

SURREY COUNTY COUNCIL

LOCAL COMMITTEE (ELMBRIDGE)

DATE: 26 June 2017



LEAD OFFICER: PARTNERSHIP & COMMITTEE OFFICER

SUBJECT: LOCAL COMMITTEE COMMUNITY SAFETY FUNDING AND REPRESENTATION ON TASK GROUPS AND EXTERNAL BODIES

DIVISION: All

SUMMARY OF ISSUE:

The local/joint committee has a delegated budget of £3,000 for community safety projects in 2017/18. This report sets out the process by which this funding should be allocated to the Community Safety Partnership and/or other local community organisations that promote the safety and wellbeing of residents. The report also seeks the approval of Local Committee task group members and the appointment of representatives to external bodies.

RECOMMENDATIONS:

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

- (i) The committee's delegated community safety budget of £3,000 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 paragraph 2.4 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 of this report.
- (iii) The committee receives updates on the project(s) that was funded, the outcomes and the impact it has achieved.
- (iv) The committee approves the membership of the task groups and appointments to outside bodies, as detailed at paragraphs 2.9 - 2.16 and annex 1 of this report.

REASONS FOR RECOMMENDATIONS:

The report sets out a process for allocating the committee's delegated community safety budget of £3,000 to local organisations. It also proposes local committee task group membership for the forthcoming year to enable the provision of informed advice and recommendations to the committee. The appointment of councillors of the Local Committee to external bodies enables the committee's representation on

and input to such bodies.

1. INTRODUCTION AND BACKGROUND:

- 1.1 Prior to 2016, the local committee had historically chosen to passport its delegated community safety funding to the local Community Safety Partnership (CSP) to assist in their efforts to tackle crime and anti- social behaviour on behalf of residents.
- 1.2 Following countywide analysis of the projects that were funded through CSPs and the outcomes achieved, the local committee agreed that its local CSP should firstly be invited to provide an outline of any prospective projects that could be supported from the committee's funding for approval. This aimed to provide greater oversight of the committee's expenditure. In the context of the County's Medium Term Financial Plan and the requirement upon all county services to contribute to significant savings, the process would also help to achieve better value for money from projects in support of the County Council's wider community safety priorities.
- 1.3 Local committee task groups are established at the start of each municipal year. Membership of each task group is nominated and decided by councillors of the local committee. Representation on external bodies is similarly decided and is reviewed and agreed by local committee members annually. The proposed membership and terms of reference for the committee's task groups are contained in Annex 1 of this report. The committee is requested to make appointments to the external bodies and task groups, as detailed in paragraph 2.10 – 2.17 of this report.

2. ANALYSIS:

- 2.1 In 2016/17, the committee awarded £1000 each to a domestic abuse event for local businesses; development of the local drowning prevention plan and to Alpha Extreme.
- 2.2 An update on the projects outcomes and achievements is provided below:

Alpha Extreme

Reducing crime and anti-social behaviour is a key priority of the Elmbridge Community and Safety Partnership. Alpha Extreme are a valued asset to the CHARMM (Community Harm and Risk Management Meeting) in supporting the most complex and chaotic of cases which are resource intensive. CHARMM has been able to continue assigning Alpha Extreme workers to individuals who are either a victim or perpetrator of anti-social behaviour. Workers from Alpha Extreme have worked intensely with individuals to reduce the risk they pose to the community and themselves – improving the quality of life for all. A number of both victims and perpetrators of ASB have been removed from the case list as a result of the additional work undertaken by Alpha extreme using the funding.

Respect the Water

Following the tragic death of 15 year old Dominick Naylor in the Summer, the Elmbridge Community & Safety Partnership have produced and retain responsibility for a Respect the Water plan. The plan considers previous

incidents on Elmbridge waterways, and the joined-up actions that will be implemented to reduce the risk of these occurring in the future. This is accompanied by a joint communications plan to raise awareness among key risk groups before the summer of 2017. The funding bought 35 25m throw bags which will be used at Respect the Water events which have already been held. We will be disseminating the throw bags to local businesses along the river and holding training sessions for residents and river users. The throw bags will be used to support educational events for school children.

