

ANNUAL REPORT BY COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

Executive Summary

Each year, Woking Borough Council appoints elected Councillors to outside bodies as representatives for the Council. The appointments were reviewed by a Member Task Group in 2014 which presented a series of recommendations to the Executive for determination by Council. In June 2014, the Council adopted the recommendations which had the effect of reducing the overall number of appointments made. This was in line with the Council's objective of rationalising all positions held by Councillors by 2016, to take into account the change in the size of the Council from 36 Councillors to 30 Councillors.

The Council also adopted a formal reporting process for those Councillors appointed to Outside Bodies, with an annual report to be presented to Council. This paper sets out the reports provided by the Council's representatives for the 2017/18 Municipal Year.

Recommendations

The Council is requested to:

RESOLVE That the report be noted.

| |
|--|
| The Council has the authority to determine the recommendation set out above. |
|--|

Background Papers: None.

Reporting Person: Ray Morgan, Chief Executive
Ext. 3333, E Mail: Ray.Morgan@woking.gov.uk

Contact Person: Frank Jeffrey, Democratic Services Manager
Email: frank.jeffrey@woking.gov.uk, Extn: 3012

Date Published: 29 March 2018

Annual Report by Council Representatives on Outside Bodies

1.0 Introduction

- 1.1 In 2014 the Council reviewed its scheme of appointments to outside bodies, following a question from Councillor Cross at Council in December 2013. A Member Task Group was established to undertake the review.
- 1.2 A report by the Task Group was considered by the Executive on 1 May 2014 before being determined by Council at its meeting on 9 June 2014. The recommendations were supported by the Council and a series of changes were adopted, as summarised below.
- 1.3 Details of the appointments for 2016/17 are set out in Appendix 1 to this report.

2.0 The Reports

- 2.1 In early February the Members appointed to Outside Bodies were asked to complete a report on the activities of the Body to which they had been appointed. A template was provided to assist the Councillors. The following reports have been received:
 - Fairoaks Airport Consultative Committee – County Councillor Richard Wilson (Appendix 2)
 - Surrey Police and Crime Panel – Councillor Beryl Hunwicks (Appendix 3)
 - Woking Access Group – Councillor Hilary Addison (Appendix 4)
 - Woking People of Faith – Councillor Hilary Addison (Appendix 5)
 - Woking ShopMobility – Councillor Hilary Addison (Appendix 6)
 - Citizens Advice Woking – Councillor Melanie Whitehand (Appendix 7)
 - Woking Palace Panel – Councillor Debbie Harlow (Appendix 8)
 - Ashford & St Peters Hospitals – Councillor David Bittleston (Appendix 9)
 - Woking Palace Consultation Panel – Councillor Louise Morales (Appendix 10)
 - Woking Community Transport – Councillor John Kingsbury/Councillor Deborah Hughes (Appendix 11)
- 2.2 The comments in the reports set out in Appendix 2 to Appendix 11 have been made by the Councillors appointed to the Outside Bodies and do not necessarily reflect the views of the Council.

3.0 Implications

Financial

- 3.1 There are no financial implications arising from this report

Human Resource/Training and Development

- 3.2 There are no human resource or training and development implications arising from this report.

