

Notice of Meeting

Reigate and Banstead Local Committee

Date: Monday 4 March 2013

Time: 2.00 pm

Place: Reigate Town Hall, Castlefield Road, Reigate, Surrey
RH2 0SH

Contact: Sarah Quinn, Community Partnership and Committee Officer

Reigate Town Hall, Castlefield Road, Reigate, Surrey,
RH2 0SH

01737 737695
sarah.quinn@surreycc.gov.uk

Surrey County Council Appointed Members [9]

Dr Zully Grant-Duff, Merstham and Reigate Hill (Chairman)
Mrs Dorothy Ross-Tomlin, Horley East (Vice-Chairman)
Mrs Angela Fraser, Banstead East
Mr Michael Gosling, Banstead South
Dr Lynne Hack, Redhill
Mrs Kay Hammond, Horley West
Mr Nick Harrison, Banstead West
Mr Peter Lambell, Reigate Central
[Vacancy, Earlswood and Reigate South]

Borough Council Appointed Members [9]

Borough Councillor Mrs Natalie Bramhall, Redhill West
Borough Councillor Mark Brunt, Merstham
Borough Councillor Keith Foreman, Chipstead, Hooley and Woodmansterne
Borough Councillor Mrs Rita Renton, Earlswood and Whitebushes
Borough Councillor Jonathan Essex, Redhill East
Borough Councillor Norman Harris, Nork
Borough Councillor Graham Knight, Horley East
Borough Councillor David Powell, Horley West
Borough Councillor Sam Walsh, Banstead Village

Borough Council Substitutes:

Borough Councillor Mrs Jill Bray, Tattenhams
Borough Councillor Ms Sarah Finch, Redhill East
Borough Councillor David Pay, Redhill West
Borough Councillor Mrs Carol Poulter, South Park and Woodhatch
Borough Councillor Michael Selby, Nork
Borough Councillor Brian Stead, Nork
Borough Councillor Bryn Truscott, Redhill East
Borough Councillor Mrs Rachel Turner, Tadworth and Walton
Borough Councillor Michael Vivona, Tadworth and Walton

NOTES:

1. Members are reminded that Standing Orders require any Member declaring an interest which is personal and prejudicial to withdraw from the meeting during the discussion of that item, except in the circumstances referred to in Standing Orders. If you have any queries concerning interests, please contact the Community Partnership & Committee Officer.
2. Members are requested to let the Community Partnership & Committee Officer have the wording of any motions and amendments not later than one hour before the start of the meeting.
3. Substitutions (Borough Members only) must be notified to the Community Partnership & Committee Officer by the absent member or group representative at least half an hour in advance of the meeting.

If you would like a copy of this agenda or the attached papers in another format, e.g. large print, Braille, or another language please either call Sarah Quinn, Community Partnership and Committee Officer on 01737 737695 or write to the Community Partnerships Team at Reigate Town Hall, Castlefield Road, Reigate, Surrey, RH2 0SH or sarah.quinn@surreycc.gov.uk

This is a meeting in public. If you would like to attend and you have any special requirements, please contact us using the above contact details.

OPEN FORUM

Before the formal Committee session begins, the Chairman will invite **questions relating to items on the agenda from members of the public** attending the meeting. Where possible questions will receive and answer at the meeting, or a written response will be provided subsequently.

PART ONE - IN PUBLIC

1 APOLOGIES FOR ABSENCE (AGENDA ITEM ONLY)

To receive any apologies for absence and substitutions under Standing Order 40.

2 MINUTES OF PREVIOUS MEETING (AGENDA ITEM ONLY)

(Pages 1 - 22)

To approve the minutes of the previous meeting as a correct record. The minutes will be available in the committee room half an hour before the start of the meeting, or online at www.surreycc.gov.uk/reigateandbanstead or by contacting the Community Partnership and Committee Officer.

3 DECLARATIONS OF INTEREST (AGENDA ITEM ONLY)

To receive any declarations of disclosable pecuniary interests from Members in respect of any item to be considered at the meeting.

Notes:

- Each Member must declare any interest that is disclosable under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, unless it is already listed for that Member in the Council's Register of Disclosable Pecuniary Interests.
- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner).
- If the interest has not yet been disclosed in that Register, the Member must, as well as disclosing it at the meeting, notify the Monitoring Officer of it within 28 days.
- If a Member has a disclosable interest, the Member must not vote or speak on the agenda item in which it arises, or do anything to influence other Members in regard to that item.

4 PETITIONS (AGENDA ITEM ONLY)

To receive any petitions in accordance with Standing Order 65 in accordance with the Local Protocol. Notice should be given in writing or by email to the Community Partnership and Committee Officer at least 7 days before the meeting.

4a Petition - Gatton Park Road, Reigate - Pedestrian and Cyclist Safety

Response of the Area Highways Manager **to follow**.

4b Petition - Grange Close, Merstham - Parking

Response of the Parking Strategy and Implementation Team Manager **to follow**.

5 FORMAL PUBLIC QUESTIONS (AGENDA ITEM ONLY)

To answer any questions from residents or businesses within the Reigate and Banstead Borough area in accordance with Standing Order 66. Notice should be given in writing or by email to the Community Partnership and Committee Officer at least 7 days before the meeting.

6 FORMAL MEMBER QUESTIONS (AGENDA ITEM ONLY)

To receive any questions from Members under Standing Order 47. Notice should be given in writing to the Community Partnership and Committee Officer before 12.00pm four working days before the meeting.

7 LOCAL COMMITTEE TASK GROUP REPRESENTATION (AGENDA ITEM ONLY) (Pages 23 - 26)

The Local Committee's Local Sustainable Transport Fund Task Group terms of reference state that the Task Group will consist of three County and two Borough Councillors. A vacancy currently exists for a County Councillor.

(Report and Annex 1 attached)

8 MEMBER ALLOCATIONS FUNDING (EXECUTIVE DECISION) (Pages 27 - 40)

To give consideration to funding requests that have been received and are sponsored by at least one County Councillor.

(Report and Appendix 1 attached)

9 APPROVAL OF SMALL GRANTS BIDS (EXECUTIVE DECISION) (Pages 41 - 76)

To consider the applications received for the Small Grants allocation.

(Report and Annexes A and B attached)

10 SERVICES FOR YOUNG PEOPLE LOCAL PREVENTION COMMISSIONING 2013-15 (EXECUTIVE DECISION) (Pages 77 - 88)

This is a report from the Youth Task Group for Reigate and Banstead. Services for Young People officers are presently in the process of supporting the Youth Task Group to re-commission the Local Prevention Framework and its associated elements for the period 1 September 2013 – 31 August 2015.

The Local Committee is asked to agree the local specification for Reigate and Banstead.

(Report and Annex A attached)

11 SURREY FIRE AND RESCUE SERVICE UPDATE (NON-EXECUTIVE FUNCTION) (Pages 89 - 98)

To inform the Committee of the items in the next Public Safety Plan Action Plan, covering the period 2013-16.

(Report attached)

12 REDHILL BALANCED NETWORK - TRAFFIC ORDERS AND CONSULTATION (EXECUTIVE FUNCTION) (Pages 99 - 110)

To authorise the relevant traffic orders and notices for the Redhill Balanced Network project to enable advertising and the making of the legal documents to be carried out.

(Report and Annexes A – C attached)

13 TRAVEL SMART LOCAL SUSTAINABLE TRANSPORT FUND (LARGE BID) PROGRAMME (EXECUTIVE FUNCTION) (Pages 111 - 132)

In June 2012, the County Council was successful in securing an award of £14.304 million in grant funding from the Department for Transport's Local Sustainable Transport Fund (LSTF). This is in addition to the award of £3.93 million LSTF Key Component funding secured in July 2011. Both grants are for the period up to 31 March 2015 and jointly form the Surrey Travel SMART programme. As part of the Surrey Travel SMART programme, a total of £4.854 million has been allocated for sustainable travel improvements in Redhill/Reigate.

This paper provides a progress report on the 2012/13 programme, and asks Members to consider the proposed

2013/14 programme.

(Report and Annexes A – D attached)

- 14 HIGHWAY SCHEMES 2012/13 - END OF YEAR UPDATE (NON-EXECUTIVE FUNCTION)** (Pages 133 - 148)
- To inform the Local Committee on the outcome of the 2012/13 Integrated Transport and highways maintenance schemes programmes in Reigate and Banstead.
- (Report and Annex 1 attached)*
- 15 HIGHWAYS FORWARD PROGRAMME 2013/14 - 2014/15 (EXECUTIVE FUNCTION)** (Pages 149 - 172)
- To seek approval of a programme of works for Reigate and Banstead and to allocate the Local Committee's delegated budget for capital, revenue and Community Enhancement funding, based on the assumption that Local Committee will receive the same level of funding as this financial year.
- (Report and Annexes 1 – 4 attached)*
- 16 FRENCHES ROAD, REDHILL - RESULTS OF TRIAL SUSPENSION OF BUS GATE (EXECUTIVE FUNCTION)** (Pages 173 - 188)
- To report on the outcome of the trial suspension of the bus gate in Frenches Road and seek a decision on whether to make the trial permanent.
- (Report and Annexes 1-3 attached)*
- 17 SUTTON LANE, BANSTEAD - SPEED LIMIT ORDER (EXECUTIVE FUNCTION)** (Pages 189 - 196)
- To authorise the advertisement of a speed limit order for the existing length of national speed limit of 60mph in Sutton Lane, Banstead.
- (Report and Annex 1 attached)*
- 18 EAST WALK, SOUTH WALK AND VICARAGE WALK, REIGATE - PROHIBITION OF MOTOR VEHICLES [EXECUTIVE FUNCTION]** (Pages 197 - 202)
- To approve a traffic regulation order prohibiting motor vehicles from using East, South and Vicarage Walks in Reigate
- (Report and Annex 1 attached)*

- 19 DATA OVERVIEW OF ACADEMIC PROGRESS WITHIN THE BOROUGH OF REIGATE AND BANSTEAD (NON-EXECUTIVE FUNCTION)** (Pages 203 - 216)

The purpose of this report is to provide elected Members with an overview of education performance across the borough of Reigate and Banstead from Early Years to Key Stage 5. Analysis of performance includes the outcomes of statutory assessments and Ofsted judgements. The report indicates strengths, weaknesses and possible next steps.

(Report and Annex 1 attached)

- 20 CABINET FORWARD PLAN (AGENDA ITEM ONLY)** (Pages 217 - 218)

To consider the Cabinet Forward Plan of Key Decisions.

(Report attached)

- 21 LOCAL COMMITTEE FORWARD PLAN (AGENDA ITEM ONLY)** (Pages 219 - 222)

To note the indicative forward programme of reports to the Local Committee in 2013/14.

(Report attached)

Chief Executive
David McNulty

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**THESE MINUTES REMAIN DRAFT UNTIL FORMALLY APPROVED AT
THE 4 MARCH 2013 MEETING**

Minutes of the meeting of the
Reigate AND BANSTEAD LOCAL COMMITTEE
held at 2.00 pm on 3 December 2012
at Reigate Town Hall, Castlefield Road, Reigate, Surrey RH2 0SH.

Surrey County Council Members:

- * Dr Zully Grant-Duff (Chairman)
- * Mrs Frances King (Vice-Chairman)
- * Mrs Angela Fraser
- * Mr Michael Gosling
- * Dr Lynne Hack
- * Mrs Kay Hammond
- * Mr Nick Harrison
- * Mr Peter Lambell
- * Mrs Dorothy Ross-Tomlin

Reigate and Banstead Borough Council Members:

- * Borough Councillor Mrs Natalie Bramhall
- * Borough Councillor Mark Brunt
- * Borough Councillor Keith Foreman
- * Borough Councillor Mrs Rita Renton
- * Borough Councillor Jonathan Essex
- * Borough Councillor Norman Harris
- * Borough Councillor Graham Knight
- * Borough Councillor David Powell
- * Borough Councillor Sam Walsh

* In attendance

55/12 APOLOGIES FOR ABSENCE (AGENDA ITEM ONLY) [Item 1]

Apologies for absence were received from Mrs Frances King, Mrs Kay Hammond, Cllr Mark Brunt and Cllr David Powell. There were no substitutions.

56/12 MINUTES OF PREVIOUS MEETING - 17 SEPTEMBER 2012 (AGENDA ITEM ONLY) [Item 2]

The minutes were agreed as an accurate record of the previous meeting.

57/12 DECLARATIONS OF INTEREST (AGENDA ITEM ONLY) [Item 3]

There were no declarations of interest.

58/12 PETITIONS (AGENDA ITEM ONLY) [Item 4]

None received.

59/12 FORMAL PUBLIC QUESTIONS (AGENDA ITEM ONLY) [Item 5]

One public question was received from Cllr Christopher Whinney, on the subject of the maintenance of Reigate Priory. The question and response were tabled, and are attached to the minutes as **Appendix A**.

Cllr Whinney asked a supplementary question, asking when Surrey County Council would be providing the annual report on the maintenance of Reigate Priory, which he understood was one of the terms of the lease agreement with Reigate and Banstead Borough Council. The Chairman indicated a written response will be provided.

60/12 FORMAL MEMBER QUESTIONS (AGENDA ITEM ONLY) [Item 6]

None received.

61/12 MEMBER ALLOCATIONS FUNDING (EXECUTIVE FUNCTION) [Item 7]

The Community Partnerships Team Leader (East) presented the report.

The Committee:

- (i) **AGREED** the items presented for funding from the Local Committee's 2012/13 revenue budget, as set out in section 2 of the report submitted and summarised below:
 - Wheels for Us in a Bus - £3,000
 - Reigate and Banstead Winter Night Shelter - £2,500
- (ii) **AGREED** the item presented for funding from the Local Committee's 2012/13 revenue budget, as set out in section 2 of the report submitted and summarised below:
 - Pathfinder Scout Group: Renovations to Scout Hall in Salfords - £22,600
- (iii) **NOTED** the expenditure previously approved by the Community Partnerships Manager and the Community Partnerships Team Leader under delegated authority, as set out in section 3 of the report submitted.
- (iv) **NOTED** any returned funding and/or adjustments, as set out within the report submitted and also in the financial statement at Appendix 1 of the report submitted.

62/12 APPROVAL OF SMALL GRANTS BIDS (EXECUTIVE FUNCTION) [Item 8]

The Contract Performance Officer presented the report.

An additional bid was tabled and is attached to the minutes as **Appendix B**.

The Committee:

- (i) **APPROVED** the following bids for funding:

- Redhill Youth Consortium – Redhill Youth Club - £5,000
- Raven Housing Trust – Merstham Youth Clubs – Residential - £2,009*
- Studio ADHD Centre – Fishing Project - £2,176
- 1st Walton on the Hill Scouts – the purchase of new tentage and portable stoves - £1,714.75
- Reigate & Banstead Duke of Edinburgh Award Forum Group - £500**
- Surrey Young Farmers – core supportive activities 2012 - £425
- Tadworth Cricket Club – Support towards costs of coaching - £750

*approved on the condition that activities take place at one of Surrey Outdoor Learning and Development's venues.

**reduced amount as Members wished to see the funding spent directly on the purchase of books for young people participating in the scheme.

(ii) **REFUSED** the following bid:

- ReigateHub Limited – CodeClub – £5,000

[Reason: concerns were raised regarding the fact that the organisation was not yet established and lacked a base.]

(iii) **DEFERRED** the following bid to the next meeting:

- 7th Banstead Scout Group – New Scout Van - £1,000

[Reason: to enable further bids to be received prior to a decision on a final award to this group.]

63/12 LOCAL PREVENTION COMMISSIONING 2012/13 (EXECUTIVE FUNCTION) [Item 9]

The Contract Performance Officer presented the report.

During discussion by the Committee, the following key points were raised:

- Members were satisfied that the performance of the Surrey Youth Consortium had improved significantly since the previous meeting of the Committee. It was felt that the previous refusal to extend the contract had sent a message that had been responded to, and therefore Option 3 (extension of the current contract by 5 months) was preferred.
- Members wished to know what the next steps would be. The Contract Performance Officer explained that the provider would continue work under the current contract until 31 August 2013. Alongside this, a procurement exercise would take place for a new contract to begin on 1 September 2013. The new contract would be for 2 years.

The Committee **AGREED** to adopt Option 3 as set out in the report submitted.

64/12 BOROUGH WIDE REVIEW OF ON-STREET PARKING (EXECUTIVE FUNCTION) [Item 10]

The Parking Strategy and Implementation Team Manager presented the report.

An addendum was tabled and is attached to the minutes as **Appendix C**.

During discussion by the Committee, the following key points were raised:

- Members raised a number of locations around the borough which they considered to require additional measures. These were noted by the Parking Strategy and Implementation Team Manager for further investigation, and he agreed to respond on these points and include them where necessary prior to finalising the statutory consultation.
- It was noted that all Members would be able to comment further on the proposals after the meeting, but the deadline for these was the end of December. Changes could then be made if necessary prior to the statutory consultation period. Finalised plans would be re-circulated to Members prior to the statutory consultation. After this, the comments and objections would be reported back for consideration.

The Committee **AGREED**:

- (i) The proposed amendments to on-street parking restrictions in Reigate and Banstead, as set out in Annexes 1 and 2 to the report submitted.
- (ii) That the Parking Team Manager, in consultation with the Chairman, Vice-Chairman and local Member, make any necessary adjustments to the proposals and agree detail, based on informal consultation, prior to statutory consultation.
- (iii) That the intention of the County Council to make an Order under the relevant parts of the Road Traffic Regulation Act 1984 to impose the waiting and on-street parking restrictions in Reigate and Banstead, as shown in the annexes to the report submitted (and as subsequently modified by (ii)), are advertised, and that if no objections are maintained, the Order be made.
- (iv) That the Parking Team Manager will report the objections back to the Local Committee for resolution.
- (v) To allocated funding of £20,000 in 2012/14 to implement the parking amendments.
- (vi) That bus stop clearways be marked at the existing stops in Chetwode Road, Tadworth, and Fir Tree Road junction with Nork Way, as described in the report submitted.

**65/12 HIGHWAYS SCHEMES PROGRESS REPORT (INFORMATION ITEM)
[Item 11]**

[This item was taken after Item 13 on the agenda.]

The Area Highways Manager presented the report.

During discussion by the Committee, the following key points were raised:

- A request was made for the junction of Tadworth Street and the A217 to be widened using Section 106 funding, in order to reduce the waiting time at the traffic lights. The Area Highways Manager agreed to add this to the list of externally funded schemes.
- Concerns were raised regarding ongoing work at Honeycrock Lane, Salfords. The Area Highways Manager would look into the issues around this.
- Issues in the Banstead East division, including Woodmansterne Lane, Croydon Lane, and White Hill were raised. The Area Highways Manager agreed to ascertain the start dates for works on Woodmansterne Lane and White Hill.
- Concerns were raised regarding the proposed footway scheme at The Drive, Banstead, and the fact that microslabs could not be used due to trees. The Area Highways Manager would look into this and provide feedback.
- Feedback was requested regarding Epsom Lane North and Yew Tree Road, Banstead.
- Concerns were raised regarding the condition of Waterlow Road, Reigate. It was noted that works were imminent and the road was due to be closed for resurfacing.
- Issues regarding blocked drains in The Cutting, Earlswood, and the condition of Philanthropic Road, Redhill; Holly Lane, Banstead; Netherne Lane, Hooley and Woodplace Lane, Hooley were also noted. Flooding at the junction of Bolters Lane and Garners Lane, Banstead was felt to be particularly hazardous.
- Members thanked the Area Highways Manager for progress during the last financial year and the noticeable improvements in service.

The Committee **NOTED** the report for information.

66/12 REDHILL BALANCED NETWORK (EXECUTIVE FUNCTION) [Item 12]

The Transport Policy Team Manager and Local Sustainable Transport Fund (LSTF) Project Manager presented the report.

The Transport Policy Team Manager explained an amendment to the recommendation contained in the report submitted. The Committee were

asked to extend their support for a joint bid to the Growing Places Fund to include the Coast to Capital Transport Fund Body or other funding opportunities that may arise. The reason for this was to enable officers to secure the most advantageous funding sources available.

Revised costings were tabled and are attached to the minutes as **Appendix D**.

During discussion by the Committee, the following key points were raised:

- Members wished to know why the proposed public realm changes focused on the most expensive option available. The LSTF Project Manager replied that this was the worst-case scenario.
- Clarification was sought as to the meaning of “statutory undertakings”. Officers informed Members that this referred to the diversion of gas, electricity and water plant. All costs had been taken into account.
- A suggestion was made that the unstaffed public exhibition remain in the Harlequin Theatre during the busy pantomime season. Officers responded that it was not possible to leave the exhibition in place due to a lack of space at that time.
- Members welcomed the news that the response from the public so far had been good. It was suggested that further publicity be given to the fact that the consultation is open until 4 January 2013, in case people had overlooked it in the build up to Christmas. This point was noted by officers.

The Committee **AGREED**:

- (i) To support a joint bid to the Growing Places Fund, and/or Coast to Capital Transport Body Fund by Surrey County Council and Reigate and Banstead Borough Council, or other funding opportunities that may arise.
- (ii) To delegate authority to the Chairman, Vice-Chairman and Divisional Member for agreement to proceed towards submitting a bid to the Growing Places Fund, and/or Coast to Capital Transport Body Fund, or other funding opportunities that may arise, following the public consultation.

[Mr Peter Lambell, Cllr Norman Harris and Cllr Graham Knight left the meeting at 3.50pm]

67/12 TRAVEL SMART LOCAL SUSTAINABLE TRANSPORT FUND (LARGE BID) DELEGATION OF BUSINESS TRAVEL FORUM DECISIONS (EXECUTIVE FUNCTION) [Item 13]

The Travel SMART Delivery Manager presented the report.

The Chairman proposed an amendment to the recommendation contained in the report submitted to enable consultation with the Local Sustainable

Transport Fund Task Group. This was seconded by Mr Michael Gosling and carried.

The Committee **AGREED** to delegate authority to the Chairman and Vice-Chairman of the Local Committee, in consultation with the Local Sustainable Transport Fund Task Group, to determine the proposals from the forums for implementation this financial year (2012/13) only.

[Reason: to enable consultation with the Local Sustainable Transport Fund Task Group.]

68/12 TRADING STANDARDS UPDATE REPORT (INFORMATION ITEM) [Item 14]

The Business Advice and Compliance Supervisor, Surrey Trading Standards, presented the report.

During discussion by the Committee, the following key points were raised:

- Members wished to know if a list of rogue traders operating in the area was available. The officer informed the Committee that whilst there was no definitive list, the service worked to publicise and raise awareness of the tactics used by rogue traders.
- The weekly update emails from the service were felt to be very useful, and Members commended the service on these.
- Members wished to know how Pedlars' Licenses were issued and regulated. The officer reported that these were issued and regulated by the police.
- An offer was made to fund "No Cold Calling" sticker packs via Member Allocations. The officer thanked the Member for their offer, but confirmed that funding was currently in place for the sticker packs.
- Concerns were raised regarding budget reductions to the service. The officer responded that the service was focusing on delivering a quality service. It was noted that ongoing business advice would be charged for in future, with the first hour of advice provided free of charge. There had been no noticeable reduction in the take-up of the service. The service also received income from its role as a Primary Authority for large companies based in the county.
- The service was thanked for its role in supporting the recent Alcohol Awareness Week events in Redhill and Reigate, and for its promotion of the Eat Out, Eat Well campaign.

The Committee **NOTED** the report for information.

[Mr Michael Gosling left the meeting at 4.40pm]

69/12 CABINET FORWARD PLAN [Item 15]

The Committee **NOTED** the report for information.

70/12 LOCAL COMMITTEE FORWARD PLAN [Item 16]

The Committee:

- (i) **NOTED** the report for information.
- (ii) **AGREED** the provisional meeting dates for 2013/14.

Meeting ended at: 4.45 pm

Chairman



**LOCAL COMMITTEE
(REIGATE AND BANSTEAD)**

PUBLIC QUESTIONS

3 DECEMBER 2012

A public question has been received on the subject of the maintenance of Reigate Priory:

1. Borough Councillor Christopher Whinney asks:

“Much concern has been expressed for some time about the level of maintenance of Reigate Priory, the Grade One listed building in Priory Park. What is the position over the maintenance of the Priory?”

The Chairman responds on behalf of the Committee:

“A maintenance condition survey was undertaken by external surveyors Lambert Smith Hampton in 2010 and this formed the basis of a 5 year planned maintenance programme for this site (see expenditure details below).

A further programme of condition surveys is to commence in 2013 for Surrey County Council’s entire estate. This will be undertaken by our own newly recruited internal surveyors, and will be of a more in-depth nature, with 25-year lifecycle costs and planned preventative programme. Reigate Priory will be one of the early buildings to be surveyed during early 2013, and this will be undertaken by a speciality, enabling a new planned preventative programme for the building and full understanding of the future financial commitment.

Currently we are carrying out structural investigations, and on conclusion we will be in a position to finalise the specification of remedial works. Throughout the investigations we have consulted with English Heritage and will continue to consult with them to ensure that any remedial works meet their requirements. It is currently envisaged that these remedial works will be completed in the summer of 2013.

APPENDIX A**Capital Maintenance Spend History**

	Full Year Budget	Full Year Spend
	£000s	£000s
2010/11 – Heating / Asbestos / Tar Paving		245
2011/12 – Windows and doors		80
2012/13 – Structural repairs and drainage	503	
2013/14 – Structural repairs	500	

NOTES:

- (i) Surrey County Council's constitution, (Standing Order 66) requires that public questions be sent in writing to the Local Committee and Partnership Officer at least 7 days before the meeting.
- (ii) At the discretion of the Chairman, a member of the public who has given notice of a question may ask one supplementary question relevant to the subject of the original.

Reigate and Banstead Local Committee Report 03/12/12**Updated Summary – Bids to be approved**

Bid no	Organisation Bidding	Title of Bid	Amount requested
1	ReigateHub Limited	CodeClub	£5000
2	Redhill Youth Consortium	Redhill Youth Club	£5000
3	Raven House Trust	Merstham Youth Clubs – residential	£2009
4	Studio ADHD Centre	Studio ADHD Centre Fishing Project	£2176
5	1st Walton on the Hill Scouts	The purchase of new tentage and portable stoves	£1714.75
6	Reigate & Banstead DofE Forum Group	Reigate & Banstead Duke of Edinburgh Award (DofE) Forum Group	£1000
7	Surrey Young Farmers	Surrey Young Farmers - core supportive activities 2012	£425
8	7th Banstead Scout Group	New Scout Van	£1000+
9	Tadworth Cricket Club	Support towards costs of coaching (bid form below)	£750

**Surrey County Council's Local Committee for Reigate &
Banstead**

Bid for Youth Small Grants

(All applications will be considered subject to the criteria and process for applications being approved by Local Committees)

PLEASE COMPLETE THIS FORM ELECTRONICALLY

Please answer questions 1-17 below			
Project details		Help Notes	
Q1 Project title: Support towards Costs of Coaching for Tadworth Cricket Club		Full title of specific project	
Q2 Specific neighbourhood or area: Tadworth			
Q3. Borough: Reigate and Banstead			
Q4 How many young people will your project be working with?		Include numbers of those who will be participating in the project.	
Ages	Males		Females
10-12	50		2-5
13-17	40		2-5
18-19			
Bidder details			
Q5 Name of the organisation carrying out the project and organisation type: Tadworth Cricket Club		Name of the organisation responsible for carrying out the project and if it is a voluntary, public or private organisation.	
Q6 Does the organisation have a turnover of £100,000 or less: Yes			
What are you seeking funding for ?			
Q8 Description of the project. What difference will this make?		What will be done?	
Tadworth Cricket Club is running a successful cricket programme for girls and boys aged 7 to 16. To enhance the quality of the coaching that can be provided we need to secure the services of qualified ECB coaches that can support the 100+ colts that we have secured as members for each of the last 3 years. This coaching offers cricket to the youth of the local community and supports cricket in the local community			

<p>Q9 When will the project be: a) started: May 2013 b) completed: Aug 2013</p>	<p>The dates you expect your project to begin and finish.</p>
Financial Questions	
<p>Q10 When will you need the funds? April 2013</p>	<p>The date when you will require the funds.</p>
<p>Q11 What is the total cost of the project? £1500</p>	<p>The total cost of the project.</p>
<p>Q12 Amount applying for i.e. How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part. £750 - 50% of the total costs of coaching. The remainder will be generated from club funds</p>	<p>If you have a quote, please attach it to the form.</p>
<p>Q13 Where is the rest coming from? Club Funds Is it promised already, or still to be found? will be taken from membership fees</p>	<p>Names and amounts from other funders</p>
<p>Q14 Have you applied for this funding from any other part of Surrey County Council? Please give details: No</p>	<p>Please give names of the department, and dates applied.</p>
<p>Q15 Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details: No</p>	<p>Please include even if not for this particular project.</p>
<p>Q16 Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details: No</p>	<p>Include project purpose, dates and amounts.</p>
<p>Q17 If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support) These coaching costs are an annual commitment to youth sport in Tadworth and the surrounding area</p>	<p>Information on how you intend to fund and/or maintain your project in the future.</p>

NB If your bid is successful; you will need a bank account in the name of your organisation. Please allow at least 8 weeks to be notified of the outcome of your bid, longer may be required if the application is for more than £1000 or depending on the local approval process. Any queries please contact Marcus Robinson, smallyouthgrants@surreycc.gov.uk :

Surrey County Council
Commissioning Team
Room 314
County Hall
Kingston
KT1 2DN

Please return the completed form, by e-mail to: smallyouthgrants@surreycc.gov.uk

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Redhill/Reigate Parking Review

Following the inspection visit on 19 November with Parking officer Adrian Harris, I would like to request the following amendments be tabled at the Local Committee Meeting on 3 December.

Zully Grant-Duff

- **Croydon Road, Reigate** – in addition to the current proposals at this location, introduce DYL on both sides at the Fire and Rescue Service HQ vehicular entrance. Include the existing advisory ‘Keep Clear At Any Time’ restriction into the TRO so that it becomes mandatory. There have been reports of obstruction by the kerb in spite of the Keep Clear marking.
- **Somers Road, Reigate** – extend the existing ‘Monday – Friday, 08:00-18:30, 30 mins no return 2 hours’ parking bay opposite no 16 Somers road, eastwards by approximately 15 metres. There have been requests by parents for more short term parking availability.
- **Somers Road, Reigate** – extend DYL at the junction with Pilgrims Way northeast side, by approximately 7 metres in an easterly direction to finish opposite the existing DYL on the opposite side of Somers Road. There have been reports of serious obstruction.
- **Manor Road, Reigate** – on the south side of the road extend the DYL at the intersection with Nutley Lane in a westerly direction by approximately 5 metres. There have been reports of serious obstruction.
- **Wray Park Road, Reigate** – extend DYL on the northern side of the road at the junction with Alders Rd in a westerly direction, and opposite the junction o/s ‘High Cedars’ and ‘Kilmarnock’ to avoid obstruction to vehicles turning into/out of Alders Rd, and well used residential accesses.
- *Manor Rd, Reigate – **long term**, consider introducing waiting restrictions on the south side from Nutley Lane and for about 100 mts, parking to be allowed on the north side only. To be considered in the next review of parking in Reigate and Banstead.*

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Redhill Balanced Network – Updated costs of project

The Redhill Balanced Network report (item 12), indicated in paragraph 5.7 that the Project Centre were obtaining updated cost estimates from third parties, including statutory undertakers' where diversion of plant and equipment may be required.

The details below are the revised estimated costs for the Redhill Balanced Network package of measures, public realm and estimated costs for third party works including statutory undertakers.

The attached Annex is an extract from the draft Stage 2 feasibility report. Some statutory undertakers have confirmed estimates, but others are based on estimates provided by the Project Centre. It is anticipated that all statutory undertakers estimated costs will be known by Christmas 2012.

In summary the revised estimated costs are as follows:

Redhill Balanced Network package of measures	£1,830,000 (rounded)
Public Realm (highest cost option3)	£1,520,000 (rounded)
Contract administration and supervision	£116,100
Design costs	£387,000
Street lighting and statutory undertakers costs	£523,400
Total estimated cost of all elements	£4,380,000 (rounded)

1. COSTS

10.1 A notional estimated cost for the balanced network proposals was included in the 'Redhill Town Centre Traffic Modelling – Final Report' issued in February 2012. The estimated cost of £2,285,000 included costs for feasibility, detailed design, construction and contingencies (such as an element of statutory undertakers' plant and equipment). The estimated cost did not include the proposed public realm works. The scheme design, on which the estimated cost was based, was prepared using Ordnance Survey plans.

10.2 In addition the costs were broad estimates and depended on factors such as timescale; choice of materials/equipment; impact on statutory undertakers' plant and equipment; and scope of works. Therefore, a deviation of +/- 50% should be allowed.

10.3 Included in the feasibility (stage 2) design was the provision of more detailed costs. Modifications to the balanced network proposals have been included in the overall scheme and general arrangement drawings prepared using the topographical survey output.

10.4 The outline construction cost estimate for the modified balanced network consists of the following :

Location	Cost
A23/A25 Lombard Roundabout	£235,118
A23/Sainsbury's Access	£199,000
A23/A25 Station Roundabout	£488,019
A25 Station Road/Noke Drive Jct	£47,500
A25 Redstone Hill/Cavendish Rd Jct	£96,850
A23/A25 Belfry Roundabout	£75,500
A25 Town Centre Section	£497,141
TOTAL	£1,639,128

10.5 A notional scheme-wide cost, made up of signing; road markings; preliminaries of 5%; and site clearance of 2.5%) has been added totalling £190,000. Therefore, the total cost of the balanced network proposals is £1,829,128.

10.6 In preparing the outline construction cost estimate for the modified balanced network the following assumptions/allowances have been made:

- No allowance made for statutory undertakers' diversion of plant and equipment (currently being sought);
- No allowance made for street furniture (eg bollards/bins etc);
- No allowance made for street lighting alterations;
- Assumed 20% for restrictive working and 30% for nightwork (eg surfacing);
- Assumed use of existing materials (eg precast concrete kerbing etc).

10.8 Three options have been considered for the public realm proposals for Station roundabout and Station Road between Station roundabout and High Street. The cost estimates for these proposals (assuming the highway improvements to Station roundabout are implemented) are:

Option 1 – Pedestrianisation -	£914,362
Option 2 – Public open space/carriageway delineation -	£1,453,768
Option 3 – Public open space/no carriageway delineation -	£1,516,062

10.9 The total cost estimate for the highway improvements and public realm proposals following Stage 2 to completion will be:

■ Amendments to design following consultation (indicative) –	£25,000
■ Undertake Highway Design (indicative) –	£362,000
■ Street Lighting Improvements (indicative) -	£183,400
■ Statutory Undertaker's Diversion of Plant (indicative 10%) –	£340,000
■ Construction Cost –	£1,829,128
■ Public Realm Cost –	£1,516,062
Contract Administration and Supervision Cost (indicative 3%)	
	– £116,100
Total Cost -	£4,371,690

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APPENDIX D

Redhill Balanced Network - Costs

	18-Jun-12		03-Dec-12		29 Nov 12 Update	
Balanced Network Costs	£2,285,000		£1,560,000		£1,830,000	
Street Lighting (indicative)	unknown		unknown		£183,000	
Statutory undertakers (indicative)	unknown		unknown		£340,000	
Detailed Design (indicative)	included above		unknown		£240,000	
Contract administration and supervision	unknown		unknown		£71,000	
	£2,285,000				£2,664,000	Total

	18-Jun-12		03-Dec-12		29 Nov 12 Update	
Public Realm costs (Option 3)	unknown		£1,900,000		£1,517,000	
Street Lighting (indicative)	unknown		unknown		included in above	
Statutory undertakers (indicative)	unknown		unknown		£0	
Detailed Design (indicative)	unknown		unknown		£146,000	
Contract administration and supervision	unknown		unknown		£45,000	
					£1,708,000	Total

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OFFICER REPORT TO LOCAL COMMITTEE (REIGATE AND BANSTEAD)

LOCAL COMMITTEE TASK GROUP REPRESENTATION

4 MARCH 2013

KEY ISSUES

The Local Committee's Local Sustainable Transport Fund Task Group terms of reference state that the Task Group will consist of three County and two Borough Councillors. A vacancy currently exists for a County Councillor.

SUMMARY

The Local Sustainable Transport Fund Task Group's terms of reference are attached as **Annex 1** and set out the membership for the Task Group.

OFFICER RECOMMENDATIONS

The Local Committee (Reigate and Banstead) is asked to:

- (i) Nominate a County Councillor to the Local Sustainable Transport Task Group for the remainder of 2012/13.

LEAD OFFICER:	Sarah Quinn, Community Partnership and Committee Officer
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TELEPHONE NUMBER:	01737 737695
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BACKGROUND PAPERS:	Local Sustainable Transport Fund Task Group Terms of Reference

www.surreycc.gov.uk/reigateandbanstead

ANNEX 1

LOCAL SUSTAINABLE TRANSPORT FUND TASK GROUP TERMS OF REFERENCE

Objective:

The Local Committee (Reigate and Banstead) agreed on 5 December 2011 that a Local Sustainable Transport Fund Task Group be established to advise the Local Committee on the progress of the Local Sustainable Transport Fund during the year. It will achieve this through a process of monitoring and reviewing the current draft Local Sustainable Transport Fund programme and reviewing the results of public consultations prior to consideration by the Local Committee.

The Local Sustainable Transport Fund Task Group is established jointly with Reigate and Banstead Borough Council.

Membership

The Task Group will consist of five Members of the Local Committee; three County and two Borough Councillors, appointed by the Local Committee at its first meeting of the municipal year.

General

1. It is proposed to establish a Local Sustainable Transport Fund Task Group. The Task Group shall exist to advise the Local Committee. It has no formal decision making powers. The Task Group will:
 - A. Unless otherwise agreed, meet in private
 - B. Develop a draft work programme
 - C. Record actions
 - D. Report back to the Local Committee on progress

2. The Task Group's function is to advise the Local Committee on the progress of the Local Sustainable Transport Fund during the year. It will annually (at the first formal meeting after the beginning of the municipal year):
 - Determine the role and lifespan of the Task Group.
 - Review the operation of the Task Group over the previous year.
 - Agree criteria for consideration by the Task Group and make those criteria available to all Member of the Local Committee.

