

## Environment and Transport Select Committee Work Programme

**12 March 2015**

Item	Purpose	Contact Officer	Comments
Basingstoke Canal	To inform the Committee of progress regarding the asset management plan for the Basingstoke Canal.	Lisa Creaye-Griffin	Report
Local Transport Review	To review and update the committee on the outputs from the consultation on the Local Transport Review.	Paul Millin/ Nick Meadows	Presentation
Utilities Task Group	To reconsider the recommendations put to the select committee at its January meeting.	Matthew Jezzard	Report

**23 April 2015**

Item	Purpose	Contact Officer	Comments
Surrey Wildlife Trust Agreement	To review and comment on the final terms of the Surrey Wildlife Trust Agreement before final approval at Cabinet.	Lisa Creaye-Griffin	Report
Rail Strategy update	To receive an update on the rail strategy.	Paul Millin/ Lee McQuade	Report

**14 May 2015**

Item	Purpose	Contact Officer	Comments
Local Transport Review- Final Report	To review and comment on the Local Transport Review final report before approval at Cabinet.	Paul Millin/Nick Meadows	Report
Internal Audit Report- Review of Bus Operating Contracts	To consider the internal audit report on the Bus Operating Contracts.	Siva Sanmugarajah/ Huma Younis	Report

### Items to be scheduled:

CIL Progress Report (Summer/Autumn 2015)
Electric Vehicle Strategy (Spring/Summer 2015)
Kier contract extension progress report (Spring/Summer 2015)
Kier Contract Agreement (Autumn 2015)
Cycling Strategy – annual report (Spring/Summer 2015 tbc)
Progress on Cabinet Member priorities - June 2015

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### Task and Member Reference Groups:

<p>Countryside Management Member Reference Group</p>	<p>Bill Barker Mark Brett-Warburton Stephen Cooksey David Harmer (Spokesperson)</p>	<p>To report to Environment &amp; Transport Select Committee with recommendations to advise the Cabinet Member on the changes required to the Surrey Wildlife Trust (SWT)/Surrey County Council (SCC) Agreement and its governance, to ensure that it is fit for purpose for the remainder of its term.</p> <p>To include:</p> <ul style="list-style-type: none"> <li>• determining the terms of the Agreement between the County Council and SWT</li> <li>• determining the powers of SCC under the Agreement</li> <li>• advising on how the agricultural portfolio should be managed</li> <li>• advising on how the forestry portfolio should be managed</li> <li>• advising on how the rest of the property portfolio should be managed</li> <li>• advising on Governance to ensure that SCC fulfils its stewardship duty (to include also the co-ordination of the activities of Surrey representatives on Boards and Management Groups related to the SWT Agreement, and the establishment of an appropriate method of reporting back to the Select Committee and its Task Group)</li> <li>• advising on the SCC makeup of the Partnership Committee and to ensure a clear remit for those Members</li> <li>• advising on the draft strategy and business plan for the SCC Estate</li> <li>• advising on the future of the Sawmill and Workshop.</li> </ul>	<p>The Group's amended terms of reference were agreed at Select Committee on 23 October 2013.</p> <p>The Group met on 3 February 2014, and will reconvene once further work has been completed on the SWT Business Plan.</p> <p>The MRG met on 21 November 2014 to discuss and review the revised agreement between SWT and SCC.</p> <p>A meeting for the MRG has been scheduled for 30 March 2015 to discuss the final SWT/SCC agreement.</p>
<p>Customer Service Excellence Member Reference Group</p>	<p>John Beckett Stephen Cooksey George Johnson Victoria Young Richard Wilson (Spokesperson)</p>	<p>To support the Highways Service's journey to achieve the Customer Service Excellence (CSE) Standard, by:</p> <ul style="list-style-type: none"> <li>• Sharing the perspective of users and the general public on customer service within Highways</li> <li>• Challenging and validating the project's objectives</li> <li>• Providing advice on how to approach wider engagement with the public and stakeholders</li> </ul>	<p>The work of the Group is currently underway the last meeting of the group took place on 28 Jan 2015.</p>

