

**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (SURREY HEATH)****DATE: Thursday 21 Oct 2021****LEAD OFFICER: Nicola Thornton-Bryar, Partnership Committee Officer****SUBJECT: Task Groups and Memberships****DIVISION: All****SUMMARY OF ISSUE:**

The Local Committee (Surrey Heath) is asked to review and agree the terms of reference and membership of task groups set by the Committee.

**RECOMMENDATIONS:**

**The Local Committee (Surrey Heath) is asked to agree:**

- (i) The terms of reference for the Major Projects Task Group (see Annex 1) and the membership of this task group.
- (ii) The terms of reference for the Parking Task Group (see Annex 1) and the membership of this task group.
- (iii) The nominations to outside bodies as set out in Annex 1.

**REASONS FOR RECOMMENDATIONS:**

The report contains an updated terms of reference and asks for representatives to Task Groups and nominations to outside bodies.

## **1. INTRODUCTION AND BACKGROUND:**

- 1.1 The Local Committee (Surrey Heath) has two current task groups. This report sets out the members who will sit on the groups.
- 1.2 The Local Committee (Surrey Heath) can appoint members of the Committee to Outside Bodies which require nomination(s) for the current year.

## **2. ANALYSIS:**

### **Task Groups**

- 2.1 Each year the Committee is asked to consider the work that would be considered at formal meetings and the relevant task groups that should be established to support the Committee in its work.

### **Surrey Heath Major Projects Task Group**

- 2.2 In 2014-15, the Local Committee established a Major Projects Task Group, to monitor and report back to the Local Committee on major highways related projects.
- 2.3 The committee is asked to re-establish the Major Projects Task Group, agree the membership and agree the terms of reference as set out in Annex 1.

### **Surrey Heath Parking Task Group**

- 2.4 In 2018, the Local Committee established a Parking Task Group, to monitor and report back to the Local Committee on parking related projects.
- 2.5 The Committee is asked to re-establish the Parking Task Group, agree the membership and agree the terms of reference as set out in Annex 1.

### **Membership to Outside Bodies**

- 2.6 The Local Committee can make appointments to various outside bodies. Members are asked to act as the Local Committee ambassador on the group, ensure that the local committee is informed of activities relevant to the work of the committee and report back on the achievements of the group on an annual basis.

## **3. OPTIONS:**

- 3.1 The Committee can confirm the task groups and nominations to outside bodies as set out above.
- 3.2 The Committee can make amendments to any of the recommendations in this report.
- 3.3 The appointment of non-committee members, for example parish councillors, to any task group can be delegated to the chairman of the local committee and the chairman of the particular task group with which the non-committee member wishes to be appointed to.

**4. CONSULTATIONS:**

- 4.1 Task Groups have been proposed in response to requests from Members in relation to the workload of the Committee.

**5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

- 5.1 There are no specific financial implications arising from the recommendations. Work to support the recommendations will be undertaken within the current resources, and the task groups have no decision making powers.

**6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

- 6.1 There are no specific equality and diversity implications arising from the recommendations.

**7. OTHER IMPLICATIONS:**

Area assessed:	Direct Implications:
Crime and Disorder	No significant implications arising from this report
Sustainability (including Climate Change and Carbon Emissions)	No significant implications arising from this report
Corporate Parenting/Looked After Children	No significant implications arising from this report
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report
Public Health	No significant implications arising from this report

**8. CONCLUSION AND RECOMMENDATIONS:**

- 8.1 The Local Committee is asked to agree the terms of reference for the Major Projects Task Group and the membership of this task group.
- 8.2 The Local Committee is asked to agree the terms of reference for the Parking Task Group and the membership of this task group.
- 8.3 The Local Committee is asked to agree the nomination(s) to outside bodies.

**9. WHAT HAPPENS NEXT:**

- 9.1 Task groups will be established.

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**Contact Officer:** Nicola Thornton-Bryar, Partnership Committee Officer

**Consulted:** Members and Surrey County Council officers have been consulted.

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**Annexes:** Terms of Reference for Surrey Heath Local Committee Task Groups 2019-20.

**Sources/background papers:** None

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