Annual Report by Council Representatives on Outside Bodies

Community Safety

3.3 There are no community safety implications arising from this report.

Risk Management

3.4 There are no risk management implications arising from this report.

Sustainability

3.5 There are no sustainability implications arising from this report.

Equalities

3.6 There are no equalities issues arising from this report.

Safeguarding

3.7 There are no safeguarding issues arising from this report.

REPORT ENDS

Annual Report by Council Representatives on Outside Bodies

Ad Hoc Authorities and Committees

| | |
|---|---|
| Ashford & St Peters Hospital NHS Trust | |
| Councillor D J Bittleston | |
| Basingstoke Canal Joint Management Committee | |
| Councillor K M Davis (Sub: Councillor Mrs H J Addison) | Councillor A-M Barker (Sub: Councillor K Howard) |
| Byfleet Village Hall, Working Men's Club and Institute Charity | |
| Councillor J E Bond | Councillor M A Bridgeman |
| Citizens' Advice Woking – Management Committee | |
| Councillor M I Raja | Councillor M A Whitehand |
| Countryside Partnership Board | |
| Councillor J Kingsbury (Sub: Councillor K M Davis) | |
| Fairoaks Airport Consultative Committee | |
| Mr R A G Wilson (Sub: Councillor K Howard) | |
| Friends of Woking Palace | |
| Councillor A J Boote | |
| Marjorie Richardson Centre – Management Group | |
| Councillor C S Kemp | |
| Maybury Centre Trust | |
| Councillor R Mohammed | Councillor M I Raja |
| National Parking Adjudications Service Joint Committee | |
| Councillor J Kingsbury (Sub: Councillor D J Bittleston) | |
| Police and Crime Panel | |
| Councillor Mrs B A Hunwicks | |

Annual Report by Council Representatives on Outside Bodies

| | |
|---|--------------------------|
| Shopmobility | |
| Councillor Mrs H J Addison | |
| South East Employers | |
| Councillor C S Kemp (Sub: Councillor J Kingsbury) | |
| Sport Woking (formally Woking Sports Council) | |
| Councillor T Aziz | Councillor I Eastwood |
| Surrey County Playing Field Association | |
| Councillor M Pengelly | |
| Sutton Green Village Hall Management Committee | |
| Councillor W P Forster | Councillor J Kingsbury |
| Woking Access Group | |
| Councillor Mrs H J Addison | |
| Woking Community Transport | |
| Councillor J Kingsbury | Councillor D E Hughes |
| Woking Palace Consultative Panel | |
| Councillor D Harlow | Councillor L M N Morales |
| Councillor D E Hughes | Councillor M Pengelly |
| Woking People of Faith Forum | |
| Councillor Mrs H J Addison | |
| Woking Youth Council | |
| Councillor C S Kemp | Councillor M Pengelly |
| Councillor W P Forster (Substitute) | |

| | |
|--------------|--|
| NOTE: | The comments in this report have been made by the Councillor(s) appointed to the Outside Body and do not necessarily reflect the views of the Council. |
|--------------|--|

Fairoaks Airport Operational Report

Introduction

As I reported in the previous Operational Report the owners of Fairoaks Airport (Albemarle Fairoaks Airport Ltd which owns the airfield and TEREADP Fairoaks Ltd which owns the commercial estate) have issued a joint proposal that Fairoaks Airport should become a Garden Village. Whilst the original intent was that a planning application would be prepared and submitted to Surrey Heath Borough Council in late summer 2017 this has not yet happened, and I anticipate that a planning application will probably be submitted during the second quarter of this year.

The lack of clarity regarding the future of the airport could well have had a negative impact on the operational side of the airport, but this has not been the case. To date no pilots/operators have left Fairoaks because of the proposal and we continue to receive enquiries from pilots/operators wishing to base their aircraft at Fairoaks; some of which we have had to reject due to a lack of a garage or suitable parking.

Accidents

As reported in the previous Annual Report, on 15th October 2016 an aircraft inbound to Fairoaks from the Isle of Man crashed approximately 500m from the runway at Fairoaks. The results of the investigation¹ by the Air Accidents Investigation Branch were published in April 2017.

The AAIB analysis stated that *“the available evidence indicates that the aircraft stalled² during the turn onto the final approach. Recovery actions taken by the occupants appear to have been partially successful, but there was evidently insufficient height in which to effect a full recovery”*.

Movements

A condition imposed when planning permission was granted for the runway is that a maximum of 10,000 movements are permitted in any one calendar month, with a movement being a take-off or a landing. Fairoaks continues to fall well below the permitted maximum number of movements using the method of calculation imposed by the Secretary of State.