3. The Task Group will develop a draft programme to be recommended by the responsible officer to the Local Committee for approval.

4. Officers supporting the Task Group will consult the Group and will give due consideration to the group's reasoning and recommendations prior to the officer writing their report to the parent Local Committee.
5. The Task Group can, should it so wish, respond to an officer report and submit its own report to the Local Committee.
6. The Task Group terms of reference and membership is to be reviewed and agreed by the Local Committee annually.

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**OFFICER REPORT TO LOCAL COMMITTEE
(REIGATE AND BANSTEAD)**

MEMBER ALLOCATIONS FUNDING

4 MARCH 2013

KEY ISSUE

To give consideration to funding requests that have been received and are sponsored by at least one County Councillor.

SUMMARY

Surrey County Council's Local Committees receive funding to spend on locally determined purposes that help to promote social, economic or environmental well-being. This funding is known as Member Allocations.

For the financial year 2012/13, the County Council has allocated £12,615 revenue funding to each County Councillor and £35,000 capital funding to each Local Committee.

OFFICER RECOMMENDATIONS

The Local Committee (Reigate and Banstead) is asked to:

- (i) Agree the items presented for funding from the Local Committee's 2012/13 **revenue** funding, as set out in section 2 of this report and summarised below:

Organisation	Project	Amount
SCC Highways	Footpath Resurfacing Yardley Close, Reigate	£6,000
Relate Mid Surrey	Counselling Young People 11-15	£2,000
SCC Highways	Balcombe Road, Horley VAS	£4,000
SCC Countryside Access Team	Copt Hill Lane surface improvements	£1,500
Sovereign Youth Club	Skate Park Improvements	£8,000
Mynthurst Cricket Club	Pavilion Repair	£2,500
Orbit Shed	Inclusive Theatre Workshops	£7,365
St Paul's Church Hall	Roof Repair	£6,115
Surrey Crime Stoppers	Awareness	£5,750
SCC Highways	Manor Drive	£3,000

- (ii) Note that the item for approval from the Local Committee's 2012/13 **capital** budget, as set out in section 2 of this report and summarised below:

Organisation	Project	Amount
3 rd Banstead Scout Group	Increase meeting room capacity	£5,000

- (iii) Note the expenditure previously approved by the Community Partnerships Manager and the Community Partnerships Team Leader under delegated authority, as set out in section 3.
- (iv) Note any returned funding and/or adjustments, as set out within the report and also in the financial position statement at **Appendix 1**.

1 INTRODUCTION AND BACKGROUND

- 1.1 The County Council's Constitution sets out the overall Financial Framework for managing the Local Committee's delegated budgets. The underlying principle being that Members Allocations should be spent on local projects to promote the social, environmental and economic well-being of the area, as required by the Local Government Act 2000.

- 1.2 In allocating funds, Members are asked to have regard to Surrey County Council's Corporate Strategy 2010-14 '*Making A Difference*' that highlights five themes which make Surrey special and which it seeks to maintain:
- A safe place to live;
 - A high standard of education;
 - A beautiful environment;
 - A vibrant economy;
 - A healthy population.
- 1.3 Member Allocation funding is generally made to organisations on a one-off basis, so that there should be no expectation of future funding for the same or similar purpose.
- 1.4 Member Allocation funding will not usually be granted for purposes that benefit one individual, nor to fund schools for the direct delivery of the National Curriculum, nor to support a political party.
- 1.5 When considering bids, organisations applying are advised against assuming that the Local Committee will meet the total cost of their project.

2. BIDS SUBMITTED FOR APPROVAL – REVENUE/CAPITAL FUNDING

- 2.1 The proposals for revenue and capital funding for consideration and decision at this Committee are set out below.

SCC Highways

Footpath Resurfacing in Yardley Close **£6,000 revenue**

Dr Zully Grant-Duff

An application has been received to remove the existing footpath surface and replace it with new bitumen to allow pedestrian access in Yardley Close. This will benefit local residents. The total cost of the scheme is £11,213.57.

Relate Mid Surrey **£2,000 revenue**

Dr Zully Grant-Duff

An application has been received to provide counselling for young people between 11 and 15 years old from Reigate and Redhill whose families have emotional and behavioural problems. This will help approximately 26 young people whose mental health is being affected by family-related issues. They will each be offered an average of four counselling sessions of 45 minute duration. The total cost of the project is £4,056 with the remaining funding coming from the charity shop's contributions.

SCC Highways**Vehicle Activated Sign****£4,000 revenue****Mrs Dorothy Ross-Tomlin**

An application has been received for the provision of a Vehicle Activated Sign on the B2036 Balcombe Road north of the Coppingham Arms PH for northbound traffic, showing speed limit and message 'Slow Down'. This will highlight the change of speed limit in order to reduce vehicle speeds and the number/severity of personal injury accidents. The amount will cover the cost of the sign and electrical connections. Any underspend will be re-allocated to Orbit Shed in memory of Frances King.

SCC Countryside Access Team**£1,500 revenue****Copt Hill Lane****Mr Michael Gosling**

An application has been received for surface improvements to Copt Hill Lane in Kingswood. This work will facilitate better access to the properties of two households by vehicle. Copt Hill Lane is a public bridleway that is accessible to walkers, cyclists and horse riders. The total cost of the work is estimated at £5,500. The remaining money is to come from Legal and General (£2,000), Borough Councillor Ros Mill (£500) and Surrey County Council's Countryside Access Team (£1,500).

Raven Housing Trust**£8,000 revenue****Sovereign Youth Club**

Raven Housing Trust has submitted an application to fund an extra skate ramp to improve the skate park. The late Mrs Frances King worked with young people at the Sovereign Youth Club to design the project and supported this application. The funding will also be used to help repair and paint the young people's shelter in the park. Mrs King also helped the youth of Woodhatch and South Park to achieve planning permission for the shelter. The total cost of the project is £8,000 which is to be met from the late Mrs King's allocation.

Mynthurst Cricket Club Pavilion**£2,500 revenue****Mrs Kay Hammond**

Mynthurst Cricket Club is seeking funding to replace rotting window frames and to re-clad the rear wall of the pavilion to make it weatherproof. These repairs are intended to reinstate the cricket pavilion as fully functioning

facility for its members. The pavilion was built in the 1930s but since the current club rescued it approximately 12 years ago, their funds have been applied to the square and playing surfaces and the pavilion has not had the attention it deserves. The total cost of the project is £2,931, exclusive of VAT.

Orbit Shed Workshops

£7,365 revenue

Dr Zully Grant-Duff

Mr Peter Lambell

The Orbit Shed is seeking funding from the Local Committee to run weekly workshops for children and teach them performing arts skills in an inclusive environment to develop their confidence. The workshops will provide an affordable, creative outlet and children will be given the opportunity to interact with people with and without disabilities, those from low income households, as well as children from varied cultural backgrounds. The workshops will also offer volunteering opportunities for teenagers and adults of all ages. There will be regular public performances in the local area and opportunities for the wider community to take part in all-day performing arts workshops. The late Mrs Frances King was one of the founding members of the Orbit Shed and was supportive of this project. £2,115 of this funding is to be met from her remaining allocation. In memory of Mrs King, Mr Lambell is contributing £4,615 and Dr Grant-Duff, a further £635 to the Orbit Shed. Other councillors have also expressed their desire to support this project in Mrs King's memory.

St Paul's Church Roof, Nork

£6,115 revenue

Mr Nick Harrison

St Paul's Church Hall's roof is in need of repair and this application is for a contribution toward that work. The project will re-cover the roof with elastomeric felt, on top of the existing felt shingles. The flat roof of the side room will also be renewed. Unless the roof is repaired, the Hall will shortly become unusable, denying the community many more years of service from the Hall. The hall is currently used for pre-school play group, a youth club, Judo and Zumba classes, donor sessions to the Blood Transfusion Service, amongst many other uses. The total cost of the project is £14,400. The All Churches Trust, Residents Association and Banstead Borough Councillors are being approached to assist with the remainder.

Surrey Crimestoppers Awareness**£5,750 Revenue****Dr Lynne Hack**

An application for funding to help raise public awareness of Surrey Crimestoppers and the work it undertakes to reduce crime has been received. Surrey Crimestoppers is a branch of the national charity, the Crimestoppers Trust and provides the public with a telephone number and online secure form where information about crime can be left anonymously by anyone. The funding will enable Surrey Crimestoppers to promote awareness of its Prison Pin project enabling the anonymous reporting of crime by prisoners at High Down and across other prisons in Surrey; to re-run the previously successful 'Rat on a Rat' Facebook advert in March 2013; and to pay for 9,500 call for action leaflets for the Gypsy and Traveller community. The total cost of the project is £5,750.

SCC Highways**Ramps and Bollards, Manor Drive****£3,000 Revenue****Mrs Kay Hammond**

An application for funding to provide eight bollards and construct two pram ramps at the junction of Manor Drive and Manor Close in Horley has been received. The work will help to prevent parking on the footpath at the junction and also allow safer pedestrian and disabled access to Manorfield Primary and Nursery School. The total cost of the project is £3,000.

**3rd Banstead Scouts
capital****£5,000****Mrs Angela Fraser**

An Application has been received to increase the meeting room capacity at Scout Ridge by applying additional sound attenuation to the Sports Hall and converting a store area to an additional meeting room. This will enable them to cope with the increasing demand for scouting in the area. This will be Phase 1 of the enlargement of Scout Ridge. Phase 1 is estimated to cost £8,000. The Group have £2,000 and have plans to raise the additional £1,000.

3. DELEGATED AUTHORITY APPROVED BIDS

- 3.1 The Community Partnerships Manager or the Community Partnerships Team Leader (East Surrey) have already approved the following **revenue** bids, in consultation with all county councillors, under delegated authority, since the last committee meeting:

Councillor	Project	Amount
Mrs Angela Fraser	"From Rags to Riches"	£1,000
Dr Zully Grant-Duff	SATRO Science Workshop	£500
Dr Zully Grant-Duff	SATRO Science Workshop	£500
Dr Zully Grant-Duff	SATRO Sceince Workshop	£500
Mr Nick Harrison	Salt Bin Tumblewood Road	£1,000
Mr Nick Harrison	Salt Bin Uplands Way	£1,000
Mrs Dorothy Ross-Tomlin	Winter Wonderland	£1,000
Dr Zully Grant-Duff	Zoofari Yattendon School	£995
Dr Zully Grant-Duff	Zoofari Horley Infant School	£995
Mrs Angela Fraser	Woodmansterne Village Hall	£1,000
Mrs Angela Fraser	Local History Cine Film Project	£273.50
Mrs Kay Hammond	Horley Carnival 2013	£1,000
Mrs Angela Fraser	Walpole Avenue Grit Bin	£1,000
Mr Peter Lambell	SATRO Science Workshop	£1,000
Mr Peter Lambell	Ladies that do Lunch	£1,000
Mrs Dorothy Ross-Tomlin	Horley Carnival 2013	£1,000
Dr Zully Grant-Duff	Kids Need Mud!	£980

4. OPTIONS

- 4.1 The Local Committee may choose to approve all, part or none of the funding proposals under discussion in this report.

5. CONSULTATIONS

- 5.1 In relation to new bids, consultation, where appropriate, may have been undertaken by the organisation receiving the funding, the local Member or the Community Partnerships Team as required.
- 5.2 The appropriate Surrey County Council services and partner agencies are consulted when bids are submitted, as required.

6. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 6.1 Each project detailed in this report has completed a standard application form giving details of timescales, purpose and other funding applications made. The County Councillor proposing each project has assessed its

merits prior to the project's inclusion as a proposal for decision by the Committee.

- 6.2 All bids are also scrutinised to ensure that they comply with the Council's Financial Framework and represent value for money.
- 6.3 There are sufficient monies to fund all of the proposals contained within this report. If the above recommendations are approved the remaining balances are set out in the Local Committee's financial position statement attached at **Appendix 1**.
- 6.4 Please note these figures will not include any applications submitted for approval after the deadline for this report or that are currently pending approval under delegated authority. They also do not include any funding that is in the process of being returned to the Local Committee.

7. EQUALITIES AND COMMUNITY SAFETY IMPLICATIONS

- 7.1 The allocation of the Committee's budgets is intended to enhance the wellbeing of residents and make the best possible use of the funds. Funding is available to all residents, community groups or organisations based in, or serving, the area. The success of the bid depends entirely upon its ability to meet the agreed criteria, which is flexible.
- 7.2 The Local Committee funding can be allocated to projects that benefit a diverse range of community safety needs.

8. CONCLUSION AND RECOMMENDATIONS

- 8.1 The spending proposals put forward for this meeting have been assessed against the County standards for appropriateness and value for money within the agreed Financial Framework and the locally agreed criteria, which is available from the Community Partnerships Team.
- 8.2 The Local Committee is asked to consider the items submitted for funding from the 2012/13 Local Committee delegated budgets as detailed in the report.

9. REASONS FOR RECOMMENDATIONS

- 9.1 The Committee is being asked to decide on these bids so that the Community Partnerships Team can process the bids in line with the wishes of the Committee.

10. WHAT HAPPENS NEXT

- 10.1 If approved by the Local Committee, organisations will be approached to sign funding agreements for their projects based on the bids submitted.
- 10.2 Any changes to an approved bid will be discussed with the local Members and the Chairman, and if the changes are considered to be significant, an amended bid will be brought back to the Committee for approval. In all other circumstances, the Community Partnerships Team will process the payments as soon as possible once the signed agreement has been received.
- 10.3 All successful applicants will be contacted for details of how the funding was spent and will be asked to supply evidence in support of this.

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Community Partnership Team Leader (East)
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Report Contact: Rowena Zelle
Local Support Assistant
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Background Papers:

- SCC Constitution: Financial Framework
- Local Committee Protocol
- Criteria and Guidance for Members Allocations
- Local Committee Funding Bids

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Reigate Banstead Members Expenditure - Balance Remaining 2012-2013

	OPENING BALANCE	REVENUE	CAPITAL
Angela Fraser		£12,615.00	POOLED
	RAB1213003 Banstead District Scouts - Beacon	£500.00	
	RAB1213006 Banstead Flower Club	£500.00	
	RAB1213008 Looked After Children	£500.00	
	RAB1213014 Home-Start Epsom, Ewell and Banstead	£1,000.00	
	RAB1213015 Banstead History Centre ('BHC') Computer Project	£935.00	
	RAB1213017 from Rags To Riches	£1,000.00	
	RAB1213031 Woodmanstearne Village Hall - New Kirchen	£1,000.00	
	RAB1213032 Banstead History Centre - Cine Film Project	£273.50	
	RAB1213033 Walpole Avenue Grit/Salt Bin	£1,000.00	
	BALANCE REMAINING	£5,906.50	

	OPENING BALANCE	REVENUE	CAPITAL
Michael Gosling		£12,615.00	POOLED
	RAB1213002 Grit Bin - De Burgh Gardens	£1,000.00	
	RAB1213004 Kingswood RA Diamond Jubilee Street Party	£401.88	
	RAB1213005 1st Walton on the Hill Scout Group - Traditional Scouting	£2,100.00	
	RAB1213008 Looked After Children	£500.00	
	RAB1213011 St Andrew's Room Appeal	£3,000.00	
	RAB1213035 Copt Hill Lane Surface Improvement	£1,500.00	
	BALANCE REMAINING	£4,113.12	

	OPENING BALANCE	REVENUE	CAPITAL
Zully Grant-Duff		£12,615.00	POOLED
	RAB1213008 Looked After Children	£500.00	
	RAB1213019 Inspiring Through Science Workshop - Merstham Primary School	£500.00	
	RAB1213020 Inspiring Through Science Workshop - Furzefield Primary School	£500.00	
	RAB1213021 Inspiring Through Science Workshop - Holmsdale Infant School	£500.00	
	RAB1213028 Footpath Resurfacing In Yardley Close, Reigate	£6,000.00	
	RAB1213029 Counselling Young People 11-15 From Reigate And Redhill With Families That Have Emotional	£2,000.00	
	RAB1213042 Kids Need Mud! Natural Play Trail	£980.00	
	RAB1213043 Orbit Shed	£635.00	
	BALANCE REMAINING	£1,000.00	

	OPENING BALANCE	REVENUE	CAPITAL
Lynne Hack		£12,615.00	POOLED
	RAB1213007 St Joseph's Pre-School Jubilee Funday	£821.00	
	RAB1213008 Looked After Children	£500.00	
	RAB1213013 Redhill Twenty7 Funday	£2,500.00	
	RAB1213045 Surrey Crimestoppers Awareness	£5,750.00	
	BALANCE REMAINING	£3,044.00	

Reigate Banstead Members Expenditure - Balance Remaining 2012-2013

	OPENING BALANCE	REVENUE	CAPITAL
Kay Hammond		£12,615.00	POOLED
	RAB1213008 Looked After Children	£500.00	
	RAB1213009 Handrails for bridge over River Mole	£4,000.00	
	RAB1213010 Horley Library - Chairs for WiFi	£972.00	
	RAB1112329 Meath Green Infant School Access Road - Returned to Funds	-£2,500.00	
	RAB1213033 HorleyCarnival 2013	£1,000.00	
	RAB1213040 Mynthurst Cricket Club Pavilion Repair	£2,500.00	
	RAB1213046 Manor Drive Ramps and Bollards	£3,000.00	
	BALANCE REMAINING	£3,143.00	

Reigate Banstead Members Expenditure - Balance Remaining 2012-2013

	OPENING BALANCE	REVENUE	CAPITAL
Nick Harrison		£12,615.00	POOLED
	RAB1213003 Banstead District Scouts - Beacon	£500.00	
	RAB1213008 Looked After Children	£500.00	
	RAB1213023 Provision Of Salt Bin In Tumblewood Road, Nork.	£1,000.00	
	RAB1213024 Provision Of Salt Bin In Upland Way, Nork.	£1,000.00	
	RAB1213044 St Paul's Church Hall Nork	£6,115.00	
	BALANCE REMAINING	£3,500.00	

	OPENING BALANCE	REVENUE	CAPITAL
Frances King		£12,615.00	POOLED
	RAB1213008 Looked After Children	£500.00	
	RAB1213012 Whitebushes Village Hall - Activities for Children	£2,000.00	
	RAB1213036 Sakte Park Improvements	£8,000.00	
	RAB1213043 Orbit Shed	£2,115.00	
	BALANCE REMAINING	£0.00	

	OPENING BALANCE	REVENUE	CAPITAL
Peter Lambell		£12,615.00	POOLED
	RAB1213008 Looked After Children	£500.00	
	RAB1213016 Wheels For Us In A Bus	£3,000.00	
	RAB1213018 Reigate & Banstead Winter Night Shelter	£2,500.00	
	RAB1213038 SATRO Science Workshops in Reigate Central	£1,000.00	
	RAB1213039 Ladies who do Lunch - Reigate & Redhill Live at Home	£1,000.00	
	RAB1213043 Orbit Shed	£4,615.00	
	BALANCE REMAINING	£0.00	

	OPENING BALANCE	REVENUE	CAPITAL
Dorothy Ross-Tomlin		£12,615.00	POOLED
	RAB1213008 Looked After Children	£500.00	
	RAB1213025 Horley Young People's Centre Young Leader's Group; 'winter Wonderland'	£1,000.00	
	RAB1213026 Zoofari School Visit to Yattendon School, Horley, Surrey	£995.00	
	RAB1213027 Zoofari School Visit To Horley Infant School, Horley, Surrey	£995.00	
	RAB1213034 VAS Balcombe Road, Horley	£4,000.00	
	RAB1213041 Horley Carnival 2013	£1,000.00	
	BALANCE REMAINING	£4,125.00	

	OPENING BALANCE	CAPITAL
Pooled Capital		£35,000.00
	RAB1213022 Pathfinder Scout Group - Renvoations to Scout Hall	£22,600.00
	RAB1213030 Increase Of Meeting Room Capacity At Scout Ridge	£5,000.00
	BALANCE REMAINING	£7,400.00

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**OFFICER REPORT TO LOCAL COMMITTEE
(REIGATE AND BANSTEAD)**

APPROVAL OF SMALL GRANTS BIDS

4 MARCH 2013

KEY ISSUE

To consider the applications received for the Small Grants Allocation.

SUMMARY

As part of the transformation of Services for Young People, the Local Committee has been allocated a Youth Small Grants fund to deploy for the year 2012/13. The Committee is being asked to approve the officer recommendations in sections 2.2 of this report on the award of funding.

OFFICER RECOMMENDATIONS

The Local Committee (Reigate and Banstead) is asked to approve the officer recommendations in sections 2.2 of this report on the award of funding.

1. INTRODUCTION

- 1.1 On 20 June 2011, the Committee noted that as of 1 April 2012, it will have £25,000 available to support small voluntary youth organisations with grants of £500 to £5,000.
- 1.2 Following the 3 December 2012 Local Committee meeting, £7,645 remains of the original allocation.
- 1.3 As funds remained, funding was advertised and organisations have been able to submit bids since 23 July 2012 by emailing an application form or via the Surrey County Council website, www.surreycc.gov.uk/smallgrants. For the second round of applications the eligibility criteria has been further emphasised:
 - The application should be for an not for profit organization with a turnover of less that £100,000 per annum;
 - Bidding organisation should not have existing contracts with Surrey County Council Services for Young People;
 - Funding would enable direct work with Surrey young people aged 10-19 and is not for large capital funding that does not enable direct activity (e.g. fixing roofs, installing toilets etc.)

2. BIDS RECEIVED

- 2.1 All eligible bids received are attached in **Annex A**.
- 2.2 The officer recommendation is that all remaining funding is allocated to the bids received. The Local Committee is asked to determine how remaining funding should be allocated to the received bids shown in **Annex A**. A guideline recommendation based on officer assessments is set out in **Annex B**.

3. CONSULTATIONS

- 3.1 The Services for Young People *Fit for the Future* transformation programme has been subject to wide ranging consultation with groups of young people, staff, and partner agencies. Members have been consulted through the County Council's PVR Member Reference Group.
- 3.2 Local Committee Chairmen's views were sought on the Youth Small Grants process on 31 January 2012.
- 3.3 The Local Committee approved the process for approving Small Grants on 5 March 2012.

4. FINANCIAL IMPLICATIONS

- 4.1 It is anticipated local commissioning will offer better value for money in that the outcomes commissioned will be more closely aligned to local need.

5. EQUALITIES IMPLICATIONS

- 5.1 The devolved commissioning budget is likely to be targeted on groups who are vulnerable or at risk.

6. CONCLUSION AND REASONS FOR RECOMMENDATIONS

- 6.1 The Committee is being asked to approve the officer recommendations in paragraph 2.2 of this report.

7. WHAT HAPPENS NEXT

- 7.1 We are no longer accepting applications for this round of Youth Small Grants.
- 7.2 The Small Grant scheme is currently being reviewed.

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Services for Young People – Briefing for
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ANNEX A

Local Committee (Reigate and Banstead) Report 04/03/13

Summary – Bids to be approved

Bid no	Organisation Bidding	Title of Bid	Amount requested
1	7th Banstead Scout Group	New Scout Van	£1,000.00
2	10th Redhill Guides	10th Redhill Guides Summer Camp	£950.00
3	135 (Reigate & Redhill) Squadron Air Training Corps.	Cadet Vocational Training	£1,000.00
4	East Surrey Rural Transport Association	Wheels to Work & Learn	£5,000.00
5	1st Tattenhams Guide Unit	1st Tattenhams Guide Unit Camp Fund	£1,000.00
6	7th Reigate Scout Group	7th Reigate ESU Scotland Expedition 2013	£800.00
7	17th Reigate Scout Group	17th Reigate Scout Group - Digital Map & Compass	£950.00
8	Redhill Raiders Junior Cycle Squad	Two new cycling coaches	£950.00
9	Redhill Town Football Club	Redhill Town Football Club	£800.00
10	St John the Evangelist	St John's Junior Choir Training Programme	£956.75
11	The Gatton Trust	Shooting Gatton	£1,000.00
12	Reigate Baptist Church	Youth Scholarships for JAM Mission to South Africa	£1,500.00
13	Reigate Baptist Church	Pool Table Facility - Reigate Baptist Church	£965.00
		Total:	£17,871.75

Bid 1

Project details	
Project name	New Scout Van
Specific neighbourhood and district/borough	Banstead SM7 1AA
How many young people will your project be working with? (include numbers of those who will be participating in the project beside all ages and genders that apply - please enter 0 for none)	
Age 10-12 Males	16
Age 10-12 Females	4
Age 13-17 Males	25
Age 13-17 Females	5
Age 18-19 Males	5
Age 18-19 Females	4

Bidder details	
Name of voluntary organisation responsible for carrying out the project (please note, the grant fund is not open to private organisations)	7th Banstead Scout Group
Is the organisation a voluntary organisation?	Yes
Does the organisation have a turnover of £100,000 or less	Yes
What are you seeking funding for?	
Description of the project. What difference will this make?	We are a very active group within the Banstead District. Taking part in all the local, county and international competitions and activities including camping in various parts of the country throughout the year for which we rely on a vehicle to get the participants there. For this we use a 17-seater coach to transport the Scouts/Cubs to reach the various destinations. Our current vehicle is now very old and needs replacing at estimated cost £22000-00. We are having various fund raising activities to raise funds for this. If we are successful in receiving a grant towards the cost it will help tremendously.
When will the project:	
Start:	01-01-2010
Be completed:	25-08-2013
Financial Questions	
When will you need the funds?	2013
What is the total cost of the project?	£22000-00
How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part.	£1000 would help tremendously. More would be even better
Where is the rest coming from?	Group funds
Is it promised already, or still to be found?	Promised already. We are continuously fund raising to cover costs of running the HQ, transport, equipment etc.
Have you applied for this funding from any other part of Surrey County Council? Please give details:	No
Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details:	No
Has the organisation responsible for the project received any Local Committee funding for this	No

or any other purpose in the past? Please give details:	
If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support)	We are continuously fund raising to cover all costs of running the Scout Group including the Headquarters maintenance, equipment gas electricity etc. As well as a vehicle for activities and fund raising.

Bid 2

Project details

Project name	10th Redhill Guides Summer Camp
Specific neighbourhood and district/borough	Redhill / Reigate and Banstead
How many young people will your project be working with? (include numbers of those who will be participating in the project beside all ages and genders that apply - please enter 0 for none)	
Age 10-12 Males	0
Age 10-12 Females	27
Age 13-17 Males	0
Age 13-17 Females	8
Age 18-19 Males	0
Age 18-19 Females	1

Bidder details

Name of voluntary organisation responsible for carrying out the project (please note, the grant fund is not open to private organisations)	10th Redhill Guides
Is the organisation a voluntary organisation?	Yes
Does the organisation have a turnover of £100,000 or less	No

What are you seeking funding for?

Description of the project. What difference will this make?	Last summer we held a summer camp at Walton Firs, Cobham. This year we would like to take the Guides further afield to explore a new area and we have found a Guide campsite in Cornwall. From here we can visit a good beach with a lifeguard, go sea kayaking, climbing and sailing and also visit Lands End, St Michaels Mount and the Minnack Theatre - the possibilities are only limited by time and money. We plan to spend a week there and in order to access all these exciting opportunities we would need to hire a minibus - we have Leaders who have passed their tests for this. The difference funding would make would be to get there and make full use of everything on offer and have a really exciting event visiting places and taking part in activities that aren't normally accessed. Deposits to secure
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	the site and minibus will have to be paid soon.
When will the project:	
Start:	10/08/2013
Be completed:	17/08/2013
Financial Questions	
When will you need the funds?	22nd March, 2013
What is the total cost of the project?	£3000
How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part.	Bus hire £450, additional activities £500
Where is the rest coming from?	Guides own families plus fund raising events like cake sales will pay for our camp fees and food
Is it promised already, or still to be found?	We have already had some fund raising events, and have others booked. Guides have been asked for a deposit of £50 each
Have you applied for this funding from any other part of Surrey County Council? Please give details:	no
Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details:	no
Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details:	In the past we have received funding for transport costs, but that scheme closed some time ago
If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support)	Each camp will be a separate project and will only go ahead if funds can be secured, or enough raised through our own efforts. Activities will be limited to those we can afford and may not be as challenging as for this project.

Bid 3

Project details	
Project name	Cadet Vocational Training
Specific neighbourhood and district/borough	Reigate & Redhill
How many young people will your project be working with? (include numbers of those who will be participating in the project beside all ages and genders that apply - please enter 0 for none)	
Age 10-12 Males	0
Age 10-12 Females	0
Age 13-17 Males	25
Age 13-17 Females	10
Age 18-19 Males	3
Age 18-19 Females	3

Bidder details	
Name of voluntary organisation responsible for carrying out the project (please note, the grant fund is not open to private organisations)	135 (Reigate & Redhill Squadron Air Training Corps)
Is the organisation a voluntary organisation?	Yes
Does the organisation have a turnover of £100,000 or less	Yes
What are you seeking funding for?	
Description of the project. What difference will this make?	<p>The training offered by the Air Cadets to its members leads to a number of qualifications, including CVQO BTECs in Public Services, Engineering and music. In addition to this we train our members in many other subjects such as First Aid, radio communications and map reading to name a few. In order to maintain a high standard of training it is imperative that we update our equipment.</p> <p>Part of this requirement means that the unit needs to update its IT infrastructure as this supports the practical outdoor aspects of training by reinforcement in a classroom environment. The immediate area of concern is for laptop computers and a screen projector. This equipment will enable us to deliver high quality training for this year and for years to come.</p>
When will the project:	
Start:	March 2013
Be completed:	February 2014
Financial Questions	
When will you need the funds?	March 2013
What is the total cost of the project?	£1,200
How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part.	Two Laptop Computers @ £400 each 1 HD Screen Projector @ £400 each Total project costs = £1,200 Grant application = £1,200
Where is the rest coming from?	Squadron fundraising
Is it promised already, or still to be found?	Already raised
Have you applied for this funding from any other part of Surrey County Council? Please give details:	No
Are you currently in receipt of any grant or contract funding from Surrey County Council?	No

Please give details:	
Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details:	No
If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support)	N/A

Bid 4

Project details	
Project name	Wheels to Work & Learn
Specific neighbourhood and district/borough	Merstham
How many young people will your project be working with? (include numbers of those who will be participating in the project beside all ages and genders that apply - please enter 0 for none)	
Age 10-12 Males	0
Age 10-12 Females	0
Age 13-17 Males	Open to 2 young people aged 16+ of either gender
Age 13-17 Females	
Age 18-19 Males	0
Age 18-19 Females	0
Bidder details	
Name of voluntary organisation responsible for carrying out the project (please note, the grant fund is not open to private organisations)	East Surrey Rural Transport Partnership
Is the organisation a voluntary organisation?	Yes
Does the organisation have a turnover of £100,000 or less	No. The parent organisation provides a community transport service across East Surrey under contract to SCC, RBBC and MVDC for service delivery on a not-for-profit basis and it does not have any source of commercial income. This project would be an independent satellite benefitting from the resources of the parent organisation but not contributing to it.
What are you seeking funding for?	
Description of the project. What difference will this make?	ESRTP ran a wheels to work/learn project for 3 years with government funding which ended when the funding stream dried up. However, it was an extremely popular scheme which allowed young people to hire or rent-to-buy

	<p>a moped to open up access to work and learning opportunities they might otherwise miss out on.</p> <p>This project is intended to start on a small scale so that it can become independently self-sustaining for the future with potential for growth.</p> <p>We have visited Norfolk to see how their current scheme works and we are confident that we can run a viable project at lower cost. As a satellite of ES RTP, we have the expertise and support needed to maintain the vehicles, manage training and insurance and any other peripheral issues.</p> <p>The original scheme was open to all young people reaching 16. However, our projected scheme would start with just 1-2 vehicles, and we would envisage working with the youth service to identify those young people in greatest need. We intend to continue to identify other sources of funding to expand the scheme and increase the number of vehicles available.</p> <p>From our research, we understand that many young people are excluded from available job vacancies because the hours are anti-social or the location inaccessible, such as industrial estates. Very few can afford regular taxi fares and other public transport options are very limited.</p> <p>The moped hire scheme gives them the freedom they need to make choices that will help them onto the employment ladder or into further education.</p> <p>Although starting with just one or two vehicles seems to be low impact, we are looking at the wider picture with plans to develop a scheme that will eventually cover all of East Surrey, linking up with other districts and boroughs to keep costs competitive and to expand over time. We also know from experience that it is easier to attract external funding for projects which are shown to work so any start up support from the youth service, financial and otherwise, would be invaluable.</p>
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When will the project:	
Start:	September 2013
Be completed:	ongoing

Financial Questions	
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When will you need the funds?	By April 2013
What is the total cost of the	£5,000

project?	
How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part.	£5,000
Where is the rest coming from?	N/A
Is it promised already, or still to be found?	N/A
Have you applied for this funding from any other part of Surrey County Council? Please give details:	We are also applying to Tandridge Local Committee for support for a wheels to work scheme in Tandridge which, if successful, would run in tandem with this scheme and would help to reduce costs.
Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details:	ESRTP operates Buses4U and Dial-a-Ride under contract to SCC as well as the Adult Care Day Centre Transport and some schools transport. It receives payment for service delivery only but is not for profit and funding for all other projects is sourced through independent fundraising.
Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details:	Not in Reigate and Banstead
If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support)	As with the government-funded pilot scheme, we will make an affordable charge to any young person hiring or renting-to-buy a vehicle which will cover overheads (i.e. insurance, safety training and equipment). However, as part of our development strategy we are about to open a vehicle maintenance workshop which will keep project costs to a minimum and ESRTP will absorb the admin and management costs of the project.

Bid 5

Project details	
Project name	1 st Tattenhams Guide Camp Fund
Specific neighbourhood and district/borough	Preston and Tattenhams Wards
How many young people will your project be working with? (include numbers of those who will be participating in the project beside all ages and genders that apply - please enter 0 for none)	
Age 10-12 Males	0
Age 10-12 Females	2
Age 13-17 Males	0
Age 13-17 Females	17
Age 18-19 Males	0
Age 18-19 Females	0

Bidder details	
Name of voluntary organisation responsible for carrying out the project (please note, the grant fund is not open to private organisations)	1 st Tattenhams Guide Unit
Is the organisation a voluntary organisation?	Yes
Does the organisation have a turnover of £100,000 or less	Yes
What are you seeking funding for?	
Description of the project. What difference will this make?	<p>1st Tattenhams is a newly restarted Guide Unit. In September 2012, I gained my camping licence and am now preparing to take the girls on their second camping trip. Camping equipment is an expensive asset and we do not currently own any. At present the girls understand that anything we use will, at best, be borrowed, and may, at worst, be reject equipment from local Guide and Scout Units who are in the financial position to update and replace their camping gear.</p> <p>Guide Units are made up of small groups called patrols and for camping each patrol would need a tent, a set of cooking pans, a stove and utensils. Our Unit currently has three patrols. In addition to patrol camping equipment, our Unit as a whole needs a stores tent and a first aid tent in order to run a safe camp and also a number of miscellaneous camping items such as a gas cooker, water carriers, camping tables and cool boxes.</p> <p>Girl Guiding teaches girls responsibility and community spirit and fosters good teamwork as well as promoting independent thinking and encouraging girls to push themselves harder in personal challenges through badgework and similar endeavours. We feel that Guiding fits well with the values of Reigate and Banstead Borough and that the character girls build through their membership of a uniformed organisation makes them stronger members of their local community.</p>
When will the project:	
Start:	April 2013
Be completed:	July 2014
Financial Questions	
When will you need the funds?	April 2013 would be a great help.
What is the total cost of the project?	£2,750
How much of the total cost would	£1,000

you like from the Local Committee? Please include estimate/breakdown of this part.	Breakdown: £700 for one patrol tent (Icelandic); £100 for a stores tent; £50 for a first aid tent; £100 for camping equipment for one patrol; £50 for three patrol boxes for storing cooking equipment and utensils.
Where is the rest coming from?	Fundraising efforts within the Unit. Possible donations of equipment from other local units (in used condition)
Is it promised already, or still to be found?	We have £200 in our camp fund at present and have fundraising events planned over coming months.
Have you applied for this funding from any other part of Surrey County Council? Please give details:	I initially applied for councillor grants but was referred to this scheme by one of the Councillors. I therefore assume that this supersedes those applications.
Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details:	no
Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details:	No
If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support)	Guiding involves regular fund raising to cover costs (including repair and replacement of equipment) as they arise.

Bid 6

Project details

Project name	7th Reigate ESU Scotland Expedition 2013
Specific neighbourhood and district/borough	Timperley Gardens, Redhill
How many young people will your project be working with? (include numbers of those who will be participating in the project beside all ages and genders that apply - please enter 0 for none)	
Age 10-12 Males	1
Age 10-12 Females	1
Age 13-17 Males	4
Age 13-17 Females	1
Age 18-19 Males	0
Age 18-19 Females	0

Bidder details

Name of voluntary organisation responsible for carrying out the	7th Reigate Scout Group
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project (please note, the grant fund is not open to private organisations)	
Is the organisation a voluntary organisation?	Yes
Does the organisation have a turnover of £100,000 or less	Yes
What are you seeking funding for?	
Description of the project. What difference will this make?	<p>In August 2013 7th Reigate Explorer Scout Unit will be undertaking a ten day camping expedition to the Scottish Highlands. Camping at a basic Scout Campsite at Insh, Spean Bridge the young people attending will undertake ten days of practical activities such as: -Hiking (including day expedition to ascend Ben Nevis) -Overnight wild camping canoe trip along the Caledonian canal - Sea fishing, preparation and cooking of their catch -Archery/target air rifle shooting -Bushcraft and camping in hammocks -Cultural trips to understand the history of the Highlands and its environs -Rock climbing -Mountain Biking - Camping and cooking on wood fires, working in a small group The activities are designed to be fun and enable the young people attending to develop a number of key life skills, as per the Scout Association's aim of Adventure and Balanced Programme. The experience will support the young people to achieve the following. -Teamwork -Independence -Health & Wellbeing -Confidence and self esteem - Practicality -Ambition and goal setting to achieve your best The expedition will also support the young people to build a portfolio of experience, which will be a positive attribute when applying for further/higher education or to potential employers. All of the activities will be delivered by qualified instructor and the young people will be accompanied by 3 experienced Scout Leaders to ensure physical and emotional wellbeing working to the Scout Association's risk management policy. There will also be female supervision for the young female participants. We are requesting funding from Surrey County Council to support the cost of transport. In previous years we have been lucky enough to secure a minibus at minimal cost from a local school. This year the school minibus is unavailable and therefore we will need to hire a minibus which will be more expensive. The expedition is also significantly further away than our usual annual summer camp (and longer) and therefore we would also like to request support for the additional fuel costs.</p>
When will the project:	
Start:	17/08/2013

Be completed:	27/08/2013
Financial Questions	
When will you need the funds?	01 July 2013
What is the total cost of the project?	£3500
How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part.	£800 - this would cover the cost of fuel and half of the minibus rental for the 10 day expedition
Where is the rest coming from?	Individual contributions, fundraising
Is it promised already, or still to be found?	Promised already
Have you applied for this funding from any other part of Surrey County Council? Please give details:	No
Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details:	No
Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details:	No
If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support)	We do hold an annual summer camp - however this year is an exceptional expedition due to the distance and time spent away. Usually we have sufficient funds to cover the costs internally.