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		<ul style="list-style-type: none"> <li>• Putting forward recommendations on the action plan</li> <li>• Acting as advocates for CSE with Member colleagues and customers</li> <li>• Providing a Member perspective on future performance criteria, the levels of service and priorities, which may include the most effective use of IT supporting systems for the benefit of both the public and the highways department.</li> <li>• Helping maintain CSE as a priority once the award has been achieved.</li> </ul>	
Page 11	<p>Finance Sub-Group</p> <p>Mike Bennison Stephen Cooksey George Johnson Michael Sydney Richard Wilson David Harmer (Spokesperson)</p>	<p>To carry out robust scrutiny of major budgets, performance and costs of the services within the remit of the Environment &amp; Transport Select Committee, and review existing and potential options for budget savings and performance improvement including testing of the evidence base for these options. Specifically:</p> <ul style="list-style-type: none"> <li>• To work with E&amp;I Directorate management and Finance officers to develop a good understanding of the budgets within the committee's remit and identify any further information which might be required.</li> <li>• To carry out scrutiny of revenue spend of Environment &amp; Infrastructure for the Medium Term Financial Plan (including fees and charges) period 2015/16 to 2018/19, with a broad focus on highways and environment issues.</li> <li>• To test the evidence base for existing and potential options for reducing costs of service delivery, generating income and improving performance.</li> <li>• To suggest additional areas for achieving significant savings based on views of individual members of the finance sub group</li> <li>• To lead the discussion when the issues are discussed by the full Committee at a workshop session, ensuring that other Members have a good understanding and can make informed decisions.</li> </ul>	<p>The Group have met with both the Assistant Directors of the E &amp; I directorate on various occasions between October and December 2014.</p> <p>A finance sub group budget allocation workshop has been organised for 11 March 2015.</p>
	<p>Flooding Task Group</p> <p>Mark Brett-Warburton Stephen Cooksey</p>	<p>To review the recent flood events that took place in Surrey and help the Council be as well prepared as possible for</p>	<p>The Group has concluded its investigation and will be</p>



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	<p>Peter Hickman Chris Norman Denise Saliagopoulos Nick Skellett David Harmer (Spokesperson)</p>	<p>future instances of flooding, by addressing the following questions:</p> <ul style="list-style-type: none"> <li>• What are the key lessons to be learnt from the County Council's response to recent flood events?</li> <li>• With the benefit of hindsight, what could the County Council do better should future flood events take place?</li> <li>• How were local communities affected by flooding and what did they see as the key issues on the ground?</li> <li>• What 'business as usual' activities can be carried out more effectively to help prevent flooding?</li> <li>• What schemes for Surrey are being included as part of the River Thames Scheme, how are they being funded and do they represent the best possible protection for the County?</li> <li>• To monitor findings of key Section 19 reports and consider how the Council can best invest in infrastructure to mitigate against future rain and storm events.</li> </ul>	<p>submitting its final report to the Select Committee meeting on 27 October.</p> <p>The report from the Select Committee was submitted to Cabinet on 25 November 2014.</p>
<p>Highways for the Future Member Reference Group</p>	<p>Stephen Cooksey Peter Hickman Richard Wilson Mike Bennison (Spokesperson)</p>	<p>To allow Member input into the Highways Service's plans for the future long-term management of Surrey's highways, by:</p> <ul style="list-style-type: none"> <li>• Providing a member perspective on future performance criteria, the levels of service and priorities.</li> <li>• Providing a member perspective on the alignment between maintenance and improvement of the highway. I.e. bringing together activities currently separated into 'highways' and 'transport'.</li> <li>• Providing insight and challenge to the reviews of the current delivery strategies, including Horizon, safety defects, asset management strategies etc. Also help consideration of member roles in future delivery strategies.</li> <li>• Providing insight and challenge to current contract performance, and to consideration of the extension of the Kier contract.</li> <li>• Providing insight and challenge to the development of future procurement strategies.</li> </ul>	<p>The work of the Group is currently underway and the group is meeting on a regular basis.</p>

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		<ul style="list-style-type: none"> <li>• Providing a member perspective on capability issues for the 'Client' organisation.</li> </ul>	
Local Transport Review Member Reference Group	David Goodwin Peter Hickman Michael Sydney Pat Frost (Spokesperson)	<p>To assist the E&amp;I Directorate in its Local Transport Review project, by:</p> <ul style="list-style-type: none"> <li>• Giving officers the perspective of users and the general public on the various transport services under review</li> <li>• Advising on proposed levels of savings and the balance between savings and unavoidable impacts on users and the public</li> <li>• Challenging and validating the project's Equalities Impact Assessments</li> <li>• Advising on the balance of savings between different service types and areas</li> <li>• Advising on how to approach wider engagement with the public and stakeholders and own the agreed plan</li> <li>• Acting as advocates for the agreed plan with Member colleagues and community organisations</li> <li>• Following a briefing on consultation responses, advising on the proposals to be taken before E&amp;T Select Committee and Cabinet.</li> </ul>	<p>The work of the Group is currently underway and its most recent meeting took place on 12 February 2015.</p> <p>The next MRG has been organised for 17 April 2015.</p>
Winter Maintenance Task Group	David Goodwin David Harmer Stephen Cooksey (Spokesperson)	To provide scrutiny and oversight of Surrey's annual Winter Maintenance policy.	The Task Group met on 14 July 2014 to consider the Winter Maintenance policy for 2013/14 following consultation with Local Committees. This was then approved by the Select Committee on 17 July 2014.

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