

# Agenda

Reigate & Banstead  
Local Committee

**We welcome you to  
Reigate and Banstead Local Committee**  
Your Councillors, Your Community  
and the Issues that Matter to You



## Discussion

Update on Commissioning of  
Healthcare Services for  
patients in East Surrey  
*Dr Kerr East Surrey Clinical  
Commissioning Group*

Awarding funding for the  
provision of Youth Work in  
Reigate & Banstead  
*Jeremy Crouch*

## Venue

**Location:** Reigate Town Hall,  
Castlefield Road,  
Reigate, Surrey RH2  
0SH

**Date:** Monday, 2 March 2015

**Time:** 1.00 pm



**SURREY**

# You can get involved in the following ways

# Get involved

## ***Ask a question***

If there is something you wish know about how your council works or what it is doing in your area, you can ask the local committee a question about it. Most local committees provide an opportunity to raise questions, informally, up to 30 minutes before the meeting officially starts. If an answer cannot be given at the meeting, they will make arrangements for you to receive an answer either before or at the next formal meeting.

## ***Write a question***

You can also put your question to the local committee in writing. The committee officer must receive it a minimum of 4 working days in advance of the meeting.

When you arrive at the meeting let the committee officer (detailed below) know that you are there for the answer to your question. The committee chairman will decide exactly when your answer will be given and may invite you to ask a further question, if needed, at an appropriate time in the meeting.

## ***Sign a petition***

If you live, work or study in Surrey and have a local issue of concern, you can petition the local committee and ask it to consider taking action on your behalf. Petitions should have at least 30 signatures and should be submitted to the committee officer 2 weeks before the meeting. You will be asked if you wish to outline your key concerns to the committee and will be given 3 minutes to address the meeting. Your petition may either be discussed at the meeting or alternatively, at the following meeting.

## **Thank you for coming to the Local Committee meeting**

Your Partnership officer is here to help. If you would like to talk about something in today's meeting or have a local initiative or concern please contact them through the channels below.

Email: [joanna.hardy@surreycc.gov.uk](mailto:joanna.hardy@surreycc.gov.uk)

Tel: 01737 737695

Website: <http://www.surreycc.gov.uk/reigateandbanstead>



**SURREY**



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### **Surrey County Council Appointed Members**

Mrs Dorothy Ross-Tomlin, Horley East (Chairman)  
Mr Bob Gardner, Merstham and Banstead South (Vice-Chairman)  
Mrs Natalie Bramhall, Redhill West and Meadvale  
Mr Jonathan Essex, Redhill East  
Mr Michael Gosling, Tadworth, Walton and Kingswood  
Dr Zully Grant-Duff, Reigate  
Mr Ken Gulati, Banstead, Woodmansterne and Chipstead  
Mrs Kay Hammond, Horley West, Salfords and Sidlow  
Mr Nick Harrison, Nork and Tattenhams  
Ms Barbara Thomson, Earlswood and Reigate South

### **Borough Council Appointed Members**











Cllr Michael Blacker, Reigate Central  
Cllr Julian Ellacott, Redhill West  
Cllr Ms Sarah Finch, Redhill East  
Cllr Norman Harris, Nork  
Cllr Richard Mantle, Chipstead, Hooley and Woodmansterne  
Cllr Roger Newstead, Reigate Hill  
Cllr Graham Norman, Meadvale and St Johns  
Cllr Tony Schofield, Horley East  
Cllr Mrs Joan Spiers, Kingswood with Burgh Heath  
Cllr Mrs Rachel Turner, Tadworth and Walton

Chief Executive  
**David McNulty**

**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 Joanna Long, 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 [joanna.hardy@surreycc.gov.uk](mailto:joanna.hardy@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.**

|   |   |  |   |
|---|---|--|---|
|    |    |    |  |
| Mrs Dorothy Ross-Tomlin (Chairman)<br>Horley East                                   | <b>Mr Bob Gardner</b> (Vice-Chairman)<br>Merstham & Banstead South                  | Mrs Natalie Bramhall<br>Redhill West & Meadvale  | Mr Jonathan Essex<br>Redhill East   |
|    |    |    |  |
| Mrs Kay Hammond<br>Horley West, Salfords & Sidlow                                   | Mr Michael Gosling<br>Tadworth, Walton & Kingswood                                  | Dr Zully Grant-Duff<br>Reigate   | Mr Ken Gulati<br>Banstead, Woodmansterne & Chipstead                                |
|  |  | <br><b>SURREY</b><br>COUNTY COUNCIL<br><br><b>Local Committee</b><br><b>(Reigate &amp; Banstead)</b><br><br><b>County Councillors 2013-17</b> |   |
| Mr Nick Harrison<br>Nork & Tattenhams   | Ms Barbara Thomson<br>Earlswood & Reigate South                                     |  |   |