Bid 7

Project details	
Project name	17th Reigate Scout Group - Digital Map & Compass
Specific neighbourhood and district/borough	Reigate & Banstead
How many young people will your project be working with? (include numbers of those who will be participating in the project beside all ages and genders that apply - please enter 0 for none)	
Age 10-12 Males	24
Age 10-12 Females	8
Age 13-17 Males	18
Age 13-17 Females	3
Age 18-19 Males	0
Age 18-19 Females	0
Bidder details	
Name of voluntary organisation responsible for carrying out the	17th Reigate Scout Group

project (please note, the grant fund is not open to private organisations)	
Is the organisation a voluntary organisation?	Yes
Does the organisation have a turnover of £100,000 or less	No
What are you seeking funding for?	
Description of the project. What difference will this make?	We are looking to purchase 2 laptops and a projector to enable the teaching of map, compass and navigation skills to Scouts and Explorers. Although this is a traditional Scouting skill there is little enthusiasm to use a printed map and compass in a world of technology. The project to teach the necessary skills through online applications and digital media to stimulate and interest the young people. Once that interest is captured then the traditional skills will be introduced to supplement what they have learnt. Online applications / software packages such as Memory Map and Trailzilla allow a Scout or Explorer to plot their route, walk it 'virtually' and then download to a handheld GPS device
When will the project:	
Start:	1 April 2013
Be completed:	30 September 2013
Financial Questions	
When will you need the funds?	1 April 2013
What is the total cost of the project?	£950
How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part.	2 laptops - £700, 1 projector - £250
Where is the rest coming from?	N/A (although we do already have the handheld GPS units)
Is it promised already, or still to be found?	N/A
Have you applied for this funding from any other part of Surrey County Council? Please give details:	No
Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details:	No
Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details:	No

If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support)	No further funding is expected
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Bid 8

Project details

Project name	Two new cycling coaches
Specific neighbourhood and district/borough	Reigate and Banstead
How many young people will your project be working with? (include numbers of those who will be participating in the project beside all ages and genders that apply - please enter 0 for none)	
Age 10-12 Males	15
Age 10-12 Females	15
Age 13-17 Males	15
Age 13-17 Females	15
Age 18-19 Males	0
Age 18-19 Females	0

Bidder details

Name of voluntary organisation responsible for carrying out the project (please note, the grant fund is not open to private organisations)	Redhill Raiders Junior Cycle Squad
Is the organisation a voluntary organisation?	Yes
Does the organisation have a turnover of £100,000 or less	No

What are you seeking funding for?

Description of the project. What difference will this make?	We have a need for two new coaches as; one existing coach Mari Balbi has moved away as a result of taking a new job and 2) we are attracting more youngsters who want to cycle and the rota of existing coaches has been stretched. This will allow us to provide more regular coaching sessions for greater numbers of children in the Redhill area. The coaching allows them to improve their cycling skills make new friends and try new things and ride competitive races.
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When will the project:	
Start:	01/04/2013
Be completed:	01/06/2013

Financial Questions

When will you need the funds?	April
What is the total cost of the project?	£950

How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part.	British cycling level two 2@ £395. First Aid courses 2@£80 = £950
Where is the rest coming from?	n/a
Is it promised already, or still to be found?	n/a
Have you applied for this funding from any other part of Surrey County Council? Please give details:	No
Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details:	No
Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details:	No
If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support)	None because it takes part in a school playground

Bid 9

Project details	
Project name	Redhill Town Football Club
Specific neighbourhood and district/borough	Reigate and Banstead Borough Council
How many young people will your project be working with? (include numbers of those who will be participating in the project beside all ages and genders that apply - please enter 0 for none)	
Age 10-12 Males	100
Age 10-12 Females	9
Age 13-17 Males	41
Age 13-17 Females	1
Age 18-19 Males	50
Age 18-19 Females	1
Bidder details	
Name of voluntary organisation responsible for carrying out the project (please note, the grant fund is not open to private organisations)	Redhill Town FC
Is the organisation a voluntary organisation?	Yes
Does the organisation have a turnover of £100,000 or less	Yes

What are you seeking funding for?

<p>Description of the project. What difference will this make?</p>	<p>New approach to football to encourage more young people to the game - new goals. I am writing to you on behalf of Redhill Town Football club which is based in Surrey. It is a community based football club which runs a number of teams from under 7's right up to a recently formed mens' teams. We also have a girls team and two disability teams. We have 250 members of which 148 are between 14 and 25 years old. We have recently seen our overhead costs rise with increases to the rent for our training facilities. We have also found that many families are struggling in this economic climate so we try to keep our subscription costs low and help those families that find it hard to pay. We feel very strongly that football should be available to everyone who wants to join in and that the benefits to young people of being in a team in terms of confidence and behaviour are outstanding. We are supported by a dedicated team of volunteers who help to organise and coach the teams as well as great parents who help out when they can. The Football Association has proposed changes to the size of pitch and goals that children use in order to give children more touches of the ball in small-sided games with age-appropriate pitch and goal sizes. The aim is for children to fall in love with the game whilst helping develop their technique before they make the step up to the 'adult' 11-a-side game. We fully embrace this decision by the FA and hope that it will encourage more young people locally to get involved in football. In order to make this change we need to purchase some new goals for our teams. We were recently awarded 'Club of the Year' in Reigate and Banstead for our work in Community football with disadvantaged children locally in the Whitebushes area of Redhill. We would really appreciate any help that you can give us to keep the club running and to enable us to help even more young people locally from your trust</p>
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When will the project:

Start:	01/09/2013
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Be completed:	01/06/2014
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Financial Questions

When will you need the funds?	September 2013
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What is the total cost of the project?	800
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How much of the total cost would you like from the Local Committee? Please include	100%
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estimate/breakdown of this part.	
Where is the rest coming from?	n/a
Is it promised already, or still to be found?	n/a
Have you applied for this funding from any other part of Surrey County Council? Please give details:	n/a
Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details:	n/a
Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details:	n/a
If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support)	This is a one off cost for two new goals to keep us in line with the FA guidelines for football.

Bid 10

Project details	
Project name	St John's Junior Choir Training Programme
Specific neighbourhood and district/borough	Redhill, Reigate & Banstead
How many young people will your project be working with? (include numbers of those who will be participating in the project beside all ages and genders that apply - please enter 0 for none)	
Age 10-12 Males	2
Age 10-12 Females	8
Age 13-17 Males	2
Age 13-17 Females	6
Age 18-19 Males	0
Age 18-19 Females	1
Bidder details	
Name of voluntary organisation responsible for carrying out the project (please note, the grant fund is not open to private organisations)	St John the Evangelist, Redhill
Is the organisation a voluntary organisation?	Yes
Does the organisation have a turnover of £100,000 or less	Yes
What are you seeking funding for?	
Description of the project. What difference will this make?	Purchase 19 folders for choristers to keep their music in (£216.60), which protects the music to

	make it last and helps to create a professional environment, encouraging professionalism in the choristers. Purchase 19 copies of the Royal School of Church Music (RSCM) "Chorister's Companion", a guide to all that choristers need to know (£151.05), providing them with the background to understanding what they do. Purchase 18 RSCM Voice for Life workbooks (£89.10) to lead them through the choral development scheme, building skills, knowledge and understanding. Subsidise up to 5 places on the RSCM Summer Course for Young People in August 2013 (£500), providing wide ranging music and training, spiritual enrichment and a singular opportunity to sing in Bath Abbey. More information at www.rscm.com/courses/index.php on the 'Young People' tab.
When will the project:	
Start:	01/02/2013
Be completed:	25/08/2013
Financial Questions	
When will you need the funds?	28 March 2013
What is the total cost of the project?	£2,356.75
How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part.	Total: £956.75 (folders £216.60 companion books £151.05 workbooks £89.10 course subsidy £500)
Where is the rest coming from?	Parents will fund the remaining costs of the course
Is it promised already, or still to be found?	Parents of children attending the course will pay for the remaining costs
Have you applied for this funding from any other part of Surrey County Council? Please give details:	No
Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details:	No
Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details:	No
If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support)	None

Bid 11

Project details	
Project name	Shooting Gatton
Specific neighbourhood and district/borough	Reigate, Redhill and Merstham
How many young people will your project be working with? (include numbers of those who will be participating in the project beside all ages and genders that apply - please enter 0 for none)	
Age 10-12 Males	5
Age 10-12 Females	5
Age 13-17 Males	10
Age 13-17 Females	10
Age 18-19 Males	0
Age 18-19 Females	0
Bidder details	
Name of voluntary organisation responsible for carrying out the project (please note, the grant fund is not open to private organisations)	The Gatton Trust Heritage and Education organisation
Is the organisation a voluntary organisation?	Yes
Does the organisation have a turnover of £100,000 or less	Yes
What are you seeking funding for?	
Description of the project. What difference will this make?	<p>This partnership project will work with young people during school holidays and evenings to create a film about Gatton Park, Reigate. They will be involved in every aspect of creating the film – planning and researching, interviewing, filming and photography and the final editing process. The finished film will be included on the Gatton Park website and will be screened at an outdoor cinema screening at the park.</p> <p>Young people working together and alongside experts of all ages will be an important aspect of the project. Staff and volunteers from the partners involved will range from 20 – 70 years old and will come from all walks of life.</p> <p>How did the project develop? The project draws together several strands of ideas from work being done locally in three settings – a special school, a youth project and a young person’s homeless hostel. In all three locations Jill Flower, a youth worker, has been running short courses on animation, filmmaking and photography. In all three locations the young</p>

people asked for the opportunity to develop a bigger project to make a longer film. Jill is also a Gatton volunteer and had used images of Gatton Park in some of the courses and the idea grew from here.

The young people involved:

Smart Media Group - This is a media hub run through the Surrey Youth Consortium YES (Young East Surrey) and managed by YMCA. The young people are mostly 14 – 16 years old.

Hillbrook House – a YMCA young person's homeless hostel. The development of a media suite has started in an interest in film amongst the young people aged 16 – 25.

Woodfield School – A secondary school for young people with learning difficulties. They have been developing filmmaking skills as part of their GCSE art during out-of-hours clubs run by YMCA and want to continue to develop them in their own time.

What will take place?

In April and May additional short courses will be run at the school (after school sessions) and at the YES project. These will be 3 week courses of two-hour sessions. This will help to publicise, recruit and develop skills which can be used on the project. Young people will not need to have attended the evening sessions to take part in the project and can also come from other youth centres, where the course will be advertised.

The project itself will run over 4 days at Gatton Park (during the May holidays 2013) during which time the young people will work together to investigate the heritage of the park, how it is managed and maintained, and the characters who live and work there. They will develop the 'story' which they want to tell and work out how they will tell it through film and photography. They will be able to try out a variety of techniques which they can choose to include in the finished film:

Time lapse – for example to show the biodiversity of Gatton over several hours

Animation – to illustrate some of the history of the site

Green screen – Actors from Gatton Community Theatre have offered to take part in the project to

bring the history of the park to life. We may be able to combine this live action with archive photographs from Gatton's past.

Interviewing – talking to Gatton's tour guides to find out more about its heritage or talking to people involved in its restoration.

Photography – using the Ken Burns technique to incorporate still photos into films.

Following the filming, editing will be completed during evening sessions at YMCA. The final film will be shown during the summer at the open air cinema events at Gatton Park, when those involved will celebrate the completion of the project.

The project will allow the participants to gain credits towards the ASDAN Expressive Arts Awards.

Who will manage the project?

The co-ordination of the project will be managed by a young person (although over 19). During the summer months an education trainee is taken on at Gatton Park. This person will be supported in the project management as part of their training. The Education Manager at Gatton Park will oversee the project and support the education trainee. The YMCA Media suite facilitator will work with Gatton Park staff in co-ordinating the project.

The young people will be supported by youth workers from YMCA, Gatton Park education staff and volunteers, amateur photographers and YMCA's IT/Media worker. Cameras and photographic equipment and expertise will be provided by Reigate Photographic Society and editing and IT equipment and movie camera, will be provided by YMCA. Gatton Community Theatre actors will volunteer on the project.

What difference will it make?

This is great opportunity for young people to develop specialised skills in filmmaking which can be used as part of an accredited award.

It provides after school evening and holiday activities which will be interesting, attractive and different for young people .

The young people will have control over their film

	and will be central to planning the project. They will be able to draw on lots of expertise, equipment and facilities to use to create their own piece of art. There is also a purpose to the process - the final work will be used - so they will also have the responsibility of working to a brief. This project draws together partners to maximise the benefits of resources, staff and equipment across several sites, to benefit young people.
When will the project:	
Start:	May 2013
Be completed:	Dec 2013
Financial Questions	
When will you need the funds?	April 2013
What is the total cost of the project?	£4,708
How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part.	£1,000
Where is the rest coming from?	Young Roots (part of HLF)
Is it promised already, or still to be found?	To be found
Have you applied for this funding from any other part of Surrey County Council? Please give details:	no
Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details:	no
Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details:	No
If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support)	This is currently a one-off project. Gatton Trust runs lots of projects which work with different sectors of the community which are funded on an individual basis.

Bid 12

Project details

Project name	Youth Scholarships for JAM Mission to South Africa
Specific neighbourhood and district/borough	Woodhatch, Reigate
How many young people will your project be working with? (include numbers of	

those who will be participating in the project beside all ages and genders that apply - please enter 0 for none)	
Age 10-12 Males	0
Age 10-12 Females	0
Age 13-17 Males	0
Age 13-17 Females	0
Age 18-19 Males	0
Age 18-19 Females	2

Bidder details

Name of voluntary organisation responsible for carrying out the project (please note, the grant fund is not open to private organisations)	Reigate Baptist Church
Is the organisation a voluntary organisation?	We are an independent, autonomous church founded in 2006 with a new building in Woodhatch, Reigate
Does the organisation have a turnover of £100,000 or less	Our annual turnover is approximately £350k. Most of this income is from voluntary giving, and over £35,000 from our church turnover was passed on to other charities. We trust that this will not exclude us from your consideration.

What are you seeking funding for?

Description of the project. What difference will this make?	<p>Reigate Baptist Church has a regular congregation of over 200, including active Children's Groups (three age ranges under 11) in addition to Youth Groups in two age ranges, "180" for ages 11-14 year old, and "InTouch" for 15-18 year olds. We employ a half-time Youth Leader, Denisa Horvath, on salary, who is supported by a team of volunteer youth leaders.</p> <p>In 2010, Reigate Baptist Church was one of four UK Churches that year to support Joint Aid Management International (www.jamint.com) with a Working Group expedition to South Africa. The purpose of the expedition, and a theme successfully repeated by JAM, was to refurbish a pre-school nursery to a standard that would attract state funding. The local pattern is that child-minders grow a business, and when they attain certain facilities, they are able to register with the State Education Department, attract state funding (per pupil), which makes the Nursery School sustainable. As so many children suffer from HIV, aids and malnutrition through poor diets, a meal of a nutrient-enriched porridge is provided daily to the children, which provides 75% of their recommended daily nutrients. This is also a life saver.</p> <p>Reigate Baptist Church is leading a second JAM</p>
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expedition to South Africa from 3-13 May 2013. We expect to go with 10-15 volunteers, who will work hard for 7 days, under the supervision of permanent JAM staff – based locally in Johannesburg. Each of our volunteers will contribute £1500, most from their own savings or personally-organised fundraising, for those that have the time and skills to do so. The £1500 includes the following components:

- Materials to decorate, furnish and improved play facilities at a Day Care Centre
- Food allowance for 12 months for all pupils (38 pupils in 2010)
- Accommodation in a safe JAM-owned and managed hostel, in a Johannesburg township
- Flights, heavily discounted (in 2010 we achieved a 50% discount due to our charity mission).

Please note that our accommodation cost is little more than a food allowance, and the entire trip is managed as 'dry' (no alcohol) to ensure that we all retain focus on our job in-hand. JAM HQ provide a minibus and drive without charge.

Our leader, Keith Avery, also led the last mission. He has seen the different that is made by (i) the stimulating – and clean - play environment, and (ii) the liveliness and interest shown by the pupils which results largely from the enhanced diet they receive from this programme. He has confirmed that the school which Reigate Baptist Church supported in 2010 is now fully registered by has RSA-Government funding.

If your evaluators have time, we would recommend them viewing the following short video from the JAM organisation (link in covering email, as it was not possible to include a hyperlink on this form).

What has this to do with Youth Small Grants in Reigate & Banstead DC?

We would love to offer one or two 'scholarships' to fund youths in the 17-19 age group to join our party – who would otherwise stand absolutely no chance of going on this trip. Two people in particular have expressed a strong will and interest to go (at a meeting for interested volunteers on 17 January 2013). One lives in Woodhatch (Reigate), one in Horley (Central Ward). Both these individuals are girls age 17-19, both are members of our church, and both from very challenging backgrounds. They have

separated parents and fractuous/abusive parental relationships. One girl has overcome addiction issues with alcohol and drugs. What is special about these two girls is their transformation journey, the recovery of their confidence and self-esteem and the step-change in their behaviours in the past 9-12 months. One might still be classed 'in recovery' and was close to attempting an overdose within the last two months – only a text message from a church member interrupted her and changed her actions. However, with the support of the Church family around her, she is positive and transformed and a beacon for others to follow. She has recently secured a part-time job as a care assistant for the elderly, supported by her genuine and demonstrable caring attitude for others.

We, and they, are blessed that they have found the Church family into which they have been welcomed. One of the girls chose to be baptised at Easter 2012 (along with 11 other people – a sign of our growing church membership!).

We would love at least one of these two girls to be a member of this trip, for a number of reasons:

- The personal growth it would give them is beyond description. Neither have been abroad before, but they are just so enthusiastic to help and be involved
- We are sure that their youth will increase the empathy of our team with the children on site, and this will be loved
- It really demonstrates that our God – with a little help from our church and others - can turn around the lives of disadvantaged young people
- The stories they will tell, and the testimony that they will give on their return, will encourage other disadvantaged youths to turn around their lives by getting on the straight and narrow through helping others (whether through the church or not).

Why are we requesting the full amount?

These girls are not sporting, nor do they do not have great organisational ability – in other words, we cannot practically expect them to raise the necessary personal sponsorship in the relatively short time available (£600 deposits have to be lodged by 31 March). They have practically no savings of their own, and to our knowledge, neither do their families.

Our rules prevent asking volunteers on the trip for funding or sponsorship from other church

members, so as not to pester our congregation with multiple requests.

Only a gifting of the full contribution would enable them to join the trip. They would be the only youths on the trip, and adults range from their early 20's to early 70's. Hence we would all appreciate their contribution and vitality. They would be cared for by our other volunteers on the trip, and indeed, would help all of us appreciate that we really are one Church family.

We recognise that it may be unusual for you to fund just one or two individuals, but in our view, this application is much more than this.

First, in this Borough – these girls will give testimony of their experiences and their story – their recovery and success and experience of helping children in South Africa. I know they will be willing to do this, and won't need much encouragement! This will have a direct influence on our 200-strong congregation in church, in our 40-strong Youth Groups, and to our contacts in schools, - such as Reigate School, Woodhatch –where we have an excellent close relationship, contributing to assemblies, bible club and citizenship lessons. These girls can be a beacon of getting their lives on tract, and helping others in the process.

Secondly, there is the added bonus of supporting 30-40 children under 5 years old in South Africa, whose lives may not only be changed, but actually saved by the nutrition they receive from their daily meals.

Finally, we would like to see that the Church features in the solution for some of our Youth who have lost their way, and choose the church to help turn their life around. Perhaps we could also contribute to a future edition of 'Youth Needs Assessment – One-in-Ten'(?), by having some examples of how Youth have found solace, recovery, happiness in a love of Jesus and the love of a Church Family. Our nominee(s) would be fantastic examples.

What are we asking for?
 A minimum of £1500 to fund one Youth Scholarship, or ideally £3000 to fund two scholarships.

When will the project:	
Start:	3 May 2013
Be completed:	13 May 2013

Financial Questions

When will you need the funds?	Deposit funds are needed by 31 March 2013, or as soon as possible thereafter.
What is the total cost of the project?	£22,500 for 15 church members
How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part.	We are seeking either £1,500 for one Youth Scholarship, or ideally, £3,000 for two Youth Scholarships to join the mission.
Where is the rest coming from?	From Church members and their external fundraising activities.
Is it promised already, or still to be found?	Promised
Have you applied for this funding from any other part of Surrey County Council? Please give details:	no
Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details:	no
Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details:	no
If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support)	JAM officials will recognise that our mission is completed to the standard that will raise recognition as a registered Nursery School that will attract sustainable funding from the RSA Government. Our church will support the communication of stories, testimony and experience of the Youths that undertake the scholarship. We will ensure that their recovery from very disadvantaged backgrounds – as part of a church family, and their helping of others through the opportunity to undertake the JAM mission, is communicated back to you. Thank you.

Bid 13

Project details

Project name	Pool Table Facility – Reigate Baptist Church
Specific neighbourhood and district/borough	Woodhatch, Reigate
How many young people will your project be working with? (include numbers of those who will be participating in the project beside all ages and genders that apply - please enter 0 for none)	
Age 10-12 Males	10

Age 10-12 Females	15
Age 13-17 Males	15
Age 13-17 Females	20
Age 18-19 Males	10
Age 18-19 Females	10
Bidder details	
Name of voluntary organisation responsible for carrying out the project (please note, the grant fund is not open to private organisations)	Reigate Baptist Church
Is the organisation a voluntary organisation?	We are an independent, autonomous church founded in 2006 with a new building in Woodhatch, Reigate.
Does the organisation have a turnover of £100,000 or less	Our annual turnover is approximately £350k. Most of this income is from voluntary giving, and over £35,000 from our church turnover was passed on to other charities. We trust that this will not exclude us from your consideration.
What are you seeking funding for?	
Description of the project. What difference will this make?	<p>Reigate Baptist church was founded in a purpose built church in 2006. We have a main hall that seats 250, and 8 meeting rooms that are let for meetings, internally and externally. One such room is largely reserved as a games room. It houses a pool table that dates from approximately 1998, and was passed to the church when the new building was founded. It has seen considerable usage and wear, and for the past 12 months it has been beyond repair, with torn table top and pockets and broken mechanism for the ball-chute.</p> <p>Our Youth Leader, Denisa Horvarth, is keen to renew the pool table, not least because it is a great draw for our church Youth to invite in non-church members, and introduce them to our church building. Often they 'don not enter churches', and are pleasantly surprised to see that Christians enjoy doing what they do elsewhere, and we offer the facility with no charge!</p> <p>Pool is also enjoyed by our church Youth Groups, who can become quite competitive in a 'friendly league' way, encouraging participation, friendships and skill.</p> <p>You will appreciate, when the mission of our</p>

	<p>church is primarily the gospel, that a pool table is not seen by all our members as a priority on which to spend scarce church money. Nevertheless, our Youth Leader and the Youth Group have a strong voice to have this equipment renewed, and hence I am writing this proposal to help them obtain the necessary finance.</p> <p>The number of people who will benefit, estimated above, is based on approximate numbers in the attending our Youth Groups. With a rapid growth of our overall church attendance, and the pool table hopefully having a lifetime of over 10 years, we would anticipate that several hundred Youths will use the facility over its lifetime.</p> <p>And we trust that some of those youths, will be enticed into our building for a game of pool in a calm, peaceful and warm environment, and that they will want to get to know what else goes on in our church. We know that several youths have been attracted in this way, and that a lot of disadvantaged youths from Woodhatch, Redhill and Horley have had their lives blessed and turned around, and their confidence and self-esteem boosted by their experience of our church.</p>
When will the project:	
Start:	April 2013
Be completed:	April 2023 – nominal 10 year life of the equipment
Financial Questions	
When will you need the funds?	March/April 2013
What is the total cost of the project?	£865
How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part.	£865 is the sum we are applying for, for the supply, delivery and installation of the pool table. We sought two estimates that meet our specification, from Liberty Games (£1,055) and PoolTablesOnline (£865). The latter quote is attached as a PDF file.
Where is the rest coming from?	Reigate Baptist Church does not charge for the use of this facility, for church members and their accompanied guests. It is specifically in the Games Room which is the base for our Youth Groups, and they are encouraged to bring new non-church members into church to use our facilities as guests. Our contribution is the

	building, and the offer of a free game, and free tea, coffee and soft drinks that our church members can use for themselves and guests.
Is it promised already, or still to be found?	Promised
Have you applied for this funding from any other part of Surrey County Council? Please give details:	No
Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details:	No
Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details:	No
If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support)	There is no need for significant future funding. Any routine maintenance or replacement of cues/balls will be covered from church funds. Thank you.

ANNEX B

Local Committee (Reigate and Banstead) Report 04/03/12

Summary

Bid no	Organisation Bidding	Title of Bid	Amount requested	Officer Recommended Award	Officer Notes
1	7th Banstead Scout Group	New Scout Van	£1,000.00	£600	Deferred from previous meeting.
2	10th Redhill Guides	10th Redhill Guides Summer Camp	£950.00	£800	
3	135 (Reigate & Redhill) Squadron Air Training Corps.	Cadet Vocational Training	£1,000.00	£800	£800 will cover 1 laptop and projector or 2 laptops.
4	East Surrey Rural Transport Association	Wheels to Work & Learn	£5,000.00	£900	This programme ran quite successfully in the past but ran out of funding. £3000 Small Grant awarded by Tandridge.
5	1st Tattenhams Guide Unit	1 st Tattenhams Guide Unit Camp Fund	£1,000.00	£800	
6	7th Reigate Scout Group	7th Reigate ESU Scotland Expedition 2013	£800.00	£800	
7	17th Reigate Scout Group	17th Reigate Scout Group - Digital Map & Compass	£950.00	£800	
8	Redhill Raiders Junior Cycle Squad	Two new cycling coach	£950.00	£845	We consider transport to be a key issue for young people.
9	Redhill Town Football Club	Redhill Town Football Club	£800.00	£800	
10	St John the Evangelist	St John's Junior Choir Training Programme	£956.75	£0	From the application it's not clear that this would offer as much value as the Scout/Guide or transport projects.
11	The Gatton Trust	Shooting Gatton	£1,000.00	£500	
12	Reigate Baptist Church	Youth Scholarships for JAM Mission to South Africa	£1,500.00	£0	Organisation turnover too high (over £300,000) award not recommended.
13	Reigate Baptist Church	Pool Table Facility - Regiate Baptist Church	£965.00	£0	
		Total	£17,871	£7645	
		Total budget available		£7645	
		Balance if all bids approved		£0	

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OFFICER REPORT TO LOCAL COMMITTEE (REIGATE AND BANSTEAD)

SERVICES FOR YOUNG PEOPLE LOCAL PREVENTION COMMISSIONING 2013-15

4 MARCH 2013

KEY ISSUE

This is a report from the Youth Task Group for Reigate and Banstead. Services for Young People officers are presently in the process of supporting the Youth Task Group to re-commission the Local Prevention Framework and its associated elements for the period 1 September 2013 – 31 August 2015.

The Local Committee is asked to agree the local specification for Reigate and Banstead.

SUMMARY

The Local Prevention Framework has some proposed improvements following the first year of the commission countywide. These changes are outlined in this report.

1. The Youth Task Group was set up by the Local Committee for the purpose of advising the Local Committee in relation to youth issues, with particular reference to prioritising needs in respect of SCC Services for Young People resources devolved to the Local Committee. The Task Group has identified key priorities for Reigate and Banstead to prevent young people becoming Not in Education, Employment or Training (NEET). This report brings forward recommendations from the Task Group on how the local commissioning resource should be targeted.
2. The recommendations focus on key geographical neighbourhoods and community priorities. However the Task Group agreed that there should be borough-wide access to any commissioned services. Following a workshop the Task Group discussed and agreed key risk factors for Reigate and Banstead and these were used to produce a local specification for the Local Prevention Framework for 2013-15 (attached as **Annex A**).

3. Following agreement of the Local Committee, proposals for work to address the identified priority areas and risk factors will be sought from local providers. The Commissioning and Development team will create a short-list of bids for consideration of the Task Group. The Task Group will then consider the shortlist before final proposals for award of grant(s) are brought to the Local Committee. The commissioned services would then commence on 1 September 2013.

OFFICER RECOMMENDATIONS

The Local Committee (Reigate and Banstead) is asked to:

- (i) Approve the allocation of £15,500 to Individual Prevention Budgets (see 1.3a for details).
- (ii) Approve the local needs specification (Annex A) to be considered by providers focusing on the identified needs of Reigate and Banstead and the geographical neighbourhoods prioritised by the Youth Task Group.

1. INTRODUCTION AND BACKGROUND

The Local Prevention Framework is a commission aimed to reduce risk factors and increase protective factors for young people who are identified as being most at risk of becoming Not in Education, Employment or Training (NEET). The Local Prevention Framework is intended to commission opportunities for young people in school years 8-11. It is delivered all year round, outside of core school hours and external to SCC youth centres.

- 1.1 The Local Prevention Framework has been in place across Reigate and Banstead since 1 April 2012. This service is currently delivered by The Youth Consortium.
- 1.2 Following the first year of the Local Prevention Framework, the Commissioning and Development team conducted a review of the procurement and commissioning process involved in commissioning the Local Prevention Framework. The results of this were reported to the Education Select Committee on 29 November 2012.
- 1.3 Several improvements to the Local Prevention Framework were proposed. These include:
 - a) The inclusion of an Individual Prevention section which will be administered through Individual Prevention Grants. This fund is to provide funding through the Youth Support Service to young people who are NEET or at risk of becoming NEET to support them to participate in Education, Employment or Training. This is through the local purchase of items or services to support the individual. No funds will be provided directly to the young person, but spent by the Youth Support Service Team Manager on the individual's behalf. This will be allocated by the

Local Committee from the Local Prevention Framework funding to the Youth Support Service.

- b) The inclusion of a Universal Prevention section which will incorporate Small Grants. This is to more closely align Small Grants within Services for Young People's preventative strategy whilst recognising the more general nature of the Small Grants.
- c) Allowing groups of young people (two or more) to apply through a recognised voluntary sector organisation for funding through the Universal Prevention – Small Grants process to support projects or activities, in addition to small voluntary, community or faith sector organisations who can apply.
- d) The retention of the Risk of NEET Indicators (RONI), but to move away from a specified list produced annually. This is to allow providers and all services engaged with Services for Young People and beyond to identify young people who exhibit these risk factors locally, rather than centrally. It is hoped that this will enable a more localised service and remove any perceived restrictions a central list could create. RONI lists will still be generated for the purposes of the year 11-12 transition programme.

RONI risk factors are (not exhaustive list):

- (i) School attendance less than 60%
 - (ii) Excluded from school
 - (iii) Statement of Special Educational Needs, school action or school action plus
 - (iv) Living in an area with increased crime or anti-social behaviour
 - (v) Engaged in anti-social behaviour
 - (vi) Poverty in the neighbourhood or household affected by multiple-deprivation
 - (vii) Family disruption, ineffective parenting
 - (viii) Young Carer
 - (ix) Young parent
- e) The purpose of Neighbourhood Prevention to solely focus on those at risk of becoming NEET young people from 1 September 2013 in school years 8 to 11.
 - f) That the Local Prevention Framework should be awarded in the form of a grant funding agreement, rather than a contract as at present. This provides more freedom to local potential providers through less bureaucracy.
 - g) Changing the name of the Local Prevention Framework award to Neighbourhood Prevention Grants.

- h) The Neighbourhood Prevention Grant to be awarded for two years from 1 September 2013. This is to allow providers more time to develop relations with local networks and young people locally.
 - i) Previously, interested providers were required to bid for 100%, 50% or 33% of the available funds. From 1 September 2013 providers will be free to bid for any amount above 25% of the total fund available (under £5,000 to be met from Universal Prevention (Youth Small Grants)). This should allow smaller organisations to bid for work from the Local Committee.
- 1.4 The amount allocated to each of the eleven Borough and Districts is reviewed each commissioning cycle and is based on the needs of each area based on current NEET and RONI cohorts. There is an adjustment for the number of youth centres to compensate boroughs or districts with fewer youth centres. For 2013-15 Reigate and Banstead has been allocated £181,000.
- 1.5 The borough's allocation for Universal Prevention Grants is set at £26,000.

2. ANALYSIS

- 2.1 Services for Young People's strategic objective is 100 % participation in Employment, Training and Education. The Local Prevention Framework contributes to this by reducing risk factors that may lead to a young person becoming NEET.
- 2.2 A key characteristic of the NEET cohort in Reigate and Banstead is that 8 of the 19 wards had between 19 and 27 young people who were NEET. This dispersed population is in contrast to most other boroughs, where the majority of the cohort tends to be concentrated in fewer areas. Merstham ward has the highest number of both NEET and RONI young people, whilst an area of the ward is the second most deprived in Surrey.
- 2.3 33 of the young people who were NEET were also teenage parents or pregnant, around 25% more than the Surrey average.
- 2.4 80% of young people who have been identified as at risk of becoming NEET in Reigate and Banstead have some form of learning difficulty or disability.
- 2.5 75% of young people who have been identified as being at risk of becoming NEET did not achieve level 4 in English and Maths in their Key Stage 2 exams.
- 2.6 Reigate and Banstead's 10-19 year old population is: 15,894 (11.8% of Surrey's 10-19 year old population).

3. CONSULTATION

- 3.1 The Local Committee Youth Task Group met on the 11 February 2013 to consider the needs of the borough and to set the needs assessment and specification for Reigate and Banstead.
- 3.2 Local Committee Chairmen were consulted on the 22 January 2013. Consultation will be ongoing throughout the procurement process.
- 3.3 The proposed improvements to the Local Prevention Framework were considered and supported by the Education Select Committee on the 29 November 2012 following consultation with Local Committee Chairmen on the 20 November 2012.

4. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 4.1 It is anticipated local commissioning will offer better value for money in that the outcomes commissioned and work delivered will be more closely aligned to local need.
- 4.2 The Local Prevention budget for 2013/14 has already been partially allocated by the Local Committee to extend the present providers contract to 31 August 2013. £64,583 has been allocated to The Youth Consortium as agreed by the Local Committee on the 3 December 2012.
- 4.3 The remainder £90,417 will be allocated for the period 1 September 2013 – 31 March 2014, a further £155,000 for the period 1 April 2014 – 31 March 2015 and a final £64,583 for the period 1 April 2015 – 31 August 2015. Subject to Cabinet and Full Council budget decisions in 2013-14, 2014-15 and 2015-16. Any reductions in the 2014-15 and 2015-16 will be passed on to the providers. This will be made clear to all providers at the bidding stage and award stage.

5. EQUALITIES AND DIVERSITY IMPLICATIONS

- 5.1 The devolved commissioning budget is likely to be targeted to groups who are vulnerable or at risk.

6. CRIME AND DISORDER IMPLICATIONS

- 6.1 The purpose of Local Prevention is to prevent young people from becoming not in education, employment or training (NEET), evidence shows that young people who are fully participating are less likely to commit crime.

7. CONCLUSIONS AND RECOMMENDATIONS

7.1 In response to feedback and the Education Select Committee report, officers recommend amendments to the Local Prevention Framework. The aim of the 3 strands of the Local Prevention Framework (Universal Prevention, Neighbourhood Prevention, and Individual Prevention) is to promote 100% Participation. The local specification has been developed in consultation with the Youth Task Group to ensure that bids are tailored to meet local needs.

7.2 The Local Committee is asked to:

- (i) Approve the allocation of £15,000 to Individual Prevention Budgets.
- (ii) Approve the local Reigate and Banstead needs specification (Annex A) to be considered by providers focusing on the identified needs of Reigate and Banstead and the geographical neighbourhoods prioritised by the Youth Task Group.

8. REASONS FOR RECOMMENDATIONS

8.1 These recommendations will:

- a) Support the council's priority to achieve 100 % participation for young people aged 16 to 19 to be in education, training or employment.
- b) Increase the delivery of youth work locally.
- c) Increase the access of the Local Prevention Framework to small voluntary organisations.
- d) Speed up the process for awarding Universal Prevention Grants (Small Grants).
- e) Increase the access of the Local Prevention Framework through the use of a grants based commissioning process.

9. WHAT HAPPENS NEXT

9.1 The next step will be for officers to develop a prospectus which will provide those organisations who wish to bid the necessary local information.

9.2 Officers will invite organisations to bid and those bids will be short-listed by the Commissioning and Development Team.

9.3 A mini competition will take place where the short-listed providers will present their proposals to the Youth Task Group.

9.4 A recommendation on the awarding of grant(s) will be brought to the next meeting of the Local Committee for approval.

9.5 It is anticipated that the new provider(s) will be in place for 1 September 2013.

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BACKGROUND PAPERS: N/A

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**Reigate and Banstead
Neighbourhood Prevention Local Service Specification**

Definitions:

- **NEET** young people are those who are '**Not in Education, Employment or Training**'. They are in year groups 12-14 (aged 16-19) and have had at least one period when they were out of education or work during the 2011-2012 Academic Year (Sept 2011 - Aug 2012);
- **RONI** young people are those who have been identified as '**At Risk**' of becoming **NEET** when they leave school (aka **RONI**) are in year groups 8-11. These young people have been identified by Services for Young People in collaboration with schools. They will exhibit a number of NEET indicators, such as being Looked After or a Child in Need, involvement with crime or anti-social behaviour, low school attendance or fixed term exclusions, or having a learning difficulty or disability.

