

COMMUNITIES, ENVIRONMENT & HIGHWAYS SELECT COMMITTEE ACTIONS AND RECOMMENDATIONS TRACKER

July 2024

The actions and recommendations tracker allows Committee Members to monitor responses, actions and outcomes against their recommendations or requests for further actions. The tracker is updated following each meeting. Once an action has been completed, it will be shaded green to indicate that it will be removed from the tracker at the next meeting.

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RECOMMENDATIONS

Date	Item	Recommendation	Responsible Member/ Officer	Deadline	Progress check	Recommendation response accepted/ implemented
5 July 2023	Green Finance Strategy [Item 6]	CEHSC 51/23: Welcomes the review of effective communications and steps to improve engagement with residents on Net Zero; and urges consideration of online and offline communications, as well as opportunities to use Councilors to disseminate messages locally.				The Greener Futures Group Manager has <u>committed to an update on progress to the committee in early 2024</u> which will include an update on the Communications and Engagement approach and strategy. 25/09/2023. Agreed in forward planning that Engagement Strategy to be considered in GFRG prior to update to CEHSC October 2024.
5 July 2023	Green Finance Strategy [Item 6]	CEHSC52/23: Requests an update to the Committee on progress in early 2024 including on the Communications & Engagement Strategy.				The Greener Futures Group Manager has <u>committed to an update on progress to the committee in early 2024</u> which will include an update on the Communications and Engagement approach and strategy. 25/09/2023. Agreed in forward planning that Engagement Strategy to be considered in GFRG prior to update to CEHSC October 2024.
5 October 2023	Climate Change Delivery Plan Annual Update [Item 5]	CEHSC 58/23: Recommends that a greater sense of prioritisation of projects (based on impact/cost) is reflected in Delivery Plan documentation given the resource constraints the Council is facing over				Changes to be made by <i>December 2024</i> and considered by the Greener Futures Reference Group. Progress to be reviewed when the Delivery Plan comes back to Committee in October 2024.

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		the medium-term financial period. This will help decision makers assess what matters most and which areas of slippage are of greatest concern. Changes to be made by <i>December 2024</i> and considered by the Greener Futures Reference Group.				
5 October 2023	Climate Change Delivery Plan Annual Update [Item 5]	CEHSC 59/23: Recommends governance structure be revisited including role and future of the Greener Futures Board, by end 2023.				Update to be provided in October 2024.
4 December 2023	Partnerships Prosperity & Growth Update: Homes Strategy & LEP Transition of Functions	CEHSC 80/23: Endorses the planned governance review of the One Surrey Growth Board and the vital importance of ensuring local business voices and needs are at the heart of decision making and arrangements going forward. Requests the Cabinet Member/Service to report back to the Committee on 'business voice' and on progress more broadly with integration by the end of this Municipal year (May 2024).				Committee to be updated on LEP and County Deal December 2024 tbc.

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4 December 2023	Partnerships Prosperity & Growth Update: Homes Strategy & LEP Transition of Functions	CEHSC 82/23: Recognises the efforts that have been made to engage Districts and Boroughs and that these are ongoing. Asks the Service to continue working to resolve these issues and for the Cabinet Member to report back to the Committee on the state of play in this regard before the end of the next Municipal year (May 2025).				Acknowledged. An update will be shared with the committee. (Response 1 March 2024) <i>Written Update to be provided Autumn 2024.</i>
4 December 2023	Partnerships Prosperity & Growth Update: Homes Strategy & LEP Transition of Functions	CEHSC 83/23: Asks the Cabinet Member and the relevant Executive Directors to update the Committee on progress against the Strategy at or before its October 2024 Session, including on progress against workstream KPIs for the SCC Programme for Housing as appropriate.				Acknowledged. An update will be shared with the committee. (Response 1 March 2024) <i>Written Update to be provided Autumn 2024.</i>
7 February 2024	ETI Performance report [Item 5]	6/24 Requests further work to improve signage on the highways network to improve information to residents; and	Lucy Monie			We are continuing to review how we improve this area and hope to implement some new signage in the summer. A new highways email subscription has been launched and we have seen a good response. Work is ongoing to see how we can