The table below shows the change in movement levels over recent years with the changes expressed in terms of movements per day.

| Comparative Movement Levels | | |
|------------------------------------|-----------------------------------|------------------------------------|
| Year | Change since previous year | Change in Movements per day |
| 2014 | Decrease | <1 |
| 2015 | Decrease | ≈4.5 |
| 2016 | Increase | ≈3.5 |

¹ See https://assets.publishing.service.gov.uk/media/58c9174eed915d6038000160/Socata_TBM_700N_M-VNTR_03-17.pdf

² It should be noted that, unlike a car, when an aircraft stalls it does not mean that the engine has stopped. In layman’s terms an aircraft stalls when it is flying too slowly for its current configuration and bank angle.

Annual Report by Council Representatives on Outside Bodies

| | | |
|------|----------------------------|-------------|
| 2017 | Increase | ≈4.6 |
| | Cumulative Increase | ≈2.6 |

Therefore since 2013 the level of movements has been essentially static with a net increase of ≈2.6 movements per day.

Noise Amelioration

1. When flying circuits (i.e. taking-off, flying an approximately rectangular pattern around the airfield, and then landing prior to again taking-off) the international default is to fly left-hand circuits, which means that all turns are made to the left. Again at weekends during the summer Fair Oaks adopted a strategy of switching between left-hand circuits and right-hand circuits, on a regular basis, to minimise the possible noise nuisance to any particular group of residents. At other times when it was busy this strategy was also employed.
2. Whilst there are no limitations imposed upon Fair Oaks regarding helicopter training on Sundays, Fair Oaks Operations Ltd continues to voluntarily operate a ban on helicopter training on Sundays.
3. Fair Oaks Operations Ltd voluntarily imposes a ban on all aircraft movements and engine ground running between 1050 and 1105 on both Armistice Day and Remembrance Sunday in order that any local acts of Remembrance can be conducted without the intrusion of aircraft noise.
4. Fair Oaks Operations Ltd also voluntarily imposes a ban on all aircraft movements on Christmas Day.

Noise Complaints

The following table shows the number of noise complaints received in recent years.

| Year | Noise Complaints |
|------|------------------|
| 2013 | 45 |
| 2014 | 31 |
| 2015 | 38 |
| 2016 | 43 |
| 2017 | 39 |

During 2017 complaints were received from 20 different people of which 2 accounted for 46% of the total complaints.

Complainants continue to use a variety of methods to record their complaints; however they will receive the most timely response by telephoning the tower, on 01276 857300, during the airfield opening hours. This method of recording complaints means that any appropriate action can be taken immediately.

Outside of the airfield operating hours complaints can be recorded by emailing the tower at atsu@fairoksairport.co.uk.

Medical Flights between 10pm and 7am

The following table shows the number of night-time Medical Flights in recent years.

| Year | Medical Flights |
|------|-----------------|
| 2013 | 2 |

Annual Report by Council Representatives on Outside Bodies

| | |
|------|----|
| 2014 | 6 |
| 2015 | 2 |
| 2016 | 10 |
| 2017 | 10 |

Annual Report by Council Representatives on Outside Bodies

Annual Report by Council Representatives on Outside Bodies

Appendix 3

| | |
|-------------------------------------|---|
| NOTE: | The comments in this report have been made by the Councillor(s) appointed to the Outside Body and do not necessarily reflect the views of the Council. |
| Outside Body: | Surrey Police and Crime Panel |
| Councillor(s): | Councillor Mrs Beryl Hunwicks |
| Date Completed: | March 20 th 2018 |
| Meetings Attended: | <p>Thursday 13th July 2017</p> <p>Tuesday 12th September 2017</p> <p>Wednesday 15th November 2017 (Informal meeting)</p> <p>Thursday 7th December 2017</p> <p>Monday 5th February 2018</p> |
| Description of Outside Body: | <p>This Body, chaired by Councillor Ken Harwood, meets with the Police and Crime Commissioner on a regular basis throughout the year to review and scrutinise the work and plans of the Commissioner across the County. There are single representatives from every one of the 11 Districts and Boroughs and two Independent members appointed. A separate sub committee reviews finance and scrutinises how monies are spent and there is a Complaints Committee.</p> <p>All official meetings are web cammed although the Informal meetings are not</p> |
| Update on Recent Activities | <p>At The AGM on July 13 2017 a new Chairman, Councillor Ken Howard, was elected following the retirement of Cllr Dorothy Ross Tomlin and Cllr Charlotte Morley was appointed as Vice Chair</p> <p>Finance Up dates were received, the Commissioner gave his annual report, there was an HMIC Inspection Report in which Surrey has addressed issues that were 'requires improvement' last time and are all now 'good'. There was a presentation update of the progress of Policing in your Neighbourhood</p> <p>Tuesday 12th September 2017</p> <p>Updates received about the Budget, The Progress of the Police and Crime Plan, Governance of Fire and Rescue in Surrey</p> <p>Wednesday 15th November 2017 (Informal meeting)</p> <p>Updates received on Police recruitment and retention, Tackling terrorism and discussions around the visit by some Panel Members to the Fire Arms Unit. Also discussed was the rise in burglaries across Surrey, collaboration of Surrey with other Forces like Sussex, Hants and Thames</p> |

