



Surrey Heath Borough Council
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Monday, 14 November 2016

To: The Members of the **External Partnerships Select Committee**
(Councillors: Paul Deach (Chairman), Dan Adams (Vice Chairman), Ian Cullen, Ruth Hutchinson, Rebecca Jennings-Evans, David Lewis, Katia Malcaus Cooper, Alan McClafferty, Max Nelson, Adrian Page, Robin Perry, Chris Pitt, Darryl Ratiram, Joanne Potter and Nic Price)

In accordance with the Substitute Protocol at Part 4 of the Constitution, Members who are unable to attend this meeting should give their apologies and arrange for one of the appointed substitutes, as listed below, to attend. Members should also inform their group leader of the arrangements made.

Substitutes: Councillors Oliver Lewis, Jonathan Lytle, Wynne Price, Ian Sams and Pat Tedder

Dear Councillor,

A meeting of the **External Partnerships Select Committee** will be held at Surrey Heath House on **Tuesday, 22 November 2016 at 7.00 pm**. The agenda will be set out as below.

Please note that this meeting will be recorded.

Yours sincerely

Karen Whelan

Chief Executive

AGENDA

Pages

Part 1 (Public)

- 1 Apologies for Absence**
- 2 Chairman's Announcements and Welcome to Guests**

- | | | |
|----------|--|----------------|
| 3 | Minutes of Previous Meeting | 3 - 8 |
| | To confirm and sign the minutes of the meeting held on 20 September 2016. | |
| 4 | Declarations of Interest | |
| | Members are invited to declare any disclosable pecuniary interests and non-pecuniary interests they may have with respect to matters which are to be considered at this meeting. Members who consider they may have an interest are invited to consult the Monitoring Officer or the Democratic Services Officer prior to the meeting. | |
| 5 | Yorktown Watchmoor Business Association | 9 - 10 |
| | To receive a presentation from James Stewart on the work of the Yorktown Watchmoor Business Association. | |
| 6 | Frimley Business Association | 11 - 12 |
| | To receive a presentation from Michael Usher on the work of the Frimley Business Association. | |
| 7 | Citizens Advice Surrey Heath | 13 - 14 |
| | To receive a presentation from Tara Hastings on the work of Citizens Advice Surrey Heath. | |
| 8 | Camberley Central Job Club | 15 - 16 |
| | To receive a presentation from Peter Nyman on the work of the Camberley Job Club | |
| 9 | Committee Work Programme | 17 - 18 |
| | To consider a report setting out the proposed work programme for the External Partnerships Select Committee for the 2016/17 Municipal Year. | |

Date of Next Meeting

The next scheduled meeting of the External Partnerships Select Committee will take place on Tuesday 14th February 2017 at 7pm.

Minutes of a Meeting of the External Partnerships Select Committee held at Surrey Heath House on 20 September 2016

+ Cllr Paul Deach (Chairman)
+ Cllr Dan Adams (Vice Chairman)

+ Cllr Ian Cullen	+ Cllr Adrian Page
+ Cllr Ruth Hutchinson	+ Cllr Robin Perry
+ Cllr Rebecca Jennings-Evans	Cllr Chris Pitt
+ Cllr David Lewis	Cllr Joanne Potter
+ Cllr Katia Malcaus Cooper	+ Cllr Nic Price
+ Cllr Alan McClafferty	+ Cllr Darryl Ratiram
- Cllr Max Nelson	+ Cllr Ian Sams

+ Present
- Apologies for absence presented

Substitutes: Cllr Ian Sams for Cllr Max Nelson

In Attendance: Cllr Rodney Bates
Steve Bailey, Blackwater Valley Countryside Partnership
Julian Chun, Sentinal Housing
James Pennington, Thames Valley Housing Association
Robert Mills, Accent South
Fiona Shipp, Basingstoke Canal Authority
James Taylor, Basingstoke Canal Authority

8/EP Chairman's Announcements and Welcome to Guests

The Chairman welcomed Julian Chun, Sentinal Housing, James Pennington, Thames Valley Housing Association, Robert Mills, Accent South, Steve Bailey, Blackwater Valley Countryside Partnership, Fiona Shipp, Basingstoke Canal Authority and James Taylor, Basingstoke Canal Authority to the meeting.