Key local services/commissions:

There are three key strands to Services for Young People commissions and Providers will be expected to link between these commissions:

- **Centre Based Youth Work** – Delivers universal and targeted provision to all young people. Also works with the RONI cohort.
- **Youth Support Service** – A one-to-one case management service supporting young people who are NEET, in the Youth Justice System, Child in Need and homelessness.
- **Neighbourhood Prevention Grant** – Providing preventative services to RONI young people.

The priority for the Neighbourhood Prevention Grant in Reigate and Banstead is to prevent young people from becoming NEET by supporting young people in academic years 8-11 to reduce their risk factors and increase protective factors for those who are identified as being most at risk of becoming NEET.

Prevention activities should be co-produced with young people and delivered in the local community. Preventative services must demonstrate high-quality delivery and a focus on meeting the individual needs of young people identified as being at Risk of NEET (RONI). There were 266 young people NEET in Reigate and Banstead and 493 identified as at risk of NEET (RONI's) in 2011/12.

Key characteristics for the Neighbourhood Prevention Grant:

Neighbourhood Prevention activity must take place outside the school day and be delivered from premises other than the Youth Centres in Reigate and Banstead which are located in Banstead, Merstham, The Phoenix and Horley Young Peoples Centre. Initial contact can be made in schools.

Based on the knowledge of local need the Reigate and Banstead Local Committee Task Group identified the following neighbourhoods as being in need of this type of provision. Providers must deliver from one or more of these areas of Reigate and Banstead:

- Preston Ward – in particular the Pitwood Green area
- Merstham Estate– in particular Portland Drive area
- Redhill – Timperley Gardens, Longmead, Colesmead,
- South Reigate – Woodhatch, South Park, Meadvale
- Horley East and West and Court Lodge Road

The Task Group has identified the following areas of need which projects should address with the overall objective of removing barriers to Participation in Education, Training or Employment (PETE):

- Teenage Pregnancy - Projects to prevent teenage pregnancy and projects which support teenage parents (mums and dads) to remain in education.
- Mentors and Role Models – Projects which offer young people highly developed role models, and mentoring opportunities to support them to make a successful transition post 16.
- Mental Health – Projects to support young people with mental health needs, poor social skills, low self esteem, aspirations and motivation.

The Task Group has identified a need for projects which fulfil the following key criteria:

- Projects must be preventative and demonstrate a strategy for promoting the project and engaging young people. Use of alternative media to communicate with young people is desirable.
- Projects must work alongside the Supported Families Programme, Youth Support Service, Surrey Police, and create links with Youth Centres.
- Projects must deliver during the school holidays (in particular the Summer, Easter and half-term holidays), weekends and evenings to young people in addition to term-time out of school hours.

ANNEX A

- Projects should have a focus on working with young people around relationships in the broadest sense (e.g. friendships, peer, family and personal relationships).
- Providers should form strong links with local schools and existing alternative education/training provision, including non-statutory education services ensuring that they take account of current provision in the Borough.
- Projects should not duplicate existing provision within the Reigate and Banstead area and should be flexible, enhancing or adding value to existing services.
- Projects should take into account the fact that young people will not travel between the north and the south of the borough.

Bids will be scored by their ability to meet the above needs and deliver in the geographic areas listed above.

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**OFFICER REPORT TO LOCAL COMMITTEE
(REIGATE AND BANSTEAD)**

SURREY FIRE AND RESCUE SERVICE UPDATE

4 MARCH 2013

KEY ISSUE

To inform the Committee of the items in the next Public Safety Plan Action Plan, covering the period 2013-16.

SUMMARY

The second action plan in support of the Public Safety Plan is currently under development. This process includes a review of the 2 year action plan for 2011-13 and also the proposals for a 3 year action plan from 2013-16.

OFFICER RECOMMENDATIONS

The Local Committee (Reigate and Banstead) is asked to:

- (i) Note the progress to date on items in the Action Plan for 2011-13
- (ii) Provide feedback on proposed Action Plan for 2013-16.
- (iii) To consider those items that will be the subject of further public consultation at the appropriate time.

1. INTRODUCTION

- 1.1 The Public Safety Plan 2011-20 is supported by a series of action plans, detailing the specific targets and actions for the current period.
- 1.2 The first action plan covers the period between June 2011 and March 2013.
- 1.3 The second action plan, covering the period between April 2013 and March 2016 is currently under consultation.
- 1.4 This report provides an overview of progress against the first action plan and also details the intended actions and targets for the second action plan.

2. BACKGROUND

PUBLIC SAFETY PLAN ACTION PLAN 2011-13 REVIEW

- 2.1 The first action plan supporting the PSP will conclude in March 2013. A number of the actions have been completed, including several that indicated the commencement of projects. There are a number of items that will be carried forward into the next action plan.
- 2.2 Several of these items were 'enabling items' to allow more significant changes to be made in the following action plan, notably the development of new Wholetime duty systems.
- 2.3 **Surrey Response Standard:** The Response Standard is embedded and the reporting mechanism is continuing to be improved. This is now business as usual. **Item complete**
- 2.4 **Mutual Assistance:** The arrangements with neighbouring Fire and Rescue Services under sections 13 and 16 of the Fire and Rescue Services Act have been reviewed and revised where appropriate. The agreement with West Sussex following the intended cessation of the ceded area arrangement is being reviewed again. **Item complete.**
- 2.5 **Reform of the On-Call duty system:** Revised contracts and a new availability planning system will be in place by April 2013. A phased transition for staff will be implemented during 2013. Item will be completed.

There are a number of actions that are linked to the on-call duty system project:

- 24 hour provision at Cranleigh: This is a deliverable from the main duty system project.

- Revised service delivery at Gomshall. The Service are continuing to develop the options for Gomshall and the staff based there. This may include crewing a special appliance.
 - Removal of 2nd appliances from Cranleigh, Godalming, Haslemere, and Oxted: The removal of the second appliances is also linked to the implementation phasing of the revised contracts. These appliances will not be available for emergency response but may stay in their locations to provide resilience.
- 2.6 **Wholetime duty system changes:** Work has been refocused in order to provide a new model for firefighters to provide additional shifts in order to maintain cover against a reducing establishment. This element is expected to be delivered before the end of March 2013. This item will also be **carried forward** in the next action plan.
- 2.7 **Location of Fire Stations:** This is an ongoing item; specific details are covered in the Action Plan 2013-16 section of this paper.
- 2.8 **Fire station facilities:** Review ongoing, with incremental implementation subject to budget availability. A number of fire stations are now being shared by Surrey Police and/or South East Coast Ambulance Service creating revenue income and operational benefits.
- 2.9 **7 day a week working:** The Middle Management Review reduced the establishment of Middle Managers from fifty to forty and introduced a new working pattern to increase managerial availability at the weekends. **Item complete.**
- 2.10 **Operational Assurance:** Good progress is being made, with the second phase of operational audits currently underway. The revised post event review process is being implemented and the organisational learning and Service improvement packages are being delivered. This item will be **carried forward** into the next action plan.
- 2.11 **Increased Use of Volunteers:** The Service has increased the number of volunteers to 80 from a figure of fewer than 10 in 2011, and has established a framework for the increase in number of and use of volunteers across a wide range of activity. **Objective being achieved.**
- 2.12 **Review of Response/Call Challenge/Charging:** Not complete, this item is dependent upon a pan regional project as detailed in the 2013-16 plan.
- 2.13 **Development of sponsorship:** Initial research indicated that this item would require specialist assistance. New post created and appointed to in order to manage this element. Commences in January 2013.
- 2.14 **Governance review:** The review will be broken down into 4 workstreams - analysis of the impact of current arrangements; review of possible models; assessment of future influencing factors; and an assessment of options for the future. It is envisaged that the work will

develop options by end 2013. The next action plan will include the delivery of the review findings. **Item complete.**

- 2.15 **Analysis of data:** The revised Community Risk Profile will be published in April 2013. The annual review/revision of this item becomes business as usual. **Item complete.**
- 2.16 **Partnership review:** Partnership review completed with revised register/risk assessment. **Item complete.**
- 2.17 **London 2012:** Planning and exercising for the Olympics was completed in time. Significant Service commitment during the Olympics supported the successful delivery of the games, notably the road cycling events and the Olympic Rowing Village at Royal Holloway College. **Item complete.**

PUBLIC SAFETY PLAN ACTION PLAN 2013-16

- 2.18 The Service has developed a 3 year action plan, to commence in 2013. This will then encompass a longer period of the Medium Term Financial Plan and enable the Service to provide direction on a number of significant projects, mostly relating to property/location changes.
- 2.19 **Fire station locations:**
- 2.20 A number of external factors have contributed to the requirement for Surrey Fire and Rescue Service (SFRS) to engage with station relocations additional to those described within the Public Safety Plan. As a consequence, and in line with the budget planning for the Service, the phasing for implementation has now changed.

Epsom & Ewell and Reigate & Banstead

- 2.21 West Sussex Fire and Rescue Authority (FRA) have decided to remove the fire engine from their Horley station in April 2013. This affects the fire emergency response arrangements in Surrey as this fire engine was often the quickest response to incidents in the Horley area.
- 2.22 Surrey's response to this action has been the subject of a public consultation, the proposal being to provide new fire station locations in the Salfords and Burgh Heath areas, with one fire engine being moved to Horley as an interim solution for Reigate and Banstead until a suitable location is found in the Salfords area.

Woking

- 2.23 In September 2012, Surrey County Council's Cabinet agreed to form part of the Woking Town Centre development company and consequently agreed to the relocation of the fire station from its current site in Cawsey Way.

- 2.24 Woking fire station is a relatively modern station that occupies a small footprint. This limits the area available for practical training and also for car parking. The impact on training is obvious, whilst the limited car parking capacity negates the opportunity to create an 'on-call' unit at the station, which is an option that SFRS would wish to explore.
- 2.25 A proposed site has been given provisional approval by Fire and Rescue based upon operational requirements. At the time of writing the location of the site was subject to the requirement for confidentiality due to commercial/contractual reasons.
- 2.26 Target date for completion: **March 2014**

Guildford

- 2.27 Guildford Fire Station is being replaced due to the condition of the existing building. The timescale from the consultants is for early works to begin January 2013 with start of construction on site by May 2013.
- 2.28 Preparatory works are being carried out on the properties due to be demolished in January 2013, as part of the enabling works.
- 2.29 Property Services target date for completion: **July 2014.**

PSP Phase 2

2.30 Phase 2 of the PSP is described as follows:

9.2 *It will be this second phase of changes that allow us to make the majority of the savings that have been identified in the current medium term financial plan. It will also provide the opportunity to improve our first fire engine response time to particular areas of the county. Due to the complexity of the factors outlined above, we cannot be explicit about where we think our fire stations will be and we are mindful that other opportunities to change may arise. However our current aspirations include the following:*

- a) *A fire engine located more centrally in Spelthorne. This would impact on the fire engines at Staines and Sunbury.*
- b) *A rationalisation of the number of fire stations in Elmbridge.*

Spelthorne

- 2.31 The current provision within Spelthorne is one pump at Sunbury and one pump at Staines. These stations are located at either end of the borough. For Staines this means that the fire station is very close to the border with London, with Feltham Fire Station situated approximately 3 miles away.

2.32 An optimal location in the Ashford Common area has been identified by Property Services and initial scoping work has commenced.

2.33 Property Services target date for completion: **March 2015**

Elmbridge

2.34 The current provision within Elmbridge is one pump at Painshill, one pump at Esher and two pumps at Walton (1 variable crew, 1 on-call). Painshill is situated in an optimal location but there is the potential to rationalise the resources at Walton and Esher into a suitable site in the Hersham area.

2.35 Property Services target date for completion: **March 2016**

2.36 Income generation

Details the plan to increase the generation of income through a range of options.

2.37 Review of Response/Call Challenge/Charging

This is an item carried forward from the 2011-13 plan and is dependant upon the delivery of the products from the Fire and Rescue collaborative partnership. This partnership is developing standardised operational procedures and the supporting elements, such as risk assessments, task analysis and training packages. Central government funding has enabled the establishment of a hub, to be based at Reigate, to accelerate the completion of this work and to form the basis of a steady state mechanism for review and revision of the documents.

The Service has already introduced the Incident Types that the partnership has produced, as has the Isle of Wight and has now commenced implementation of the Standard Operating Procedures.

During the 3 year plan the Service will seek from the Fire Authority confirmation of the requirement to continue to respond to incidents that do not form part of the statutory duty detailed by the Fire and Rescue Service Act 2004. This includes incident types such as animal rescue.

Confirmation of the response requirement will also enable the Fire Authority to consider the charging regime applied to incident response where appropriate.

2.38 Reform of Wholetime duty systems

In order to support the further improvement in staffing flexibility and resilience, the Service will progress the development of Wholetime duty systems by the end of this action plan.

2.39 Review of Governance

The review of governance will deliver its findings during this action plan period. This will initiate a project to implement the recommendations following receipt of the appropriate approvals.

2.40 Emergency response cover disposition

The PSP contained a model of the potential disposition of fire engines as a result of the implementation of Phase 1 of the plan. Whilst the rationale behind this disposition plan has not changed, there is a change to the phasing of implementation, prompted in part by the external factors of Horley and Woking. This means that some of the potential disposition changes may not happen due, for example, to a change in fire station locations. This is the case for Epsom, where the implementation of a day crew is likely to be superseded by the establishment of a fire station in the Burgh Heath area.

The PSP also proposed the implementation of day crewed fire engines at Oxted, Godalming and Chobham. Whilst this remains an aspiration for the Service it is clear that due to the other planned changes described previously this is not a priority action. The implementation of the revised on-call duty system and associated availability requirements will be reviewed and revised where appropriate.

2.41 The PSP described the creation of additional capacity to support training and community safety activity. The requirement for this capacity remains but the Service will continue to examine the most appropriate method for delivery.

2.42 The PSP also described the intention to match resources to demand. This involved redressing the imbalance between night time, when currently there is more cover but less demand, and day time when the reverse is true. This remains the intention and the changes in the availability of the on-call duty system will see the first steps in achieving this.

2.43 The Service understands how valued both the Youth Engagement Scheme and Safe Drive Stay Alive are, and continues to deliver both of these schemes successfully. There are significant resource implications from these that must also be considered in future planning.

2.44 Provision of Specialist Capability/Contingency Crewing

During this action plan the Service will be implementing a one year pilot scheme during 2013 for the provision of a contingency crewing capability to provide fire and rescue response during periods of staff shortages. This is with a Dorking based company, Specialist Group International Ltd. This meets the statutory requirement as confirmed in the Fire and Rescue Service National Framework.

In addition to the contingency crewing element, the contract also incorporates the provision of specialist services, incorporating a wide range of special rescue activity, including rescues from surface and sub-

surface water, confined spaces and heights. One of the recommendations from the Cabinet Paper which initiated this contract is for a thorough review to be undertaken during the period of the pilot. This review will report its findings to the Communities Select Committee.

2.45 Reviews of Action Plan 2011-13 items

Items completed during the previous action plan will be reviewed where necessary. This will include the reforms of the On-Call duty system.

3. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 3.1 The cost and timing assumptions set out above are being taken into account in preparing the proposed 2013-18 Medium Term Financial Plan. It is worth emphasising that any additional costs which may be associated with the change in arrangements for Horley have not yet been allowed for, pending consultation; and that the timing of other changes in station location is the single most critical factor to delivering the savings required.

4. EQUALITIES IMPLICATIONS

- 4.1 The proposed location changes will be subject to staff and public consultation. Equalities Impact assessments will be completed where necessary.

5. RISK MANAGEMENT IMPLICATIONS

- 5.1 The Medium Term Financial Plan savings are based upon the delivery of the station rationalisations as described. The delivery of these savings remain as a risk.
- 5.2 The property strategy for SFRS mitigates community risk as it provides improved facilities in more appropriate locations.

6. IMPLICATIONS FOR THE COUNCIL'S PRIORITIES OR COMMUNITY STRATEGY

- 6.1 The continued provision of an effective Fire and Rescue Service supports all of the key priorities

7. CRIME AND DISORDER IMPLICATIONS

- 7.1 None identified

8. CONCLUSION AND RECOMMENDATIONS

The Local Committee (Reigate and Banstead) is asked to:

- (i) Note the progress to date on items in the Action Plan for 2011-13
- (ii) Provide feedback on proposed Action Plan for 2013-16.
- (iii) To consider those items that will be the subject of further public consultation at the appropriate time.

9. WHAT HAPPENS NEXT

- 9.1 The Action Plan will be reviewed in light of the comments received.
- 9.2 The Action Plan will be published during 2013 with actions commencing as required during the period of the plan. Items regarding proposed changes to station locations and/or fire engine deployments will be subject to the appropriate public consultation.
- 9.3 Local Committees will be updated on specific actions and progress.
- 9.4 Regular reporting against the 2013-16 Action Plan will be delivered through the Programme Management board of SFRS.

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BACKGROUND PAPERS:	Public Safety Plan 2011-20 PSP Action Plan 2011-13

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OFFICER REPORT TO LOCAL COMMITTEE (REIGATE AND BANSTEAD)

REDHILL BALANCED NETWORK – TRAFFIC ORDERS AND CONSULTATION

4 MARCH 2013

KEY ISSUE

To authorise the relevant traffic orders and notices for the Redhill Balanced Network project to enable advertising and the making of the legal documents to be carried out.

SUMMARY

The Department for Transport (DfT) announced on 3 January 2013 that local highway authorities could submit bids for the Local Pinch Point Fund. The Redhill Balanced Network was the most advanced scheme within the county that fulfils the requirements of the fund and therefore has the highest probability of securing funding.

However, in order to progress this scheme quickly, a number of traffic orders and notices will need to be processed, including advertising.

This report also covers the results of the consultation carried out between 9 November 2012 and 4 January 2013.

OFFICER RECOMMENDATIONS

The Local Committee (Reigate and Banstead) is asked to:

- (i) Authorise the Local Committee Chairman, Vice-Chairman and Area Team Manager, together with the relevant local divisional Member to progress any scheme from the agreed Redhill Balanced Network project, including consultation and statutory advertisement that may be required under the Road Traffic Regulation Act 1984, for completion of those schemes.
- (ii) Note the results of the consultation indicated in Annex C.

1. INTRODUCTION AND BACKGROUND

1.1 On the 3 December 2012, the Local Committee agreed:

- (i) to support a joint bid to the Growing Places Fund, and/or Coast to Capital Transport Body Fund by Surrey County Council and Reigate & Banstead Borough Council, or other funding opportunities that may arise.
- (ii) to delegate authority to the Chairman, Vice-Chairman and Divisional Member for agreement to proceed towards submitting a bid to the Growing Places Fund, and/or Coast to Capital Transport Body Fund, or other funding opportunities that may arise, following the public consultation.

(Minute 66/12 refers).

1.2 On 3 January 2013, the DfT announced that local highway authorities may submit bids to the Local Pinch Point Fund, for either up to £5 million (known as small bids) or up to £10 million (known as large bids).

1.3 Within the county of Surrey, the Redhill Balanced Network was the most advanced scheme that met the requirements of the fund and possibly has the highest probability of securing funding for Surrey.

1.4 However, the DfT required that any bids must contain at least 30% local contribution towards the overall cost of the scheme and that all bids must be submitted by 5.00pm on 21 February 2013.

1.5 The local contribution funding has been obtained from a number of sources including developer contributions and through some valiant work by officers of both the County Council and Borough Council it can be stated that the bid for the Redhill Balanced Network has been submitted on time and can be viewed on the County Council web site at the following address:

www.surreycc.gov.uk/roads-and-transportroads-and-transport-policies-plans-and-consultations/majorprojects

2. TRAFFIC ORDERS, NOTICES AND APPROVALS

2.1 If the Local Pinch Point Fund bid is successful, it is planned to commence works on the first scheme in September 2013, after the detailed design has been completed and the statutory undertakers (gas, water, electric and telecoms) have carried out their necessary diversion and protection works to their apparatus.

2.2 The project does require several traffic orders and notices to be made and these will require processing including advertising during the spring of 2013.

2.3 The traffic orders and notices have been shown on the following annexes:

Indicated on plan attached as **Annex A**

- Revoke one-way system and convert to a two-way system
- Introduce new puffin crossing
- Upgrade pelican crossing to toucan crossing
- Create shared use pedestrian cycle facility.

Indicated on plan attached as **Annex B**

- Amendments to waiting restrictions

2.4 It should be noted that the provision of a shared use pedestrian cycle facility (conversion of a footway to shared or segregated use pedestrian and cycle) only requires Local Committee approval and no legal orders or notices.

2.5 The proposed shared use pedestrian cycle facility between Ladbroke Road and the new toucan crossing outside of Redhill railway station will not be implemented until such time as sufficient land becomes available for widening the existing footway.

2.6 The traffic orders and notices will need to be processed into legal documents and advertised.

3. CONSULTATION

3.1 The Redhill Balanced Network has been the subject to a public exhibition and consultation. The 8-week consultation commenced with an exhibition in the Belfry Centre which was held on Friday 9 and Saturday 10 November 2012, with approximately 350 people visiting the stand over the two days. In addition an un-staffed exhibition was held at the Harlequin Theatre for a 2-week period.

3.2 The consultation was also available online as well as feedback forms being made available at a number of outlets round the town, including libraries, help shops and in the Borough and County Council offices.

3.3 A summary of the consultation results is attached as **Annex C**, with 127 replies being received. Of those, approximately 70 percent were made online and 30 percent submitted in paper format.

3.4 The bus operators have also been consulted and are generally supportive of the measures. Their comments will be taken into account during the detailed design.

- 3.5 As per the Local Committee minute 66/12 (indicated in paragraph 1.1 (ii) above), the results of the consultation have been presented to the delegated members and approval to proceed to a bid for funding was agreed on 11 February 2013.

4. FINANCIAL IMPLICATIONS

- 4.1 The indicative costs for the processing of the relevant traffic orders and notices were included within the overall project management costs for the scheme that was presented to this committee on 3 December 2012. These costs were included within the bid made to the DfT on 21 February 2013.

5. EQUALITIES AND DIVERSITY IMPLICATIONS

- 5.1 An Equalities and Diversity report will be commissioned as part of the detailed design process.

6. CRIME AND DISORDER IMPLICATIONS

- 6.1 There are no direct crime and disorder implications arising from this report. However, the planned improvements may well reduce the potential for serious injury collisions, improve the safety of pedestrians and cyclists, and improve traffic flow.

7. CONCLUSIONS AND RECOMMENDATIONS

- 7.1 The Local Pinch Point Fund provides the County Council and Borough Council with a good opportunity to obtain the required funding to introduce the Redhill Balanced Network at the first available opportunity.
- 7.2 To enable the project to be implemented, there are a number of traffic orders and legal notices to be processed and approvals required. The agreement of this committee will enable these processes to commence at the earliest opportunity to allow for advertisement of the traffic orders and legal notices during the spring of 2013. Any delay in this process, could set back the programme of works severely as all works must be completed by end March 2015 with a current programme ending in November 2014.
- 7.3 It is suggested that a new process be applied to all the schemes within the Redhill Balanced Network to ensure timely scheme delivery. This would involve delegation of authority to progress schemes, including consultation and statutory advertisement, where required, to the

Chairman, Vice-Chairman and Area Team Manager, together with the relevant local divisional Member. Where it is agreed that a scheme should not progress for any reason, it is proposed that a report be submitted to the next formal meeting of the Local Committee for resolution.

8. REASONS FOR RECOMMENDATIONS

- 8.1 The traffic orders, notices and approvals to convert to shared space pedestrians and cycles is required to enable the Redhill Balanced Network to be introduced as soon as possible.
- 8.2 The results of the consultation should be noted.

9. WHAT HAPPENS NEXT

- 9.1 The detailed design of the Redhill Balanced Network will be undertaken between April and June 2013, with the traffic orders and notices processed and advertised during the spring of 2013.
- 9.2 If the bid is successful, it is anticipated that the statutory undertakers' works will be carried out during the June to September 2013 period, with the first junction improvement starting in September 2013. It is planned that the all the balanced network proposals will be completed by November 2014.

The consultation results indicated a 70:30 overall approval to the project. However, the comments will be taken into account whilst carrying out the detailed design.

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BACKGROUND PAPERS:	Local

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Redhill Balanced Network

Proposed Traffic Orders & Notices

Annex A



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Redhill Balanced Network – Consultation summary

Redhill is one of the Surrey's most economically important towns but without commensurate transport investment, to tackle congestion and improve accessibility the attractiveness of the town for wider regeneration benefits of investment will not be forthcoming.

The balanced network is a series of link and junction improvements in Redhill town centre for the benefit of vehicles, cyclists and pedestrians, which will pave the way for Redhill to fulfil its potential – socially, environmentally and economically and will support the employment offer in Redhill by directly improving journey time reliability and access to the labour pool and indirectly unlocking development sites that will offer a greater range of facilities to employees and residents

As the scheme proposals relate to a number of link and junction improvements, the primary stakeholders are local residents, road users, transport operators, local businesses and utility companies.

A public exhibition and consultation was conducted between 9.11.12 and 04.01.13. Respondents had the option of responding to the questionnaire electronically or manually. Nearly 130 people replied [response rounded up/down to nearest 5], with 110 [95%] responding in an individual capacity, 3 responses from businesses and 4 responses on behalf of groups.

- Nearly 80% of respondents were in the age range 30 – 69, with approximately 80% travelling on foot in Redhill, 70% by car, 20% by bus and 15% by bicycle.
- Of the 120 respondents, 55% visited Redhill 5 or more times a week and 25% between 2 to 4 times a week. Nearly 70% visit Redhill for shopping/ leisure, 60% are residents, 25% for work and nearly 15% for visiting friends or family.
- Those in favour of the specific improvements ranged from 60% – 80% of the respondents and those opposed to them ranged from 20% - 40%. Taking all the improvements collectively, 70% of the respondents were in favour, with 30% opposed.

Results from analysis of the consultation have been presented to the Chairman and Redhill Divisional Member for the Local Committee for Reigate & Banstead and Reigate & Banstead Borough Council's Executive Member for Property and Regeneration have 'signed off' the consultation analysis.

- Transport operators have been consulted and are broadly in support of the scheme.
- Utility companies have been consulted and have provided estimated costs for diversionary works.

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OFFICER REPORT TO LOCAL COMMITTEE (REIGATE AND BANSTEAD)

TRAVEL SMART LOCAL SUSTAINABLE TRANSPORT FUND (LARGE BID) PROGRAMME

4 MARCH 2013

SUMMARY

In June 2012, the County Council was successful in securing an award of £14.304 million in grant funding from the Department for Transport's Local Sustainable Transport Fund (LSTF). This is in addition to the award of £3.93 million LSTF Key Component funding secured in July 2011. Both grants are for the period up to 31 March 2015 and jointly form the Surrey Travel SMART programme. As part of the Surrey Travel SMART programme, a total of £4.854 million has been allocated for sustainable travel improvements in Redhill/Reigate.

This paper provides a progress report on the 2012/13 programme, and asks Members to consider the proposed 2013/14 programme.

OFFICER RECOMMENDATIONS

The Local Committee (Reigate and Banstead) is asked to:

- (i) Note the progress made on the 2012/13 programme.
- (ii) Agree the 2013/14 Redhill/Reigate Travel SMART programme including the revised cycle route map.
- (iii) Agree to delegate amendments to the Travel SMART Programme to the Local Committee Chairman and Vice-Chairman and the Travel SMART Programme Manager in consultation with the appropriate officers and Members.

1. INTRODUCTION AND BACKGROUND

- 1.1 Surrey County Council has been successful in securing £18.234 million from the Department for Transport's (DfT) Local Sustainable Transport Fund (LSTF) to deliver the Surrey Travel SMART programme. £3.93 million was awarded in July 2011 with a further £14.304 million awarded in June 2012 as part of the large bid of £16 million. The aim of the fund is to deliver sustainable travel measures that support economic growth and carbon reduction. A total of £4.854 million of the large bid funding is allocated for sustainable travel improvements in Redhill/Reigate.

2. DEPARTMENT FOR TRANSPORT (DfT) FUNDING UPDATE

- 2.1 At the end of December the DfT announced that it has given recipients of LSTF funding – including Surrey County Council - the opportunity to reallocate some spending on the 2012/13 programme into the 2013/14 financial year. In order to manage end of year delivery pressure, the County Council applied to carry forward a portion of the 12/13 funding and the DfT accepted our request at the end of January. The reallocation means that we can deliver our programme more effectively over the next three to four months as opposed to rushing projects through by the end of this financial year. It will be particularly useful for some of our capital schemes, as recent adverse weather has caused some delays.

3. PROGRESS FROM THE 2012/13 PROGRAMME

3.1 Bike IT programme

The Bike IT programme is an initiative to encourage greater levels of cycling in schools, and has had a very successful year in 2012/13.

In total 30 schools in the borough have now received a Sustrans School Mark award, recognising their efforts in encouraging pupils either to cycle or scoot to school. During the year, six schools in the borough achieved the Sustrans School Mark gold standard, the first to be issued in the country. It is worth noting that only eight out of over 1,800 Bike IT schools in the country have achieved this standard, further demonstrating the success of the scheme in Reigate and Banstead.

Annex A provides a list of the schools that have achieved the Sustrans School Mark standard during the Bike IT programme to date.

3.2 Walking and cycling

Due to delays in the programme, and the opportunity to re-profile funding from 2012/13 into 2013/14, the proposed cycle routes included in the September 2012 Local Committee papers are yet to be constructed. The County Council has work underway to develop a cycling programme, including improved cycle infrastructure standards. As a result, the re-profiling has allowed more time for the new standards to be reflected in route design and for public consultation to be undertaken. These routes will be delivered early in the 2013/14 programme. The 2013/14 programme section below provides more information on progress with route design.

3.3 Bus user improvements

Whilst there was no funding for the 2012/13 programme for bus user improvements, officers have been working closely with local bus companies to design improvement for the 2013/14 programme.

3.4 Travel planning, information and marketing

Journey planning website

Due to be launched in May 2013, a new journey planning and travel information website is being developed. The website will consolidate a lot of the information about travel on the Surrey County Council website and provide users with the following features:

- Journey planning by car, cycle, train, bus, walk, taxi and any multiples of these
- Linking real time information into journey planning, informing people of any likely disruptions during their trip
- A widget available for businesses, schools and other groups to put on their website to provide direct access the journey planner
- Links into realtime bus information at stops (see bus corridor improvements below)

Media broadcast screens

Plans are being finalised for media broadcast screens to be installed at Redhill Bus station and at both pedestrian entrances into the Belfry Centre. These screens provide real time bus and train information and provide a base for local businesses to advertise on. The screen content can be altered remotely in real time, providing an excellent platform for promotion of the Travel SMART programme and, where appropriate, other Borough and County Council services.

Negotiations are ongoing with Southern Rail regarding the installation of a screen in Redhill Train Station.

Business engagement

The first joint Redhill and Reigate Business Travel Forum meeting was held on Tuesday 5 February 2013 and was attended by 12 businesses from the local areas. This meeting provides a forum for businesses to discuss which local travel improvements could benefit them. These businesses are currently being given the opportunity to develop these proposals until the end of March 2013. A total of £50,000, half revenue and half capital, is available for investment in travel improvements in each area.

A suite of measures to support businesses in reducing their travel and commuting costs and impacts has been designed and will be available to businesses in 2013/14. More information on the measures is available in the key elements section below.

Community engagement

A fund of £60,000 each was allocated to the wards of Redhill West and Merstham for local community groups, charities and organisations to apply for funding to help make it easier to travel and/or reduce the need to travel by bringing services into the local community.

Both funding schemes were oversubscribed by more than 50%, and both days proved to be a big success with local residents and community groups involved in the process. The following projects have received funding this year:

Merstham			Redhill West		
Organisation	Project	Amount	Organisation	Project	Amount
Surrey Wildlife Trust	Woodland regeneration	£10,000	East Surrey Rural Transport Partnership	Buses 4 U pilot	£8,000
Age Concern	Minibus service	£6,000	Hi Days	IT and exercise for over 50s	£3,000
East Surrey Rural Transport Partnership	Pilot dial a ride	£3,000	Raven Housing Trust	Timperley Gardens adventure trail	£7,5000
Merstham Community Facility Trust	IT and Job club	£8,280	Raven Housing Trust	Rivers Estate playground equipment	£10,000
Nailsworth Residents Association	Cycle storage	£10,000	Redhill Youth Club	Youth get fit scheme	£900
Welcare	Toy Library	£9,053	Live at Home	Men's club volunteer car share	£1,500

Time 4	Youth skills and activity club	£10,000	Citizens Advice Bureau	Digital case worker	£10,000
			Welcare	Buddy scheme for parents with disabilities	£10,000
			YMCA Redhill	Bike Works project	£9,800

At the Merstham event we had over 90 people voting at the event, and in Redhill West we had around 50 people voting. Feedback from residents who attended the event has been very positive.

4. 2013/14 TRAVEL SMART PROGRAMME

4.1 The proposed full programme for 2013/14 is attached as **Annex B** and provides details of funding for each of the schemes. Below are some highlights to the programme being delivered in 2013/14.

4.2 Bike IT

The Bike IT programme will continue into 2013/14 with new schools throughout the borough being targeted. Schools that have achieved bronze and silver School Mark awards so far will be supported and encouraged to achieve the gold standard.

4.3 Bus Priority and corridor improvements

An allocation of £250,000 has been made to provide improvements for passengers and buses along priority bus corridors to benefit all services along those routes. The bus routes to be considered are 100, 400, 405, 420/460, 424, 430/435.

These measures will include raised kerbing, bus stop infrastructure upgrades, standardising bus stop layout and alignment, signage, and other information and accessibility improvements. Intelligent bus priority will be installed for buses at traffic signalised junctions. Real Time Passenger Information (RTPI) display screens will be installed in areas of high passenger throughput, along with other RTPI system improvements including web/mobile/smartphone information and 'media broadcast' displays to provide realtime bus and rail information alongside other travel related messages.

These bus corridors are served by a high level of bus routes, linking residential areas to centres of employment and potential additional economic growth. Site survey work is in progress to identify specific sites for improvements along these corridors that will lead to greater bus patronage and improved accessibility. This work is being

progressed in consultation with bus operators, SCC Highways and other stakeholders.

4.4 Walking and cycling

In 2013/14 a number of new cycle routes will be introduced with £220,000 worth of funding available (including £61,000 of funding originally earmarked for spending in 2012/13). A revised map of cycle routes is available as **Annex C**.

It is proposed to revise Route 1A, re-routing it via Battlebridge Road, and use Frenches Road, Wiggie Lane and St Anne's Road to reach the town centre via the wider footway in Station Road, proposed as part of the Balanced Network Transport Scheme for Redhill Town Centre. Should the committee approve this revision, public consultation on the route will take place in March 2013.

Also in an advanced stage of design is Route 1B which connects Coles Mead residents to businesses in the Holmethorpe Industrial Estate.

A walking strategy to be implemented in 2013/14 is currently being developed and will be submitted to the Reigate and Banstead Local Committee LSTF task group in July 2013 for consideration. This strategy will include proposed improvements to footways and other pedestrian improvements, and a social marketing strategy to encourage people to spend more time walking around Redhill and Reigate.

4.5 Information, travel planning and marketing

Journey Planning website

Phase 2 development of the journey planner website is to include a registration function where residents will be able to input their regular journeys, primarily for driving, cycling, bus and train, and receive email alerts to advise of any disruptions.

Live SMART hubs

During 2012/13 a business plan has been developed in conjunction with local partners such as the YMCA to deliver Live SMART hubs in Redhill and Merstham. These hubs are physical locations that provide a range of services to local residents and visitors to help encourage people to use sustainable travel, and also provide access to services and skills to help people find jobs.

Both the Live SMART hubs, which are due to open in mid March 2013, will be provided with funding to continue their work in 2013/14. The key activities and services each hub provides are:

Redhill Hub	Merstham Hub
Cycle maintenance and skills training	Cycle maintenance and skills classes for NEETs, providing qualifications
Refurbished cycle rental and Sales	Refurbished cycle rental and Sales
Travel planning and information service	Pop up travel clinics
Health check and referral scheme – promoting active travel	Bike maintenance clinic
Space for community groups	

4.6 Community funding programme

As 2013/14 will be a full year programme for Travel SMART it is proposed to increase the amount of funding available to both Merstham and Redhill West wards to £100,000.

To ease administration of smaller bids, it is also proposed to set up a community panel of local councillors and other community representatives to decide upon smaller bids (up to £3,000). **Annex D** provides more detail about the structure and governance of these panels.

There will be three rounds of funding during the year, with two windows for groups to bid for smaller projects up to £3,000, and one window for larger projects, with applications accepted for up to £10,000. £30,000 will be made available for the smaller, and £60,000 available for the larger application rounds. The remaining £10,000 will provide a contingency fund for the LSTF task group to consider funding unsuccessful bids and other initiatives which fulfil the Travel SMART criteria and task group members would like to provide funding for.

4.7 Business Engagement

The following measures are being launched to businesses in Reigate and Redhill in April 2013:

- Eco Driver training sessions (simulator and in-car)
- Travel planning training (professional training offered to larger businesses)
- Personalised travel planning (either 1 to 1 or workshop lead with small groups – for smaller businesses)
- Sustainable travel roadshows (to include the benefits of cycling and car sharing)

4.8 Wayfinder Mapping programme

A new system of pedestrian wayfinding for the Redhill Town Centre area is being developed. This is being specifically designed to be useful to both visitors and local people. The system is currently being developed based on the same principles at the Legible London scheme that has recently been rolled out across the capital.

The system is designed to provide better information throughout the town centre for people who want to walk and will support and enhance their understanding of routes and destinations to enable better walking choices. It uses accessible maps of different scales to convey not only the immediate surroundings, but to show how the area connects to those around it.

Some of the benefits of introducing this system to an area include:

- Encouraging the use of healthier and more sustainable modes of transport;
- Improving public perceptions of the town as a friendly, welcoming place where people will want to spend time and explore;
- Better informing people travelling through and around the town centre, potentially increasing dwell time (and therefore spend) at shops producing economic benefits for local attractions and retail outlets.

