

**Minutes of a Meeting of the
Community Services Scrutiny
Committee held at Surrey Heath House
on 2 April 2015**

+ Cllr Audrey Roxburgh (Chairman)
+ Cllr Valerie White (Vice Chairman)

Cllr David Allen	- Cllr Beverley Harding
+ Cllr Bill Chapman	+ Cllr Josephine Hawkins
+ Cllr Ian Cullen	+ Cllr Paul Ilnicki
- Cllr Paul Deach	+ Cllr Adrian Page
+ Cllr Tim Dodds	- Cllr Joanne Potter
+ Cllr Heather Gerred	- Cllr Alan Whittart
- Cllr Liane Gibson	

+ Present

- Apologies for absence presented

In Attendance: Tim Pashen, Lee Brewin, Sarah Groom, Nigel Drury and James Robinson

18/CY Minutes

The minutes of the meeting held on 5 February 2015 were confirmed and signed by the Chairman.

19/CY Care Co-ordinator Pilot in Lightwater - verbal update from Nigel Drury

Members were advised that the project's aim was to bring people together in a co-ordinated effort helping the community and sourcing information. Various people representing various groups had been involved to help the elderly and vulnerable in the borough. The project began with the Communities Engagement Team in the Guildford Diocese, with volunteers and acted as a conduit for information from Social Care, the Council and the Community. It was stressed that the project would not take work from the CAB or similar bodies, but would act as an information and signposting point for the community.

Members were encouraged by the work of the project, particularly with regard to dementia. It was noted that the project had received funding from the Council. A befriending service was also in its early stages for people with dementia in the community.

The Committee was advised that a dementia awareness evening would be held in the Council Chamber on 16 April 2015.

It was also noted that there was a need for more carers to work in care homes. The Care Co-ordinator explained that the Adult Social Care services worked to create different care packages for the different needs people have. Right at Home was a new agency which was being set up to explore softer options for members of the Community.

Resolved that:

- i) The Care Co-ordinator be thanked for his work on the project;**
- ii) the work for bringing communities together be commended;
and**
- iii) an update to Members in a year's' time on the continuing work
of the project be provided.**

20/CY Sustainable Community Strategy 2015

The Transformation Team Manager presented an update on projects supporting the Sustainable Community Strategy. She explained the role of the Surrey Heath Partnership in developing the Strategy and the recent input by the Surrey Heath Health and Wellbeing Board.

The original Strategy, first published in 2009, was intended to be a 25 year vision for the Borough, with the key elements being:

- (i) To sustain and constantly improve Surrey Heath as a desirable place to live, learn, work and play; and
- (ii) To support individuals to achieve their full potential as a part of the Local Community.

The Committee noted and considered the Surrey Heath Partnership Action Plan, which detailed projects undertaken to meet the requirements of the Sustainable Community Strategy and future progress.

Members sought clarification regarding figures relating to burglary and drug misuse. This would be looked into and the information would be circulated to Members. However, it was noted that there were no major concerns and the general trend was that the figures were decreasing.

Some Members also asked about the future of the Mytchett Children's Centre. Information would be circulated to Members.

Members congratulated Sarah Groom and her team on the spotlight events which had taken place and enquired whether at any future events the Youth Council could be invited. It was clarified that the Youth Council had been invited but the time of the events were not the most beneficial to the group. Sarah explained that the team were looking at better ways to reach younger people of the community. It was concluded that the most efficient way to reach young people was to get out and about in the community and meet them face to face.

Some Members were concerned about dangerous parking outside schools and wondered whether the Council's Parking Team could have an influence on this.

Two typos on page 37 were noted.

Resolved that:

- i) the report be noted;**
- ii) the team be congratulated on the successful spotlight on public services events;**
- iii) how young people can contribute to the strategy input be Investigated; and**
- iv) enforcement on parking at schools be reviewed and that better intelligence be fed into the Health and Wellbeing Board.**

21/CY Air Quality Report

The Senior Environmental Health Officer presented an update on air quality monitoring outcomes in the Borough. Councils had been required to monitor air quality since 1995 and submit annual reports to Central Government, the latest of which was sent in July 2014.

Given the identified health and economic impacts of sustained long term pollution levels, the UK and other European Union (EU) Partners were struggling to meet EU Air Quality Standards. However, the July 2014 report concluded that there were no areas within the report identified as exceeding any of the Air Quality Objectives at locations of relevant exposure.

Members noted that the Council's air quality monitoring included active monitoring of Nitrogen Dioxide (NO₂), particularly at Castle Road, a site near to the M3 motorway and dust (particulate matter) levels at the same location. The Council also carried out passive monitoring at nine sites in the Borough including urban, rural, road and kerbside locations.

The Senior Environmental Health Officer reported that all the findings included in the July 2014 report to Government had been assessed against national air quality objectives. The report also focussed on any significant changes since the previous review that could impact on air quality in the Borough.

Members queried the rise, since 2013, in overall levels of NO₂ and specifically, the rise in 5 out of 9 monitoring points.