9/EP Minutes of Previous Meeting

RESOLVED that the minutes of the meeting of the External Partnerships Select Committee held on 28 June 2016 be approved as a correct record and signed by the Chairman.

10/EP Declarations of Interest

There were no declarations of interest.

11/EP Housing Associations in Surrey Heath

Robert Mills, Regional Housing Director, Accent, Julian Chun, Operations Director, Sentinal, and James Pennington, Regional Land Director, Thames Valley Housing Association, gave a presentation in respect of the work the three Housing Associations in the region and the current challenges faced by the sector.

The ongoing reform of the welfare system was the most significant challenge currently faced by Housing Associations across the Country. The introduction of a number of changes including the Spare Room Subsidy, a cap on the maximum amount of benefits that working age people could claim, the introduction of Universal Credit and the introduction of Local Housing Allowances which capped the amount of Housing Benefit paid according to the size of the household instead of the size of the property were resulting in an increasing number of tenants being faced with a shortfall in funding and incurring rent arrears. Housing Associations were now doing more pre-tenancy work with potential tenants to ensure the home they were looking at was affordable and the tenancy was sustainable before a tenancy agreement was entered into. However, if rent arrears did occur then Housing Associations worked closely with tenants to manage the debt and recoup the arrears. Eviction because of rent arrears was usually considered as a last resort with eviction orders only sought if tenants failed to stick to debt management plans agreed with the Housing Association.

In cases of anti-social behaviour robust action was taken. If an eviction occurred as a result of anti-social behaviour then the tenant was usually deemed to have made themselves intentionally homeless and housing associations no longer had a duty to accommodate them. Consequently the tenant would then normally have to be housed in the private rented sector.

It was unclear how many Surrey Heath residents would be affected by the introduction of market rent for high income social tenants i.e. those tenancies where the annual household income of the two highest earners in the household was over £30,000 (Over £40,000 per annum in London). An initial survey of Sentinal's tenants had found that 15% of their current tenant base would be affected by the changes. Most housing associations only asked for information pertaining to the financial circumstances of a tenant before a tenancy was granted and tenancy agreements might have to be changed in order to force tenants to reveal their earnings on an ongoing basis.

Work was taking place to increase the number of affordable homes available in the Borough and Housing Associations were looking at different ways to increase their stock levels; for example Thames Valley Housing had recently started work on the Opal development in London. Whilst this was a commercial property development the profits from the development would be used to finance affordable housing elsewhere in the region. It was recognised that where there was a requirement for a development to provide only one or two units of affordable housing provision this could make the development unviable or the additional costs of service charges could make the affordable property unaffordable and in these cases housing associations often took commuted sums from the developers to enable them to provide the affordable housing in a larger block elsewhere.

The Committee thanked Robert Mills, Julian Chun and James Pennington for their informative briefing.

12/EP Blackwater Valley Countryside Partnership

Steve Bailey, Manager, Blackwater Valley Countryside Partnership, gave a presentation in respect of the work of the Blackwater Valley Countryside Partnership. The Partnership had been set up in 1990 to co-ordinate the work required to maintain and enhance the environment in the Blackwater Valley and its principle aims were:

- To maintain the Valley as an open gap with enhanced landscape
- To conserve wildlife
- Improve the quality of the River Blackwater
- Co-ordinate recreation and conservation initiatives across the area
- Ensure access to and use of the Valley for sustainable transport

The work undertaken by the Partnership since its inception had had a significant impact on the flora and fauna of the area with increased fish stocks and sightings of otters in the river, the restoration of wetland areas and reed beds and the establishment of seven nature reserves along the length of the Blackwater Valley area.