Annual Report by Council Representatives on Outside Bodies

| | |
|---------------------------|---|
| | <p>valley and CSE</p> <p>Thursday December 7th 2017</p> <p>Fire Governance update At the moment SCC discharges the role for the County but following the Policing and Crime Act 2017 there is an ability for these functions to move to PCC's where a strong local focus is made.</p> <p>We received an update of the Asst PCC (Victims) Mrs Anderson, on the work she had undertaken to deliver the objectives. It was clear that her work is very much appreciated across Surrey in the courts and other agencies.</p> <p>We had a Collaboration update across the three forces mentioned above and the Commissioner's role in that.</p> <p>A paper was received on Road Safety and Parking with the Drive Smart Campaign initiative between SCC, Surrey Police, and Surrey Fire and Rescue. A Project Board has been convened to lead the work to establish a more formalised partnership. Local Authorities could play more of a part here in their areas and in fact we in Woking do via our Neighbourhood officers and parking teams.</p> <p>A Finance update was received.</p> <p>Monday 5th February 2018</p> <p>The proposed Precept for 2018-19 was received and discussed at length. It's been a challenging year for policing especially around terrorism. The proposal was to increase that part of the tax by £12 so that for a Band D property the price will go up from £224.57 to £236.57. This will enable the Police and Crime Plan to be progressed. The broader mission is to protect the vulnerable, pursue the offenders and prevent crime and disorder.</p> <p>Key areas in which the Police will be making revenue investments are:</p> <ul style="list-style-type: none">○ Historical case investigations○ Local ICT Strategy○ Regional IT developments○ National IT developments and interoperable policing in the SE Region |
| Future Activities: | <p>5 Front line desks in Surrey are going to close. We in Woking are fortunate to have a front desk within the Council Building. This means that the public can still access an actual police person.</p> <p>101 Service still needs refinement. Customers are still not satisfied with this service.</p> <p>Financial constraints are still going to continue and this will mean the Police working in different and smarter ways.</p> <p>Since a new policy officer was recruited a great deal of activity has taken place around reducing reoffending and diverting people from crime. The PCC awarded Woking women's support centre £21k to deliver in house counselling.</p> <p>The PCC awarded Offending Mentoring Service to deliver a Through the Gate mentoring service.</p> <p>Continuing to Support victims</p> |

Annual Report by Council Representatives on Outside Bodies

| | |
|------------------------------------|--|
| | <p>PCC still contributes to our successful Junior Citizen Scheme</p> <p>Making our Town Centres safe</p> <p>Tackling the threat of terrorism as we are so near to London</p> <p>Holding the Chief Constable and Commissioner to account over their delivery of the plans</p> |
| Matters of Note or Concern: | <p>On going lobbying by the Panel continues at Government level and through our Surrey MP's about the unfairness of Surrey residents contributing the most but receiving back the least from Government for our Police force.</p> <p>The perception is that the police have 'disappeared' from view. As collaboration continues with local boroughs and the police we need to ensure that the residents feel that they can contact the police when they need</p> |

