

**DRAFT**

Minutes of the meeting of the  
**Guildford LOCAL COMMITTEE**  
 held at 7.00 pm on 21 March 2018  
 at Council Chamber, Guildford Borough Council, Millmead, GU2 4BB.

**Surrey County Council Members:**

- \* Mr Keith Taylor (Chairman)
- \* Mr Mark Brett-Warburton
- Mr Graham Ellwood
- \* Mrs Julie Iles
- \* Mr Matt Furniss
- \* Mrs Angela Goodwin
- \* Mr David Goodwin
- Mrs Marsha Moseley
- \* Mrs Fiona White
- Mr Keith Witham

**Borough / District Members:**

- \* Borough Cllr Paul Spooner (Vice-Chairman)
- \* Cllr David Bilbe
- Cllr Nils Christiansen
- \* Borough Councillor Nigel Kears
- \* Borough Councillor Julia McShane
- \* Borough Councillor Tony Phillips
- \* Borough Councillor Mike Piper
- \* Borough Councillor David Reeve
- \* Borough Councillor Matthew Sarti
- \* Borough Councillor David Wright

\* In attendance

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**30/18 OPEN FORUM - PUBLIC QUESTIONS [Item 1]**

No informal public questions were asked during the Open Forum.

**31/18 APOLOGIES FOR ABSENCE [Item 2]**

Apologies for absence were received from Councillors: Marsha Moseley, Graham Ellwood, Nils Christiansen and Keith Witham

**32/18 MINUTES OF PREVIOUS MEETING [Item 3]**

The Guildford Local Committee agreed the draft minutes as a true reflection of the previous meeting.

**33/18 DECISION TRACKER (FOR INFORMATION) [Item 4]**

## ITEM 3

The Chairman informed members that Item 12 Quiet Lane / Unsuitable HGV pilot zone in Shere Rural Area on the Decision Tracker had also been reported to Mole Valley and Waverley Local Committees. Mole Valley could not support the proposal as they did not wish to actively encourage HGV traffic. This had led to a parish-led workshop, facilitated by the Area of Outstanding Natural beauty (AONB) office, taking place on 11 April in Shalford to gain parish councillors and local Members and amenity groups input into rural traffic management and issues around HGVs.

### **34/18 DECLARATIONS OF INTEREST [Item 5]**

There were no declarations of interest of made.

### **35/18 CHAIRMAN'S ANNOUNCEMENTS [Item 6]**

The Chairman didn't have any announcements for the committee.

### **36/18 PETITIONS [Item 7]**

One petition had been received from Mr Armstrong on behalf of Heath Mews Ripley residents.

The Petition wording and officer response were included in the supplementary agenda pack.

Councillor Julie Iles the local divisional member commented on the petition under the Highways item.

The Local Committee (Guildford) noted the officer's comment.

### **37/18 PUBLIC QUESTION TIME [Item 8]**

No public questions were received.

### **38/18 MEMBER QUESTION TIME [Item 9]**

One Member question had been received from Councillor Angela Goodwin.

The question wording and officer response were included in the supplementary agenda pack.

The Local Committee (Guildford) noted the officer's comment.

### **39/18 EARLY HELP PRIORITIES FOR GUILDFORD (EXECUTIVE FUNCTION FOR DECISION) [Item 10]**

**Declarations of Interest:** None

**Officers attending:** Families Services Manager

**Petitions, Public Questions, Statements:** None

Surrey County Council has been working together with partners across the county and in Guildford to transform the system of early help that supports children, young people and families who are in need. This has been taking place to both improve outcomes for local families and also address more effectively a number of the demand pressures being faced across the public sector in Surrey.

To achieve this all partners who care about children and young people in local communities are being brought together to provide the best possible support, through new Local Family Partnerships (LFPs). The report provided local Members with an update on the new model that Surrey County Council and partners had been developing for early help for the county overall and how this has been progressing locally in Guildford.

### **Member Discussion – key points:**

1. Members were informed that the team is concentrating on working collaboratively with partners to support children and have services available locally. The officer confirmed that the needs analysis completed has directed the priorities for Early Help, Members asked if there were the resources to support the priorities. The officer responded that the resources were in place however a different way of working with partners was needed.
2. Cllrs commented that some of the clusters of areas didn't seem to sit well together; the officer responded that they will be having a further look at the geography. Members asked what reassurance can be given to Children's Centres that they aren't going to face reductions or closures. Members were updated that there are ongoing discussions around Children's Centres unfortunately the Family Support Manager was not involved in that work so was unable to comment further.
3. The question was raised whether an individual would be accountable for services, Members were informed that there would be collective responsibility from all partners on the Early Help board. Since November three meetings of the Early Help Board had occurred and they had designed an Early Help Plan for Guildford and were starting to identify where there are gaps in services and taking actions.