The Partnership received core funding of £104,000 from Borough, Parish and County Council's bordering the Blackwater Valley; additional income of £222,800 was received in return for managing and looking after sites in the vicinity of the Blackwater Valley for other agencies. A suggestion that additional income be raised by opening up flooded gravel pits to sailing clubs and other leisure companies was acknowledged however the Committee was informed that the Partnership did not own the land and whilst negotiations to secure a share of any profits from activities in addition to their management fee did take place the majority of any profits went to the landowners.

Through the utilisation of SANG payments the Partnership was in the process of completing the following projects to improve connectivity across the Blackwater Valley area:

- The improvement of pedestrian and cycle routes between the Meadows Roundabout and Sainsburys on the A331.
- The construction of a pedestrian and cycle crossing on the A331 at Riverside Way to the Blackwater Valley Car Park
- Resurfacing and widening of the off-road Blackwater Valley Path between the Blackwater Valley car park and Frimley Railway Station
- Widening and resurfacing of the Hatches between Frimley Green and North Camp Railway Station

The Blackwater Valley Trust had been set up to supplement and support the work of the Partnership however whilst there had in the past been a number of fundraising successes this resource was not currently being utilised as effectively as it might be following the deaths of a number of the trustees.

It was acknowledged that the Partnership's website needed to be revamped and work to complete this was underway.

The Partnership acknowledged that the funding of non-essential services was coming under increasing pressure across the whole of the public sector and concern was expressed that if one public sector body ceased their funding contributions whilst it might be possible to fill the gap in the short term it could set a precedent which would result in other public sector bodies withdrawing funding and the Partnership becoming unsustainable.

The Committee thanked Steven Bailey for his update.

RESOLVED that the use of Council communication channels to raise awareness of the Blackwater Valley be explored.

13/EP Basingstoke Canal Authority

Fiona Shipp, Canal Manager, and James Taylor, Strategic Manager, gave a presentation in respect of the work of the Basingstoke Canal Authority.

The Basingstoke Canal Authority had responsibility for maintaining and enhancing the 37 miles long Canal which ran from the River Wey Navigation at New Haw down towards Basingstoke. 32 of the Canal's 37 miles were now navigable and the Canal had 29 locks, 1 dry-dock, 3 aqueducts and 2 tunnels. A team of six rangers oversaw the Canal's upkeep and were in call for 24 hours a day every day of the year. A new management team had been brought in in 2010.

65% of the Authority's £750,000 a year revenue budget was raised from grants provided by town, parish, borough and county council's bordering the canal. The remaining 35% was raised through income generation from a range of activities including campsite fees, angling licences and mooring fees. Increases in mooring fees to bring them in line with national averages had resulted in a significant rise in income and with further improvements to the canal and an increased number of moorings being made available in the coming years it was expected that this income stream would increase further.

The Authority's work was supported and enhanced by the Basingstoke Canal Society. As a registered charity, the Society took the lead on fundraising activities and proactively identified and approached grant funding schemes for support. The Society's volunteers played a key role in enhancing visitor experiences through a range of activities including conservation work, running the visitor centre and organising and running regular boat trips for the public along the Canal including its immensely popular Children's Father Christmas Cruises. A leaflet detailing the range of volunteering activities had been developed to raise awareness of the Society and to encourage people to get involved in their work and the Society had taken on responsibility for raising the canal's profile across a number of social media platforms. Volunteers had also played a key role in carrying out boat audits along the length of the canal a project that had resulted in the removal of a number

of derelict boats from the canal and identified boat owners who had been avoiding paying mooring fees.

The Committee thanked Fiona Shipp and James Taylor for their update.

RESOLVED that the use of Council communication channels to raise awareness of the Basingstoke Canal be explored.

14/EP Committee Work Programme

The Committee considered a report setting out a proposed work programme for the Committee for the rest of the year.

The following agenda items were suggested for consideration:

- Frimley Health NHS Foundation Trust's Sustainability and Transformation Plan.
- Actions by partners to try and reduce inequality in the Borough.