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		to publicise mechanisms for residents to report issues and faults				improve our website and social media to support how we publicise reporting mechanisms
7 February 2024	ETI Performance report [Item 5]	7/24 Requests that additional KPIs/metrics be developed in respect of cycling and active travel and a target for reducing the number of car journeys on our roads.	Jo Diggins			The Performance team will review the opportunities available to incorporate these metrics into the Framework for Highways & Transport.
7 February 2024	Mineral and Waste Local Plan [Item 7]	9/24 Notes with concern the ongoing difficulty in identifying suitable land for waste management facilities to bridge the forecast capacity gap in Surrey beyond 2035 and the further additional 'call for sites' underway and applauds the efforts that are being made.	Caroline Smith		16/03/24	Update awaited.
7 February 2024	Mineral and Waste Local Plan [Item 7]	10/24 Urges the Service to prioritise proactive discussions with Surrey's LPAs and other partners to identify suitable land and/or alternative ways of increasing capacity at existing suitable sites through expansion, diversification or improvement or use of facilities in neighbouring counties.	Caroline Smith		16/03/24	Update awaited.

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7 February 2024	Mineral and Waste Local Plan [Item 7]	<u>11/24 Commends the project management approach and the detailed communication and engagement plans</u> which include steps to keep members fully informed during the preferred options consultation; and invites officers to provide an update to the Committee at an appropriate time.	Caroline Smith		16/03/24	Update awaited.
29 April 2024	Surrey Connect Digital Demand Responsive Travel Service [Item 5]	Recommends and supports the development of a clear set of performance measures, targets and metrics around take up of the service to provide Cllrs and residents clarity over the success of service take-up and on where to focus communications or other efforts to encourage take-up; as well as clarity over where targets are not being met so that decisions around value for money can be made.			4 July 2024	Distributed to Officers on 4 May 2024.

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29 April 2024	Surrey Connect Digital Demand Responsive Travel Service [Item 5]	Supports the development and implementation of a communications plan to support the introduction of the new Surrey Connect DDRT services which will be vital to growing patronage on existing and new services and agrees the recommendation that this be bought back to the Committee for scrutiny at a date to be agreed with officers.			4 July 2024	Distributed to Officers on 4 May 2024.
29 April 2024	Surrey Connect Digital Demand Responsive Travel Service [Item 5]	Notes that this is an expensive service benefiting a relatively small number of people and that ongoing monitoring of the success and take up of the service is therefore critical and requests that the Committee is kept up to date on progress and that a report is submitted in 6 months' time (<i>by end October 2024</i>).			4 July 2024	Distributed to Officers on 4 May 2024.
29 April 2024	Surrey Connect Digital Demand Responsive Travel Service [Item 5]	Encourages further exploration of opportunities to expand and maximise use of the service to			4 July 2024	Distributed to Officers on 4 May 2024.

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		address resident needs for example to access medical appointments.				
29 April 2024	Bus Service Improvement Plan Update [Item 6]	Welcomes the comprehensive update and notes the requirement for the County Council to complete and submit the updated BSIP to DfT by 12 June or otherwise risk a delay in the release or the potential loss of the second instalment of £3.9m of BSIP Phase 2 funding.			4 July 2024	Distributed to Officers on 4 May 2024.
29 April 2024	Bus Service Improvement Plan Update [Item 6]	Welcomes the priority that is being given by the Council to Bus Services which are vital to delivering greener futures objectives and to improving outcomes for residents through faster, more reliable, and cheaper public transport and continues to encourage the council to keep investing in and prioritising these services.			4 July 2024	Distributed to Officers on 4 May 2024.

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29 April 2024	Bus Service Improvement Plan Update [Item 6]	Encourages better engagement with members on Bus Service changes and improvements to enable them to promote services to residents and asks that this be factored into wider work to develop a Communications plan.			4 July 2024	Distributed to Officers on 4 May 2024.
29 April 2024	Land Management Policy [Item 7]	Welcomes the Land Management Policy and Framework and the greater focus this brings on Surrey County Council's land-based assets and the opportunities these present for furthering strategic outcomes including to support the local economy and achieve climate change and biodiversity targets.			4 July 2024	Distributed to Officers on 4 May 2024.
29 April 2024	Land Management Policy [Item 7]	Notes the extent and richness of Surrey County Council's land-based estate comprising over 10,000 acres of countryside and 3,000 kilometres of public rights of way and supports continued work to optimise this estate to deliver benefits to the			4 July 2024	Distributed to Officers on 4 May 2024.