The system will be based on an initial stage of data collection, observation and investigation which will then be used to inform the signage design and placement strategy. This stage of the project will involve 2 stages of stakeholder engagement (the first before design commences and the second once initial designs are complete). It is anticipated that the signage can be introduced in late summer 2014.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

The business case for the Surrey Travel Smart included a financial section that does not form part of this report and was approved by the DfT.

6. EQUALITIES AND DIVERSITY IMPLICATIONS

Equalities and Diversity will be taken into account during the design of schemes, but does not form part of this report. Where appropriate, full Equalities Impact Assessments are being carried out for individual elements of the programme.

7. CRIME AND DISORDER IMPLICATIONS

There are no direct crime and disorder implications arising from this report. However, the planned improvements may well reduce the potential for serious injury collisions, improve the safety of pedestrians and cyclists, and improve traffic flow.

8. CONCLUSION AND RECOMMENDATIONS

- 8.1 Reigate and Banstead Local Committee and the Task Group set up specifically for the LSTF, have been involved in developing draft programmes for the 2013/14 financial year. The Local Committee and Task Group will have an on-going involvement in shaping the programmes locally and monitoring progress during the project.
- 8.2 The Local Committee (Reigate and Banstead) is asked to:
- (i) Note the progress made on the 2012/13 programme.
 - (ii) Agree the 2013/14 Redhill / Reigate Travel SMART programme including the revised cycle route map.
 - (iii) Agree to delegate amendments to the Travel SMART Programme to the Local Committee Chairman and Vice-Chairman and the Travel SMART Programme Manager in consultation with the appropriate officers and Members.

8.3 Reason for recommendations

The 2013/14 programme has been developed in consultation with borough officers to ensure that it compliments other planned activity in Redhill / Reigate and that the LSTF funding can be effectively spent within the financial year. Any amendments to the programme will require consultation with all relevant county and borough Members and officers.

9. WHAT HAPPENS NEXT

- 9.1 The programme of works approved by this Local Committee will be developed further to enable implementation during 2013/14 where possible, and in future years as appropriate.
- 9.2 Planning work on the 2014/15 programme will be undertaken during the autumn of this year and the Task Group will be asked to assist the development of these. It is anticipated that the Local Committee will be asked to consider the 2014/15 programme at the December 2013 Local Committee meeting.

9.3 A strategy considering the legacy of the Travel SMART programme in Reigate and Redhill will also be developed during the year for discussion with Members in the autumn.

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BACKGROUND PAPERS: Local Sustainable Transport Fund bid – Surrey Travel SMART (December 2011).

Annexes

Annex A – List of Reigate and Banstead schools who have achieved Sustrans School Mark awards

Annex B – Proposed 2013/14 LSTF programme

Annex C – Revised LSTF cycle route map

Annex D – Structure and governance of community panels

Sustrans School Mark awards

The Sustrans School Mark awards are awarded to schools that have demonstrated commitment in working with their local Bike IT officer. It is a progressive scheme where schools cannot achieve the silver award without first achieving bronze, and gold without silver. These awards are given ongoing commitment throughout each year, so to achieve gold, schools need to demonstrate 3 or often 4 years of commitment and achievement in the programme.

To achieve awards schools also have to demonstrate significant and long term organisation, cultural and behavioural change promoting greater use of sustainable travel to be awarded their plaque.

The following schools have achieved the following awards in Reigate and Banstead in 2012/13:

Gold	Silver	Bronze
Banstead Junior School	Royal Alexander and Albert School - Seniors	Banstead Infant School
Epsom Downs Primary school		Bramley School – Walton on the Hill
Mestham Primary school		Earlswood Junior school
Shawley Primary School – Epsom Downs		Earlswood Infant school
St Annes Catholic primary School – Banstead		Royal Alexander and Albert School - Juniors
Warren Mead Junior school - Banstead		St Bedes Secondary School - Redhill
		Warren Mead Infant School - Banstead

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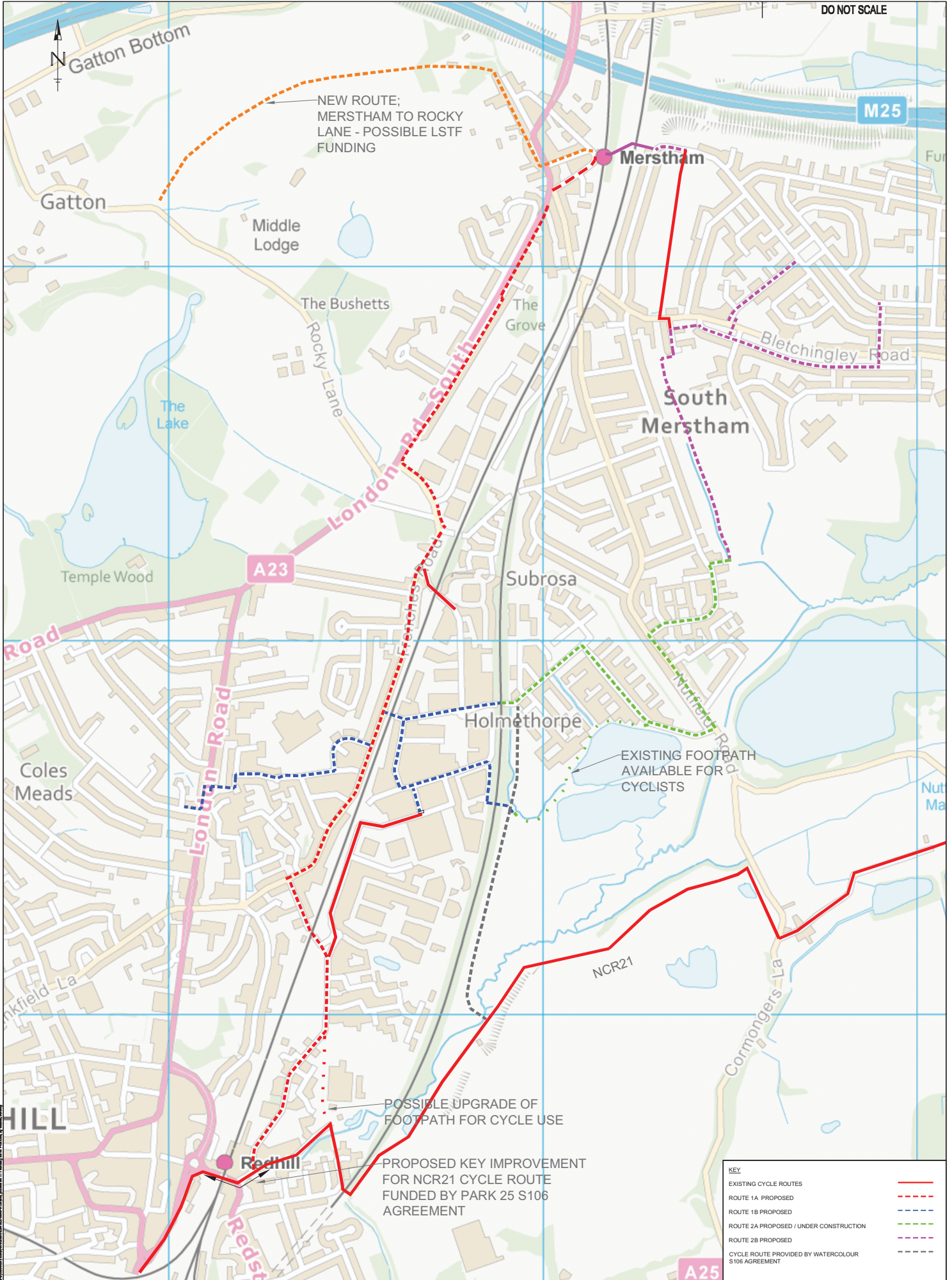
KEY COMPONENT PROGRAMME FOR 2013-14

Scheme details							Costs					Source/Detail of Funding								
Element	Scheme Title	Location (ward/ corridor/ road name)	Scheme Description	Lead officer	Delivering service/ partner	Revised/Current cost of scheme (£000's)				Difference (between original & current)	LSTF		Local contributions					Revised LSTF figure		
						Rev	Cap	Design	Total		Key Comp	Large Bid	S106 / CIL	Detail of planning ap	D/B	Third party/ Other	Total Local contribution			
1	6 - Travel Promotion Reigate	Bike it !!	Borough wide	Continued funding for cycle training programme to support existing third party operation	Marc Woodall	Engmt Tm/ Sustrans				60	0	60	0	0	0	0	0	0	0	60

LARGE BID PROGRAMME FOR 2013-14

Scheme details							Costs					Source/Detail of Funding								
Element	Scheme Title	Location (ward/ corridor/ road name)	Scheme Description	Lead officer	Delivering service/ partner	Revised/Current cost of scheme				Difference (between original & current)	LSTF		Local Contributions					Revised LSTF figure		
						Rev	Cap	Design	Total		Key Comp	Large Bid	S106 / CIL	Detail of planning ap	District/ Boro	Third party/ Other	Total Local contribution			
1	Walking & Cycling improvement	Route 1 -	Mersham/Redhill West	Mersham to Redhill via London Road	Chris Parry	WSP	0	81		81		81								81
2	Walking & Cycling improvement	Route 1B	A23	Route 1A - From Frenches Road to Route 1 A23 London Road	Chris Parry	HWY	0	40		40	20	0	20	20	06/01976, Valley Site, Wray Common Road	0			20	20
2	Walking & Cycling improvement	Route 2A	Redhill East	New cycle route linking Watercolour to NCN21 to the north of the development	Chris Parry	WSP				241				241						
3	Walking & Cycling improvement	Route 2B	Redhill East/Mestham	Watercolour to Merstham Estate	Chris Parry	WSP		80		80			80							80
4	Walking & Cycling improvement	Route 3	Redhill East	Park 25 to Redhill town centre	Chris Parry	WSP		20		20			20							20
5	Walking & Cycling improvement	Route 4	Redhill East/Earlswood and Whitebushes	Whitebushes to Redhill town centre	Chris Parry	WSP		20		20			20							20
6	Bus Priority & Corridor Improvement	Bus Priority & Corridor Improvement	Borough wide	Providing improvements for passengers and buses at bus stopping places along corridors to benefit all services along that corridor. Improvements will include – signage; new shelters; new bus stop poles/ flags/timetable frames; raised access kerbs; tactile paving; improved safety and level pedestrian routes to the bus stops, as appropriate. Priority for buses at traffic signalised junctions. Bus routes to be considered - 100, 400, 405, 420/460, 424, 430/435	Neil McClure	HWY/WSP	20	200		220			220	TBC						220
7	Information, Travel Planning & Information	Indoor mapping and screens	Redhill West and Redhill East	There is provision in the 2013/14 budget to provide one further real time information screen, to be located in Redhill Town Centre	Marc Woodall	Trapeze/RSL	16			16										
8	Information, Travel Planning & Information	Community funding	Redhill West and Mestham	Continuing the community funding programme commenced in 1012/13, focusing in areas of deprivation. Budget includes 100k for each area, plus 5k contingency for event planning and management	Harris Vallianatos	SLLP/RBBC	200			200										

9	Information, Travel Planning & Information	Business package delivery	Redhill & Reigate	Cost of the business package delivery for Redhill and Reigate, including eco-driver training, travel planning training, exhibitions and roadshows	Heena Pankhania	Parons Brinckerhoff	40		40										
10	Information, Travel Planning & Information	Journey planner website	Borough Wide	Maintenance and phase 2 development of the new website due to be lanched April 2013	Marc Woodall	SDG	2.5		2.5										
11	Information, Travel Planning & Information	Awareness and marketing	Borough Wide	Main promotional and campaigning budget for the Travel SMART programme in Redhill and Reigate	Marc Woodall	N/A	30		30										
12	Information, Travel Planning & Information	Business Travel Forums	Redhill and Reigate	Funding for local business to use to make improvements that benefit the local economy	Heena Pankhania	Parons Brinckerhoff	50	50	100										
13	Information, Travel Planning & Information	Community hub	Redhill West and Merstham	Growth/pump priming of community hub facilities	Harris Vallianatos	N/A	100	20	120										
14	Information, Travel Planning & Information	Wayfinder mapping	Redhill Town Centre	Development of a new wayfinding signage system for Redhill Town Centre to include pedestrian analysis, de-cluttering audit	James Price	WS Atkins	65		65										
15	Information, Travel Planning & Information	Cycle festival	Redhill	Promotional event for cycling in Redhill	Marc Woodall	Slick Events	10		10										
16	Information, Travel Planning & Information	Community fund development support	Redhill West and Merstham	Support for the Community funding programme in Redhill West and Merstham	Harris Vallianatos	SLLP/RBBC	24		24										
17	Information, Travel Planning & Information	Intensive infrastructure marketing - bus	Redhill and Reigate	Improvements to information at bus stops and marketing campaign to publicise improved routes	Marc Woodall	N/A	15		15										
18	Information, Travel Planning & Information	Intensive infrastructure marketing - cycle	Redhill and Reigate	Information on new cycle improvements that are made, and a publicity campaign to encourage greater usage.	Marc Woodall	N/A	8		8										
19	Information, Travel Planning & Information	Cycle parking improvement fund	Redhill and Reigate	Giving local businesses, community groups, chuches etc the opportunity to access funds for cycle parking improvements	Marc Woodall	N/A	30		30										
20	Information, Travel Planning & Information	Monitoring and evaluation	Redhill and Reigate	Monitoring and evaluation	Marc Woodall	N/A	7.5		7.5										
21	Information, Travel Planning & Information	Walking strategy	Redhill and Reigate	Walking strategy to be developed prior to April 2013	Marc Woodall	N/A	15		15										
22	Information, Travel Planning & Information	Cycle training	Borough Wide	Continuation of bikeability training for adults, families and businesses	Marc Woodall	N/A	5		5										
23	Information, Travel Planning & Information	Further phase of website development	Borough Wide	Phase 2 of website development	Marc Woodall	N/A	5		5										
24									0										
25									0										
26									0										
27									0										
28									0										
29									0										
30									0										
	Sub Total						623	70	693	0	0	0						0	0



NEW ROUTE;
MERSTHAM TO ROCKY
LANE - POSSIBLE LSTF
FUNDING

Merstham

South
Merstham

Subrosa

Holmethorpe

NCR21

POSSIBLE UPGRADE OF
FOOTPATH FOR CYCLE USE

PROPOSED KEY IMPROVEMENT
FOR NCR21 CYCLE ROUTE
FUNDED BY PARK 25 S106
AGREEMENT

KEY			
EXISTING CYCLE ROUTES			
ROUTE 1A PROPOSED			
ROUTE 1B PROPOSED			
ROUTE 2A PROPOSED / UNDER CONSTRUCTION			
ROUTE 2B PROPOSED			
CYCLE ROUTE PROVIDED BY WATERCOLOUR S106 AGREEMENT			

REV	DATE	BY	DESCRIPTION	CHK	APP

DRAFT

WSP
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PROJECT:	REDHILL CYCLE NETWORK
TITLE:	ROUTES IN N.E. REDHILL

SCALE:	AS SHOWN	DRAWN:	APA	APPROVED:	APA
DRAWN:	REDHILL.000-01.DWG	DESIGNED BY:	JCL	DATE:	11/02/13
PROJECT NO.:	10202210-870	DRAWING NO.:	10202210-870-1B-01	REV.:	###

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Travel SMART Merstham Community Panel

Terms of reference

February 2013



1. Aims and Objectives

- 1.1 To ensure that the funds allocated for participatory budgeting in Merstham from the Local Sustainable Transport Fund are distributed in accordance with the aims and objectives of the Surrey County Council Travel SMART scheme.
- 1.2 To ensure that the views and interests of residents are fully considered in all aspects of the allocation of funds.
- 1.3 To work in partnership with Surrey County Council to ensure good governance of the Merstham fund through the operation of the Community Panel ('The Panel').

2. Role of the Panel

2.1 The Travel SMART Merstham Community Panel has been set up to:

- a) Function as a decision making body for the Travel SMART in Merstham's small community grants scheme (applications up to £3,000).
- b) Assist Surrey County Council Officers to ensure that applications for small and large grants (applications up to £10,000) meet the Travel SMART application criteria.
- c) Assist with planning a community event to support public decision making for large grant applications to the Merstham Fund.
- d) Assist with identifying local groups who may wish to apply for funding.

3. Membership

- 3.1 The Borough ward Councillors and divisional County Councillor, will appoint from among themselves, a chairman to preside over The Panel for the current financial year, i.e. until April 2014. A new chairman will be appointed for the financial year 2014/15.
- 3.2 The Panel will be comprised of a minimum of 8 people and will include a minimum of two and a maximum of four Councillors (County and/or Borough), inclusive of the chairman.

3.3 The remaining members shall be comprised of representatives from some or all of the following groups:

Residents' associations
Representative from local schools (pupils where possible)
NHS surrey/PCT
Job/back to work clubs
Representative(s) community groups
Representative(s) from Merstham shops/businesses
Representative(s) from active local charities
Residents

3.4 The chairman shall approve all invitations to join The Panel.

3.5 In addition to the 8 voting members, two non-voting members shall be appointed; one officer from the Travel SMART team and an officer from Reigate and Banstead Borough Council.

3.6 Members may be affiliated to or be members of a political party but they may not represent or promote a political party in their role as a member of The Panel.

3.7 The length of term for members shall be 1 year except in the case of County or Borough Councillors who will be invited to serve for 2 years. Members may be invited to serve two terms with the agreement of the Chair.

4. Administration and Meetings

4.1 The panel will be required to meet approximately every 8 weeks to preside over two rounds of small community grant applications through the financial year, one closing in July 2013 and the other in January 2014.

4.2 The Travel SMART team will provide administration support for each of the meetings, including producing agendas and taking and publishing minutes.

5. Decision making

- 5.1 The panel will have the opportunity to allocate a total of £15,000 of funding in each round to groups that have applied for small community grants.
- 5.2 Panel members will need to agree which small grant applications are to receive funding, without exceeding the total allocation amount. The panel will have an opportunity to read all bids before they meet to decide the funding.
- 5.3 A copy of the terms and conditions ('criteria') for applications to the fund shall be made available to all members on joining the Panel and at each meeting. The Panel must ensure that all small grant applications meet these criteria.
- 5.4 The Panel may decide to offer groups a lower amount than requested should this be considered appropriate.
- 5.5 The Panel may, at their discretion, choose to limit the funding available to an organisation if they have applied to both the Merstham and Redhill West funds. In these cases, bidders may be limited to the maximum value of a single application spread across the two funds.
- 5.6 If the total value of qualifying small applications exceeds the available funds, The Panel may shortlist bids based on the quality of the applications and the level of funding received by an organisation from other sources.
- 5.7 Any vote for or against funding a project that might be necessary, will be decided by a simple majority. In the event of a tie, the chairman will have the casting vote.
- 5.8 For a Community Panel funding decision to be quorate, a minimum of four Panel members, excluding the Chair, must be present and able to vote.

6. Role of the Travel SMART team

- 6.1 To provide secretariat support to the Community Panel including timely dissemination of minutes, agendas, applications received and any other necessary papers
- 6.2 To ensure all applications shortlisted to the Community Panel are eligible under the criteria set by the DfT and the community funding programme. The Travel SMART team, in consultation with the Travel SMART programme manager, reserve the right to withdraw an application from the process if they believe it does not meet these criteria.
- 6.3 Provide advice to the community panel on the quality and value for money of bids submitted
- 6.4 To ensure the smooth running of the bidding and funding process including promotional activity and event organisation.

7. Conflict of interest

7.1 Community panel members will be asked to declare any interests that they may have in any applications being considered at the beginning of a meeting. Members will be asked to either declare a personal or prejudicial interest. A personal interest will not have any bearing on a member's ability to comment or vote on any application, and may include being a member of a group or organisation submitting a bid or being related to somebody directly involved in submitting a bid. A prejudicial interest will mean a panel member will not be able to comment upon or vote for or against an application. A prejudicial interest will need to be declared where a member has provided help to a group producing a bid or being a senior member of a group submitting a bid.

8. Confidentiality

8.1 All bids are to remain confidential and to be treated with discretion.

8.2 All matters discussed at meetings should be considered to be of a confidential nature. The Panel may from time to time be entrusted with confidential information relating to the Council, or other organisations. The business of the meeting should not be discussed outside of the Panel unless this has been previously agreed and minuted.

8.3 Any queries regarding confidentiality should be referred to the Chair or Travel SMART officer.

Member Signature

..... (Chairman)

..... (Member)



**OFFICER REPORT TO LOCAL COMMITTEE
(REIGATE AND BANSTEAD)**

HIGHWAYS SCHEMES 2012/13 – END OF YEAR UPDATE

4 MARCH 2013

KEY ISSUE

To inform the Local Committee on the outcome of the 2012/13 Integrated Transport and highways maintenance schemes programmes in Reigate and Banstead.

SUMMARY

At the 5 March 2012 Local Committee, Members agreed a programme of work for highways in Reigate and Banstead. This report sets out the outcomes of both the Integrated Transport Schemes programme and the programme of maintenance works.

OFFICER RECOMMENDATIONS

The Local Committee is asked to note the report for information.

1 INTRODUCTION AND BACKGROUND

- 1.1 In March 2012, Local Committee agreed a programme of capital Integrated Transport Schemes (ITS) improvement and maintenance works, and revenue Maintenance expenditure for 2011/12 in Reigate and Banstead. The capital budget for ITS improvement schemes was £223,050, the ITS capital maintenance schemes budget was a further £223,050 and the revenue maintenance budget was £284,110. In addition to this, each County Member was allocated £5,000 Community Pride funding to spend on improvements in their local area. The budgets for the above programmes were devolved to the Local Committee.
- 1.2 In addition, there are capital budgets that are delegated to the Head of Surrey Highways for highways works across the County, managed by the central Asset Management team. These budgets include major maintenance, surface treatments, footway schemes, and flooding and drainage schemes.
- 1.3 Developer contributions and other external sources provide a further area of funding of highway improvement schemes.

2 ANALYSIS

- 2.1 **Annex 1** sets out the 2012/13 approved programme of works in Reigate and Banstead under the headings described above and provides an end of year update.
- 2.2 It should be noted that Members allocated over £450,000 to carry out Local Structural Repair (LSR) in 2012/13, resulting in 15 schemes being completed. These were roads that were of concern locally but were not prioritised through any other process to be repaired. This work has been appreciated by the residents who live there. In addition, six major LSR schemes will have been delivered by the end of the financial year by the central Asset Management team.
- 2.3 It is suggested that those ITS improvement schemes which were design only this year or are on-going should be carried forward onto the ITS programme for 2013/14 – 2014/15. The forward programme is the subject of a separate report to this meeting of the Reigate and Banstead Local Committee.
- 2.4 Table 1 below shows the revenue maintenance allocations for 2011/12, together with works carried out to date. This budget will have been spent in full by the end of the financial year.

Item	Allocation	Works Carried Out
Drainage / ditching works	£20,000	Hire of jetter to carry out additional gully cleaning works at problem locations. Minor drainage works at other locations.
Tree works	£20,000	Hire of vegetation gang and streetscene gang to carry out minor works throughout the Borough.
Carriageway or footway patching works	£20,000	Schemes carried out in Eastgate; Station Approach, Horley; Star Lane and Lodge Lane.
Signs and Road makings	£5,000	Contribution towards hire of Streetscene gang. Minor signs works.
Parking	£30,000	Transferred to parking team for implementation of parking schemes.
Low Cost Measures	£5,000	Minor works such as guard rail replacement.
Sub Total	£100,000	
Community Pride	£90,000	Additional £10,000 per Member allocated to Community Pride Fund.
Local Structural Repair	£94,110	Funding capitalised to carry out additional Local Structural Repair.
Sub Total	£184,110	
TOTAL	£284,110	

Table 1 – Revenue Maintenance 2012/13

- 2.5 Reigate and Banstead Local Committee was allocated £45,000 Community Pride Fund, which equates to £5,000 per County Member, to pay for small highway improvements to benefit the local community. This budget has been spent in full to carry out works such as minor footway repairs, carriageway patching, provision of bollards and signs, and drainage works.
- 2.6 Seven major maintenance schemes will be delivered in Reigate and Banstead by the end of the financial year and an extensive programme of surface treatment schemes has been substantially completed.
- 2.7 Developer contributions have been used to carry out design work on a number of schemes, with one scheme being delivered this financial year. A significant contribution has been made from developer contributions towards the Local Sustainable Transport Schemes project being undertaken in Redhill.
- 2.8 One externally funded scheme was commenced in 2012/13, funded by the County's Adult Social Care Directorate. Feasibility design has been carried out for the provision of a new section of footway in Yew Tree Bottom Road. Detailed design is on-going.

3 FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 3.1 The key objective with regard to the 2012/13 budgets has been to manage to a neutral position. Final end of year figures are not yet available to determine if this objective has been achieved.

4 EQUALITIES AND DIVERSITY IMPLICATIONS

- 4.1 The Highway Service is mindful of its needs within this area and attempts to treat all users of the public highway with equality and understanding.

5 CRIME AND DISORDER IMPLICATIONS

- 5.1 A well managed highway network can reduce fear of crime and allow the Police greater opportunity to enforce speed controls.

6 CONCLUSION AND RECOMMENDATIONS

- 6.1 This report sets out the highway works carried out in Reigate and Banstead in 2012/13, for Members' information.

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BACKGROUND PAPERS: Report to Local Committee 5 March 2012

INTEGRATED TRANSPORT SCHEMES – CARRIED FORWARD 2011/12		
Project	Allocation	Detail/Progress
A2022 Croydon Lane, Banstead	£9,000	Pedestrian refuge and localised road widening Design only 2012/13. Feasibility design completed. Stats search revealed utility plant in vicinity. Site investigation confirmed BT cables will require diversion. Gas pipes below road construction depth but trial holes carried out to investigate further. Scheme to be priced. Scheme to be progressed in 2013/14, subject to cost and allocation of funding (see separate report on this agenda).
Nutfield Road, Merstham	£2,000	Amendment to speed limit Completed
Frenches Road, Merstham	£3,000	Frenches Road experimental suspension of bus gate Trial started 16 August. 'After' surveys 16-22 November 2012. Consultation carried out early December. Subject of separate report on this agenda.

INTEGRATED TRANSPORT SCHEMES – NEW SCHEMES 2012/13		
Project	Allocation	Detail/Progress
Gatton Park Road, Reigate	£5,000	Provision of illuminated bollards to existing islands Awaiting price from Skanska for provision of illuminated bollards on island in Croydon Road at junction with Wray Lane.
A23 London Road North, Merstham	£10,000	Parking bays and realignment of cycle lanes Completed
Fort Lane, Reigate	£5,000	Measures to address parking issues Proposed bollards and trief kerbs – works programmed mid February

INTEGRATED TRANSPORT SCHEMES – NEW SCHEMES 2012/13		
Project	Allocation	Detail/Progress
Balcombe Road, Horley	£20,000	Footway and accessibility improvements Accessibility works completed. Resurfacing works to be carried out 2013/14, subject to allocation of funding (see separate report on this agenda).
Woodhatch Road, Reigate	£5,000	Accident remedial measures Improved signing and lining at bend by Maple Road completed. Anti-skid to be funded from central surfacing budget.
High Street, Banstead	£10,000	Revise existing kerb build-outs to prevent ponding Scheme no longer required. Resurfacing works addresses levels and additional gullies provided to resolve issue. Funding vired to Local Structural Repair.
Garratts Lane/Holly Lane, Banstead	£5,000	SRtS pedestrian improvements With Design Team to develop options. Report due end March.
Vernon Walk, Tadworth	£20,000	Footway improvements Phase 1 of works completed. Phase 2 to complete works to be carried out 2013/14, subject to allocation of funding (see separate report on this agenda).
Small safety schemes and speed management	£5,000	To fund minor schemes, as and when identified Contribution towards replacement of signing of low bridge in Nutfield Road, Merstham. Provision of edge of carriageway marking in Mason's Bridge Road, Redhill.
Accessibility improvements	£5,000	Provision of dropped kerbs etc No works to be carried out. Funding vired to Local Structural Repair.
Parking	£5,000	Contribution towards implementation of parking measures With Parking Team

INTEGRATED TRANSPORT SCHEMES – NEW SCHEMES 2012/13

Project	Allocation	Detail/Progress
Stage 3 Road Safety Audits	£5,000	Safety audit of 2012/13 schemes To be carried out as and when appropriate
Local Structural Repair	£123,050	See separate table below
Capital Maintenance	£223,050	Local Structural Repair schemes See separate table below

LOCAL COMMITTEE FUNDED LOCAL STRUCTURAL REPAIR

Project	Location	Update
Charlesfield Road	Horley	Completed
Birch Grove	Kingswood	Completed
Lime Close	Reigate	Completed
The Drive	Banstead	Completed
Shelley Close	Banstead	Completed
Darenth Way	Horley	Completed
Cavendish Road	Redhill	Completed
Albert Road	Horley	Completed
Yorke Road	Reigate	Completed
Frenches Road	Redhill	Completed
The Crossways	Merstham	Completed
Dean Lane	Merstham	Completed
Duffield Road	Walton on the Hill	Completed
Massetts Road	Horley	Completed
Manor Road	Reigate	Completed

CASUALTY REDUCTION WORKING GROUP SCHEMES

Project	Detail/Progress
A217 Brighton Road/ Chipstead Lane, Kingswood	Road markings and hazard marker posts Completed.
A25 Nutfield Road/Cormongers Lane, Merstham	Anti-skid surfacing Completed but material to be tested by Merrow Lab

MAJOR MAINTENANCE SCHEMES

Project	Location	Update
A217 Reigate Hill northbound <i>55m south Wray Lane to 110m north Wray Lane</i>	Reigate	Programmed early March
Earlsbrook Road <i>Complete length</i>	Redhill	Completed
Blanford Road <i>Ringley Park Avenue to Crakell Road</i>	Reigate	Completed
Delabole Road <i>Complete length</i>	Merstham	Completed
Yeoman Way <i>Bushfield Drive to Spencer Way</i>	Merstham	Completed
Whitepost Hill/Sandpit Road <i>Complete length</i>	Redhill	Completed
Holly Lane <i>Complete length</i>	Banstead	Added to Major Maintenance to complete haunching works in March

SURFACE TREATMENT SCHEMES

Project	Location	Treatment	Update
A242 Croydon Road <i>30m north A25 to Fire Station entrance</i>	Reigate	Surface dressing	Not suitable for surface treatment
Outwood Lane <i>61m north Hazelwood Lane to Rectory Lane</i>	Chipstead	Surface dressing	Completed
Mason's Bridge Road <i>Kings Mill Lane to Axes Lane</i>	Salfords	Surface dressing	Completed
Canons Lane <i>A217 to Ballards Green</i>	Burgh Heath	Surface dressing	Scheme postponed - conflict with Streetworks. Works to be added to 2013/14 programme
Beacon Way <i>Nork Way to Tumblewood Road</i>	Banstead	Resurfacing works	Completed
Haroldslea Drive <i>Complete length</i>	Horley	Micro asphalt	Completed
Vogan Close <i>A217 service road to end</i>	Reigate	Micro asphalt	Completed
Yew Tree Bottom Road <i>A240 Reigate Road to B291 Fir Tree Road</i>	Epsom Downs	Surface dressing	Completed
Woodmansterne Lane <i>Longcroft Avenue to Kingscroft Road</i>	Woodmansterne	Surface dressing	Scheme postponed - conflict with Streetworks. Works to be added to 2013/14 programme
Court Lodge Road <i>Vicarage Lane to Lee Street</i>	Horley	Micro asphalt	Added to Project Horizon

SURFACE TREATMENT SCHEMES

Project	Location	Treatment	Update
Sandcross Lane <i>Prices Lane to A217 Dovers Green Road</i>	Woodhatch	Micro asphalt	Completed
Batts Hill <i>A242 Croydon Road to Linkfield Lane (excl. Green Lane to Daneshill)</i>	Redhill	Surface dressing	Scheme postponed - conflict with Streetworks. Works to be added to 2013/14 programme
Buff Avenue <i>High Street to Sandersfield Road</i>	Banstead	Micro asphalt	Not suitable for micro asphalt. Survey being carried out for an alternative treatment.
South Drive <i>A2022 Croydon Lane to end</i>	Woodmansterne	Micro asphalt	Completed
Heath Close <i>Sutton Lane to end</i>	Banstead	Micro asphalt	Planned for Feb/ March 2013
Whitehall Lane <i>Complete length</i>	Reigate	Surface dressing	Completed.
Monkswell Lane <i>Complete length</i>	Chipstead	Surface dressing	Completed
Rectory Road <i>Complete length</i>	Chipstead	Surface dressing	Completed
A217 Brighton Road southbound – carried forward from 2011/12 <i>250m south A240 Reigate Road to B2032 Dorking Road</i>	Burgh Heath	Surface dressing	Completed
A217 Brighton Road S/B	Kingswood	Surface dressing	Pre-patching issues. To be programmed 2013/14

SURFACE TREATMENT SCHEMES

Project	Location	Treatment	Update
A25 Buckland Road <i>West of The Croft to 25m west Colley Lane</i>	Reigate	Surface dressing	Completed
Holly Lane <i>Complete length</i>	Banstead	Resurfacing	Added to Major Maintenance to complete haunching works in March 2012/13. Add to 2013/14 surface treatment programme.
Hurst Road	Headley	Surface dressing	Completed
Taynton Drive	Merstham	Surface treatment	Not on 2012/13 programme
Albury Road – carried forward from 2011/12	Merstham	Micro asphalt	Completed. One section removed due to planned gas works.
Portland Drive – carried forward from 2011/12	Merstham	Resurfacing	Completed (remedials required)
Priory Road – carried forward from 2011/12	Merstham	Micro asphalt	Completed
Park View Road – carried forward from 2011/12	Salfords	Micro asphalt	Completed
Park Avenue – carried forward from 2011/12	Salfords	Micro asphalt	Completed
Upper Bridge Road – carried forward from 2011/12	Redhill	Micro asphalt	Completed
Elm Road – carried forward from 2011/12	Redhill	Micro asphalt	Completed
Hornbeam Road – carried forward from 2011/12	Reigate	Micro asphalt	Completed
Josephine Avenue – carried forward from 2011/12	Lower Kingswood	Micro asphalt	Completed
Doric Drive – carried forward from 2011/12	Kingswood	Micro asphalt	Completed
Nork Way – carried forward from 2011/12	Nork	Micro asphalt	Completed
Wilmot Way – carried forward from 2011/12	Banstead	Micro asphalt	Completed

SURFACE TREATMENT SCHEMES			
Project	Location	Treatment	Update
Chetwode Road – carried forward from 2011/12	Tadworth	Micro asphalt	Completed
Beech Grove – carried forward from 2011/12	Epsom Downs	Micro asphalt	Completed
Woodlands Road – carried forward from 2011/12	Redhill	Micro asphalt	Still Streetworks issues. Looking at alternative options, to be completed 2012/13 – 2013/14.
Holmesdale Road – carried forward from 2011/12	Reigate	Micro asphalt	Still Streetworks issues. Looking at alternative options, to be completed 2012/13 – 2013/14.

MAJOR LOCAL STRUCTURAL REPAIR SCHEMES		
Project	Location	Update
Waterlow Road	Reigate	Works planned March 2013
Honeycrock Lane	Salfords	Completed
Southern Avenue	Salfords	Completed
Crossoak Lane	Salfords	Completed
Vernon Walk	Tadworth	Programmed March 2013
Greystones Drive	Reigate	To be programmed 2013/14
New Road	Tadworth	Completed

FOOTWAY SCHEMES			
Project	Location	Treatment	Update
Waterlow Road <i>Full length, both sides</i>	Reigate	Slabs to Bitmac	To be completed Feb 2013
A23 London Road <i>Alongside Memorial Park</i>	Redhill	Micro	Completed
The Drive <i>Complete length</i>	Banstead	Micro/slabs to Madadam & reconstruct	Waiting for survey. To be programmed.
Chaffinch Way <i>Complete length, both sides</i>	Horley	Slurry	Completed
South Road <i>Complete length, both sides</i>	Reigate	Slurry	Completed
Effingham Road <i>Complete length, both sides</i>	Reigate	Slurry	Waiting for survey. To be programmed.
Cronks Hill Road <i>Cronks Hill Road to Footpath 54</i>	Reigate	Slurry	Waiting for survey. To be programmed.
Howard Road <i>Full length, both sides</i>	Reigate	Slurry	Waiting for survey. To be programmed.
Taynton Drive – carried forward from 2011/12	Merstham	Slurry	Waiting for survey. To be programmed.

FLOODING AND DRAINAGE SCHEMES		
Project	Location	Update
Park Road	Banstead	With Drainage Team

POTENTIAL DEVELOPER FUNDED SCHEMES

Project / Road Name	Location	Detail/progress
Bletchingley Road	Merstham	Pedestrian crossing facility improvements Investigate improvement to existing zebra crossing under railway bridge
A217/Mill Road/The Warren	Kingswood	Uncontrolled pedestrian crossing Work programmed February 2013
A217/Smithy Lane/Buckland Road	Lower Kingswood	Signalise junction Previous drawings with Design Team for assessment.
Chequers Lane	Walton on the Hill	Priority give-way Investigation of previous proposal to install measure to slow traffic entering the village from the west
Tadworth Street	Tadworth	Localised road widening On approach to A217 Brighton Road roundabout
Outwood Lane	Chipstead	Pedestrian improvements Investigate improvements to existing footway on Outwood Lane between the Ramblers Rest and Hazelwood Lane.
Earlswood Station	Earlswood	Accessibility improvements With Design Team
A23 High Street	Merstham	Convert existing zebra crossing to signal control Design completed, safety audit carried out. Awaiting price.
Epsom Lane North	Epsom Downs	Accident Remedial Scheme With Design Team

EXTERNALLY FUNDED SCHEMES

Project	Location	Detail/progress
Yew Tree Bottom Road	Epsom Downs	Provision of footway to link No. 11 to existing footway in service road Feasibility design completed. Option to carry out localised carriageway widening to provide sufficient width for new footway taken forward for detailed design. Design work being funded by Adult Social Care.

Notes:

Programme dates subject to change due to weather conditions.

Completed works may still be subject to snagging

Information correct at time of writing (13/02/13)

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**OFFICER REPORT TO LOCAL COMMITTEE
(REIGATE AND BANSTEAD)**

HIGHWAYS FORWARD PROGRAMME

2013/14 – 2014/15

4 MARCH 2013

KEY ISSUES

To seek approval of a programme of works for Reigate and Banstead and to allocate the Local Committee's delegated budget for capital, revenue and Community Enhancement funding, based on the assumption that Local Committee will receive the same level of funding as this financial year.