CHAIRMAN

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**Presentation – Yorktown & Watchmoor
Business Association**

Portfolio	Transformation
Ward(s) Affected:	n/a

Purpose

To receive a presentation from Yorktown & Watchmoor Business Association.

Yorktown & Watchmoor Business Association

1. Yorktown & Watchmoor Business Association has existed for over ten years and has evolved from a Council led partnership to a thriving self-sufficient networking and lobbying group.
2. The Surrey Heath Economic Development Strategy, approved at the Executive in November 2014, includes the strategic objective of making Surrey Heath “A Sustainable Place to Live, Work, Shop and Play”. This includes the requirement to actively promote our key employment sites and help improve access to the business parks to reduce congestion and improve competitiveness.
3. Businesses consistently say key barriers to growth include poor connectivity and congestion. Commercial agents report that potential investors are put off coming to Camberley because of the lack of a bus service for the business parks. They also say there are problems attracting companies out of London because journey times can’t be guaranteed.
4. To overcome this objective, a £4m bid has been submitted to EM3 for public transport improvements, including lunchtime bus services to give thousands of workers at the Yorktown and Watchmoor business parks easier access to the town centre. Morning and evening rush hour services taking commuters to and from Blackwater, Farnborough and Camberley railway stations are also included. The rush hour services would be co-ordinated with train arrival times to make sure buses are waiting at the stations when trains arrive. Some companies on the business parks run their own shuttle services to do this at their own cost.
5. One of the largest businesses on Yorktown Business Park was successful at the March 2016 Surrey Heath Business Award, namely the German power tools company, “Stihl” in the Developing Talent category for providing opportunities for personal development.
6. The Association is represented by James Stewart, the Managing Director – Property, of Dolphin Head Group Holdings PLC.

Recommendation

7. The Committee is asked to consider the presentation and consider any future steps which Members would wish to recommend to the Executive and/or Council.

Background Papers:

Executive: Economic Development Strategy Reports

Author:

Sarah Groom 01276 707263

e-mail: sarah.groom@surreyheath.gov.uk

Service Head:

Louise Livingston Executive Head of Transformation

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**Presentation –
Frimley Business Association**

Portfolio	Transformation
Ward(s) Affected:	n/a

Purpose

To receive a presentation from Frimley Business Association.

Frimley Business Association

1. Frimley Business Association was established early in 2015 with the support of the Council. A number of enthusiastic local traders met to discuss how they could improve the village and in particular the High Street.
2. The Surrey Heath Economic Development Strategy, approved at the Executive in November 2014, includes the strategic objective of making Surrey Heath “A Sustainable Place to Live, Work, Shop and Play”. This includes the actions to nurture thriving villages and support local business networks.
3. An independent survey was commissioned in 2015 to identify what residents and shoppers thought of Frimley. The findings from it helped suggest the direction the Association should take. Early initiatives included regular networking evenings and lunches, an Easter Egg hunt and the first village centre Christmas Tree for many years. The Mayor switched on the 2015 Christmas Tree lights with the Camberley Rock Choir, Aspects of Dance Academy and a couple of hundred local residents braving the freezing cold to support their village.
4. Two Frimley High Street stores have successfully been awarded a Surrey Heath Business Award at the March 2016 event namely The Pottery Gift House (Best Village Business) and PS Hairdressing (Social & Environmental Responsibility).
5. The Association has moved on to even greater aspirations with a bid to the County Council’s Secondary Town Centre Fund for public realm and flower display improvements. An announcement is due in November and a verbal update can be given at the meeting.
6. The Association is represented by Michael Usher of Michael Usher Mortgages, who will give a presentation to the Committee.

Recommendation

7. The Committee is asked to consider the presentation and consider any future steps which Members would wish to recommend to the Executive and/or Council.

Background Papers:

Executive: Economic Development Strategy Reports
November 2014, 2015 and 4 October 2016

Author:

Sarah Groom 01276 707263
e-mail: sarah.groom@surreyheath.gov.uk

Service Head:

Louise Livingston Executive Head of Transformation

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**Presentation –
Citizens Advice Surrey Heath**

Portfolio	Community
Ward(s) Affected:	n/a

Purpose

To receive a presentation from Citizens Advice Surrey Heath.