Annual Report by Council Representatives on Outside Bodies

Annual Report by Council Representatives on Outside Bodies

Appendix 4

| | |
|-------------------------------------|--|
| NOTE: | The comments in this report have been made by the Councillor(s) appointed to the Outside Body and do not necessarily reflect the views of the Council. |
| Outside Body: | Woking Access Group |
| Councillor(s): | Councillor Hilary Addison |
| Date Completed: | 7 March 2018 |
| Meetings Attended: | 3 |
| Description of Outside Body: | Ensuring accessibility is in the forefront of any development. |
| Update on Recent Activities | Making sure there is enough off-street parking for disabled blue badge holders when the Victoria Square Development is completed. |
| Future Activities: | The gratings outside Café Rouge were to be replaced by bound gravel which would be able to deal with the issues caused by tree roots. It was suggested that the Group waited to see what the gravel looked like before considering the removal of gratings elsewhere in the Town Centre. Working with South Western Trains. |
| Matters of Note or Concern: | Not being included in planning processes and consulting the Access Group. |

Annual Report by Council Representatives on Outside Bodies

Annual Report by Council Representatives on Outside Bodies

Appendix 5

| | |
|-------------------------------------|--|
| NOTE: | The comments in this report have been made by the Councillor(s) appointed to the Outside Body and do not necessarily reflect the views of the Council. |
| Outside Body: | Woking People of Faith |
| Councillor(s): | Councillor Hilary Addison |
| Date Completed: | 2 March 2018 |
| Meetings Attended: | 8 |
| Description of Outside Body: | Woking People of Faith is an exciting initiative led by Members of different faith organisations and individuals. |
| Update on Recent Activities | <p>9th September 2017. WPOF exhibited at the Sheerwater Festival. Sadly, very few of the public attended this event.</p> <p>23rd September 2017. Woking primary schoolchildren publicly displayed their peace posters and essays at Mercia Walk, in Woking People of Faith's 5th Annual International Day of Peace prize-giving. The Mayor of Woking, Councillor Graham Cundy presented the prizes to children for their work on people they thought had contributed most to world peace. This was attended by about 60 children and their parents.</p> <p>7th October 2017. Six members of WPOF gathered on Horsell Common to take part in an environmental work party to remove small shrubs and trees amongst the heather. (4 Christians; 1 Baha'i Faith; 1 Hindu)</p> <p>19th November 2017. Two excellent speakers explained the views and the roles of the institutions of the army and the police in Diversity and Inclusion at Parkview. Twenty eight people attended. The Mayor of Woking, Councillor Graham Cundy, gave a vote of thanks to the speakers and Woking People of Faith. (10 Christians; 14 Muslims; 1 Baha'i Faith; 3 guests)</p> <p>3rd February 2018. An Afternoon Tea was served to thirty supporters at St Dunstan's Church to thank them for their help and assistance in running previous events. They were then invited to put their names down to form a work force. The understanding is that they are happy to be emailed, but will only commit when they are available and willing to assist. (13 Christians, 15 Muslims, 1 Baha'i Faith, 1 Jewish Faith.)</p> |