Domestic Abuse event

Reducing Domestic Abuse is a key priority of Surrey Police and the Elmbridge Community and Safety Partnership. Many victims of domestic abuse see the workplace as a safe haven that helps them keep a sense of normality. However, some can still be targeted in their place of work and it's well known that victims may hide their reality from colleagues and employers as they are ashamed or worried that they may be seen as a problem. Following the success of the 'Behind Closed Doors event on 24 May 2016, it is the Partnerships intention to hold a morning or afternoon event for local medium to large businesses in the Borough in 2017, targeting their human resource managers and personnel teams. The funding helped to purchase a dramatization of Behind Closed Doors which depicts the systematic breaking down of an ebullient, happy woman to a person living in constant fear and uncertainty and Fiona Bowman, a survivor of domestic abuse and now an internationally recognised speaker on domestic abuse in the workplace. The event was originally planned for 23 June 2017. However, due to the key speaker being unable to attend it has been postponed until October. It aims to: show what abuse looks like; how it manifests in the workplace; how employers can support their staff who are victims of abuse; to put an end to secondary victimisation in the workplace; and to remove myths and stereotypes that exist around victims of abuse.

- 2.3 As in the previous year, a clear and simple process designed to support CSPs will be adopted in order that funds can be processed efficiently this year.
- 2.4 Local CSPs will be invited to submit a brief outline of the projects that they would like to put the committee's funding towards, on a simple template designed for this purpose.
- 2.5 To assist CSPs in identifying suitable projects, the following criteria will be provided 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)
- 2.6 To ensure funds can be utilised within the current financial year, it is suggested that a deadline of **29 September 2017** is imposed for the submission of outline projects by CSPs and/or local organisations. This deadline will be

communicated widely to local CSPs and partner organisations.

- 2.7 To ensure that funds can be distributed speedily and efficiently, 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 the expenditure of the committee's funds outside the formal quarterly committee meeting cycle. This should allow local organisations to obtain approval, initiate and implement projects with the minimum of delay.
- 2.8 Once implemented, the CSP and any other recipients of this funding will be required to provide the local committee with a short update on each project, outlining how the funding was used and the difference and impact it has made in the local community.
- 2.9 The Committee are asked to consider appointing members to the following groups:

2.10 **Elmbridge Community and Safety Partnership**

The Elmbridge Community and Safety Partnership sets and monitors work towards achieving the aims of the Elmbridge Community Safety Action Plan. It currently meets quarterly and has two working groups, JAG (Joint Action Group), which meets as required and CIAG (Community Incident Action Group), which meets monthly. A County Councillor Member is required, **Mrs Margaret Hicks** was the representative in 2016/17.

2.11 **Elmbridge Business Network**

The Elmbridge Business Network is a themed group of the Elmbridge Community and Safety Partnership and delivers the Local Economy strand of the Elmbridge Sustainable Community Strategy. The Elmbridge Business Network meets on a quarterly basis. **Mr Peter Hickman** was the representative in 2016/17.

- 2.12 **Elmbridge Old Person's Advisory Body** – Meets three times per year with a range of partners attending. **Mr Ernest Mallett** was the representative in 2016/17

2.13 **Parking Task Group**

It is proposed that two SCC Local Committee Members, normally the Chairman and Vice Chairman, and the two Members from Elmbridge Borough Council are nominated and appointed to the Task Group.

2016/17 SCC members: **Mrs Margaret Hicks** and **Mr Mike Bennison**

2016/17 Elmbridge BC Members: **Cllr Roy Green** and **Cllr Andrew Davis**

When agenda items at the Parking Task Group refer to one particular division, the relevant ward and divisional Members will also be invited to the meeting.

2.14 **Cycling Task group**

It is proposed that three SCC Local Committee Members and three Members of Elmbridge Borough Council are nominated and appointed to the Task Group.

2016/17 SCC Members: **Mrs Margaret Hicks, Peter Hickman, Rachael I**

Lake,

2016/17 EBC members: **Cllr Andrew Davis, Cllr Ian Donaldson, Cllr Janet Turner**

2.15 Esher Transport Study Member Task Group

It is proposed that two SCC Local Committee Members and one Co-opted Local Committee Member are nominated and appointed to the Task Group.