Citizens Advice Surrey Heath

1. Citizens Advice Surrey Heath helps people from within the community to resolve their legal, money and other problems. It does this by providing free, confidential, impartial and independent advice to clients and by exercising a responsible influence on the development of social policies and services to ensure citizens do not suffer through lack of knowledge or an inability to express their needs effectively.
2. A new website was launched in January 2015 from which enquiries can be made, this combines with the established delivery of information and advice through face to face meetings at the Bureau premises behind Camberley Library, by phone or when necessary home visits. CASH is open from 10am-4pm, Monday –Thursday plus 2 x 3 hour weekly outreach sessions in Bagshot and Chobham.
3. In April 2015 the bureau piloted an advice service via webchat plus an email service, with funding from the Government Department for Business, Innovation and Skills which can be accessed Monday to Friday 9am-5pm, which has provided additional support with the client numbers seeing a considerable increase year on year.

Service Level Agreement

4. The Council has an annual service level agreement with CASH, which sets out the expectation of either party in return for an annual grant currently standing at £80,000 per annum. The Council also subsidises staff and volunteers car parking of about £2000 p.a. and the costs of the CASH offices by £18,500 p.a.
5. Last year CASH delivered all of their front line services as per their 2014-2016 business development plan. Within this year’s agreement (2016/17) the grant will contribute towards meeting the organisations strategic priorities and delivering its Business Development Plan as follows:
 - To deliver the services as outlined within your Business Development Plan 2015-18 as attached in Annex A; which will be superseded in September 2016 to reflect the changing local trends and priorities.
 - Acknowledge the support of the Council in all its publicity;
 - Maintain independently examined accounts to be provided as requested by the Council.
 - To introduce a community fundraising strategy, that builds the organisational financial independence.

6. Ongoing monitoring of the service level agreement takes place throughout the year by Council Officers and Council Representatives. The Council Representative on CASH is Cllr Robin Perry.

Financial Sustainability

7. The Council values the work undertaken by our revenue grant funded voluntary organisations enormously. Despite the Council's ongoing commitment to these organisations, in the current economic climate no guarantees are available that the current funding levels will be able to be met in future years. The purpose of inviting our revenue grant funded organisations to the External Partnerships Select Committee is for Members to explore how the organisations are preparing themselves for future financial sustainability and what fund-raising strategies they are using to do this.
8. Costs are estimated at £176,323 in 2016/17. The reserves at 31 March 2015 were £134,109; this is an increase of £10,000 from 2014.

Recommendation

9. The Committee is asked to consider the presentation and consider any future steps which Members would wish to recommend to the Executive and/or Council.

Background Papers: Executive 12 January 2016: Grants to Voluntary Organisations Report & Application Form

Author: Sarah Groom 01276 707263
e-mail: sarah.groom@surreyheath.gov.uk

Service Head: Louise Livingston Executive Head of Transformation

**Presentation –
Camberley Central Job Club**

Portfolio	Transformation
Ward(s) Affected:	n/a

Purpose

To receive a presentation from Camberley Central Job Club.

Camberley Central Job Club

1. This organisation was set-up approximately 3 years ago and it provides training and support to local people who are unemployed. Within Surrey Heath at present there are approximately 215 people who are in receipt of Job Seekers Allowance. In both September 2015 and 2014, 70 clients were using the services offered.
2. At present Camberley Central Job Club are open on a Monday and Friday mornings providing general sessions of support and one to one assistance. Referrals are taken from the Job Centre Plus, local children’s centres and self-referrals.
3. From October 2015 the club launched a 5 week course ‘Job Search Programme’ based upon local need and developed by the volunteers who run this organisation. This will benefit around 100 people per year, and this project attracted a Council Community Fund Grant of £1500 awarded in October 2015.
4. The club also aimed to introduce greater resilience to the organisation as it was solely reliant upon volunteers who operated and developed the service. It was proposed to introduce a part-time member of staff for approximately one day a week for a fixed 12 month contract who would provide a central administrative support service.
5. The other area of expansion focuses around recruitment and training of volunteers to meet the demand and will lead, in future years, to providing an outreach service to cover other areas of high need within Surrey Heath.