Annual Report by Council Representatives on Outside Bodies

| | |
|------------------------------------|---|
| Future Activities: | <p>3rd March 2018 (postponed until weather improves). The Second Pilgrimage of Understanding will take place. Register at 9.45am. The route is Christchurch to Al Asr to St Mary's Horsell to Trinity Methodist Church. This is a fact finding mission, so there are no acts of worship. Each faith institution gives a short talk; the pilgrims look around; then they walk to the next location. A mild curry meal will be served at Holy Trinity about 1pm. Those who cannot walk drive to each location.</p> <p>24th March 2018. Another Horsell Common environmental work party to pull up Pine trees along the Bedser Trail at 2 – 4pm. Finishing with a visit to the Peace Garden.</p> <p>6th May 2018. Attending the Last Post at Brookwood Military Cemetery, then a guided walk.</p> <p>30th May 2018. WPOF Football Tournament at Winston Churchill Sports Centre.</p> <p>Marian Nash attended the Refugee Conference on 12th February 2018 and met Yasmin Gordine from WBC there by chance. We are planning to meet with Zafar Iqbal to start planning a series of events for Refugee Week, which is 18th to 23rd June.</p> <p>All events are advertised on our website www.wpof.org.uk .</p> <p>We have several projects at the moment; each one managed by a trustee. John West is taking the website through an updating and modernising process, so we hope to launch the new one soon.</p> <p>Rev Nick Hutchinson is leading the Outreach Programme to the Anglican Churches, whilst other trustees are tackling the non-conformist churches and other faiths. We are trying to get the faith institutions to sign up to membership (under the terms of our new constitution).</p> <p>Kauser Akhtar is the main person in our Education Project. WPOF is offering its services to schools. On 1st March 2018, we are helping BDB with a Multi Faith Day. A Buddhist, a Christian, a Humanist, a member of the Jewish Faith, and a Muslim will rotate around classes in Year 9 and finish with a Multi Faith Panel for all in the Main Hall. We are also in the process of arranging a package with New Monument and Broadmere Primary Academies.</p> |
| Matters of Note or Concern: | <p>The trustees had much discussion and made many attempts both to manage and assist the coordinator in the role we wished him to carry out. Sadly, we came to the unanimous conclusion that he did not understand what we were doing and wanting, so we parted company. There was a hiatus, which may have affected publicity and attendance. We are hoping to appoint an administrator shortly.</p> <p>A new administrator has just been appointed.</p> |

Annual Report by Council Representatives on Outside Bodies

Appendix 6

| | |
|-------------------------------------|---|
| NOTE: | The comments in this report have been made by the Councillor(s) appointed to the Outside Body and do not necessarily reflect the views of the Council. |
| Outside Body: | Woking ShopMobility |
| Councillor(s): | Councillor Hilary Addison |
| Date Completed: | 2 March 2018 |
| Meetings Attended: | 4 plus other activities |
| Description of Outside Body: | The object of the Society is to promote the relief of all disabled persons within Woking and District by improving their mobility in particular by the provision of wheelchairs and other equipment. |
| Update on Recent Activities | <p>We have continued to increase the range of equipment available specifically the provision of wheelchairs for children and heavy duty powerchairs to handle clients above 28 stone.</p> <p>Our 25 year anniversary party together with our pancake race gained us an increase to our awareness. This enabled us to maintain the increase in our usage despite the disruption connected with the Centre's development.</p> |
| Future Activities: | To keep abreast of the changes happening within the extended Centre to ensure we can meet the potential increase in demand. |
| Matters of Note or Concern: | None. |

Annual Report by Council Representatives on Outside Bodies

Annual Report by Council Representatives on Outside Bodies

Appendix 7

| | |
|-------------------------------------|---|
| NOTE: | The comments in this report have been made by the Councillor(s) appointed to the Outside Body and do not necessarily reflect the views of the Council. |
| Outside Body: | Citizen's Advice Woking |
| Councillor(s): | Melanie Whitehand |
| Date Completed: | 23 rd March 2018 |
| Meetings Attended: | 1 |
| Description of Outside Body: | Free legal and civil advice service |
| Update on Recent Activities | Due to the change in the weekday, I have been unable to attend the last two meetings as they clashed with a commitment. I specifically signed up to that commitment as I was free on that weekday. The Advice centre then changed the meeting day which resulted in me being unable to attend. Any updates I am aware of are what are advised to me via minutes of the meetings I was unable to attend. I cannot comment on Councillor Raja's attendance. |
| Future Activities: | Please see above. |
| Matters of Note or Concern: | The Advice centre is always struggling to have sufficient funding in order to maintain the diverse range of services and support it offers. |