### **Resolutions:**

The Local Committee (Guildford):

- (i) Provided feedback on the latest early help developments in Guildford, including proposed early help priorities for re-commissioning and the location of Local Family Partnerships
- (ii) Endorsed the Local Committee representatives to the local Early Help Advisory Board, for the remainder of 2017/18 and 2018/19

### **REASONS:**

## ITEM 3

To inform Local Members about the proposals that have been developed in partnership for the early help system in Surrey. The belief was that these proposals would help realise better outcomes for children and young people within the early help resources that are available. However early help is most effective when it is planned and delivered locally, so the advice of the Local Committee was sought to inform the identified local priorities.

(The Local Committee representatives to the local Early Help Advisory Board for the remainder of 2017/18 and 2018/19 endorsed by the Committee were County Councillor Angela Goodwin and Borough Councillor David Wright).

### **40/18 LOCAL ENTERPRISE PARTNERSHIP LOCAL GROWTH FUND 3 TRANSPORT SCHEMES IN GUILDFORD - 'UNLOCKING GUILDFORD' CONSULTATION OUTCOME (EXECUTIVE FUNCTION FOR INFORMATION) [Item 11]**

**Declarations of Interest:** None

**Officers attending:** Rob Curtis, Transport Strategy Project Manager

**Petitions, Public Questions, Statements:** None

The report presented the details of the consultation held on the package of projects known as “Unlocking Guildford”, which was previously discussed at the December 2017 Local Committee. The works would be primarily funded by the Enterprise M3 Local Enterprise Partnership (EM3 LEP) with match funding from Guildford Borough Council, the Environment Agency and other sources. The consultation closed on 4 March and a high level analysis of the results had been undertaken. In general there is support for each of the projects and many comments to take into account as each element progresses towards business case submission and then detailed design.

#### **Member Discussion – key points:**

The Committee thanked the Transport Strategy Project Manager and the team and everyone that took part in the consultation and hoped that now they could start to move forward with delivering the schemes. Members asked who had responsibility for bus shelters as sometimes it seemed to rest with different parties such as parishes and bus companies. The Transport Strategy Project Manager updated that he will shortly be discussing with County and Guildford Borough Council about bus shelters.

**Action:** The Transport Strategy Project Manager will clarify with Passenger Transport about the ownership of relevant bus shelters and come back to Councillor David Goodwin.

Councillor Kemp informed Members that the Enterprise M3 board have given their support to the scheme.

**Resolution:**

The Local Committee (Guildford) noted the consultation content and summary of results and that the proposed projects are to be submitted as part of a full business case to the EM3 LEP for funding and, if successful, subsequent detailed design and implementation.

**Reason:**

To ensure that Local Committee is content with the projects in the “Unlocking Guildford” package prior to submission to the EM3 LEP.

**41/18 HIGHWAYS UPDATE (EXECUTIVE FUNCTION FOR DECISION) [Item 12]**

**Declarations of Interest:** None

**Officers attending:** John Hilder, Area Highways Manager

**Petitions, Public Questions, Statements:** Heath Mews Residents Petition

The report provided an update on the 2017/18 programme of highway improvement and maintenance works funded by this committee, an update on other projects in the local area such as Tunsgate highway works and an update on New Pond Road Railway Bridge, as well as details of the budgets allocated to the committee in 2018/19 and recommendations on expenditure of the same.

**Member Discussion – key points:**

1. The Chairman informed the meeting that he also chaired the Transportation Task Group (TTG) and that they had given priority to some of the highways schemes that they'd supported in 2017/18 whilst achieving a spread across the borough. The TTG had recommended that a road scheme in North Street which had been a priority was going to be taken forward and the funding had now come through to do this.
2. Members asked what would happen to schemes that were on the list but hadn't been prioritised for this year, the Highways Manager informed Members that the schemes would still stay on the list.

**Heath Mews Residents Petition**

3. Councillor Julie Iles asked if she could comment on the earlier Petition item as she'd not been present at the beginning of the meeting which the Chairman agreed to.

Councillor Iles conveyed that Heath Mews, Ripley residents has asked for adequate signage, speed cameras markings and reduction to a 30mph speed limit.