Service Level Agreement

6. The Council has a new annual service level agreement with Camberley Central Job Club, which sets out the expectation of both parties in return for an annual grant currently standing at £5,000 per annum.
7. Within this first year’s agreement (2016/17) the grant will contribute towards the appointment of an Admin Officer and help fund staff costs.
8. Ongoing monitoring of the service level agreement takes place throughout the year by Council Officers and the Portfolio Holder for Transformation.

Financial Sustainability

9. The Council values the work undertaken by our revenue grant funded voluntary organisations enormously. Despite the Council’s ongoing commitment to these

organisations, in the current economic climate no guarantees are available that the current funding levels will be able to be met in future years. The purpose of inviting our revenue grant funded organisations to the External Partnerships Select Committee is for Members to explore how the organisations are preparing themselves for future financial sustainability and what fund-raising strategies they are using to do this.

Recommendation

10. The Committee is asked to consider the presentation and consider any future steps which Members would wish to recommend to the Executive and/or Council.

Background Papers: Executive 12 January 2016: Grants to Voluntary Organisations Report & Application Form

Author: Sarah Groom 01276 707263
e-mail: sarah.groom@surreyheath.gov.uk

Service Head: Louise Livingston Executive Head of Transformation

**External Partnerships Select Committee
Work Programme 2016/17**

Portfolio	n/a
Ward(s) Affected:	All

Purpose

To consider a Committee Work Programme for the remainder of the 2016/17 municipal year.

Background

1. The External Partnerships Select Committee was appointed by the Council at its annual meeting on 18 May 2016 for the period 2016/17.
2. Part 4 of the Constitution requires the Committee to agree a work programme for the municipal year.
3. The Committee Work Programme will develop through the forthcoming municipal year, to meet new demands and changing circumstances. The Committee will be expected to review its work programme from time to time and make minor amendments as required.

Work Programme 2016/17

4. The Committee is scheduled to meet on the following dates in the 2016/17 municipal year: 28 June 2016, 20 September, 2016, 22 November 2016 and 14 February 2017.
5. The Committee is responsible for Scrutiny of other agencies which affect the economic, social and environmental well-being of the Council's area, including the Health and Wellbeing Board and the Police and Crime Panel. It also carries out the Council's statutory crime and disorder function and will receive regular updates on community safety in the borough from the Neighbourhood Inspector.

Proposal

6. Members are asked to consider and agree the work programme for the remainder of 2016/17 attached at Annex A.

Resource Implications

7. Resource implications will depend on the issues brought before the Committee. The implications both in terms of prior to/during the meeting and any resultant work will have to be assessed when individual meetings are planned and the Committee decisions are known.

Recommendation

8. The Committee is asked to consider and agree a work programme for the remainder of the 2016/17 municipal year as set out in Annex A.

Background Papers: None.

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ANNEX A

External Partnerships Select Committee

Work Programme 2016/17

<u>Meeting Date</u>	<u>Organisation</u>	<u>Complete</u>
28 June 2016	Voluntary Support North Surrey Tringhams Lunch Club Surrey Heath Age Concern	Yes
20 September	Basingstoke Canal Authority Blackwater Valley Countryside Partnership Accent Housing Group Sentinel Housing Group Thames Valley Housing Association	Yes
22 November 2016	Yorktown & Watchmoor Business Association Frimley Business Association Citizens Advice Surrey Heath Camberley Job Club	
14 February 2017	*Frimley Park Hospital Surrey Heath Partnership including: Surrey Heath Health and Wellbeing Board Surrey Police and Crime Panel Crime and Disorder Function	

*To be confirmed