2016/17 SCC Members: **Mr Stuart Selleck, Mr Mike Bennison**
2016/17 EBC Co-opted Member: **Cllr Tim Oliver**

2.16 Walton to Halliford Transport Study Member Steering Group

It is proposed that two SCC Local Committee Members and one Co-opted Local Committee Member are nominated and appointed to the Steering Group.

2016/17 SCC Members: **Rachael I Lake, Mr Ramon Gray**
2016/17 EBC Co-opted Member: **Cllr Graham Woolgar**

2.17 Brooklands Transport Study Member Steering Group

It is proposed that two SCC Local Committee Members and one Co-opted Local Committee Member are nominated and appointed to the Steering Group.

2016/17 SCC Members: **Mr Ramon Gray and Mrs Margaret Hicks**
2016/17 EBC Co-opted Member: **Cllr Peter Harman**

2.18 Hinchley Wood Schools Road Safety Improvements Member Task Group

It is proposed that two SCC Local Committee Members and one Co-opted Local Committee Member are nominated and appointed to the Task Group. This group will steer the CIL funded work outlined in the Highways Update report paragraph 2.12.

3. OPTIONS:

- 3.1 All viable options were considered and appraised when forming the recommendations to the Local committee. The previous arrangement, whereby the committee transferred both its funding and the decision-making about how the funding could be used to the CSP was not considered to provide sufficient information on the impact that the funding or the outcomes it had achieved.
- 3.2 The recommended funding arrangements will employ a simple process for the commitment of funds by the committee to enable greater scrutiny over the use of this funding.
- 3.3 The committee can confirm the task groups and the corresponding terms of reference as set out in the report. Alternatively, it can establish new task groups, or dispense with previous task groups. If a new task group is established, provisional terms of reference should be agreed.
- 3.4 The committee can either make the appointments to external bodies, as set out within the report, or amend these appointments.

4. CONSULTATIONS:

- 4.1 Local committee chairmen were collectively consulted about the process for allocating community safety funding, as recommended in this report.
- 4.2 Local committee member views are being sought on the nominations for representatives on external bodies and on the membership of local committee task groups.

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 or diversity implications. However, through its membership of the local CSP and external bodies, the County Council can help to ensure that local services are accessible to harder to reach groups. The CSP also maintains ongoing monitoring of hate and domestic abuse crimes.

7. LOCALISM:

- 7.1 The proposals contained in this report will enable CSPs and/or other suitable local organisations to submit projects that support the County Council’s strategic goal of enhancing resident experience. Membership of task groups and representation on external bodies allows local councillors to consider, recommend and influence policies and services in response to local residents’ needs.

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

The county council’s membership of local CSPs helps ensure the achievement of its community safety priorities. The committee’s funding for local community safety projects enables 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:

Nicola Morris Partnership and Committee Officer, Telephone 020 8541 9437

Consulted:

Surrey's local committee chairmen and local committee members.

Annexes:

Annex 1 – Task Groups and Membership of External Bodies

Sources/background papers:

Not applicable.

SCC LOCAL COMMITTEE (ELMBRIDGE)**Annex 1****TASK GROUPS AND MEMBERSHIP OF EXTERNAL BODIES****TASK GROUP PRINCIPLES**

1. The Local Committee will annually (at the first formal meeting after the beginning of the municipal year):
 - determine the role, appointees and lifespan of any Task Groups
 - review the operation of any Task Groups which have been in place over the previous year
 - agree which Task Groups to establish for the current year
 - agree the criteria for consideration by any Task Group and make that criteria available to all Members of the Committee.

2. A Task Group shall exist to advise the Local Committee and make recommendations to its parent Committee; it has no formal decision-making powers. A Task Group will:
 - unless otherwise agreed, meet in private
 - develop an annual work programme
 - formally record its actions
 - officers supporting a Task Group will consult that Group and will give due consideration to the Group's reasoning and recommendations prior to the officer writing their report to the parent Local Committee.
 - A Task Group can, should they so wish, respond to an officer report and submit their own report to the Local Committee.

Parking Task Group: Terms of Reference

1. The Task Group will contain (four) appointees from the membership of the Local Committee: (two) County and (two) Borough Councillors identified in such a way as to ensure adequate geographical coverage of the Borough. It is practice in Elmbridge to appoint the Chairman and Vice-Chairman of the Local Committee. The Task Group may also consult with the relevant Divisional Member.