Notwithstanding concerns on NO₂, the Committee noted that the air quality in the Borough was generally very good and that it was unlikely that the air quality upper limits for the relevant (PM₁₀) objectives would be exceeded. In particular, there were no exceedances reported at locations where residents could be exposed for any length of time. However, it was noted that works on the M3 may have caused an increase in NO₂ levels due to the changes in speed limits and engines labouring due to the incline on the London bound lane but once this had been completed the levels should decrease.

Whilst the work carried out as part of the Air Quality Action Plan had been successful in reducing traffic pollutants, particularly given the work to increase the

number of lanes on the M3 motorway, the Council would continue with the current continuous monitoring programme, retaining the existing Air Quality Monitoring Action Plan. Members emphasised the need for continued scrutiny of air quality through future Air Quality Updating and Screening Assessment/Progress reports.

A copy of the briefing by the Senior Environmental Health Officer would be circulated to the Members of the Committee.

Resolved that:

- i) the satisfactory result of the Air Quality Action Plan be noted; and**
- ii) the Air Quality Management Area monitor, remain in place until the M3 work had been completed.**

22/CY Traveller Site Management

The Executive Head of Community presented an update on the management of Traveller Sites in Surrey Heath. He explained that there were two official traveller sites in the Borough, each with 15 pitches. There were currently 18 families on the Surrey Heath waiting list, but pitches rarely became available with only 3 vacated in the previous 5 years.

Of the 2 sites, one (Swift Lane in Bagshot) was owned by the Council but leased to Surrey County Council (SCC), whilst the other site (Kalima, in Chobham) was SCC owned.

Both sites were currently managed by this Council by a management agreement with Surrey County Council, which would expire in April 2016. Whilst SCC was responsible for the maintenance of the sites, Surrey Heath was responsible for the collection of rents, payment of utility charges and liaison with tenants. The agency agreement included SCC funding for a Neighbour Officer for 15 hours per week and contributions towards management and support costs.

The Committee received a briefing on the current condition of both sites, which were very tired and required continual maintenance, and a proposed major redevelopment of the Kalima site, which would include the provision of a 16th pitch.

The Executive Head of Community reported that, to date, electricity on both sites had been supplied to individual pitches by card meters. However the supply to the Swift Lane site would shortly change to new electricity key meters, which would hand responsibility for domestic electricity, currently with the Borough Council, over to the tenants, who would be able to choose their own suppliers and tariffs.

It was noted that 'be responsible' was missing from paragraph 7 on page 68 of the report. The final sentence should read, '*Surrey Heath will then no longer be responsible for electricity charges at Swift Lane*'.

There was some concern that due to some encroachment at the Swift Lane site, that this may affect the recycling site. The Executive Head – Community was

aware of this and explained that an alternative site for the recycling facility was being investigated but this was not due to the activity on the traveller site.

Some Members sought clarification about what had been done to discourage the encroachment and the Committee was advised that residents on the sites were reminded of the boundaries of the sites and licenses were re-issued.

Resolved that

- (i) the arrangements for managing the two permanent traveller sites in Surrey Heath be noted; and**
- (ii) the Executive Head - Community be requested to provide a progress report in 12 months' time on the redevelopment of the site in Kalima.**

23/CY Work Programme

The Committee considered a report on possible issues for inclusion in a work programme for 2015/16 for this or any successor Committee.

Members noted that the Council, on 15 April 2015, would consider a report from the Governance Working Group, proposing changes to the Council's committee structure, including a recommendation that this Committee is not re-established and that its responsibilities transfer to a new Performance and Finance Committee.

Whilst Members could not pre-judge the outcome of the Council's deliberations, the Committee agreed that the list of unallocated topics as set out in the report, should be considered by this or a successor Committee in 2015/16.

Resolved, that the topics detailed at Annex A be recommended for inclusion in the 2015/16 work programme for this or any successor Committee.

Annex A

Unallocated Topics

1. Housing Services – annual reports – due in December 2015
2. Air Quality – due in April 2016
3. Sustainable Community Strategy – Due in April 2016
4. Traveller Sites Update (including Kalima Redevelopment) due in April 2016
5. Youth Issues – December 2015
6. Museum/heritage
7. Waste and Recycling Action Plan
8. Supported Families Project

9. Flooding and Drainage
10. Community Transport
11. Social Networking
12. Public Conveniences and Street Cleansing
13. Environmental Health
14. Energy Efficiency and Climate Change
15. Camberley Theatre
16. Community Centres
17. Car Parking

24/CY Any Other Business

As the Chairman of this Committee, Cllr Audrey Roxburgh, was not standing for election in May, Councillor Valerie White, the Vice Chairman, presented Cllr Roxburgh with a bouquet of flowers and congratulated her on her work as Chairman for this Committee and stated that it had been a pleasure working with her.

The Executive Head – Community also presented the Cllr Roxburgh with a bouquet of flowers and echoed the Vice Chairman's words. It was acknowledged that the Chairman had been a councillor at Surrey Heath for 28 years.

Chairman