

## 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 2020/21 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.

<b>Background Papers:</b>	None.
<b>Reporting Person:</b>	Julie Fisher, Chief Executive with effect from 1 April 2021. Email: <a href="mailto:julie.fisher@woking.gov.uk">julie.fisher@woking.gov.uk</a> , Extn: 3301
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## **Annual Report by Council Representatives on Outside Bodies**

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### **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.
- 1.3 Details of the appointments for 2020/21 are set out in Appendix 1 to this report.

### **2.0 The Reports**

- 2.1 In February 2021 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:
  - Woking Access Group – Councillor Rob Leach (Appendix 2)
  - Ashford & St Peters – Councillor Deborah Hughes (Appendix 3)
  - Surrey Police and Crime Panel – Councillor Will Forster (Appendix 4)
  - Fairoaks Airport Consultative Committee – Councillor Ken Howard (Appendix 5)
  - Woking Community Transport – Councillor Gary Elson and Councillor Deborah Hughes (Appendix 6)
- 2.2 In considering the reports, it should be noted that the comments 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/development implications arising from this report.

#### 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 implications arising from this report.

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### Safeguarding

3.7 There are no safeguarding implications arising from this report.

REPORT ENDS

**Appointments to Outside Bodies 2020/21**

<b>Ad Hoc Authorities and Committees</b>	
Ashford & St Peters Hospital NHS Trust	Councillor Deborah Hughes
Basingstoke Canal Jt Management Cttee	Councillor Kevin Davis Councillor Rob Leach
Corporate Trustee – Woking Palace	Councillor Amanda Boote
Countryside Partnership Board	Councillor Kevin Davis
Fairoaks Airport Consultative Committee	Councillor Ken Howard
Maybury Centre	Councillor Rashid Mohammed Councillor M Ilyas Raja
National Parking Adjudications Service Jt Cttee	Councillor Colin Kemp (Sub: Councillor David Bittleston)
Police and Crime Panel	Councillor Will Forster
Shopmobility	Councillor Will Forster
South East Employers	Councillor Colin Kemp
Sport Woking (formally Woking Sports Council)	Councillor Tahir Aziz Councillor Ian Johnson
Surrey County Playing Field Association	Councillor Colin Kemp
Sutton Green Village Hall Management Cttee	Councillor Simon Ashall Councillor Ayesha Azad
Woking Access Group	Councillor Rob Leach
Woking Community Transport	Councillor Gary Elson Councillor Deborah Hughes
Woking People of Faith Forum	Councillor Louise Morales
Woking Youth Council	Councillor Colin Kemp Councillor Rob Leach Councillor Ayesha Azad (Substitute)

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Ex-Officio Appointments	
Allotments Consultation Group	Councillor Saj Hussain
Goldsworth Park Lake & Recreation Ground Users Group	Councillor Ann-Marie Barker Councillor Chitra Rana Councillor James Sanderson
Jt Cttee for Oversight of Delivery of Surrey Public Authority Services	Councillor Ayesha Azad
Lakeview Working Group	Councillor Ann-Marie Barker Councillor Chitra Rana Councillor James Sanderson
Ostensible Authority Standing Panel	Councillor Ayesha Azad Councillor Simon Ashall Councillor Colin Kemp
Surrey Climate Change Partnership Members Group	Councillor Kevin Davis
Surrey Waste Partnership	Councillor Kevin Davis
Surrey Waste Partnership – Joint Waste Collection Services Cttee	Councillor Kevin Davis
Thames Basin Heaths Joint Strategic Partnership	Councillor Gary Elson
Transport for Woking Board	Councillor Colin Kemp
Woking Chamber of Commerce	Councillor Kevin Davis
Woking Palace Consultative Panel	Councillor Gary Elson Councillor Will Forster Councillor Deborah Hughes Councillor Louise Morales