Annual Report by Council Representatives on Outside Bodies

Annual Report by Council Representatives on Outside Bodies

Appendix 8

| | |
|-------------------------------------|--|
| NOTE: | The comments in this report have been made by the Councillor(s) appointed to the Outside Body and do not necessarily reflect the views of the Council. |
| Outside Body: | Woking Palace Panel |
| Councillor(s): | Debbie Harlow |
| Date Completed: | 22 March 2018 |
| Meetings Attended: | 28 November 2017 |
| Description of Outside Body: | Working with all the necessary agencies/parties applicable to Woking Palace and its historical interest. |
| Update on Recent Activities | A number of works can now be carried out as restrictions lifted. Details of upcoming activities planned. Minutes of AGM of the Friends of Woking Palace. |
| Future Activities: | Agreed to have the next meeting during the day. |
| Matters of Note or Concern: | I am concerned over the size and make up of the Committee. It seems far too large and top heavy, especially with four Councillors. |

Annual Report by Council Representatives on Outside Bodies

Annual Report by Council Representatives on Outside Bodies

Appendix 9

| | |
|------------------------------------|--|
| NOTE: | The comments in this report have been made by the Councillor(s) appointed to the Outside Body and do not necessarily reflect the views of the Council. |
| Outside Body: | Ashford & St Peters Hospital NHS Trust |
| Councillor(s): | David Bittleston |
| Date Completed: | 22 March 2018 |
| Update on Recent Activities | <p>Ashford & St Peters Hospitals continue to provide excellent service to our residents, albeit in an ever increasing challenging market place. The Council is due to receive a members briefing from the Chief Executive on 17 April 2018, so I do not intend to report fully on the activities of the trust over the last 12 months.</p> <p>However, it would be remiss of me not to mention that the Chair of Governors Aileen McLeish resigned from the board after many years. Her contribution to the Trust has been immense and her dedication and commitment will be missed. The Trust has appointed a new Chair of Governors who will be at the members briefing.</p> |
| Future Activities: | Briefing to be given to Councillors on the future activities of Ashford and St Peters Hospitals. |
| Matters of Note or Concern: | None. |

Annual Report by Council Representatives on Outside Bodies

Annual Report by Council Representatives on Outside Bodies

Appendix 10

| | |
|-------------------------------------|--|
| NOTE: | The comments in this report have been made by the Councillor(s) appointed to the Outside Body and do not necessarily reflect the views of the Council. |
| Outside Body: | Woking Palace Consultative Panel |
| Councillor(s): | Councillor L M N Morales (Chair), Councillor D E Hughes, Councillor D Harlow, Councillor M Pengelly |
| Date Completed: | 24 th March 2018 |
| Meetings Attended: | 4 th April 2017, 28 th Nov 2017 |
| Description of Outside Body: | A consultative forum for all organisations who have an interest in Woking palace. This includes WBC, Friends of Woking palace, Surrey Archaeological Society and Woking History Soc. Surrey Wildlife Trust were invited but have not attended this year. |
| Update on Recent Activities | <p>Three open days and associated displays were successfully held.</p> <p>The palace friends have published their Heritage Lottery funded monograph, "The moated medieval manor and Tudor royal residence at Woking palace" covering the excavations from 2009 to 2015. A smaller popular version of this was also published.</p> <p>Further walks booklets have encouraged Woking residents to enjoy the area.</p> <p>An enlarged screen for the lightbox display had been purchased to enable the general public to better understand the history of the site.</p> <p>A new shed has been purchased for storing maintenance equipment.</p> <p>Much of the work on site has been undertaken by contractors rather than volunteers to control trees and overgrown scrub and brambles. Less vandalism this year meant less was spent on repairs to the buildings.</p> |
| Future Activities: | The conservation management plan for the land around the palace is to be updated with more detail added around the use of the copse, pond and formal walks from the various ages of the site, as well as a more detailed and planned schedule of agreed works. |

Annual Report by Council Representatives on Outside Bodies

| | |
|------------------------------------|--|
| Matters of Note or Concern: | <p>Continuing uncertainty surrounds the limitations put on the site by Historic England with regards to control of invasive species and this will need to be watched carefully in future years.</p> <p>Occasional vandalism and access issues will likewise need monitoring.</p> |
|------------------------------------|--|

