

DRAFT

Minutes of the meeting of the
Woking JOINT COMMITTEE
 held at 6.00 pm on 29 June 2016
 at Woking Borough Council Civic Offices, Gloucester Square, Woking GU21
 6YL.

Surrey County Council Members:

- * Mrs Liz Bowes (Chairman)
- * Mr Ben Carasco
- * Mr Will Forster
- * Mrs Linda Kemeny
- * Mr Saj Hussain
- * Mr Colin Kemp
- * Mr Richard Wilson

Borough / District Members:

- * Cllr John Bond
- * Cllr Deborah Hughes
- * Cllr Ian Johnson
- * Cllr Beryl Hunwicks
- * Cllr Melanie Whitehand
- * Cllr John Kingsbury (Vice-Chairman)
- * Cllr Graham Chrystie

* In attendance

Notes from Open Public Questions (annex)**16/16 APOLOGIES FOR ABSENCE [Item 1]**

No apologies were received.

17/16 MINUTES OF PREVIOUS MEETING [Item 2]

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

18/16 DECLARATIONS OF INTEREST [Item 3]

There were no declarations of interest.

19/16 PETITIONS [Item 4]

There were three petitions received:

Petition A: Parking provision in CPZ Area 2

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

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

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

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

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

Petition B – Parking in Rectory Lane, Byfleet

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

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

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

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

RESOLVED

The Woking Joint Committee agreed that:

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

consultation with the Chairman/Vice Chairman and Divisional Member:

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

Petition C – Kings Pre-School, Byfleet

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

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

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

The petitioners and local members would be kept updated.

20/16 WRITTEN PUBLIC QUESTIONS [Item 5]

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

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Question 4:

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

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

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

21/16 WRITTEN MEMBER QUESTIONS [Item 6]

No member questions were received.

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

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

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

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

Key points raised in the discussion included:

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

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

RESOLVED

The Woking Joint Committee:

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

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

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

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

Public comments:

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

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

Member comments:

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

RESOLVED

Woking Joint Committee noted:

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

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

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

Public comments:

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

Member comments:

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

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

RESOLVED

The Woking Joint Committee:

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

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

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

Member comments:

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

RESOLVED

Woking Joint Committee noted:

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

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

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

Member comments:

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

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

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

RESOLVED

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

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

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

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

Member comments:

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

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

RESOLVED

Woking Joint Committee:

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

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

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

RESOLVED

Woking Joint Committee agreed:

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

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

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

RESOLVED

Woking Joint Committee noted:

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

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

RESOLVED

Woking Joint Committee:

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

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

The updated Tracker was noted.

Meeting ended at: 9.25 pm

Chairman

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