SUMMARY

This report offers proposals for Reigate and Banstead's 2013/14 – 2014/15 Integrated Transport Scheme programme, the use of 2013/14 revenue maintenance funding and the allocation of the Community Enhancement Fund.

OFFICER RECOMMENDATIONS

The Local Committee (Reigate and Banstead) is asked to:

- ITS Capital Improvement Schemes
- (i) Approve the list of Integrated Transport Schemes for 2013/14 and 2014/15 given in Annex 1 and agree that further schemes can be added to the list during the year, subject to formal Local Committee approval and funding being allocated;
 - (ii) Agree that the Integrated Transport Schemes allocation for Reigate and Banstead is used to progress the programme as set out in Annex 1;
 - (iii) Authorise the Local Committee Chairman, Vice-Chairman and Area Team Manager, together with the relevant local divisional Member to progress any scheme from the agreed Integrated Transport Schemes programme for 2013/14, including consultation and statutory advertisement that may be required under the Road Traffic Regulation Act 1984, for completion of those schemes;

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- (iv) Agree that where the Local Committee Chairman, Vice-Chairman, relevant local divisional Member and Area Team Manager agree that an Integrated Transport Scheme should not progress for any reason, a report be submitted to the next formal meeting of the Local Committee for resolution;
- ITS Capital Maintenance Schemes
- (v) Approve the list of carriageway local structural repair schemes given in Annexes 2a/2b and footway improvement schemes given in Annexes 3a/3b;
 - (vi) Agree that the Integrated Transport Schemes allocation for capital maintenance be divided equitably between County Councillors, allocating £123,050 to treat carriageways and £100,000 to treat footways, and that the schemes to be progressed from Annexes 2a/2b, and 3a/3b be agreed by the Area Team Manager in consultation with the Local Committee Chairman, Vice-Chairman and local divisional Members;
 - (vii) Authorise that the Area Team Manager, in consultation with the Local Committee Chairman and Vice-Chairman, be able to vire money between the carriageway and footway Integrated Transport Schemes capital maintenance schemes, if required;
- Revenue Maintenance
- (viii) Authorise the Area Maintenance Engineer, in consultation with the Local Committee Chairman, Vice-Chairman and relevant local divisional Member, to use £100,000 of the revenue maintenance budget for 2013/14 as detailed in Table 2 of this report;
 - (ix) Agree that £5,000 per County Councillor be allocated from the revenue maintenance budget for Highways Localism Initiative works, and that if this funding is not distributed by the end of November 2013, the monies revert to the relevant Members Community Enhancement allocation;
 - (x) Agree that the remaining £134,110 of the revenue maintenance budget be used to fund a revenue maintenance gang in Reigate and Banstead and to carry out other minor works identified by the Area Maintenance Engineer, in consultation with the Local Committee Chairman, Vice-Chairman and relevant local divisional Member;
 - (xi) Authorise that the Area Maintenance Engineer, in consultation with the Local Committee Chairman and Vice-Chairman, be able to vire the revenue maintenance budget between the headings detailed in Table 2 of this report;
- Community Enhancement Fund
- (xii) Agree that the Community Enhancement Funding is devolved to each County Councillor based on an equitable allocation of £5,000 per division; and
 - (xiii) Agree that Members should contact the Area Maintenance Engineer to discuss their specific requirements with regard to their Community Enhancement allocation and arrange for the work activities to be managed by the Area Maintenance Engineer on their behalf.

1. INTRODUCTION AND BACKGROUND

- 1.1 Local Committees were devolved additional funding for highway works in 2012/13. Reigate and Banstead Local Committee agreed its programme of capital and revenue works in March 2012 and has received update reports setting out scheme progress at each subsequent formal Local Committee meeting. An end of year update report is the subject of a separate report to this meeting of the Local Committee.
- 1.2 To improve the planning and delivery of capital works with our partners, the Leader of Surrey County Council has asked that each Local Committee develop a 2 year forward programme for Integrated Transport Schemes. This will allow for scheme design to be carried out in year 1 with implementation in year 2. At the time of drafting this report, the County's budget for 2013/14 has not been set. This report assumes that the Local Committee will be receiving at least the same amount of funding as in 2012/13.
- 1.3 Surrey County Council's Local Transport Plan (LTP) aims to improve the highway network for all users. In general terms it seeks to reduce congestion, improve accessibility, reduce the frequency and severity of road casualties, improve the environment, and maintain the network so that it is safe for public use. Following a series of informal workshops with Members, this report suggests a programme for the next two financial years, which can be taken forward for design and implementation using the Local Committee's share of the capital allocation for Local Transport Schemes.
- 1.2 There is a countywide revenue budget that is devolved across the Local Committees to carry out maintenance works. This budget is targeted at drainage/ditching works, tree works, carriageway/footway patching works, signs and road markings, parking and other low cost measures. It is proposed to use this budget to allocate funding for the Highways Localism Initiative. A suggested allocation of the revenue maintenance budget is presented.
- 1.3 The Community Enhancement Fund (previously known as the Community Pride Fund) pays for small improvements to benefit the local community. Each Local Committee receives an allowance for projects in their area to improve the street scene and make a visible difference to the lives of the people they represent. The Reigate and Banstead Local Committee has delegated authority to decide how this funding is allocated. The works funded by this budget are identified by Members during the financial year.
- 1.4 Developer contributions are used to fund, either wholly or in part, highway improvement schemes which mitigate the impact of developments on the highway network.
- 1.5 The capital budget for major maintenance, surface treatment, footway schemes, drainage works and safety barriers is spent across the county based on a priority basis. The prioritisation process considers factors such as road condition, skid resistance, accidents and traffic volumes.

- 1.6 It should be noted that the division boundaries will be changing at the May 2013 elections. As a result, there will be 10 divisional Members following the elections. This report has been written to take account of the increase in the number of Members.

2. PROPOSALS FOR 2013/14 – 2014/15

- 2.1 Both capital and revenue funding is devolved to the Reigate and Banstead Local Committee for highways works. Table 1 summarises the various funding streams, the assumed level of funding for 2013/14, the relevant paragraphs of this report which set out how it is proposed that this funding is allocated in 2013/14 and the recommendations relating to each funding stream.

Funding Stream	Assumed Level of Funding 2013/14	Relevant paragraphs of report	Relevant recommendations
ITS Capital Improvement Schemes	£223,050	2.2 – 2.6 Annex 1	(i) – (iv)
ITS Capital Maintenance Schemes	£223,050	2.7 – 2.10 Annexes 2 & 3	(v) – (vii)
Revenue Maintenance	£284,110	2.11 – 2.15 Table 2	(viii) – (xi)
Community Enhancement	£50,000	2.16 – 2.17	(xii) – (xiii)

Table 1 – Summary of Local Committee Funding Levels 2013/14

ITS Capital Improvement Schemes

- 2.2 A budget of £2m was set for Countywide Integrated Transport Schemes in 2012/13. It has been assumed that the share of this funding received by Reigate and Banstead Local Committee will remain the same, at £223,050, for each of the next two financial years.
- 2.3 A number of schemes have been either designed or partially implemented in 2012/13. It proposed that these schemes are progressed in 2013/14. The South East Area Team receives a lot of requests for highway improvement schemes. These requests are logged for assessment and prioritisation. It is suggested that Officers work with divisional Members to agree which of these schemes are added to the Integrated Transport Schemes list for possible future funding.
- 2.4 **Annex 1** sets out the suggested ITS forward programme for 2013/14 – 2014/15. There are three elements to the proposed programme for each of the two years:
- Schemes for design
 - Schemes for implementation
 - General items
- 2.5 It is recommended that the £223,050 allocation for Integrated Transport Schemes is used as set out in Annex 1. It is proposed that the Area Team Manager, in consultation with the Chairman and Vice-Chairman, be able to vire money, if required, between the schemes listed in Annex 1. It should be noted that further schemes can be added to the list during the year, subject to formal Local Committee approval and funding being made available.

- 2.6 It is suggested that a new process be applied to all ITS schemes on the 2013/14 programme to ensure timely scheme delivery. This would involve delegation of authority to progress schemes, including consultation and statutory advertisement, to the Chairman, Vice-Chairman and Area Team Manager, together with the relevant local divisional Member. Where it is agreed that a scheme should not progress for any reason, it is proposed that a report be submitted to the next formal meeting of the Local Committee for resolution.

ITS Capital Maintenance Schemes

- 2.7 In 2012/13, a budget for ITS capital maintenance schemes was provided to enable local structural repair to be carried out in roads that would not score highly under the County's prioritisation process but which were causing concerns locally. Reigate and Banstead Local Committee received £223,050 for ITS capital maintenance schemes in 2012/13 and it has been assumed that the same level of funding will be received in 2013/14.
- 2.8 It is suggested that the ITS capital maintenance schemes budget is divided between carriageway and footway schemes, with £123,050 allocated to carriageway Local Structural Repair and £100,000 allocated to footway schemes. It is proposed that the Area Team Manager, in consultation with the Chairman and Vice-Chairman, be able to vire money between the carriageway and footway allocations, if required.
- 2.9 Carriageways that would benefit from Local Structural Repair have been identified by the Maintenance Engineer, as given in **Annex 2a** (Existing divisions) and **Annex 2b** (New divisions), with the suggested top two roads per division highlighted. A list of possible footway schemes has been drawn up by the Maintenance Engineer, attached as **Annex 3a** (Existing divisions) and **Annex 3b** (New divisions).
- 2.10 Works to be carried out in 2013/14 in Reigate and Banstead under the central Asset Management team's programmes, including Project Horizon, had not been finalised at the time of writing this report. There may be roads in Annexes 2a/2b that are included as part of these programmes and similarly roads that were initially part of these programmes that do not get included in the final programme. Officers will cross check the programmes to ensure that roads identified as requiring local structural repair do not get overlooked.
- 2.11 The schemes have yet to be priced, but there are more schemes listed in Annexes 2a /2b and 3a/3b than can be funded from the 2013/14 capital maintenance budget. Therefore, it is suggested that the ITS capital maintenance budget is divided equitably between the County Members and schemes are selected from the lists by the Area Team Manager in consultation with the Chairman, Vice-Chairman and divisional Members. It should be noted that it is highly likely that the available funding will only be sufficient to fund either one carriageway or one footway scheme per division. The Maintenance Engineer will work with divisional Members after the May elections to revise these lists and add to them, as appropriate, in view of the revised boundaries.

Revenue Maintenance

- 2.12 For the purposes of this report, the Revenue Maintenance budget for 2013/14 is assumed to remain at the 2012/13 level of £284,110. As in previous years, it is

suggested that £100,000 of this budget is used to fund revenue works under specific item headings, as shown in Table 2 below.

- 2.13 It is proposed that the Area Maintenance Engineer, in consultation with the Chairman and Vice-Chairman, be able to vire money, if required, between the item headings given in Table 2.

Item	Allocation	Comment
Drainage / ditching works	£25,000	Works to be identified by the Area Maintenance Engineer in consultation with the Chairman, Vice-Chairman and relevant local Member
Tree works	£25,000	Works to be identified by the Area Maintenance Engineer in consultation with the Chairman, Vice-Chairman and relevant local Member
Carriageway or footway patching works	£20,000	Works to be identified by the Area Maintenance Engineer in consultation with the Chairman, Vice-Chairman and relevant local Member
Parking	£20,000	Contribution towards Residents Parking Scheme consultation, to be carried out by the Parking team
Signs and Road markings	£5,000	Works to be identified by the Area Maintenance Engineer in consultation with the Chairman, Vice-Chairman and relevant local Member
Low Cost Measures	£5,000	Works to be identified by the Area Maintenance Engineer in consultation with the Chairman, Vice-Chairman and relevant local Member
Total	£100,000	

Table 2 – Suggested Revenue Maintenance expenditure for 2013/14

- 2.14 In 2012/13, £90,000 of the remaining £184,110 was used to top up the Community Pride Fund (£10,000 per Member) and the balance was capitalised to fund Local Structural Repair.

- 2.15 It is proposed that the remaining £184,110 is used in 2013/14 as follows:

- (i) £50,000 to fund the Highways Localism Initiative, an allowance of £5,000 per County Member. This initiative allows Parish Councils to bid to the Local Committee for the funding of local revenue projects. It is acknowledged that there are only two Parish or Town Councils in Reigate and Banstead. However, it is intended that the initiative will be extended to include Residents' Associations. A report will be brought to a future meeting of the Local Committee to set out how the scheme will be implemented.

It is proposed that any of the £5,000 per County Member allocated for Highways Localism Initiative works in their divisions, if not distributed by the end of November 2013, will revert to the relevant Members Community Enhancement allocation.

- (ii) £100,000 to fund a revenue maintenance gang to carry out minor works throughout Reigate and Banstead.
- (iii) £34,110 to fund works to resolve other local issues as identified by the Area Maintenance Engineer in consultation with the Chairman, Vice-Chairman and relevant local Member.

Community Enhancement

- 2.16 Members are again being allocated Community Enhancement funding (previously known as Community Pride funding) to pay for improvements in their local area. The budget for Reigate and Banstead is £50,000, which equates to an allowance of £5,000 per County Member. The Reigate and Banstead Local Committee has delegated authority to decide how this funding is allocated.
- 2.17 To ensure all Local County Councillors have the ability and flexibility to promote projects in their area, it is recommended that the Local Committee delegate funding and decision making to each County Councillor on the basis of the £5,000 per Member allocation. This does not preclude Members pooling their funding across divisional boundaries should they so wish. It is proposed that the Area Maintenance Engineer will continue to manage the Community Enhancement Fund on Members' behalf.

Developer Funded Schemes

- 2.18 To give a comprehensive picture of schemes being taken forward in Reigate and Banstead, **Annex 4** lists those schemes to which developer funding has been allocated.

Capital Maintenance

- 2.19 Details of centrally funded capital maintenance including Project Horizon, surface dressing, footway improvements and drainage works were not finalised at the time of preparing this report. Members will be advised of the schemes to be carried out in Reigate and Banstead once this information becomes available.

3. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 3.1 Proposed ITS schemes are prioritised to ensure that the maximum public benefit is gained from any funding made available.
- 3.2 The Capital Maintenance budget enables local structural repair to be carried out in roads that would not score highly under the County's prioritisation process but which are causing concerns locally. It is proposed to extend this to footway schemes in 2013/14.
- 3.3 The Committee Revenue Maintenance budget is used to target the most urgent sites where a specific need arises, to keep up with general maintenance activities that reduce the need for expensive repairs in the future and to support local priorities, including the Highways Localism Initiative.
- 3.4 The Community Enhancement Fund is used to finance works that are of benefit to the local community but might not be otherwise be carried out under the area-wide programmes.

4. EQUALITIES AND DIVERSITY IMPLICATIONS

- 4.0 It is an objective of Surrey Highways to treat all users of the public highway equally and with understanding. An Equalities Impact Assessment is undertaken for Integrated Transport Scheme as part of the design process.

5. CRIME AND DISORDER IMPLICATIONS

- 5.1 A well-managed highway network can contribute to reduction in crime and disorder.

6. CONCLUSION AND RECOMMENDATIONS

- 6.1 It is recommended that the Committee approve the list of ITS capital improvement schemes for 2013/14 and 2014/15 as set out in Annex 1 and agree that further schemes can be added to the list during the year, subject to Formal Local Committee approval and funding being made available. Authority is sought to allow the Area Team Manager, in consultation with the Chairman and Vice-Chairman, to vire money between the schemes listed in Annex 1, if required. It is further recommended that a new process to prevent delays in delivering the ITS programme be approved.
- 6.2 It is recommended that the ITS capital maintenance budget be divided equitably between County Members to treat carriageways and footways listed in Annexes 2a/2b and 3a/3b, the schemes to be progressed to be agreed by the Area Team Manager in consultation with the Chairman, Vice-Chairman and local divisional Members. Authority is sought to allow the Area Team Manager, in consultation with the Chairman and Vice-Chairman, to vire this money between the carriageway and footway ITS capital maintenance schemes, if required.
- 6.3 It is recommended that £100,000 of the revenue maintenance budget for 2013/14 is allocated between the headings set out in Table 2 of this report, with the works to be identified, where indicated, by the Area Maintenance Engineer, in consultation with the Chairman, Vice-Chairman and relevant local Member. Authority is sought to allow the Area Maintenance Engineer, in consultation with the Chairman and Vice-Chairman, to vire this budget between the headings listed in Table 2.
- 6.4 It is recommended that the remaining £184,110 be allocated to fund the Highways Localism Initiative (£5,000 per County Member), a revenue maintenance gang and to carry out other works as identified by the Area Maintenance Engineer in consultation with the Chairman, Vice-Chairman and relevant local Member. It is recommended that any of the Highways Localism Initiative funding not distributed by the end of November 2013 be allocated to the relevant Member's Community Enhancement funding.
- 6.5 It is recommended that the Community Enhancement Funding is devolved to each County Councillor based on an equitable allocation of £5,000 per division, with the fund to be managed by the Area Maintenance Engineer on Members' behalf.

7. REASONS FOR RECOMMENDATIONS

- 7.1 To agree a programme of ITS and revenue works in Reigate and Banstead and flexibility in the delivery of these works and to keep members informed of proposed highway work to be delivered from the capital maintenance budget.

8. WHAT HAPPENS NEXT

- 8.1 Officers will progress schemes and deliver works for 2013/14 and 2014/15 and will update Members at future meetings.

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BACKGROUND PAPERS: None

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REIGATE & BANSTEAD ITS PROGRAMME 2013/14 - 2014/15

Scheme/Title	2013/14		2014/15			
	D	C N	Budget Allocation	D	C N	Budget Allocation
A2022 Croydon Lane, Banstead - pedestrian refuge and localised road widening		•	£30,050			
A2044 Woodhatch Road, Redhill - accident remedial measures		•	£25,000			
Garratts Lane/Holly Lane, Banstead - SRtS pedestrian improvements	•		£8,000		•	£40,000
Balcombe Road, Horley - footway improvements		•	£45,000			
Vernon Walk, Tadworth - footway improvements		•	£60,000			
Frenches Road, Redhill - suspension of bus gate		•	£10,000			
Schemes to be agreed by Committee for design	•		£10,000	•		£10,000
Schemes to be agreed by Committee for implementation		•			•	£138,050
Stage 3 Road Safety Audits	•	•	£5,000	•	•	£5,000
Small safety schemes	•	•	£20,000	•	•	£20,000
Signs and road markings	•	•	£10,000	•	•	£10,000
			£223,050			£223,050

KEY:

D = Design

CN = Construction

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**LOCAL STRUCTURAL REPAIR (CARRIAGEWAY)
PROPOSED SITES FOR 2013/14 – 2014/15**

Road	Limits	Existing Division
D1269 Pendleton Close	Whole road	Reigate Central
D1269 Fairlawn Drive	Whole road	Reigate Central
D1203 Albert Road North	From 2012 Programme. Priced at £5,270	Reigate Central
D1249 Waterlow Road	Whole road (possibly on MM Programme)	Reigate Central
D1238 Blackstone Hill	Patches	Reigate Central
D1218 Chart Lane	Patches	Reigate Central
D1017 Pound Road	Whole road	Banstead East
D1079 Lissoms Road	Whole road	Banstead East
D1017 Wellesford Close	Whole road	Banstead East
D1067 The Oval	Whole road	Banstead East
D1087 Yewlands Close	Whole road	Banstead East
D1068 Oakley Gardens	Whole road	Banstead East
D1273 Philanthropic Road	Patches – priced at £40,500	Earlswood & Reigate South
D1224 Priory Drive	Whole road	Earlswood & Reigate South
D1293 Hillford Place	Whole road	Earlswood & Reigate South
D1302 Allingham Road	Whole road	Earlswood & Reigate South
D334 Lonesome Lane	Ashdown Road to A217	Earlswood & Reigate South
D1303 Stockton Road	Whole road	Earlswood & Reigate South
D349 Rosemary Lane	Whole road	Horley East
D347 Avenue Gardens	Whole road	Horley East
C66 Smallfield Road	Wheatfield Way roundabout to Stonecourt	Horley East
D351 Lumley Road	Whole road	Horley East
D349 The Grove	Whole road	Horley East
D341 Church Road	A23 to Victoria Road	Horley East
D1036 Maybury Close	Whole road	Banstead South
D1053 Warren Lodge Drive	From junction with A217 to speed hump	Banstead South
D1106 Vernon Walk NB. On Asset Planning team's Surface Treatment programme 2012/13	Remaining section	Banstead South
D1041 Watermead	Whole road	Banstead South
D1043 Preston Lane	From junction with Merland Rise to junction with Ashurst Road	Banstead South

Road	Limits	Division
D1108 Epsom Lane South	Whole road	Banstead South
B290 Cross Road	Whole road	Banstead South
D1206 Redwood Mount	85m long patch	Merstham & Reigate Hill
D1171 Bourne Road	Whole road	Merstham & Reigate Hill
D1210 Laglands Close	Whole road	Merstham & Reigate Hill
D1213 Alders Road	Patches	Merstham & Reigate Hill
D1210 Friths Drive	Whole road	Merstham & Reigate Hill
D1212 Oakfield Drive	Whole road	Merstham & Reigate Hill
D1268 Hillfield Road	Whole road	Redhill
D1273 Palmer Close	Patch at j/w Redstone Hollow	Redhill
D1262 Gordon Road	Whole road	Redhill
D1262 Osbourne Road	Whole road	Redhill
D1268 Redstone Park	Whole road	Redhill
C224 Linkfield Lane	From Regents Crescent to A23	Redhill
D572 Kingsley Road	Cul-de-sac section	Horley West
D551 Montfort Rise	Whole road	Horley West
D572 Bolters Lane South	Whole road	Horley West
D335 Lodge Lane	Patch o/s Trevista	Horley West
D341 Church Road	A23 to St Bartholemews Church	Horley West
D334 The Glebe	Whole road	Horley West
D1029 Long Walk	Whole road	Banstead West
D1026 Royal Drive	Whole road	Banstead West
D1021 Walkfield Drive	Whole road	Banstead West
D1026 Eastgate	Remaining section	Banstead West
D1009 Burgh Mount	Whole road	Banstead West
D1018 Elmshorn	Whole road	Banstead West

Notes:

Top two roads per division highlighted
Rest of roads not in priority order
All subject to pricing and allocation of budget
All roads plane off 40mm and lay new surface

**LOCAL STRUCTURAL REPAIR (CARRIAGEWAY)
PROPOSED SITES FOR 2013/14 – 2014/15**

Road	Limits	New Division
D1269 Pendleton Close	Whole road	Redhill West and Meadvale
D1269 Fairlawn Drive	Whole road	Redhill West and Meadvale
C224 Linkfield Lane	From Regents Crescent to A23	Redhill West and Meadvale
D1238 Blackstone Hill	Patches	Redhill West and Meadvale
D1017 Pound Road	Whole road	Banstead, Woodmansterne and Chipstead
D1079 Lissoms Road	Whole road	Banstead, Woodmansterne and Chipstead
D1017 Wellesford Close	Whole road	Banstead, Woodmansterne and Chipstead
D1067 The Oval	Whole road	Banstead, Woodmansterne and Chipstead
D1087 Yewlands Close	Whole road	Banstead, Woodmansterne and Chipstead
D1068 Oakley Gardens	Whole road	Banstead, Woodmansterne and Chipstead
D1224 Priory Drive	Whole road	Earlswood and Reigate South
D1293 Hillford Place	Whole road	Earlswood and Reigate South
D1302 Allingham Road	Whole road	Earlswood and Reigate South
D334 Lonesome Lane	Ashdown Road to A217	Earlswood and Reigate South
D1303 Stockton Road	Whole road	Earlswood and Reigate South
D349 Rosemary Lane	Whole road	Horley East
D347 Avenue Gardens	Whole road	Horley East
C66 Smallfield Road	Wheatfield Way roundabout to Stonecourt	Horley East
D349 The Grove	Whole road	Horley East
D341 Church Road	A23 to Victoria Road	Horley East
D1171 Bourne Road	Whole road	Merstham and Banstead South
D1036 Maybury Close	Whole road	Tadworth, Walton and Kingswood
D1053 Warren Lodge Drive	From junction with A217 to speed hump	Tadworth, Walton and Kingswood
D1106 Vernon Walk	Remaining section	Tadworth, Walton and Kingswood
NB. On Asset Planning team's Surface Treatment programme 2012/13		

Road	Limits	New Division
D1041 Watermead	Whole road	Tadworth, Walton and Kingswood
D1043 Preston Lane	From junction with Merland Rise to junction with Ashurst Road	Tadworth, Walton and Kingswood
D1108 Epsom Lane South	Whole road	Tadworth, Walton and Kingswood
B290 Cross Road	Whole road	Tadworth, Walton and Kingswood
D1206 Redwood Mount	85m long patch	Reigate
D1203 Albert Road North	From 2012 Programme. Priced at £5,270	Reigate
D1249 Waterlow Road	Whole road (possibly on MM Programme)	Reigate
D1210 Laglands Close	Whole road	Reigate
D1213 Alders Road	Patches	Reigate
D1210 Friths Drive	Whole road	Reigate
D1218 Chart Lane	Patches	Reigate
D1212 Oakfield Drive	Whole road	Reigate
D1273 Palmer Close	Patch at j/w Redstone Hollow	Redhill East
D1268 Hillfield Road	Whole road	Redhill East
D1273 Philanthropic Road	Patches – priced at £40,500	Redhill East
D1262 Osbourne Road	Whole road	Redhill East
D1262 Gordon Road	Whole road	Redhill East
D1268 Redstone Park	Whole road	Redhill East
D572 Kingsley Road	Cul-de-sac section	Horley West, Salfords and Sidlow
D551 Montfort Rise	Whole road	Horley West, Salfords and Sidlow
D351 Lumley Road	Whole road	Horley West, Salfords and Sidlow
D572 Bolters Lane South	Whole road	Horley West, Salfords and Sidlow
D335 Lodge Lane	Patch o/s Trevista	Horley West, Salfords and Sidlow
D341 Church Road	A23 to St Bartholemews Church	Horley West, Salfords and Sidlow
D334 The Glebe	Whole road	Horley West, Salfords and Sidlow

Road	Limits	New Division
D1029 Long Walk	Whole road	Nork and Tattenhams
D1026 Royal Drive	Whole road	Nork and Tattenhams
D1026 Eastgate	Remaining section	Nork and Tattenhams
D1021 Walkfield Drive	Whole road	Nork and Tattenhams
D1009 Burgh Mount	Whole road	Nork and Tattenhams
D1018 Elmshorn	Whole road	Nork and Tattenhams

Notes:

Top roads per division highlighted

Rest of roads not in priority order

All subject to pricing and allocation of budget

All roads plane off 40mm and lay new surface

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**FOOTWAY IMPROVEMENT SCHEMES
PROPOSED SITES FOR 2013/14 – 2014/15**

Road	Limits	Existing Division
D1183 Margery Lane	Margery Lodge to A217	Banstead South
D1127 Josephine Avenue	Whole Road – slabs to bitumen	Banstead South
D1218 Monks Walk	Whole Road	Reigate Central
A217 Bell Street	Between Lesbourne Road and Park entrance (park side only)	Reigate Central
D1075 Manor Way	Whole Road	Banstead East
D1079 Hollymead Road	Whole Road – slabs to bitumen.	Banstead East
C64 Victoria Road	Consort Way to Massetts Road	Horley East
D558 Haroldslea Drive	Whole Road	Horley East
D1094 Chaffinch Way	Whole Road – slabs to bitumen	Horley West
D1092 Ferndown	Whole Road	Horley West
A23 London Road	Alongside Memorial Park	Redhill
A25 Cromwell Road	South side only	Redhill
D1028 Chapel Way	Whole Road – slabs to bitumen	Banstead West
D1013 The Drive	Whole Road – tree root issues	Banstead West
NB: On Asset Planning footway schemes programme 2013/14		
D1294 The Brow	Whole Road – slabs to bitumen	Earlswood and Reigate South
NB: On Asset Planning footway schemes programme 2013/14		
D1303 Apley Road	Whole Road	Earlswood and Reigate South
D1168 Brook Road	Whole Road	Merstham and Reigate Hill
D1168 Huddleston Crescent	Footpath alongside the Church of the Epiphany	Merstham and Reigate Hill

Note:

All subject to pricing and allocation of budget

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**FOOTWAY IMPROVEMENT SCHEMES
PROPOSED SITES FOR 2013/14 – 2014/15**

Road	Limits	New Division
D1183 Margery Lane	Margery Lodge to A217	Merstham and Banstead South
D1127 Josephine Avenue	Whole Road – slabs to bitumen	Merstham and Banstead South
D1218 Monks Walk	Whole Road	Reigate
A217 Bell Street	Between Lesbourne Road and Park entrance (park side only)	Reigate
D1075 Manor Way	Whole Road	Banstead, Woodmansterne and Chipstead
D1079 Hollymead Road	Whole Road – slabs to bitumen.	Banstead, Woodmansterne and Chipstead
C64 Victoria Road	Consort Way to Massetts Road	Horley East
D558 Haroldslea Drive	Whole Road	Horley East
D1094 Chaffinch Way	Whole Road – slabs to bitumen	Horley West, Salfords and Sidlow
A23 Brighton Road	Footway opposite Mill House Hotel	Horley West, Salfords and Sidlow
D1092 Ferndown	Whole Road	Horley West, Salfords and Sidlow
A23 London Road	Alongside Memorial Park	Redhill East
A25 Cromwell Road	South side only	Redhill West and Meadvale
D1013 The Drive	Whole Road – tree root issues	Nork and Tattenhams
NB: On Asset Planning footway schemes programme 2013/14		
D1028 Chapel Way	Whole Road – slabs to bitumen	Nork and Tattenhams
D1294 The Brow	Whole Road – slabs to bitumen	Earlswood and Reigate South
NB: On Asset Planning footway schemes programme 2013/14		
D1303 Apley Road	Whole Road	Earlswood and Reigate South
D1168 Brook Road	Whole Road	Merstham and Banstead South
D1168 Huddleston Crescent	Footpath alongside the Church of the Epiphany	Merstham and Banstead South

Note: All subject to pricing and allocation of budget

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ANNEX 4

POTENTIAL DEVELOPER FUNDED SCHEMES

Road	Division	Funding
Bletchingley Road, Merstham - design of improvements to existing zebra crossing east of Nutfield Road	Merstham and Reigate Hill	£4,000
A217 Brighton Road/Mill Road/The Warren, Kingswood – uncontrolled pedestrian crossing of A217	Banstead South	£24,000
A217 Brighton Road/Smithy Lane/Buckland Road, Lower Kingswood - design of traffic signals	Banstead South	£4,500
Chequers Lane, Walton on the Hill - priority give-way	Banstead South	£11,000
Tadworth Street, Tadworth - road widening on approach to A217 Brighton Road roundabout	Banstead South	£40,000
Outwood Lane, Chipstead - pedestrian improvements	Banstead East/ Banstead South	£8,000
Earlswood Station, Earlswood - accessibility improvements	Earlswood and Reigate South	£4,500
A23 High Street, Merstham - convert existing zebra to puffin crossing	Merstham and Reigate Hill	£31,000
Epsom Lane North, Epsom Downs - accident prevention scheme	Banstead West	£18,000
Contributions from Redhill area ring-fenced to LSTF cycling/walking schemes	Redhill	£505,500

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**OFFICER REPORT TO LOCAL COMMITTEE
(REIGATE AND BANSTEAD)**

**FRENCHES ROAD, REDHILL
RESULTS OF TRIAL SUSPENSION OF BUS GATE**

4 MARCH 2013

KEY ISSUE

To report on the outcome of the trial suspension of the bus gate in Frenches Road and seek a decision on whether to make the trial permanent.

SUMMARY

In December 2011, Local Committee agreed to suspend the bus gate at the northern end of Frenches Road for a six month trial period. The trial commenced in August 2012. Traffic surveys were carried out before and during the trial to determine changes in traffic movements, and consultation carried out with local residents.

The survey shows that there has been some redistribution of traffic from Ormside Way and Holmesdale Avenue to Frenches Road, as expected, with a maximum recorded two-way flow increase of 138 vehicles being recorded in the am peak period. Analysis of the consultation responses shows support from local residents for making the suspension of the bus gate permanent, with additional measures suggested by a number of respondents.

OFFICER RECOMMENDATIONS

The Local Committee (Reigate and Banstead) is asked to:

- (i) Agree that the suspension of the bus gate be made permanent;
- (ii) Authorise the advertisement of the revocation of The Surrey County Council (Frenches Road, Redhill) (Prohibition of Driving) Order 2005, the effect of which will be to make permanent the experimental order;
- (iii) Approve the installation of a speed table in the existing road narrowing at the bus gate;
- (iv) Authorise the advertisement of a Notice in accordance with Section 90 (A) to (I) of the Highways Act 1980 (as amended), the effect of which would be to give notice of the County Council's intention to introduce a raised table at the existing road narrowing in Frenches Road, Redhill;
- (v) Instruct Officers to review the direction signs to the Holmethorpe Industrial Estate and that new or improved signing be implemented as appropriate; and
- (vi) Authorise delegation of authority to the South East Area Team Manager, in consultation with the Chairman, Vice-Chairman and divisional Member, to resolve any objections or representations received in connection with any of the notices advertised.

1 INTRODUCTION AND BACKGROUND

- 1.1 The bus gate at the northern end of Frenches Road, consisting of road narrowing and rising bollards, was installed in 2005. A location plan is attached as **Annex 1**.
- 1.2 In December 2011, following requests from residents, supported by the Member of Parliament for Reigate, to lower the bollards to permit access to Frenches Road from the north, Local Committee agreed to suspend the bus gate for a six month trial period. The trial suspension of the bus gate commenced in August 2012.
- 1.3 Traffic surveys were carried out before the trial started and during the trial period. Public consultation with local residents was also carried out.
- 1.4 This report summarises the outcome of the traffic survey and public consultation and makes recommendations as to whether or not to make the trial suspension of the bus gate permanent.

2 ANALYSIS

- 2.1 Traffic surveys were carried out in May 2012 to record existing traffic movements and further surveys were carried out in November 2012 (prior to the emergency gas works on the A23) to determine the changes in traffic movements resulting from the trial. The surveys were carried out using cameras to record vehicle numbers, type and turning movements. The survey locations are shown in **Annex 1** and a summary of the traffic count data is given in **Annex 2**.
- 2.2 The traffic count data shows a small increase in traffic in both directions along the northern section of Frenches Road. There are corresponding decreases in the north-south movements via Ormside Way and Holmesdale Avenue.
- 2.3 The table below summarises the impact on traffic flows on the section of Frenches Road between Trowers Way and Ormside Way. This analysis assumes that the total increase in traffic is a result of the suspension of the bus gate.

Road	Time	Northbound	Southbound	Total
		(average hourly flow)		
Frenches Road south of Ormside Way	am peak	+ 47	+ 91	+ 138
	inter-peak	+ 35	+ 39	+ 74
	pm peak	+ 64	+ 59	+ 123
Frenches Road north of Trowers Way	am peak	+ 28	+ 53	+ 81
	inter-peak	+ 32	+ 32	+ 64
	pm peak	+ 50	+ 39	+89

- 2.4 The data shows that the number of HGVs using this section of Frenches Road is minimal, are likely to have business in the area and has not increased as a result of the bus gate being suspended.
- 2.5 The above figures imply that there has been a small redistribution of traffic from Ormside Way and Holmesdale Avenue to Frenches Road to take advantage of the direct route through the suspended bus gate.
- 2.6 The survey also record a decrease in traffic turning left into Holmedale Avenue from Nutfield Road and turning right out of Holmesdale Avenue into Nutfield Road. It is not possible to conclude from the data collected if this traffic has rerouted through the area but it is unlikely that this reduction is related to the suspension of the bus gate

3 OPTIONS

Option 1 – Permanent suspension of the bus gate

- 3.1 The bollards and associated equipment would be removed, the priority give-way at the existing road narrowing retained and access maintained for all vehicles. The Traffic Regulation Order restricting access to buses and emergency services only at the bus gate would be revoked.
- 3.2 The small redistribution of traffic recorded during the trial period would be maintained under this option. This option has the advantage of improving access, as previously requested by residents.

Option 2 – Permanent suspension of the bus gate with additional measures in Frenches Road

- 3.3 As option 1, but with additional measures in Frenches Road. Measures suggested by residents as part of the consultation include improvements to the Holmethorpe Industrial Estate direction signing, traffic calming, speed enforcement measures or parking restrictions.
- 3.4 The redistribution of traffic recorded during the trial period would be maintained under this option, but the additional measures may mitigate the impact of the small increase in traffic in Frenches Road . This option has the advantage of improving access, as previously requested by residents.

Option 3 – Reinstate the bus gate

- 3.5 The bollards would be brought back into operation, the priority give-way working removed, the previous signing reinstate, the effect of which would be to restrict access at the northern end of Frenches Road to buses and emergency vehicles only.
- 3.6 It should be noted that the bollards were regularly checked during the trial period and briefly raised and lowered to ensure they continued to function. Unfortunately, they stopped working after the snow in January

2013 and so would require maintenance work to bring them back into operation.

- 3.7 This option will result in the situation reverting to that of before the trial suspension. This does not address the issue of improving access, as previously requested by residents.

4 CONSULTATION

Questionnaire to residents

- 4.1 Consultation with local residents was carried out after the trial had been in place for 3 months. This allowed time for new traffic patterns to become established. A letter and questionnaire was sent to 512 local residents in November 2012 to seek their views on the impact of the trial. The questionnaire asked residents to indicate if they supported:

- (i) Option 1: Make the suspension permanent
- (ii) Option 2: Make the suspension permanent but with changes (respondents were asked to specify what additional measures they would like to see implemented)
- (iii) Option 3: Make the bus gate operational again

- 4.2 The results of the consultation are given in **Annex 3**. 251 completed questionnaires were received, a response rate of 49%. Annex 3 sets out the responses by road and Figure 1 below shows the overall response to the three options.