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		residents of Surrey , including through leisure and recreation, mental and physical health, sequestering carbon and supporting biodiversity.				
29 April 2024	Sustainable Food Strategy- Report on Council Motion [Item 8]	Notes the comprehensive work to develop the Surrey's Whole System Food Strategy and the Surrey County Council Climate Change Strategy and the key ambition they set to make our local food system more sustainable, empower local people to make healthier food choices and reduce the impact of food system on climate change, and that these ambitions align closely with those set out in the Motion.			4 July 2024	Distributed to Officers on 4 May 2024.
29 April 2024	Sustainable Food Strategy- Report on Council Motion [Item 8]	Agrees the Service recommendations for resolutions 1,3,4,5 of the Council Motion and that further work should take place outside of Committee to amend and agree resolution 2 of the Motion			4 July 2024	Distributed to Officers on 4 May 2024. Item deferred to September Council due to pre-election period.

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		taking into account the Committee's discussion and points made; and for the Committee to report to Council with recommendations in July 2024.				
29 April 2024	Sustainable Food Strategy- Report on Council Motion [Item 8]	Encourage development of KPIs to measure change on the ground (e.g. around sourcing of local food, length of food chain, quality of food supplied).			4 July 2024	Distributed to Officers on 4 May 2024.

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ACTIONS

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4 December 2023	Budget 2024/25 And Medium-Term Financial Strategy [Item 5]	Cabinet Member for Highways, Transport & Economic Growth (Matt Furniss) to feedback outcomes from meetings with Department for Transport officials around the Highway Funding Formula.	Cabinet Member for Highways, Transport & Economic Growth Matt Furniss		Meetings with Department for Transport TBC. Outcome will be relayed to the Committee once meeting has taken place.
4 December 2023	Partnerships Prosperity & Growth Update [Item 9]	Cabinet Member for Adult Social Care (Sinead Mooney) will share the Housing Minister's response to the Call to Government on housing issues in Surrey once received.	Cabinet Member for Adult Social Care Sinead Mooney Katie Stewart/Rhiannon Mort		The response will be shared once received 12.01.2024.
7 February 2024	Environment, Transport and Infrastructure (ETI) Performance Report [Item 5]	8/24 The Infrastructure & Major Projects Group Manager to provide a written update on the rollout of EV and on-street charging infrastructure ahead of the April Select Committee date. [Possible Annex to the Local Transport Plan 4].	David Stempfer Infrastructure & Major Projects Group Jo Diggins Deputy Chief of Staff		An update on the rollout of EV and on-street charging infrastructure is to be provided an Annex to the Local Transport Plan 4 Select Committee report. This Annex is being drafted by Jonathan James – SCC's EV Project Manager. Deferred to October Select Committee meeting. <i>Report deferred April to October 2024.</i>

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29 April 2024	Surrey Connect Digital Demand Responsive Travel Service [Item 5]	16/24 (1) To bring back the communications plan to the committee for scrutiny, once completed.	Paul Millin	4 July 2024	<p><i>Response:</i> As set out in the report to the Select Committee on 29 April, a number of new DDRT services are scheduled to commence at the start of September 2024 following on from those introduced in September 2023. It is therefore proposed to come back to the Select Committee with a further and more detailed report later in 2024/25. The services that commenced in September 2023 will have been operating for over a year, whilst the newer services starting this September will have been operating for several months. This aims to provide enough time for meaningful assessment and early comparisons respectively to be made.</p> <p>The follow up report will include the communications and promotional activity undertaken to publicise DDRT to residents, alongside what is planned for the future, the aim being to grow DDRT patronage even more.</p>
29 April 2024	Surrey Connect Digital Demand Responsive Travel Service [Item 5]	16/24 (2) Assistant Director of Strategic Transport to provide figures on the cost of DDRT's per passenger trip in Mole Valley.	Paul Millin	4 July 2024	<p><i>Response:</i> The net cost per passenger trip for the period October 2023 to March 2024 was £15.32.</p> <p>By comparison, the net cost per passenger trip for the month with the greatest number of passengers (January 2024) was £14.62.</p>

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					<p>A comprehensive spreadsheet is available if more granular data is requested.</p> <p>More detail will form part of a report to be presented back to the Select Committee for scrutiny in later in 2024/25.</p>
29 April 2024	Surrey Connect Digital Demand Responsive Travel Service [Item 5]	16/24 (3) Assistant Director of Strategic Transport to share comparative data on the passenger numbers from the socially necessary services that were subsumed by DDRT, before and after DDRT was in place.	Paul Millin	4 July 2024	<p><i>Response:</i> Please see accompanying spreadsheet, which highlights significant growth on DDRT services compared to the local bus 'shoppers' services they replaced.</p> <p><i>Spreadsheet distributed to Committee on 4 July.</i></p>
29 April 2024	Surrey Connect Digital Demand Responsive Travel Service [Item 5]	16/24 (4) Assistant Director of Strategic Transport to share the results of a future survey on how DDRT passengers were making journeys before DDRT was in place.	Paul Millin	4 July 2024	<p><i>Response:</i> This will form part of the detailed report being prepared for the Select Committee for scrutiny later in 2024/25.</p>
29 April 2024	Surrey Connect Digital Demand Responsive Travel Service [Item 5]	16/24 (5) Performance targets for DDRT, once completed, to be presented to the Select Committee for scrutiny.	Paul Millin	4 July 2024	<p><i>Response:</i> This is work in progress and will form part of the detailed report being prepared for the Select Committee for scrutiny later in 2024/25.</p>
29 April 2024	Bus Service Improvement Update [Item 6]	17/24 (1) Strategic Transport team to provide a list of improvements that had been made to bus stops over the	Paul Millin	4 July 2024	<p><i>Response distributed to Committee on 5 July by document file.</i></p>