Annual Report by Council Representatives on Outside Bodies

Appendix 11

| | |
|-------------------------------------|---|
| NOTE: | The comments in this report have been made by the Councillor(s) appointed to the Outside Body and do not necessarily reflect the views of the Council. |
| Outside Body: | Woking Community Transport Ltd. |
| Councillor(s): | John Kingsbury / Deborah Hughes |
| Date Completed: | 26 March 2018 |
| Meetings Attended: | All meetings and the AGM were attended by at least one member. |
| Description of Outside Body: | <p>Woking Community Transport (WCT) is a registered charity based at the Moorcroft Centre in Westfield. It has a diverse membership of over 2,700 people, primarily older people. It provides several services;</p> <ul style="list-style-type: none"> • Dial a Ride • Town Centre Buggy • Group Hire • Contracts with SCC, for Home to School; Social Care; and the Library • Contracts with NW Surrey CCG for patient transport services to the Bedser Hub |
| Update on Recent Activities | <p>The activity of the services has increased since last year developing from the Bedser hub. Here WCT are able to provide prompt local transport, which means that patients are not collected hours early for their appointment and are returned home at a timely way. They are further developing their links and communication with the Hub to enhance the patient experience. This work took one vehicle, but another was ordered to support this work.</p> <p>WCT conducted a 3 month pilot project with Frimley Park Hospital, paid for by their CCG to improve patient transport, which concluded in December. However, this has not been continued due to NHS finances and the lack of a specific budget, but could be reinstated in the future.</p> <p>WCT have been active in securing new contracts, including more with SCC for home to school services.</p> <p>At present, they have 43 vehicles of which 5 have been purchased with WBC support. Each vehicle has a 'life' of approximately 8 years. Two more vehicles have recently been delivered, one a 6-seater for DAR, and the other to</p> |

Annual Report by Council Representatives on Outside Bodies

| | |
|------------------------------------|--|
| | <p>support the Bedser Hub.</p> <p>The feedback from the users of the service continues to be very positive and the attendance at the AGM was complimentary of the services provided.</p> |
| Future Activities: | <p>The Board is keen to explore electric vehicles in future, but these will be more expensive initially. They have contacted Chris Grayling (MP), Jonathan Lord (MP) and Simon Cox (SCC, Business Development Officer) regarding any options on financial support for electric vehicles.</p> |
| Matters of Note or Concern: | <ol style="list-style-type: none">1. The high cost of electric vehicles: the company is keen to explore this route, but the cost is prohibitive for this class of vehicle and currently there is no appropriate government grant. Jonathan Lord MP has approached the Department of Transport on behalf of WCT to investigate further.2. Anticipate a need to increase the town centre buggies to two, as the footprint of the town centre expands. Grant funding has been agreed by WBC for the next year to continue the service, which generates no income but provides an appreciated town centre service.3. There was a reduction in the annual grant funding requested from WBC for 2018/19 which was approved. <p>Major Concern:</p> <p>Following the loss of parking for WCT drivers at St Marks Church, additional parking space at Westfield Social Club has been secured at a cost. In addition, Moorcroft is not a large enough area to park the growing fleet of WCT vehicles. This is a significant challenge and the Council representatives on the WCT Board continue to work with both the company and Council Officers to find alternative permanent accommodation for the WCT business and its drivers. In the meantime, a further meeting is being arranged with the Vicar of St. Marks as it is understood there may have been a change in the church's attitude towards the parking of private vehicles on its premises.</p> <p>Some Future Priorities:</p> <ul style="list-style-type: none">- Introduce the new Global Data Protection Regulations (GDPR) in May.- Actively seek commercial sponsorship for those services that are grant funded.- Seek new business opportunities throughout the County.- Further develop NHS related services, particularly with Ashford & St. Peter's Hospital.- Maintain rolling programme for replacement of vehicles.- Review satisfaction survey on Dial-A-Ride; review satisfaction survey on Town Centre Buggy.- Strengthen the 'Bustler' brand name and reduce WCT |

Annual Report by Council Representatives on Outside Bodies

| | |
|--|---|
| | <p>branding.</p> <ul style="list-style-type: none">- Continue to develop WCT SS Limited so that it becomes a trading arm asset. |
|--|---|