## Annual Report by Council Representatives on Outside Bodies

### Appendix 2

<b>Outside Body:</b>	Woking Access Group
<b>Councillor(s):</b>	Rob Leach
<b>Date Completed:</b>	26 <sup>th</sup> February 2021
<b>Meetings Attended:</b>	9 <sup>th</sup> September 2020, 10 <sup>th</sup> and 24 <sup>th</sup> February 2021 (June 2020 meeting cancelled)
<b>Description of Outside Body:</b>	Woking Access Forum is an organisation that supports Woking Borough Council, Surrey County Council, the NHS (Surrey Heartlands) and the voluntary sector to resolve any access issues. It works towards an inclusive, accessible environment, enabling disabled and non-disabled people to participate equally and lead the style of life which they choose.
<b>Update on Recent Activities</b>	<p>The Group received updates from Network Rail including the plans to provide a bus service for those with disability to get from one side of the Victoria Arch to the other during its planned 2year closure from October 2021. The need to improve the pedestrian underpass for vulnerable pedestrians was also discussed.</p> <p>Updates on Victoria Square development were given, highlighting provision for those with disability including a 'changing places' toilet.</p> <p>Plans to reconfigure Guildford Road were discussed with regard to access issues and the need to protect vulnerable pedestrians from reckless cycle users.</p> <p>The new laws on use of pavements and open spaces in the town centre were discussed including how this would protect the visually impaired and wheelchair users.</p> <p>New town centre disabled parking arrangements were explained.</p> <p>The new Eastwood Sports Centre in Sheerwater was discussed and the provision of 11 disabled parking bays was welcomed. The importance of having staff in the Centre who were trained in mental health issues was stressed.</p>
<b>Future Activities:</b>	Ongoing oversight of the town centre and Guildford Road developments with a view to ensuring ease of access and use by those with a disability.

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<b>Matters of Note or Concern:</b>	<p>Downside disabled access at Brookwood station was an ongoing issue and it was thought that some form of joint funding may be necessary to remove the need for steps.</p> <p>There was concern that the management of the Sheerwater development was not engaging adequately with residents, some of whom were vulnerable and at risk from criminal trespassers on site.</p>
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REPORT ENDS



## Annual Report by Council Representatives on Outside Bodies

Appendix 3

<b>Outside Body:</b>	Ashford St Peter's Hospital (ASPH) Governing Body
<b>Councillor(s):</b>	Cllr Deborah Hughes
<b>Date Completed:</b>	March 3 <sup>rd</sup> 2021
<b>Meetings Attended:</b>	<p>34 meetings will have been attended over the municipal year. These include the Council of Governors meetings; agenda setting; remuneration and appraisal committee; informal meetings with the Chair of the Trust and the CEO.</p> <p>However, the normal on site visits have not happened this year due to Covid pandemic.</p> <p>There are 25 members of the governing body; 14 are publically elected; 5 are staff; and 6 are from either Local Authorities or the HEIs.</p> <p>The role of the governing body is to provide seek assurance from the non- executive directors representing members of the Trust and the interests of the public.</p>
<b>Description of Outside Body:</b>	<p>ASPH is our secondary care health facility for North West Surrey. It sits in the same Integrated Care area as we are also a partner and have also signed up recently to the Alliance Contract, as have we.</p> <p>We usually have a presentation by the leads to the Councillors annually, but this has not happened this year.</p>
<b>Update on Recent Activities</b>	<p>Activities this year have been via Teams.</p> <p>Recently been appointed to the Remuneration and Appraisal Committee, this considers the pay and appraisals of the non-executive directors and the Chair of the Trust.</p> <p>It is fair to say that the role of Governor in the Trust has been more challenging over this year as we are not permitted to be on site.</p> <p>It should be noted that we have new public governors for Woking and Guildford. These are;</p> <p>Shirley Holmes; Michael Smith and Miranda Alcock. The first 2 of these live in Woking. (should we have ASPH to present in future it would be good to have these 3 new governors also invited to meet councillors)</p> <p>The relationship between ASPH and WBC has grown over this year, building on the work that Julie Meme and her team were doing with supporting discharge. It is fair to say that there is increased understanding of the role of the Borough and how we can support our health colleagues and residents. Woking has also supported the relocation of some of the Physiotherapy services to the Leisure Centre when the PT department was used as an extra</p>