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		past 6 to 12 months, and planned improvements for the next 2 years.			
29 April 2024	Bus Service Improvement Update [Item 6]	17/24 (2) Strategic Transport team to share more detail on the roll out of the recent regulation changes, in terms of information provision (e.g. bus operators to announce bus stops on the buses)	Paul Millin	4 July 2024	<i>Response distributed to Committee on 5 July by document file.</i>
29 April 2024	Bus Service Improvement Update [Item 6]	17/24 (3) Assistant Director for Strategic Transport to provide a summary of what was available in terms of providing real time passenger information.	Paul Millin	4 July 2024	<p><i>Response:</i> The Council provides the Real Time Passenger Information (RTPI) back office and system functionality to facilitate RTPI across the county. This is delivered through a contract with our supplier Trapeze.</p> <p>On street hardware includes circa 550 roadside RTPI displays, which all provide real time passenger information at the busier bus stops. 14 large screen multimedia displays are also located in our town centres, bus stations and railway stations, including integrated bus and rail real time journey information.</p> <p>Passengers can access stop specific real time passenger information via the Traveline website (www.traveline.info) by selecting "live times", with over 95% of all bus journeys in Surrey having RTPI functionality. Some of Surrey's bus operators provide</p>

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Page 323					<p>access to real time passenger information and bus trackers through their Apps and websites; this includes Metrobus, Stagecoach, Falcon, Safeguard, White Bus and Hallmark.</p> <p>The RTPI system is currently being upgraded to enable bus operators to show cancellations of their services on RTPI displays should they arise. Stagecoach cancellations will be live on by the end of July, with a roll out planned once the system is fully tested.</p> <p>Our capital programme includes plans to install up to another 100 roadside RTPI displays over the next 24 months, including the three-line LED displays commonly used at bus stops, alongside some new RTPI displays integrated into a bus stop flag. We are also exploring options for e-ink timetables. These are Kindle-style “electronic paper” information displays at bus stops.</p> <p>The Trapeze system also provides the functionality to enable Intelligent Bus Priority (IBP) at traffic signal-controlled junctions, and at bus priority “bus gates”. For example, 28 junctions in Guildford are IBP equipped helping local bus services to operate more reliably and reduce the impact of traffic congestion on these services. The RTPI system also enable extraction of data to provide detailed and precise</p>
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					information of pinch-points and other obstacles to bus reliability helping to inform bus priority investigations linked to our Bus Service Improvement Plan.
29 April 2024	Land Management Policy [Item 7]	18/24 (1) The Assistant Director of Estates Management to provide figures for SCC's annual income from rents.		10 June 2024	The Assistant Director of Estates Management provided the following figure: £588,375
29 April 2024	Land Management Policy [Item 7]	18/24 (2) The Assistant Director for Estates Management to confirm the reason for one-storey school buildings.	Carolyn McKenzie, Director for Environment Colin Galletly, Assistant Director for Estates Management	10 June 2024	<i>Response:</i> It would be rare for mainstream schools due to size and footprint/economics - but for SEND schools, Trusts/Schools, they would and will prefer all classes (as many as possible) to have direct access to outside space as this helps with deregulated kids (by providing them with somewhere to go) and is preferred from an educational point of view. Additionally, it could be a planning issue where the objective would be to limit visual impact/massing in a particular environment or setting, relative to neighbouring/nearby buildings.
29 April 2024	Land Management Policy [Item 7]	18/24 (3) Environment Directorate to provide a list of grants obtained by SCC over the past year, in relation to the Council's land management policy.	Carolyn McKenzie, Director for Environment Colin Galletly, Assistant Director for Estates Management	4 July 2024	List distributed to Committee on 5 July by document file.