2. The Task Group will consider on-street parking matters and make recommendations to the Local Committee about periodic reviews of parking restrictions.

3. The Task Group will report to the Local Committee any surplus income arising from the operation of Civil Parking Enforcement (CPE).

4. The Task Group can make recommendations to the Local Committee for any surplus income to be used for projects within the task group's remit.

5. The Task Group will make recommendations on any issues with regard to waiting and loading restrictions to the Local Committee.

6. The Task Group will keep under review the agreement with the Borough Council as required.

7. Relevant borough councillors can make recommendations to the Parking Task Group when roads in their wards are under review.

Esher Transport Study Member Task Group – Terms of Reference

1. The Task Group will contain three appointees from the membership of the Local Committee: two County Councillors and one Borough Councillor identified in such a way as to ensure appropriate geographical coverage in the Borough.
2. The initial actions of the group will be to agree the scope of the study, oversee its commissioning and decide a strategy for public engagement.
3. The results of the study will be reported back to the parent Local Committee.
4. The group will meet in private at appropriate times of the year.
5. The role of the group is primarily strategic. The Task Group Members will act in the interest of the study as a whole, rather than representing the interests of their divisions or wards.

Walton to Halliford Transport Study Steering Group – Terms of Reference

1. The Task Group will contain three appointees from the membership of the Elmbridge Local Committee to the cross boundary group, (which will also include three Members of the Spelthorne Local Committee). The three will be made up of two County Councillors and one Borough Councillor.
2. The Task Group will oversee the Walton to Halliford Transport Study which will consider the impacts of the Walton Bridge Project including its impact on traffic flow, congestion, HGV movements and patterns of collisions.
3. The group will meet in private at appropriate times of the year.
4. The Task Group will report back and make recommendations to both the Elmbridge and Spelthorne Local Committees.

Brooklands Transport Study Member Steering Group – Terms of Reference

1. The Steering Group will contain three appointees from the membership of the Local Committee: two County Councillors and one Borough Councillor identified in such a way as to ensure appropriate geographical coverage in the Borough.
2. The initial actions of the group will be to agree the scope of the study, oversee its commissioning and decide a strategy for public engagement.
3. The results of the study will be reported back to the parent Local Committee.
4. The group will meet in private at appropriate times of the year.
5. The role of the group is primarily strategic. The Steering Group Members will act in the interest of the study as a whole, rather than representing the interests of their divisions or wards.

Hinchley Wood Schools Road Safety improvements Member Task Group

1. The Task Group will contain three appointees from the membership of the Local Committee: two County Councillors and one Borough Councillor identified in such a way as to ensure appropriate geographical coverage in the Borough.
2. The initial actions of the group will be to agree a package of measures to improve safety in Claygate Lane and Manor Road North, by providing among other things improved pedestrian and cycling facilities.
3. The group will report progress back to the Local Committee together with any recommendations pertinent to the Local Committee's constitutional powers – for example to seek approval to advertise statutory notices to be able to construct different elements of the project.
4. The group will meet in private at appropriate times of the year.
5. The role of the group is primarily strategic. The Task Group Members will act in the interest of the project as a whole, rather than representing the interests of their divisions or wards.

CYCLING TASK GROUP: TERMS OF REFERENCE

Objective

The Local Committee agreed to set up a Cycling Task Group in February 2015 to develop the Elmbridge Cycling Plan and advise the Local Committee on cycling issues.

Membership

The Cycling Task Group will be made up of three County Councillors and an equal number of Borough Councillors, nominated by Elmbridge BC. A representative from the Elmbridge Cycling Forum will be invited to join. It may also consult with other relevant Local Committee Members, set up additional workshops and invite relevant stakeholders to participate as required.

General

The Cycling Task Group shall exist to advise the Local Committee and make recommendations to its parent Committee; it has no formal decision-making powers.

The Task Group:

- will oversee the production of a Cycling Plan
- develop a work programme
- unless otherwise agreed, meet in private
- formally record its actions
- officers supporting a Task Group will consult that Group and will give due consideration to the Group's reasoning and recommendations prior to the officer writing their report to the parent Local Committee and other relevant committees.
- can, should it so wish, respond to an officer report and submit their own report to the Local Committee.

- the terms of reference and membership will be reviewed annually, at the first Local Committee meeting of the new municipal year

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