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	<p>ward facility, has probably hastened the move of clinical services into the community on a more permanent footing.</p> <p>There have been a significant number of new facilities opened throughout the year, including a new theatre at Ashford, and 2 modular theatres; 2 mobile endoscopy units and a modular CT unit at St Peters; US and DEXA scan facilities at Woking Community Hospital and an expanded ITU. Ashford continued to be operated as the non covid site enabling many clinical investigations, clinics and procedures to continue throughout the pandemic.</p> <p>The Health and Well Being Task Group has had close links with this work, and it had been helpful to be Chair of this TG over this year also as the two roles complement each other.</p>
<p><b>Future Activities:</b></p>	<p>The Trust has continued to work on its new IT platform in conjunction with the Royal Surrey which will provide enhanced access to patient records for key staff, Surrey Safe Care. It will provide new clinical pathways as well as electronic patient records.</p> <p>It has had a new multi storey car park built at the front of the hospital which is now open, and a staff wellbeing hub. In the building phase now is the new A&amp;E priority assessment unit which is being built on the old A&amp;E car park. This summer it is anticipated that this new unit will be open with 62 trolley or bed spaces, treatment rooms, offices and staff facilities across 2 floors.</p> <p>Surrey Safe Care due to go live later this year (late Nov) which will transform the patient experience and enhance clinician access to patient information.</p> <p>Councillors are encouraged to sign up to become members of the Trust.</p> <p>Opportunities for increased liaison and integration of pathways with the Borough.</p>
<p><b>Matters of Note or Concern:</b></p>	<p>As anticipated in the present climate the waiting lists for elective and some cancer treatments is in excess of ideal, but the trust is working hard on its plans to mitigate, but is still working under the increased wave 3 covid burden.</p> <p>Concern naturally also regarding the long term impact of the prolonged covid pandemic on the health and wellbeing of its staff.</p> <p>The ongoing work on the outpatient redesign provide opportunities for further integration with the Borough, especially in the provision of clinics locally. It is noted that the increased use of Ashford as an out- patient location is challenging for many Woking residents as transport links are poor.</p> <p>It should be highlighted that the leadership and the staff of ASPH have been amazing over this past year in very difficult circumstances and should be congratulated.</p>

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Appendix 4

<b>Outside Body:</b>	Surrey Police and Crime Panel
<b>Councillor(s):</b>	Will Forster
<b>Date Completed:</b>	8th March 2021
<b>Meetings Attended:</b>	30th June, 15th September, 27th October, 24th November, 5th February and 22nd March - as well as private briefings and pre meetings.
<b>Description of Outside Body:</b>	<p>The Surrey Police and Crime Panel (the Panel) regularly meets to scrutinise the Police and Crime Commissioner (Commissioner or PCC). The Panel is made up of representatives from each of the 12 local authorities in Surrey, as well as two independent members. It is important to note that the Panel does not directly scrutinise the Police, just the Commissioner.</p>
<b>Update on Recent Activities</b>	<p><b>Budget and Council Tax</b></p> <p>Unsurprisingly, the most controversial and important matter discussed at the Panel in the last year was the budget and Council Tax rise. Following a public consultation and lengthy debate at the Panel, the PCC decided to increase the Police's share of Council Tax by 5.54%.</p> <p>However, this rise is despite the fact that both the public and panel rejected the rise. The majority of the Panel voted to reject the proposed rise, but as two thirds of the Panel did not vote against the precept increase, there were insufficient votes to veto the rise. As Woking's representative, I was one of the votes against the 5.54% increase</p> <p>As well as the Panel not liking the Council Tax rise, the public did not support it either. The Commissioner's own budget consultation found that 51% of respondents to his consultation had also disagreed with his proposal too.</p> <p>The PCC and Police have committed to using the extra funding to invest in more officers, victim support, rural crime and road safety.</p> <p><b>Coronavirus</b></p> <p>The Panel has received regular briefings on how the PCC and Police are implementing covid restrictions and coping with the pandemic.</p> <p>The Panel was particularly concerned that the 101 service was being overwhelmed during the pandemic, as around 30 to 40% of non-emergency calls to Surrey Police went unanswered at one point.</p>

