendations.

Christian Mahne asked for Oakdale Road, Weybridge to be added in. Margaret Hicks said this road would be referred to the task group.

All the locations that were considered, but not recommended for progression as part of this review are listed in Annex 3. Margaret Hicks reminded the Committee that if residents wanted unsuccessful proposals submitted for this review to be reconsidered in a future review then they must be resubmitted.

In response to a question about curfew parking, the officer Adrian Harris, Assistant Engineer, explained this would be considered as part of the proposed future 5 year Parking Strategy for Elmbridge.

The Local Committee resolved to agree:

- (i) the County Council's intention to introduce the proposals in Annex 1, **with the addition of Claremont Close**, is formally advertised, and subject to statutory consultation
- (ii) if objections are received the Parking Strategy and Implementation Team Manager is authorised to try and resolve them
- (iii) if any objections cannot be resolved, the Parking Strategy and Implementation Team Manager, in consultation with the Chairman/Vice Chairman of this committee and the County Councillor for the division, decides whether or not they should be acceded to and therefore whether the order should be made, with or without modifications
- (iv) to approve the introduction by Elmbridge Borough Council of new taxi ranks in High Street, Esher, in Queen's Road and High Street, Weybridge and in Mayfield Road, Hersham.

Reason for decision: to help solve parking difficulties in the borough, improve road safety, assist with access for larger vehicles, ease congestion and improve the environment for residents and improve access for visitors to local businesses.

32/14 REPRESENTATION ON OUTSIDE BODIES & TASK GROUPS & COMMUNITY SAFETY BUDGET [Item 16]

The nominations to the various task groups and outside bodies for the municipal year 2014/15 were discussed. In a change to the recommendation in the report, Rachael I Lake proposed that she represented the Local Committee on the Community Safety Partnership and this was seconded by Margaret Hicks.

Due to the timing of the appointment of the Co-opted Members to the Local Committee by Elmbridge Borough Council for the current municipal year it had not been possible to include nominations from Co-opted Members to the

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Parking Task Group and the Youth Task Group in the published reports. The nominations were agreed at the meeting as Councillors John O'Reilly and Dorothy Mitchell to the Parking Task Group and Councillors Jan Fuller, Peter Harman and Steve Bax to the Youth Task Group.

The Local Committee resolved to agree:

(i) the appointment of Members to outside bodies and task groups as detailed in section 2.1 to 2.4, **with the following amendments: in 2.1 Rachael I Lake be appointed to the Community Safety Partnership, in 2.3 the nomination of Councillors John O'Reilly and Dorothy Mitchell to the Parking Task Group and in 2.4 the nomination of Councillors Jan Fuller, Peter Harman and Steve Bax to the Youth Task Group**

(ii) that the terms of reference of the Elmbridge Parking Task Group as set out in Annex A be approved

(iii) that the terms of reference of the Elmbridge Youth Taks Group as set out in Annex B be approved

(iv) that the community safety budget of £3,294, that has been delegated to the Local Committee, be transferred to the Elmbridge Community Safety Partnership and that the Community Partnership Manager authorise its expenditure in accordance with the Local Committee's decision as detailed in section 2.5.

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

33/14 LOCAL COMMITTEE FUNDING 2014/15 [Item 17]

The Local Committee resolved to agree to note:

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

Minutes Annex A

Minutes Annex B

Minutes Annex C

Minutes Annex D

Meeting ended at: Time Not Specified

Chairman