- 4.3 Figure 1 shows that the majority of respondents (60%) supported making the suspension of the bus gate permanent with an additional 22% supported making the suspension permanent but with changes. This gives an overall level of support for making the suspension of the bus gate permanent of 82%. 18% of respondents supported making the bus gate operational again.

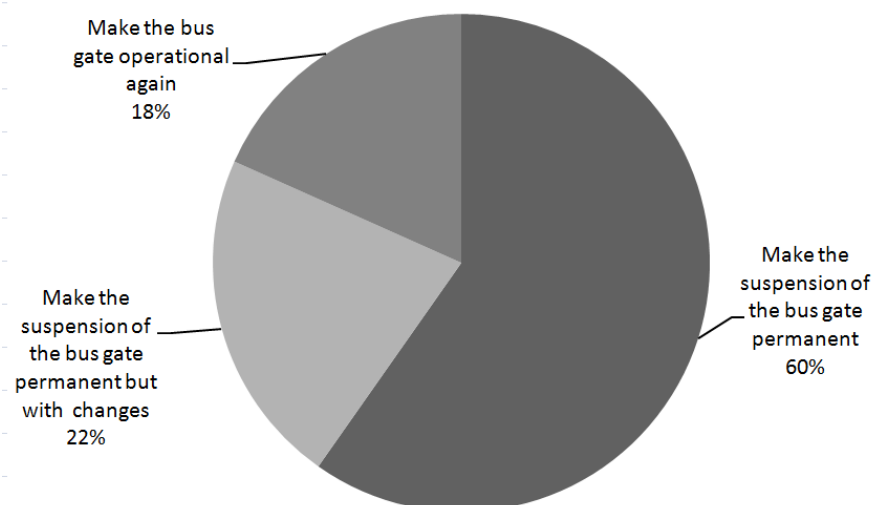


Figure 1

- 4.4 Responses received from Frenches Road residents have been separated by whether they live north or south of the junction with Trowers Way. 62% of respondents living in Frenches Road north of Trowers Way indicated that they support reinstatement of the bus gate whereas only 38% supported making the trial suspension permanent, with or without changes. Whilst they benefit from improved access, they are directly affected by the increased traffic volumes resulting from the trial suspension of the bus gate. As set out in para. 4.6 and 4.7, measures are proposed to try to mitigate some of the concerns raised by residents living in this section of Frenches Road.
- 4.5 Respondents from the other roads were strongly in favour of the permanent suspension of the bus gate.
- 4.6 The changes or measures in addition to the bus gate suspension that were suggested are summarised in Annex 3. The most common suggestions made are given below, together with Officer comments:
- (i) **Increase parking restrictions near the gate**
Parking in the vicinity of the priority give-way could cause safety issues. If the trial suspension of the bus gate is made permanent, the need for restrictions to prevent parking in the vicinity of the priority give-way at the road narrowing will be considered as part of a future road safety audit.
 - (ii) **Provide additional traffic calming, such as humps/ramps**
It is proposed that a raised table be constructed within the existing road narrowing to slow vehicles at the priority give-way. Traffic speeds will be monitored in the section of Frenches Road between the narrowing and Trowers Way. If speeding is found to be an issue, this will be raised with the Police who are responsible for enforcement.
 - (iii) **Restrict HGVs**
The survey data does not show that there has been a significant diversion of HGVs onto Frenches Road as a result of the trial. It is proposed that the existing direction signing to Holmethorpe Industrial Estate is reviewed to ensure that it directs HGVs along appropriate roads. New or improved signing could be provided, as appropriate.
 - (iv) **Maintain the width restriction at the gate**
It is not proposed to remove the existing width restriction if the trial suspension of the bus gate is made permanent.

4.7 Respondents were also invited to make additional comments. The most common of these were:

(i) **Traffic speed has increased**

Traffic speeds will be monitored, as set out in para.4.6 (ii) above.

(ii) **Traffic volume has increased**

It was always expected that traffic volumes in Frenches Road would increase once access was provided to all vehicles through the bus gate. The largest increase in traffic flows were recorded in the am peak, with an additional 138 vehicles (two-way flow) using Frenches Road at its junction with Ormside Way.

Police

4.8 The Police did not object to the trial suspension of the bus gate. The Police have been consulted as part of the trial and the Central Neighbourhoods Road Safety and Traffic Management Team officer has made the following comments.

"I have undertaken a collision review of the site and no problems were identified during the course of the trial.

I have spoken to the local Casualty reduction officer and he has received no complaints and is not aware of any problems since the trial was first implemented.

Making the order permanent would remove the potentially dangerous manoeuvre of reversing goods vehicles into Elmwood Road.

Making the order permanent would eliminate the problems of criminalising those individuals who used the access unlawfully when the bollards were not working

I am unaware of any speed enforcement or collision issues that existed on this part of Frenches Road, prior to the original implementation of the scheme.

From my observations, the current prioritisation system at the location of the gates is working well. Indeed this helps to moderate the traffic speed at this location.

Making the order permanent could possibly assist with emergency vehicle response times.

In view of all of these factors I would not object to (and indeed would support) the trial being made permanent."

Surrey County Council

4.9 The Passenger Transport Group previously indicated that they did not have any strong feelings either way on the proposal to temporarily suspend the bus gate. Following the suspension of the gate, they have consulted with the bus operator who indicated that the drivers are fairly happy about the bollard being permanently down. Opinion was expressed that although they sometimes have to give way to cars, they previously had to wait for the bollards.

- 4.10 The Traffic Signals Team commented that they would welcome removal of the bollards. There have been on-going issues with maintaining the bollards and their frequent failure to operate.

5 FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 5.1 The two year Integrated Transport Scheme programme is the subject of a separate report to this meeting of the Local Committee. The report proposes allocating £10,000 to either make permanent the suspension of the bus gate or to reinstate the bollards.

6 EQUALITIES AND DIVERSITY IMPLICATIONS

- 6.1 The Highway Service is mindful of its needs within this area and attempts to treat all users of the public highway with equality and understanding.

7 CRIME AND DISORDER IMPLICATIONS

- 7.1 A well-managed highway network can reduce fear of crime and allow the Police greater opportunity to carry out their enforcement duties.

8 CONCLUSION AND RECOMMENDATIONS

- 8.1 The bus gate at the northern end of Frenches Road was temporarily suspended in August 2012 for a six month trial period, following a request from residents to permit access. Traffic surveys were carried out before and after the suspension, and consultation with local residents undertaken.
- 8.2 The survey data shows a small redistribution of traffic from Ormside Way and Holmesdale Avenue to Frenches Road. The consultation showed strong support to make permanent the suspension of the bus gate. Additional measures were also suggested by some respondents. The Police expressed support for the trial being made permanent.
- 8.3 Based on the outcome of the trial, it is recommended that the suspension of the bus gate is made permanent. It is also recommended that a raised table be introduced within the existing road narrowing at the bus gate.
- 8.4 To address concerns raised by residents, it is proposed that officers review the existing directions signs to the Holmethorpe Industrial Estate, providing new or improved signing as appropriate and that the need for restrictions to prevent parking in the vicinity of the priority give-way at the road narrowing is considered as part of a future road safety audit.

8.5 Officers will monitor traffic speeds in the section of Frenches Road between the bus gate and Trowers Way, and liaise with the Police as appropriate.

9 REASONS FOR RECOMMENDATIONS

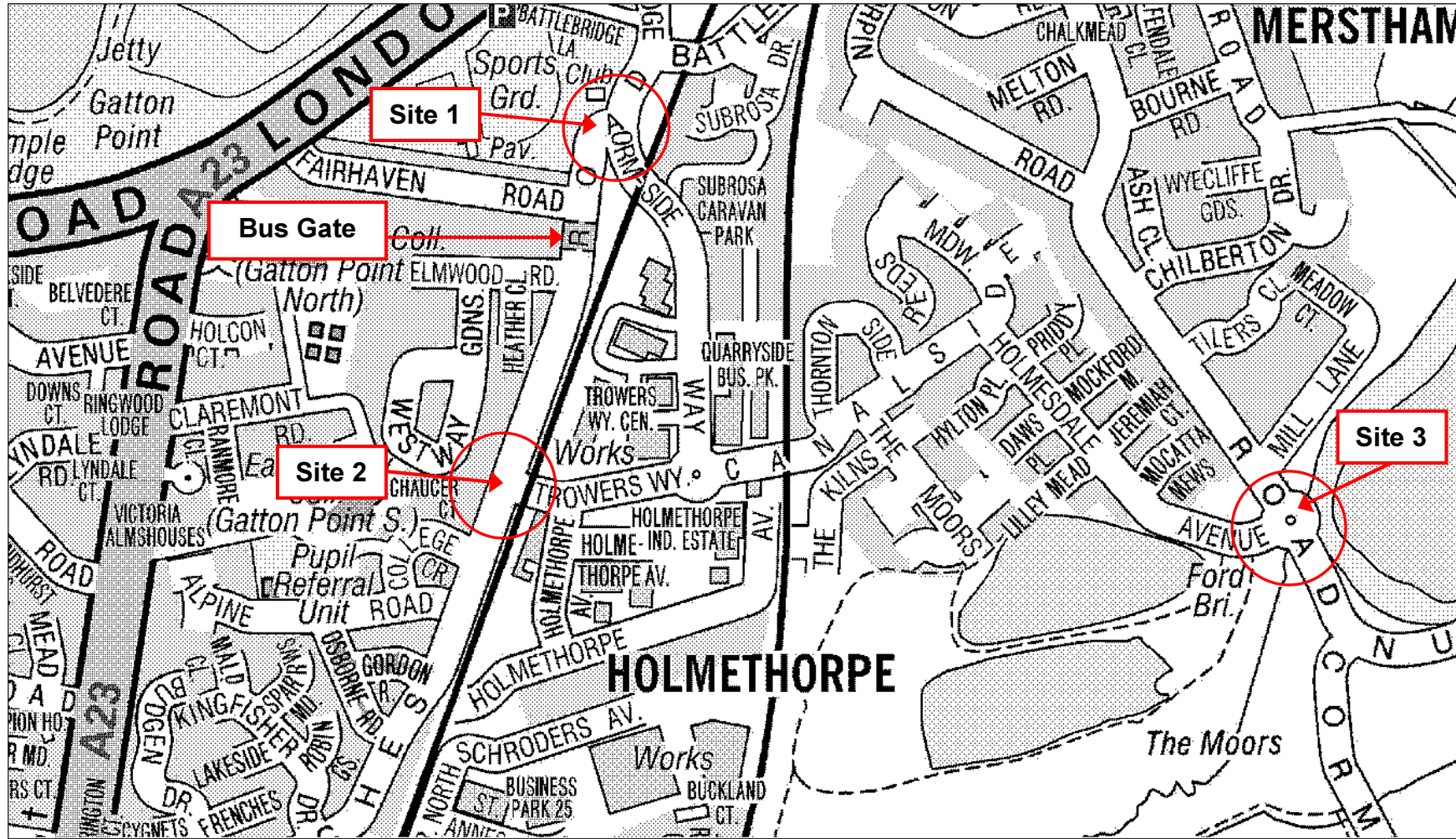
9.1 The trial suspension of the bus gate has not resulted in a significant redistribution of traffic to Frenches Road. Public consultation has indicated a strong level of support for making the suspension of the bus gate permanent, which will improve access for the residents in the Frenches Road area.

10 WHAT HAPPENS NEXT


10.1 Subject to Local Committee approval, design of the raised table within the road narrowing will be carried out, the necessary legal notices advertised and the works carried out to permanently suspend the bus gate in Frenches Road.

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BACKGROUND PAPERS:	Letter from Crispin Blunt, MP dated 8 June 2011 Reigate & Banstead Local Committee – 5 December 2011, Item 9 Consultation responses Traffic survey data May 2012 and November 2012

LOCATION PLAN



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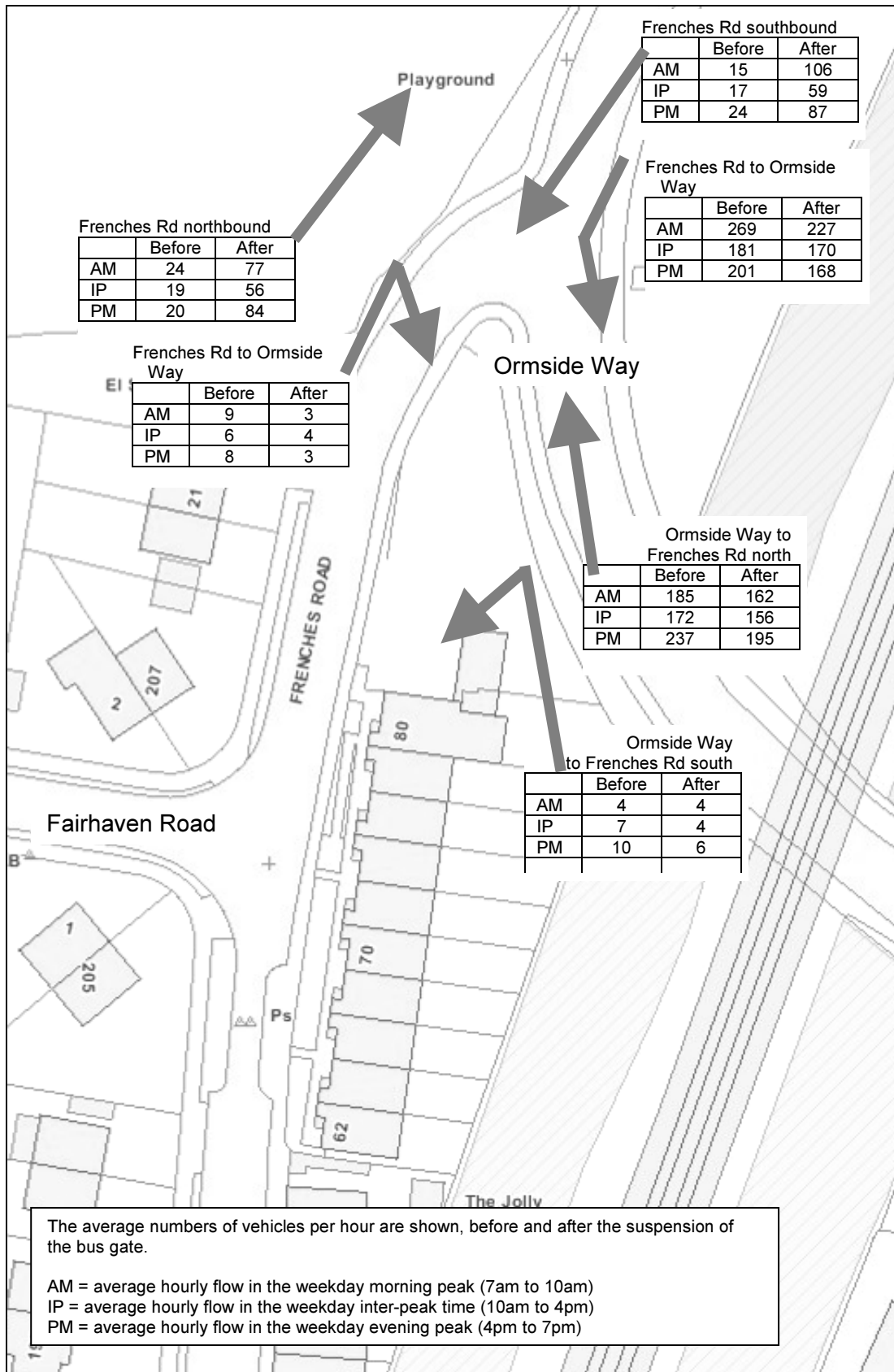
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Frenches Road
Trial Suspension of bus gate

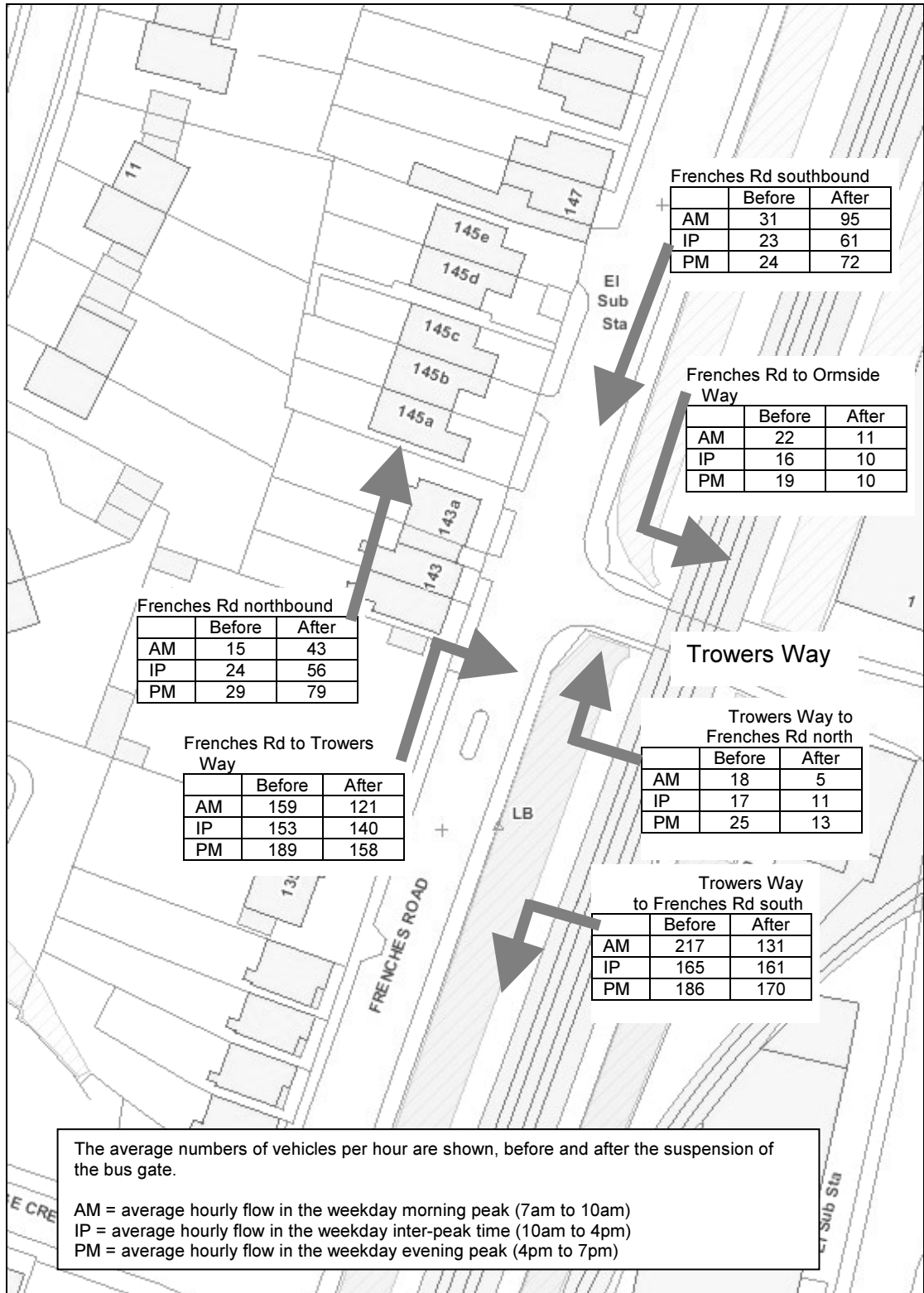
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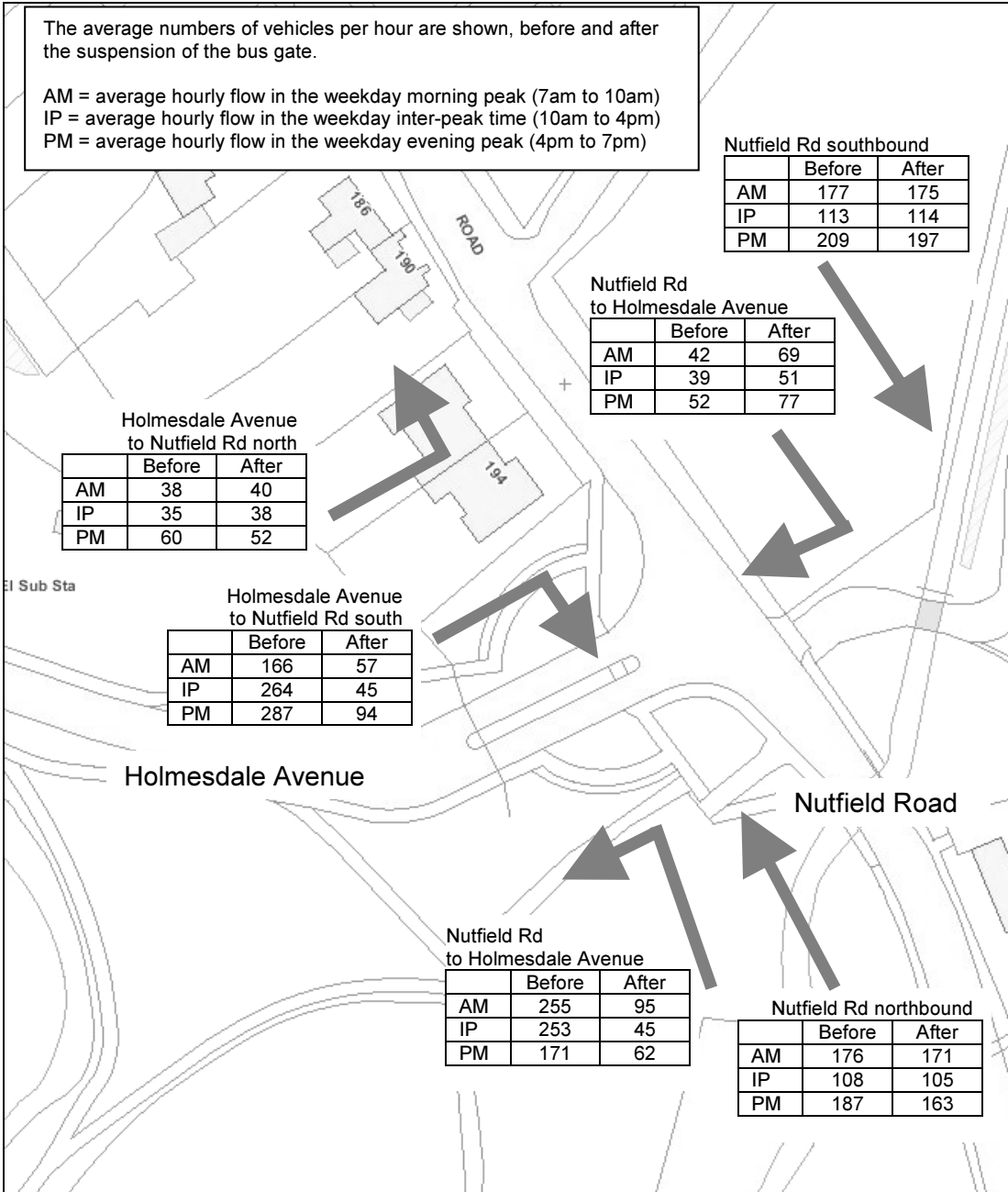
ANNEX 1



Site 1: Frenches Road/Ormside Way Traffic Flows



Site 2: Frenches Road/Trowers Way Traffic Flows



Site 3: Nutfield Road/Holmesdale Avenue Traffic Flows

ANNEX 3

QUESTIONNAIRE RESPONSES

Number of questionnaires distributed: 512.

Number of completed questionnaires received: 251 (49% response rate)

Address of respondent (by road)	Option1 Make Permanent (%)	Option 2 Make Permanent with changes (%)	Option 3 Reinstate bus gate (%)	Letters delivered (No.)	Total responses (No.)	Response rate (%)
Frenches Road North of Trowers Way	19%	19%	62%	43	21	48%
Frenches Road South of Trowers Way	38%	19%	43%	90	37	42%
Fairhaven Road	51%	31%	18%	76	39	51%
Elmwood Road	69%	23%	8%	44	26	59%
Heather Close	67%	0	33%	10	6	60%
Westway Gardens	61%	35%	4%	57	49	86%
College Crescent	75%	0	25%	24	4	17%
Alpine Road	83%	7%	10%	100	42	42%
Gordon Road	91%	9%	0	22	11	50%
Osborne Road	69%	31%	0	46	16	35%
Total responses	60%	22%	18%	512	251	49%

Responses by Road

Type of change/measure	Number of comments
Increase parking restrictions near the gate	31
Provide additional traffic calming, such as humps/ramps	13
Restrict HGVs	12
Maintain the width restriction at the gate	11
Provide residents with electronic passes for the gate	9
Change the traffic priority at the gate	5
Installation of a speed camera	4
Remove the width restriction at the gate	4

Changes or additional measures suggested by respondents

Subject	Number of comments
Traffic speed has increased	16
Traffic volume has increased	10
Noise has increased	3
Traffic flow has improved	3
Speeds should be reduced	3
Conditions have improved for residents	2

Other comments made by respondents

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OFFICER REPORT TO LOCAL COMMITTEE (REIGATE AND BANSTEAD)

SUTTON LANE, BANSTEAD - SPEED LIMIT ORDER

4 MARCH 2013

KEY ISSUE

To authorise the advertisement of a speed limit order for the existing length of national speed limit of 60mph in Sutton Lane, Banstead.

SUMMARY

In June 2012, following a request from the London Borough of Sutton, Reigate and Banstead Local Committee agreed to extend the existing 30mph speed limit at the northern end of Sutton Lane, Banstead by 150 metres. To bring this change into effect, the existing speed limit order for the section of Sutton Lane to the south of the 30mph has to be amended. This section of road is subject to the national speed limit of 60mph. As it has not been possible to locate a copy of the existing order, it is proposed to revoke all existing orders on that section of Sutton Lane and make a new speed limit order. This report seeks Local Committee approval to set aside an objection to this proposal and make the new order.

OFFICER RECOMMENDATIONS

The Local Committee (Reigate and Banstead) is asked to:

- (i) Set aside the objection to the advertised speed limit order set out in paragraph 3.3 for the reasons given in paragraphs 3.4 and 3.5 of the report; and

- (ii) Authorise the making of a speed limit order under the Road Traffic Regulation Act 1984, the effect of which will be to apply the national speed limit of 60mph on that length of Sutton Lane, Banstead which extends from a point 10 metres north of Freedown Lane northwards to a point 61 metres north of Highdown Lane.
- (iii) Approve that consideration and resolution of any further objections received be delegated to the South East Area Team Manager in consultation with the Chairman, Vice-Chairman and Divisional Member.

1 INTRODUCTION AND BACKGROUND

- 1.1 The junction of Sutton Lane/Downs Road/Cotswold Road in the London Borough of Sutton has been identified as having a poor personal injury collision record and Sutton has recently carried out accident remedial works at the junction.
- 1.2 LB Sutton approached Surrey County Council to request the extension of the existing 30mph speed limit in Sutton Lane southwards by a distance of approximately 150metres, towards Banstead, to reduce vehicle speeds further in advance of the junction. The extension of the 30mph speed limit was approved by Local Committee in June 2012, together with the provision of a Vehicle Activated Sign. These works are being funded by the London Borough of Sutton.

2 ANALYSIS

- 2.1 Sutton Lane is street lit along its entire length and so, by virtue of this system of street lighting, the speed limit is 30mph unless a speed limit order is made and the appropriate signing erected to introduce a different limit. The speed limit in force south of the 30mph speed limit is signed as the national speed limit of 60mph. A location plan is attached as **Annex 1**, showing the extents of the speed limits in Sutton Lane.
- 2.2 To extend the 30mph speed limit, as previously agreed by Local Committee, the existing speed limit order for the national speed limit section of Sutton Lane has to be amended. Unfortunately, it has not been possible to find a copy of the order in the County's records.
- 2.3 It is therefore necessary to revoke all existing orders on the section of Sutton Lane between a point 61 metres north of Highdown Lane and a point 10 metres north of Freedown Lane and make a new order to bring into effect the national speed limit of 60mph. This course of action removes any uncertainty about the legality of the existing national speed limit in Sutton Lane and enables the Police to carry out enforcement action if necessary.

- 2.4 Time constraints on the funding from the London Borough of Sutton to carry out this work has meant that the new order has been advertised in line with the previous Local Committee decision. This report considers an objection received in respect of this advertisement and seeks approval to make the order.

3 CONSULTATION

- 3.1 The Police have been consulted and have no objection to the proposal to the extension of the existing 30mph speed limit and therefore, the revised length of national speed limit.
- 3.2 The Belmont Residents' Association have not objected to the advertised speed limit order but have requested that the 30mph speed limit be extended further south to beyond Highdown Lane. The length of the extension of the 30mph was agreed with the London Borough of Sutton, who is promoting this scheme. It is an appropriate length given the existing speeds on this section of Sutton Lane and the intention of the change, namely to slow vehicles on the approach to the junction of Sutton Lane with Downs Road and Cotswold Road.
- 3.3 An objection has been received from a resident of Sherwood Park Road, Sutton. Whilst supporting the extension of the 30mph limit, the resident objects to retaining the national speed limit on the remainder of Sutton Lane to Freedown Lane. The resident considers this to be an inappropriate speed for a short stretch of rural road between two built up areas, that it makes it less likely that drivers will slow down to 30mph when they reach the urban limit, and that it should be reduced to 40mph.
- 3.4 The section of national speed limit covered by the advertised order is approximately 830 metres in length, which exceeds the minimum length for a speed limit of 600m as set out in Surrey's speed limit policy. There are no property frontages along this section of Sutton Lane and for the 3 year period November 2009 to October 2012, the latest records available, there has been one reported personal injury accident involving a single vehicle in which speed was not reported as a contributory factor.
- 3.5 The views of the Police have been sought regarding the suggested reduction of the national speed limit to 40mph. The Police have confirmed that the existing 60mph speed limit reflects the nature of the road and does not require enforcement. In their view, reducing the limit from 60mph to 40mph may cause an enforcement issue through non-compliance. They further comment that the road does not currently have a casualty problem and therefore would not be subject to regular enforcement. For these reasons, the Police have confirmed that they would support the retention of the 60mph limit as shown in Annex 1.

4 FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 4.1 The London Borough of Sutton has signed an agreement under section 8 of the Highways Act 1980 to fund costs associated with the implementation of this scheme.

5 EQUALITIES AND DIVERSITY IMPLICATIONS

- 5.1 The Highway Service is mindful of its needs within this area and attempts to treat all users of the public highway with equality and understanding.

6 CRIME AND DISORDER IMPLICATIONS

- 6.1 A well-managed highway network can reduce fear of crime and allow the Police greater opportunity to carry out their enforcement duties.

7 CONCLUSION AND RECOMMENDATIONS

- 7.1 The extension of the existing 30mph speed limit in Sutton Lane southwards by a distance of approximately 150metres, towards Banstead, was agreed by Local Committee in June 2012. In order to bring this change into effect, it is necessary to amend the existing speed limit order. Unfortunately, it has not been possible to find a copy of the existing order.
- 7.2 To resolve this issue, it is proposed that all speed limit orders relating to the national speed limit section of Sutton Lane be revoked and a new order made. This will remove any uncertainty about the legality of the existing national speed limit in Sutton Lane and enables the Police to carry out enforcement action if necessary.
- 7.3 The speed limit order has been advertised as approved by Local Committee on 12 June. One objection has been received which suggested that the speed limit should be lowered from 60mph to 40mph. Given the nature of the road, the good casualty record and the concerns of the Police regarding non-compliance should the speed limit be lowered, it is recommended that the objection be set aside. It is recommended that Local Committee approve the making of the new speed limit order for Sutton Lane.

8 REASONS FOR RECOMMENDATIONS

- 8.1 To enable the implementation of the amendment to the speed limit in Sutton Lane, Banstead, as agreed by Local Committee in March 2012.

9 WHAT HAPPENS NEXT

- 9.1 Subject to Local Committee approval, the speed limit order will be made and the revised speed limit and accompanying measures implemented.

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BACKGROUND PAPERS: None

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**OFFICER REPORT TO LOCAL COMMITTEE
(REIGATE AND BANSTEAD)**

**EAST WALK, SOUTH WALK AND VICARAGE WALK,
REIGATE -
PROHIBITION OF MOTOR VEHICLES**

4 MARCH 2013

KEY ISSUE

To approve a traffic regulation order prohibiting motor vehicles from using East, South and Vicarage Walks in Reigate.

SUMMARY

A prohibition of motor vehicles (except for access) order was made a number of years ago by Reigate and Banstead Borough Council on these access paths, however the order cannot now be located. The restriction has been signed on the ground for many years. For safety reasons and to allow enforcement of this prohibition to continue it is proposed to make a new order to prevent through traffic and non prescribed vehicles from using these paths.

OFFICER RECOMMENDATIONS

The Local Committee (Reigate and Banstead) is asked to agree that:

- (i) Following consideration of objections to be reported at the meeting, the prohibition of motor vehicles order is made.

1. INTRODUCTION AND BACKGROUND

- 1.1 East Walk (T9059), South Walk (T9058) and Vicarage Walk (9057) are town paths/tracks that also provide vehicular access to residential properties. They are shown in **Annex 1**.
- 1.2 A prohibition of motor vehicles (except for access) order was made a number of years ago by Reigate and Banstead Borough Council, however the order cannot now be located. To allow enforcement of this prohibition and for safety reasons it is proposed to make a new order to prevent through traffic and non prescribed vehicles from using them.
- 1.3 These tracks/paths are relatively narrow and unsuitable for through traffic, however access along them is needed by residents and emergency/public service vehicles. All the paths are well used by pedestrians however they are narrow and there is limited space for pedestrians (particularly with wheelchairs and push chairs) to pass moving or parked vehicles.

2. CONSULTATION

- 2.1 In order to remake the traffic order, a statutory notice stating the council's intention was placed in the Surrey Mirror on the 31 January 2013. Notices were also put up in the area. Comments and objections were invited to the proposals by the 28 February 2013.
- 2.2 The publication date for this report was the 20 February 2013 and consequently any objections will be reported to the committee at the meeting on the 4 March 2013.
- 2.3 Surrey Police have confirmed that are content for the order to be remade and residents support the reinstatement of the order.

3. FINANCIAL IMPLICATIONS

- 3.1 The estimated cost of advertising this order is £600. This will be met from the highway maintenance revenue budget.

4. EQUALITY AND DIVERSITY IMPLICATIONS

- 4.1 These pathways are widely used by pedestrians including wheel chairs and push chairs and are not suitable for vehicular use other than by those that require access.

5. CRIME AND DISORDER IMPLICATIONS

- 5.1 The absence of a Traffic Order to impose the prohibition means Surrey Police cannot act effectively when enforcement is required.

6 REASONS FOR RECOMMENDATIONS

- 6.1 These tracks are not suitable for vehicular traffic other than those that need access. It is recommended the traffic order is confirmed to allow this restriction to be imposed and enforced as necessary.

7 WHAT HAPPENS NEXT

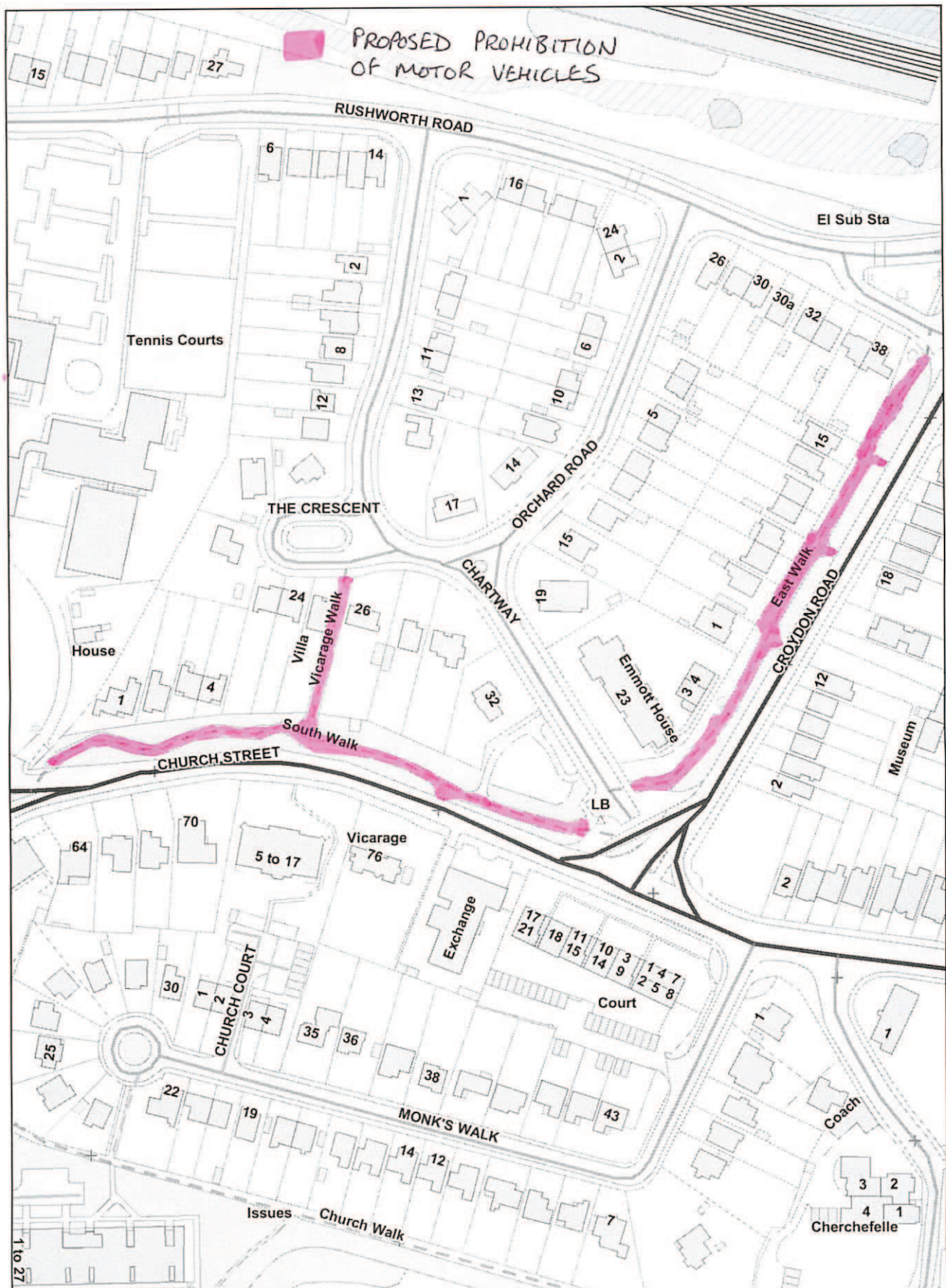
- 7.1 If the committee agree the recommendation (having considered any objections reported to the meeting) the traffic order will be made allowing Surrey Police to carry out enforcement as required.