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	<p>In August alone nearly 10,000 callers – representing 32% of total 101 calls – gave up in the face of a 4 minute average waiting time, while nearly 1,000 callers had to wait more than 20 minutes to get through. August saw an increase in demand for both emergency (999) and non-emergency calls (101).</p> <p>Justice System</p> <p>Both the Panel and PCC are concerned about the current delays in the criminal justice system. At the end of 2020, the PCC agreed to my request to investigate reopening the Woking Magistrates' Court to help cope with this backlog.</p> <p>Surrey's PCC is now working with the Ministry of Justice, the HM Courts &amp; Tribunals Service and others in the justice system on tackling the backlog in the courts. Capacity at Guildford Crown Court has recently been expanded by installing a portacabin and rebuilding one of its courtrooms to enable 5 court cases to take place there.</p> <p>As more needs to be done, the authorities are looking at reopening the option of Woking Magistrates' Court. The court closed ten years ago and is now used as a Coroner's Court, but it could clearly be used for criminal cases as well.</p>
<b>Future Activities:</b>	<p>The Panel will shortly be reviewing the Police and Crime Panel, Rural Crime Strategy, Annual Police Complaints Review, a paper on recruitment and workforce planning, as well as receive updates from the Victim and Witness Welfare Care Unit.</p> <p>Separately, ensuring Surrey's first transit site in Tandridge is delivered.</p>
<b>Matters of Note or Concern:</b>	<p>The PCC may change due to the election on 6th May 2021.</p>

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Appendix 5

<b>Outside Body:</b>	Fairoaks Airport Consultative Committee
<b>Councillor(s):</b>	Ken Howard
<b>Date Completed:</b>	17/03/2021
<b>Meetings Attended:</b>	4 Zoom meetings since May 2019
<b>Description of Outside Body:</b>	A committee comprised of airport management and local stakeholders for the examination of any factors that may affect the operation of the airport, airport activities that may affect the local or wider community and received complaints.
<b>Update on Recent Activities</b>	<p>There have been few complaints. Those that have been received have concerned persistent noise and low overflying. All complaints have been answered and investigated where necessary.</p> <p>There is still some unease regarding aircraft safety and the height of Woking's town centre development.</p> <p>Planning permissions for the proposed "Garden Village" are not being pursued at present.</p>
<b>Future Activities:</b>	Now that the threat of closure due to the "Garden Village" has abated it is back to business as usual.
<b>Matters of Note or Concern:</b>	Woking has not still not appointed a deputy representative.

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Appendix 6

<b>Outside Body:</b>	Woking Community Transport
<b>Councillor(s):</b>	Cllr Gary Elson and Cllr Deborah Hughes
<b>Date Completed:</b>	16 <sup>th</sup> March 2021
<b>Meetings Attended:</b>	Quarterly Board Meetings and AGM
<b>Description of Outside Body:</b>	<p>Woking Community Transport or Bustler is available to anyone living in the borough that cannot use other transport because of mobility difficulties. The Bustler buses provide a door to door transport service to both younger and older people whether their mobility difficulty is as a result of permanent or temporary disability, age, accident or illness. As well as providing transport for shopping trips and to visit relatives, Bustler also provides transport to Woking's Community Centres Moorcroft, St. Mary's, The Vyne and Brockhill.</p>
<b>Update on Recent Activities</b>	<p>Despite the lack of customers due to Covid restrictions, Dial-a-ride has been used to help members attend hospital, dental, vaccine and flu appointments during the lockdown period. The town centre buggy and an electric minibus both provided transport from the car park to the vaccination centre. The vehicles have also been used to deliver emergency food boxes to those in need and to transport members to and from the Spelthorne area to the Staines Health Centre. WCT was also asked to provide a vehicle and crew to assist St Peter's hospital with surge transport over a six week winter period.</p>
<b>Future Activities:</b>	<p>WCT has moved in to temporary premises (Red House) in Brookwood due to the continuing issues with parking at Moorcroft during refurbishment of the centre, this means that the buses now need to be parked in 3 different locations due to the lack of single site availability. It is hoped the whole operation will move to a permanent new site in Boundary Road in the future, a planning application has been submitted. WCT is actively pursuing its ambition with SCC to move to all electric vehicles. WCT continues to provide essential travel and other services to the community.</p>
<b>Matters of Note or Concern:</b>	<p>No matters of note or concern have been observed, there is much evidence to support both prudent financial direction and effective organisational governance.</p>