4. Members raised that New Pond Road Bridge closure and diversions may lead to rat running. The officer stated that if there are unacceptable levels of rat running then Highways would review this.

**Resolution:**

The Local Committee (Guildford) agreed:

- (i) To note the capital works being progressed during 2017/18
- (ii) To note the ongoing revenue works being carried out.
- (iii) To delegate to the Area Highway Manager, in consultation with the Chairman and Vice Chairman and Divisional Member, the ability to resolve any problems encountered to facilitate scheme delivery.
- (iv) To agree the recommendations made by the transportation task group for utilising the available highways budget for 2018/19 made in this report.

**REASONS:**

The committee was asked to agree the recommendations to enable early progression of works orders.

**42/18 CABINET MEMBER FOR HIGHWAYS - UPDATE (FOR INFORMATION)  
[Item 13]**

**Declarations of Interest:** None

**Officers attending:** Cabinet Member (Highways) Councillor Colin Kemp

**Petitions, Public Questions, Statements:** Public question

**Member Discussion – key points:**

The Cabinet Member attended the committee to improve communications and to provide information of highways works in the local area.

1. Members asked if the reporting of potholes online was now easier. Councillor Kemp informed Members that they have improved the descriptions of pot holes on the Surrey County Council web site but still needed to work on this.
2. The Cabinet Member stated that he wished to give the committee an opportunity to understand 2018/19 highway schemes before the work starts. The Area Highways Manager will put together any comments that Members have on schemes. Councillor Kemp encouraged Members to start discussions around the 2019/20 programme so that they have an opportunity to input locally. He stated that the team isn't able to achieve everything but that they do what they can within the envelope of the budget they have. Councillor Kemp wished to make things work better for the public and consequently the Highways

communications team would refresh the Highways works lists 2017/18 and 2018/19 every 3 months on the Surrey County Council website.

3. Members were informed that there is approximately £160k Highways budget for each Local Committee. Every local member is allocated £7.5k Highways fund in order to empower them to work with parishes, boroughs/districts etc to deliver what is needed. Councillor Kemp encouraged Members to think out of the box about what they can do, for example by talking to other local members nearby to see if can both put money into solving a highways issue. He informed Members that he is hoping to get the criteria on Members Highways funds out by the end of the week. The Committee Members were encouraged to let their Area Highway Manager know if any issues come up and to speak to Cllr Kemp if needed. The Cabinet Member updated the committee that he had written to the Government about gaining match funding for highways repairs after the recent bad weather and asked Members to let the Highways team know of any new road issues.
4. Councillor Angela Goodwin asked for update on 2017/18 Stoughton Rd scheme scheduled to take place in April during school holidays.

**Action:** the Highways Manager to come back to Councillor Goodwin with an update.

5. Members asked how they can affect highway scheme priorities. The Committee were informed that roads are reviewed in terms of feedback from Highways Managers, how much traffic is on a particular road etc and then they are scored and prioritised to decide whether work should go ahead. The Cabinet Member requested Members to feed into the system locally.
6. Councillor Furniss stated that the A31 is majorly effected by potholes and is used by a lot of traffic however highways works to improve the road seems to get pushed back. Councillor Kemp asked for priorities about which areas on A31 need work.
7. Councillor David Goodwin raised that re-surfacing of roads had taken place in his division that weren't on the list of highways works. The works are always described as patch work but it is a full resurfacing of the road.

**Action:** Councillor David Goodwin to e-mail Councillor Kemp the 3 roads where resurfacing has happened that weren't on the list and then he would find out why this has occurred and respond back to the whole committee.

8. Members asked whether there was work going on about breaking down silos, between the different highways teams. The Cabinet Member is working to bring all the teams together, instil joined up thinking and have a mind set to do more work at the same time e.g. doing jetting at the same time as re-surfacing.
9. Members requested that particular attention be given to potholes within 3 or 4 inches of the pavement to prevent cyclists falling off their bikes.

## ITEM 3

### Public Question

10. A member of the public asked if other applications can be used to report highways problems other than the Surrey County Council (SCC) web site. The Cabinet Member said they had looked at other applications but this hadn't been effective so any issues should be logged through the 'Report it' page on the SCC web site. The Chairman requested that any public questions be asked during the Open Forum session before the meeting or as part of the public question item.

### **Resolution:**

The Local Committee (Guildford) commented on the information.

### **Reasons:**

To update the committee on the highways works in the local area.

### **43/18 FORWARD PLAN [Item 14]**

Members noted the Forward Plan of reports.

Meeting ended at: 8.15 pm

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**Chairman**