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BACKGROUND PAPERS:

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 <p>GRID NORTH</p>	Prohibition of Motor Vehicles, Vicarage Walk, South Walk and East Walk, Reigate		 <p>SURREY COUNTY COUNCIL</p>
	Date Printed: 15/01/2013	Scale (approx): 1:1853	
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**OFFICER REPORT TO LOCAL COMMITTEE
(REIGATE AND BANSTEAD)**

**DATA OVERVIEW OF ACADEMIC PROGRESS WITHIN THE
BOROUGH OF REIGATE AND BANSTEAD**

4 MARCH 2013

KEY ISSUE

The purpose of this report is to provide elected members with an overview of education performance across the borough of Reigate and Banstead from Early Years to Key Stage 5. Analysis of performance includes the outcomes of statutory assessments and Ofsted judgements. The report indicates strengths, weaknesses and possible next steps.

SUMMARY

The report provides an analysis of performance to include the outcomes of statutory assessments and Ofsted judgements. The report indicates strengths, weaknesses and possible next steps.

OFFICER RECOMMENDATIONS

The Local Committee (Reigate and Banstead) is asked to note the content within the report for information purposes only.

1 INTRODUCTION AND BACKGROUND

- 1.1 In the Early Years Foundation Stage, 70.2% of pupils in Reigate and Banstead achieved a good level of development at the end of the Reception year. This is in line with Surrey (70%) and well above national (64%). There has been a similar picture in previous years. On an individual school basis there are some schools which are significantly above national and Surrey averages as well as a small minority schools below. These schools have additional support and intervention to help improve outcomes.
- 1.2 At Key Stage 1, outcomes for reading, writing and mathematics at Level 2B+ are above national but below Surrey. Writing is weaker than mathematics and reading and only 2.1% above national. This reflects the level of affluence in the borough when compared to Surrey as a whole. A number of schools in the borough are in receipt of additional support and intervention from the local authority
- 1.3 At Key Stage 2 outcomes for combined English and Mathematics at Level 4 are above the national average and in line with the rest of Surrey. This indicates that between KS1 and KS2, pupils are making greater gains and the attainment gap is closing.
- 1.4 Progress in English at Key Stage 2 was 89%. This was above the Surrey average of 87% but below the floor standard of 92% (progress children make between KS1 and KS2). Reigate and Banstead scored the highest in this measure alongside Tandridge.
- 1.5 Progress in Mathematics at Key Stage 2 was slightly above Surrey but below the floor standard of 90%.
- 1.6 No primary school in Reigate and Banstead fell below all three floor standards set by the government.
- 1.7 At Key Stage 4, Reigate and Banstead secondary schools performed below the Surrey average in all three key measures.
- 1.8 No secondary school in Reigate and Banstead fell below all three floor standards set by the government.
- 1.9 At Key Stage 5, the performance of Reigate and Banstead was slightly below the Surrey and the national averages.
- 1.10 73.8% of schools in Reigate and Banstead are deemed to be good or outstanding. This is lower than the Surrey average but higher than national.
- 1.11 74.4% of pupils attend good or outstanding schools in Reigate and Banstead which is slightly above Surrey averages.

1.12 Context in 2011/12 academic year

Reigate and Banstead	Number of schools	Number of pupils
Nursery	0	0
Infant	9	2,184
Junior	6	2,218
Primary	16	5,720
Primary phase academies	0	0
Total Primary phase	31	10,122
Secondary	5	5,809
Secondary academies	1	1,186
Total Secondary phase	6	6,995
Special	3	250
Special academies	0	0
Pupil Referral Units	3	22
Total Special	6	272
Total All Schools	43	17,389

Data Source: January 2012 Annual School census

Notes: Royal Alexandra & Albert (catering for 7-18 year olds) is counted as a secondary school only in this table, but has data for key stage 2 in the report.

2 ANALYSIS

2.1 Early Years

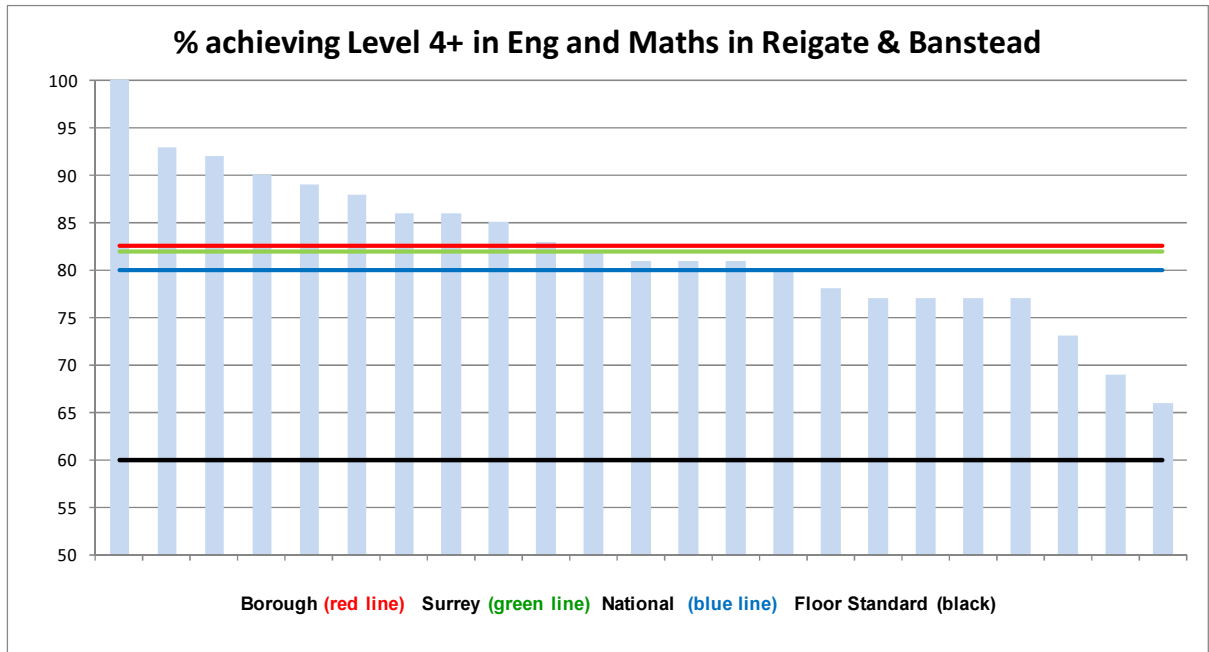
70.2% of pupils in Reigate and Banstead achieved more than 78 points (out of a total of 117) including at least 6 points in each of the seven assessment scales of Personal, Social and Emotional Development (PSED) and Communication, Language and Literacy (CLL). Reigate and Banstead was ranked 5th amongst the 11 district and borough councils.

2.2 Key Stage 1

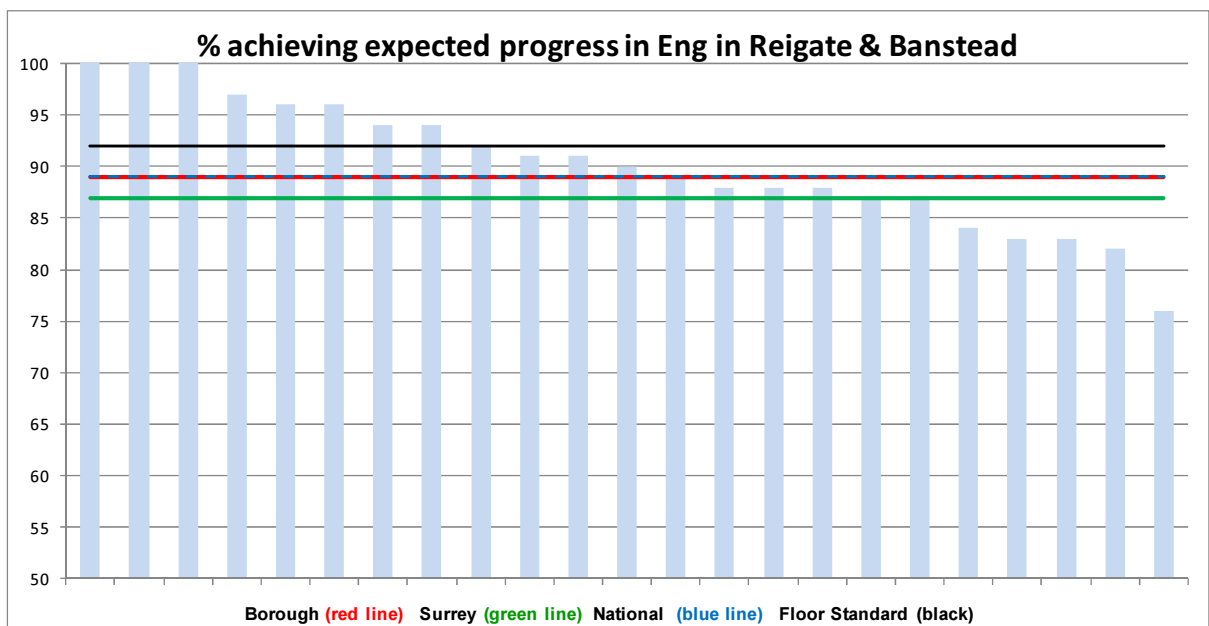
The overall performance of pupils in Reigate and Banstead was below the Surrey average but above the national average. The percentages of pupils in Reigate and Banstead achieving Level 2B+ in reading, writing and mathematics were 80.1%, 66.1% and 81.1% respectively, compared with the Surrey average of 81.8% in reading, 69.5% in writing and 82.5% in mathematics. The national averages of reading, writing and mathematics were 76%, 64% and 76% respectively. Reigate and Banstead achieved an average point score of 16.1% against the 16.4% of Surrey and 15.5% of the national average point scores.

2.3 Key Stage 2

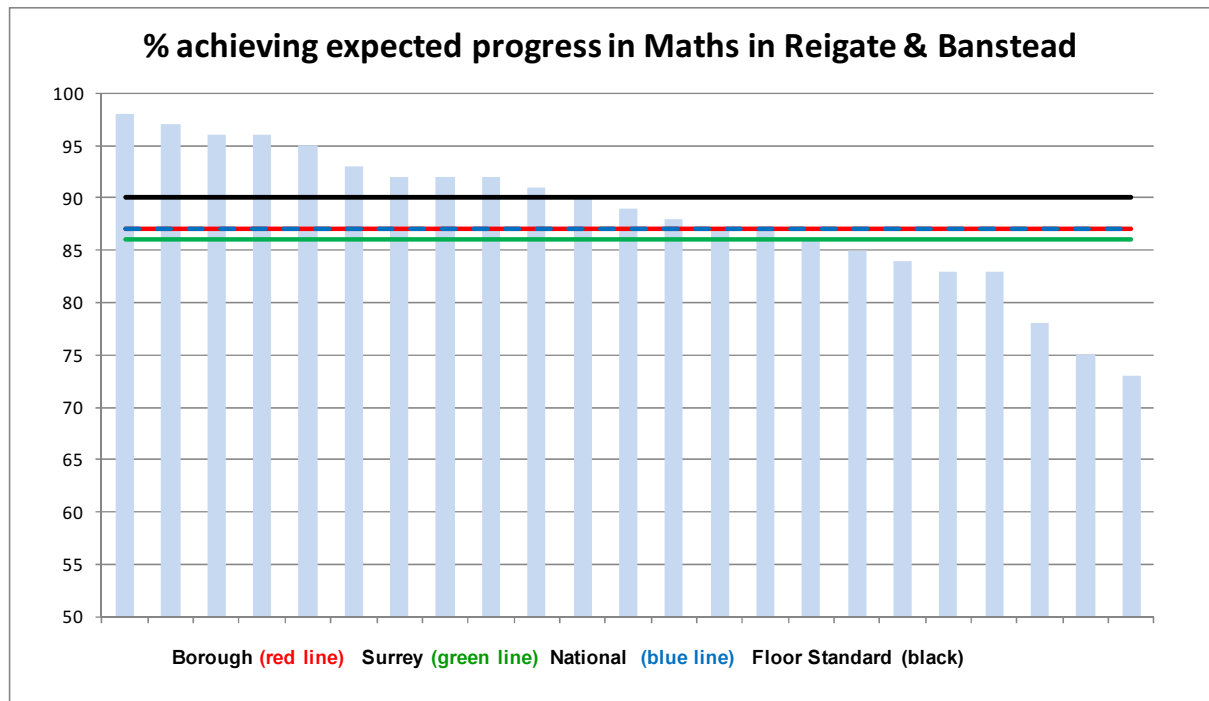
82.5% of pupils in Reigate and Banstead achieved Level 4 or above in combined English and mathematics compared with the Surrey average of 82%, the national average of 80% and the 60% floor standard.



89% of pupils in Reigate and Banstead achieved the expected levels of progress in English. Whilst this was above the Surrey average (87%) and in line with the national average, it was below the floor standard of 92%. Reigate and Banstead scored the highest in this measure along with Tandridge.



87% of pupils in Reigate and Banstead achieved the expected progress in mathematics which was above the Surrey average (86%) and in line with the national average, but it was below the floor standard (90%).



A school failing to reach all three thresholds is designated as below the expected floor standards for 2012. No school in Reigate and Banstead fell into this category.

2.4 Key Stage 2 - prior attainment

The percentage of pupils in Surrey in the low Key Stage 1 attainment band making at least 2 levels of progress in **English** was 76% compared with 83% of the national average. Amongst the 23 junior and primary schools in Reigate and Banstead, four were below and 10 were equal to or above the national average. The data of the remaining nine schools was suppressed and hence unavailable for analysis.

The percentage of pupils in Surrey in the low Key Stage 1 attainment band making at least 2 levels of progress in **mathematics** was 63% compared with 71% of the national average. Amongst the 23 junior and primary schools in Reigate and Banstead, four were below and 10 were equal to or above the national average. The data of the remaining nine schools was suppressed and hence unavailable for analysis.

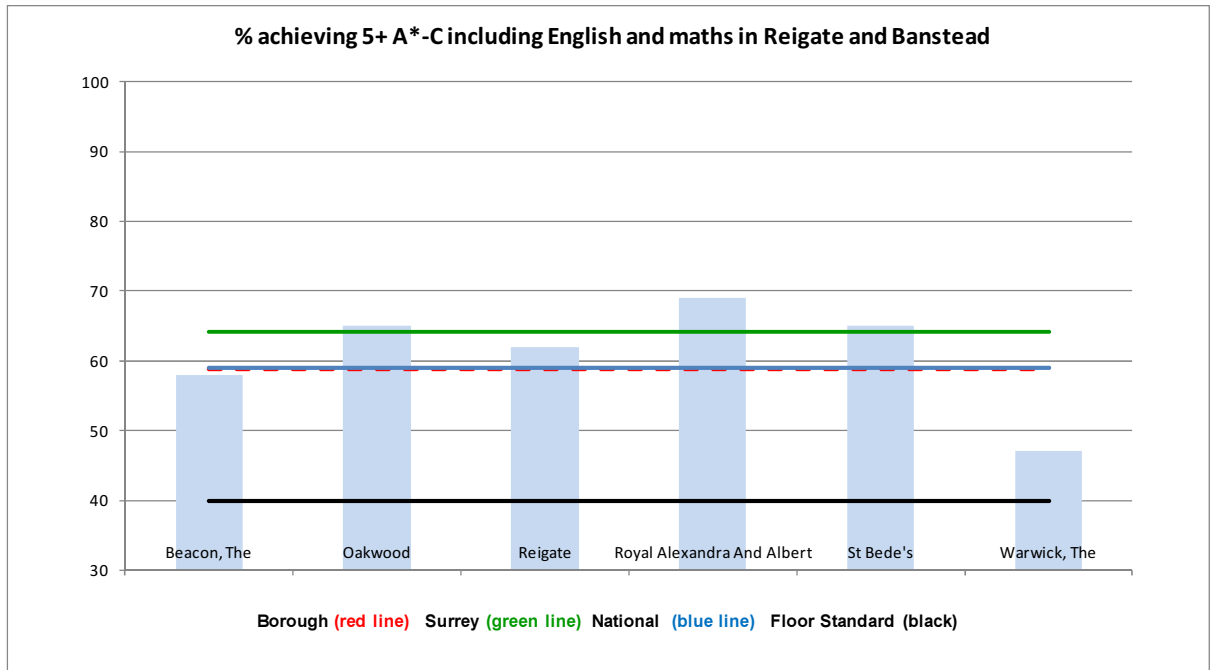
2.5 Key Stage 2 – pupil premium

The percentage of disadvantaged pupils in Surrey making at least 2 levels of progress in **English** was 81% compared with 87% of the national average. It included those pupils who had been eligible for free school meals during the last six years (FSM6) or those continuously looked after for six months. Amongst the 23 junior and primary schools in Reigate and Banstead, nine were below and six were equal to or above the national average. The data of the remaining eight schools was suppressed and hence unavailable for analysis.

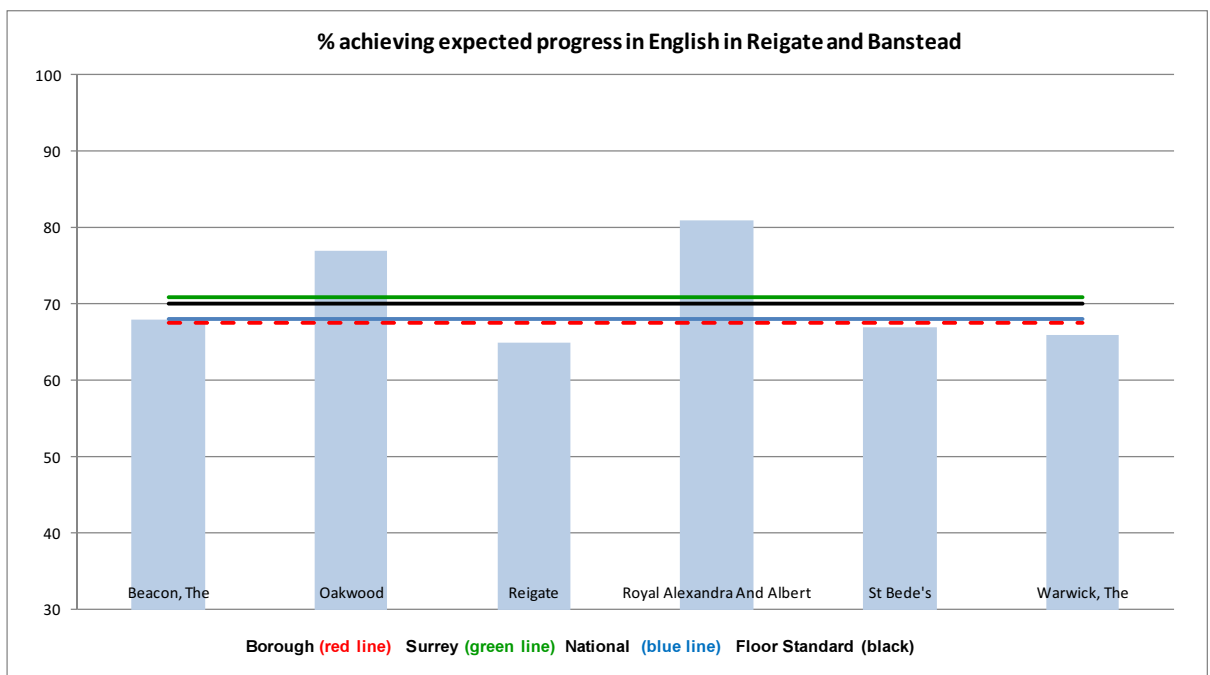
The percentage of disadvantaged pupils in Surrey making at least 2 levels of progress in **mathematics** was 75% compared with 82% of the national average. It included those pupils who had been eligible for free school meals during the last six years (FSM6) or those continuously looked after for six months. Amongst the 23 junior and primary schools in Reigate and Banstead, nine were below and six were equal to or above the national average. The data of the remaining eight schools was suppressed and hence unavailable for analysis.

2.6 Key Stage 4

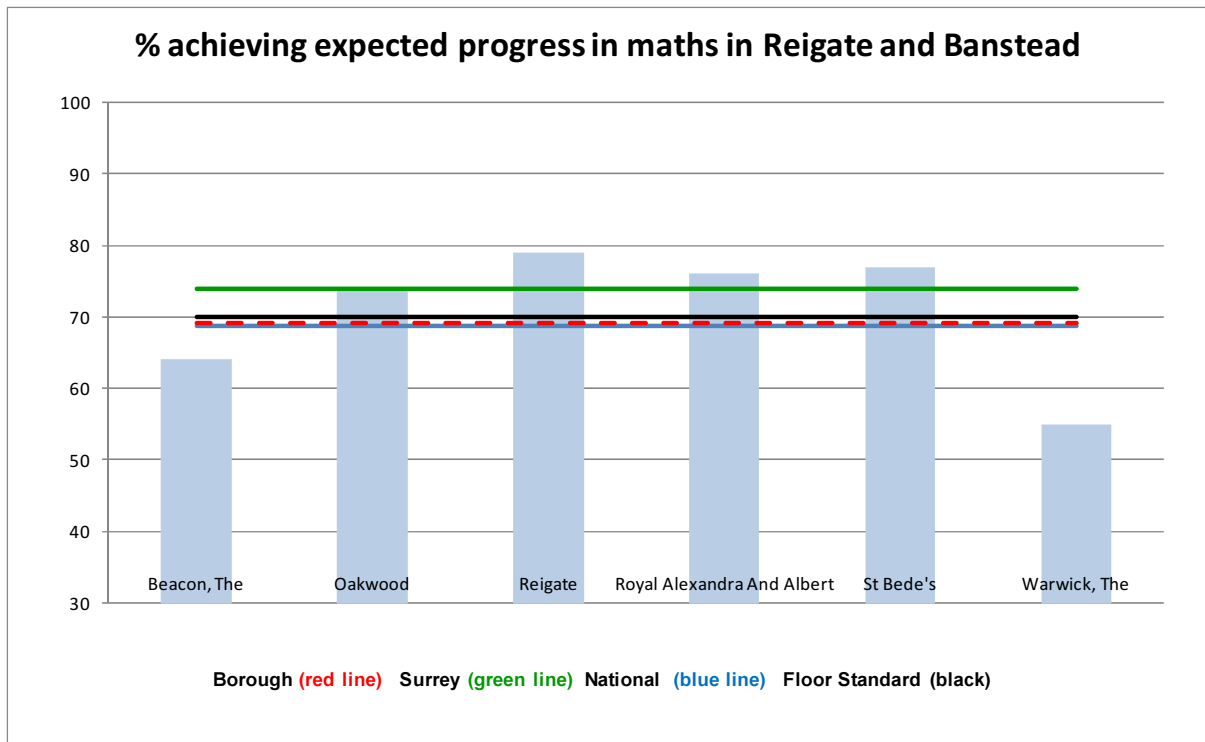
The overall performance of Reigate and Banstead was below the Surrey average and two of the three measures were also below the national averages. 58.8% of pupils in Reigate and Banstead achieved 5 or more GCSEs or equivalent at grades A* to C including English and mathematics which was lower than the Surrey average of 64.2% and the national average of 59%. It was higher than the floor standard of 40%.



67.5% of pupils in Reigate and Banstead achieved the expected progress in English which was below the Surrey average (70.9%), the national average (68.1%) and the floor standard (70%).



69.2% of pupils in Reigate and Banstead achieved the expected progress in mathematics which was below the Surrey average of 74% and the floor standard of 70%. It was above the national average of 68.7%.



A school failing to reach all three thresholds is designated as below the expected floor standards for 2012. No school in Reigate and Banstead fell into this category.

2.7 Key Stage 4 – prior attainment

The percentage of pupils in Surrey in the low prior attainment band (below level 4 at Key Stage 2) making at least 3 levels of progress in **English** was 46.1% compared with 44.9% of the national average. Amongst the six schools in Reigate and Banstead, one was below and five were equal to or above the national average.

The percentage of pupils in Surrey in the low prior attainment band (below level 4 at Key Stage 2) making at least 3 levels of progress in **mathematics** was 31.5% compared with 29.9% of the national average. Amongst the six schools in Reigate and Banstead, three were below and three were equal to or above the national average.

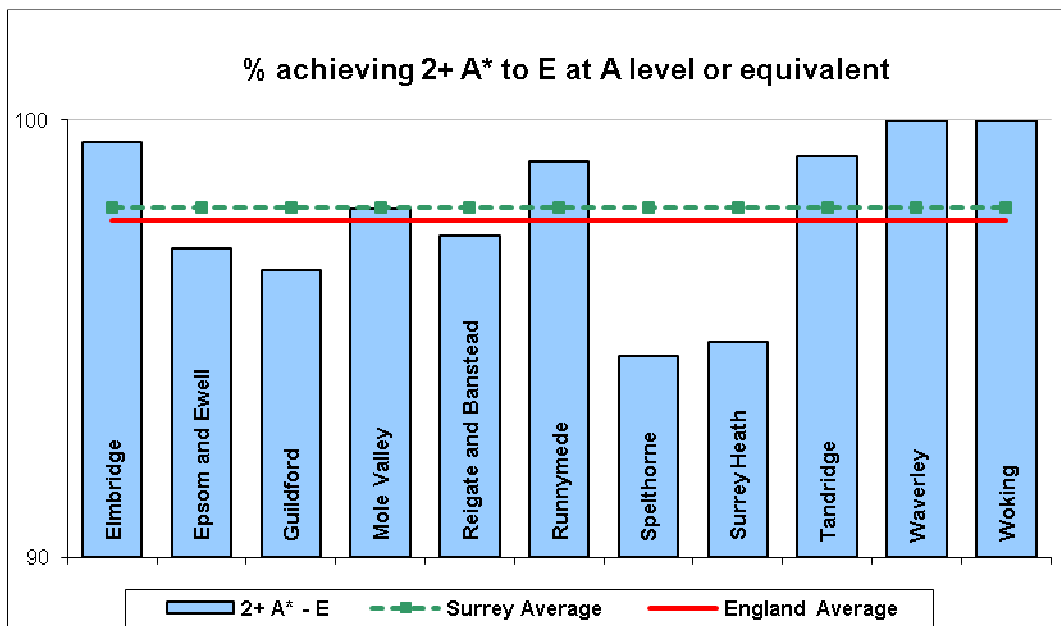
2.8 Key Stage 4 – pupil premium

The percentage of disadvantaged pupils in Surrey making at least 3 levels of progress in **English** was 47.9% compared with 53.8% of the national average. It included those pupils who had been eligible for free school meals during the last six years (FSM6) or those continuously looked after for six months. Amongst the six schools in Reigate and Banstead, four were below and two were equal to or above the national average.

The percentage of disadvantaged pupils in Surrey making at least 3 levels of progress in **mathematics** was 50.7% compared with 51.5% of the national average. It included those pupils who had been eligible for free school meals during the last six years (FSM6) or those continuously looked after for six months. Amongst the six schools in Reigate and Banstead, three were below and three were equal to or above the national average.

2.9 Key Stage 5

97.4% of the pupils in Reigate and Banstead achieved 2 or more A level or equivalent at grades A* to E. Its performance was slightly below the Surrey average of 98% and the national average of 97.7%.



2.10 Ofsted

(NYI =Not yet inspected)

Overall effectiveness by the 4 judgements

Reigate & B	1	2	3	4	NYI	Total
Nursery	0	0	0	0	0	0
Primary	8	15	6	1	0	30
Secondary	1	3	2	0	0	6
Special	0	2	1	0	0	3
PRU	1	1	0	1	0	3
Grand Total	10	21	9	2	0	42

Surrey

	1	2	3	4	NYI	Total
Nursery	1	3	0	0	0	4
Primary	75	148	61	14	1	299
Secondary	14	24	14	1	0	53
Special	11	9	3	0	0	23
PRU	3	6	1	1	0	11
Grand Total	104	190	79	16	1	390

England

	1	2	3	4	Grand Total
Nursery	229	171	19	1	420
Primary	2964	8478	4795	406	16643
Secondary	798	1237	933	107	3075
Special	385	456	171	19	1031
PRU	66	192	106	15	379
Grand Total	4442	10534	6024	548	21548

% schools deemed good or outstanding

% schools deemed good or outstanding

	Reigate & B	Surrey	England
Nursery	–	100.0%	95.2%
Primary	76.7%	74.6%	68.7%
Secondary	66.7%	71.7%	66.2%
Special	66.7%	87.0%	81.6%
PRU	66.7%	81.8%	68.1%
Grand Total	73.8%	75.4%	69.5%

% pupils attending good or outstanding schools

% pupils attending good or outstanding schools

	Reigate & B	Surrey
Nursery	–	100.0%
Primary	75.5%	71.9%
Secondary	73.2%	76.7%
Special	62.6%	87.9%
Total	74.4%	74.2%

3 OPTIONS

- 3.1 The Committee is asked to note the information provided within the report.

4 CONSULTATIONS

- 4.1 There have not been any consultations carried out on the report.

5 FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 5.1 None for the purposes of this report.

6 EQUALITIES AND DIVERSITY IMPLICATIONS

- 6.1 None for the purposes of this report.

7 CRIME AND DISORDER IMPLICATIONS

- 7.1 None for the purposes of this report.

8 CONCLUSION AND RECOMMENDATIONS

- 8.1 Performance at Early Years, Key Stage 1 and Key Stage 2 continues to be good. However further improvement in reaching the expected floor standards for progress in English and mathematics continues to be a focus for primary schools.
- 8.2 Seven primary schools are currently graded as overall effectiveness 3 or 4. These schools continue to be supported and challenged by the Local Authority to ensure that they secure a good judgement at their next Ofsted inspection.
- 8.3 The two secondary schools graded as 3 by Ofsted continue to receive a high level of support in order to help them achieve a good judgement at their next inspection.
- 8.4 Focus on continuing to close the attainment gap between the highest performing pupils and the lowest performing pupil.
- 8.5 Work with all agencies to provide support around a school e.g. health, housing, children's services so that schools in more deprived areas are supported effectively

- 8.6 Introduce a new School Improvement Service which utilises the best available experts to support schools to ensure all schools are good or better by 2017 and all pupils achieve their best potential.
- 8.7 In secondary schools work to close the gap in achievement between students eligible for the pupil premium and all other students.
- 8.8 Focus on leadership expertise with schools to ensure the schools are well led and managed.

9 REASONS FOR RECOMMENDATIONS

- 9.1 The recommendations are to inform Local Committee members of the planned support being provided to schools in the borough of Reigate and Banstead.

10 WHAT HAPPENS NEXT

- 10.1 The Reigate and Banstead Local Committee is invited to receive further updates as desired.

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TELEPHONE NUMBER:	01372 834530
E-MAIL:	Donna.Wardell@babcockinternational.com
BACKGROUND PAPERS:	

Technical Notes

Early Years

- Children are normally aged five when they are assessed, although a minority may be slightly younger or older.
- The Foundation Stage Profile is based on teacher assessments completed in the Summer term 2012.

Key Stage 1

- Children are normally aged seven when they are assessed, although a minority may be slightly younger or older.
- Whilst the expected level is Level 2+, the Department for Education recommend that children reach Level 2B or higher at key stage 1 to have the best chance of gaining Level 4+ at key stage 2.

Key Stage 2

- Children are normally aged eleven when they are assessed, although a minority may be slightly younger or older.
- Please note that the expected progress methodology changed in 2011 and 2012. The information here is based on 2012 methodology but care is required if making direct comparisons to progress measures published in previous years.
- The English Level is calculated differently this year so caution is required when making comparisons to previous years. The English figures are based on Writing TA figures and Reading Test levels.

Key Stage 4

- The key stage 4 information is a summary of the GCSE and equivalent results for pupils at the end of key stage 4 in state-funded schools (mainstream schools, special schools and academies) in the 2011/12 academic year. The results in the graphs have been based on the final data from Educational Performance Analysis System (EPAS) online.
- Expected levels of progress in English and mathematics are based on pupils making at least three levels between key stage 2 and key stage 4.

Key Stage 5

- The key stage 5 information is a summary of the A level and equivalent results for pupils at the end of key stage 5 in state-funded schools (sixth form only) in the 2011/12 academic year. The results in the graph have been taken from the provisional data from Educational Performance Analysis System (EPAS) online.

Ofsted

- Data covers all inspections in Surrey (and in each Borough/District) to 13 December 2012 which is all inspections to the end of the Autumn term 2012. The national data is to 31 August 2012.

Technical Notes relating to Pupil Premium and Prior Attainment Band performance data

Our aim is to use data that is readily available in the public domain from official sources where ever possible. School level data for the performance of Pupil Premium groups and Prior Attainment bandings was part of the official data set

published by the DfE alongside the Performance Tables and this was used to produce figures for the Local Committee reports.

However, the Department of Education has a strict policy on the publication of small numbers, which states:

[They will] suppress publication of figures relating to a cohort of 5 pupils or fewer. This is intended to reduce the risk of individual pupils being identified from published data. In the 2012 Performance Tables:

- We will suppress publication of all figures relating to a cohort of 5 pupils or fewer; and;
- We will suppress publication of figures relating to the characteristics of pupils (SEN, Free School Meals etc) where there are fewer than 6 of the pupils in the group. For example, if there are four pupils not eligible for FSM in the schools, all indicators for eligibility for free school meals will be suppressed.

As a result the performance figures for a number of schools in the Local Committee reports were suppressed.

More detailed calculations based on individual pupil level data provided to the Local Authority were not possible due to the limited time between publication and the Local Committee report deadlines.

List of data sources

Early YEARS

- The information is based on Teacher Assessment reported on Keypas. National figures were provided in the Department for Education Statistical First Release.

Key Stage 1

- The information is based on Teacher Assessments reported on Keypas in January 2013. National figures were provided in the Department for Education Statistical First Release 21_2012

Key Stage 2

- The information has been calculated from the revised pupil level results issued by the Department for Education and the Statistical First Release, which was published on 13 December 2012.

Key Stage 4

- The information is based on the final results in Educational Performance Analysis System (EPAS).

Key Stage 5

- The information is based on provisional results in Educational Performance Analysis System (EPAS).

Ofsted website: <http://www.ofsted.gov.uk/>



OFFICER REPORT TO LOCAL COMMITTEE (REIGATE AND BANSTEAD)

CABINET FORWARD PLAN

4 MARCH 2013

KEY ISSUE

The Cabinet leads the preparation of the Council's policies and budget and makes recommendations to the County Council on the major policy plans, and the budget and Council Tax. The Cabinet takes decisions within this framework of plans and procedural rules approved by the Council. It is held to account by the Council for its performance.

The Forward Plan details the reports and decisions the Cabinet will be considering over the next three months. Members requested at the previous Local Committee to receive a report highlighting key decisions of interest to the Local Committee. This is not a definitive list, and the full forward plan is available on the Surrey County Council website via the following link:

<http://mycouncil.surreycc.gov.uk/mgListPlans.aspx?RPId=120&RD=0>

KEY DECISIONS OF INTEREST TO THE LOCAL COMMITTEE

12 March 2013

Contract for the provision of a Travel and Transport Scheduling System – to award a contract for the provision of Travel and Transport Scheduling software.

Local Bus Network Contracts – to award contracts for local bus routes valued between £500k - £1m.

26 March 2013

Local Bus Network Contracts – to award contracts for local bus routes valued exceeding £1m.

Surrey Family Support Programme – to agree the implementation of the Surrey Family Support Programme and countywide local discretionary criteria.

Horley North East – New School (Part 2 report) – to approve the business case for the project to provide a new one form entry Diocesan primary school to provide an additional 201 new places, under the School Basic Need Programme.

23 April 2013

Langshott Infant School, Horley (Part 2 report) – to approve the business case for the project to expand the existing two form entry infant school to a two form entry primary school under the School Basic Need Programme. The project will increase the school from 180 to 420 places.

OFFICER RECOMMENDATION

The Local Committee (Reigate and Banstead) is asked to:

- (i) Note the forward plan of the County Council's Cabinet.
- (ii) Consider whether the Committee wishes to make any representations to the Cabinet on upcoming items.

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BACKGROUND PAPERS:	Cabinet Forward Plan February – May 2013



**OFFICER REPORT TO LOCAL COMMITTEE
(REIGATE AND BANSTEAD)**

LOCAL COMMITTEE FORWARD PLAN

4 MARCH 2013

KEY ISSUE

To note the forward programme for reports to Local Committee in 2013/14 as set out below.

BACKGROUND

This is an indicative forward programme. Further items are likely to be added, and the list is subject to amendment.

FORWARD PLAN

Monday 17 June 2013, 2.00pm, Reigate Town Hall

Report	Member Allocations
Decision	Local Committee Task Group Reconstitution and Appointments
Information	Highways Schemes Update
Decision	Rights of Way item
Information	Transport Strategy
Decision	Proposed Highways Improvements, Langshott, Horley
Decision	Community Safety Partnership – Appointment of Local Committee representative
Decision	Neighbourhood Prevention (Youth) – Awarding of Grants

Monday 16 September 2013, 2.00pm, Reigate Town Hall

Report	Member Allocations
Information	Highways Schemes Update
Information	Surrey Fire and Rescue Service – Annual Update and Borough Plan

Monday 2 December 2013, 2.00pm, Reigate Town Hall

Report	Member Allocations
Information	Highways Schemes Update
Information	Surrey Trading Standards – Annual Update

Monday 3 March 2014. 2.00pm, Reigate Town Hall

Report	Member Allocations
Information	Highways Schemes End of Year Update

Informal meetings

Monday 10 June 2013
Monday 15 July 2013
Monday 28 October 2013
Monday 20 January 2014

(All to start at 10.00am at Reigate Town Hall – County Members only unless otherwise advised)

(NB – County Council elections take place on Thursday 2 May 2013)

OFFICER RECOMMENDATIONS

The Local Committee (Reigate and Banstead) is asked to:

- i) Note the report for information
- ii) Make suggestions for future agenda items

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BACKGROUND PAPERS: None

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