|   |   |   |   |
|---|---|---|---|
|    |    |   |  |
| Cllr Michael Blacker<br>Reigate Central   | Cllr Julian Ellacott<br>Redhill West  | Cllr Ms Sarah Finch<br>Redhill East   | Cllr Norman Harris<br>Nork  |
|    |    |   |  |
| Cllr Richard Mantle<br>Chipstead, Hooley<br>& Woodmansterne                         | Cllr Roger Newstead<br>Reigate Hill   | Cllr Graham Norman<br>Meadvale & St<br>Johns  | Cllr Tony Schofield<br>Horley East  |
|  |  |  <p><b>Local Committee<br/>(Reigate &amp; Banstead)</b></p> <p><b>Borough Council<br/>Co-optees 2014-15</b></p> |   |
| Cllr Mrs Joan Spiers<br>Kingswood with<br>Burgh Heath                               | Cllr Mrs Rachel Turner<br>Tadworth & Walton   |   |   |

For councillor contact details, please contact Joanna Long, Community Partnership and Committee Officer ([joanna.hardy@surreycc.gov.uk](mailto:joanna.hardy@surreycc.gov.uk) / 01737 737695)

## MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE

Those attending for the purpose of reporting on the meeting may use social media or mobile devices in silent mode to send electronic messages about the progress of the public parts of the meeting. Anyone is permitted to film, record or take photographs at council meetings. Please liaise with the council officer listed in the agenda prior to the start of the meeting so that those attending the meeting can be made aware of any filming taking place.

Use of mobile devices, including for the purpose of recording or filming a meeting, is subject to no interruptions, distractions or interference being caused to the PA or Induction Loop systems, or any general disturbance to proceedings. The Chairman may ask for mobile devices to be switched off in these circumstances.

It is requested that if you are not using your mobile device for any of the activities outlined above, it be switched off or placed in silent mode during the meeting to prevent interruptions and interference with PA and Induction Loop systems.

*Thank you for your co-operation*

***Note: This meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed. The images and sound recording may be used for training purposes within the Council.***

***Generally the public seating areas are not filmed. However by entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.***

*If you have any queries regarding this, please contact the representative of **Legal and Democratic Services** at the meeting.*

## **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 an 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.

#### **2 MINUTES OF PREVIOUS MEETING (AGENDA ITEM ONLY)**

(Pages 1 - 12)

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](http://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 EAST SURREY CLINICAL COMMISSIONING GROUP PRESENTATION**

To receive a presentation from Dr Kerr Vice-Chairman East Surrey Clinical Commissioning Group (CCG).

#### **5 PETITIONS (AGENDA ITEM ONLY)**

To receive any petitions in accordance with Standing Order 68. Notice should be given in writing or by email to the Community Partnership and Committee Officer at least 14 days before the meeting. Alternatively, the petition can be submitted on-line through Surrey County Council's e-petitions website as long as the minimum number of signatures (30) has been reached 14 days before the meeting.

**6 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 69. Notice should be given in writing or by email to the Community Partnership and Committee Officer by 12 noon 4 working days before the meeting.

**7 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 noon 4 working days before the meeting.

**8 ON STREET PARKING ENFORCEMENT UPDATE (EXECUTIVE FUNCTION FOR DECISION)** (Pages 13 - 24)

Local Committees are responsible for installing and reviewing on street parking restrictions. Committees have a scrutiny role of the enforcement operation and a share of any surplus income. This report sets out the background for these arrangements and provides an overview of the enforcement operation.

**9 HIGHWAYS SCHEMES END OF YEAR 2014/15 (EXECUTIVE FUNCTION FOR DECISION)** (Pages 25 - 40)

To inform the Local Committee on the outcome of the 2014/15 Integrated Transport and highways maintenance schemes programmes in Reigate and Banstead.

**10 REVISED HIGHWAYS FORWARD PROGRAMME 2015/16 AND 2016/17 (EXECUTIVE FUNCTION FOR DECISION)** (Pages 41 - 46)

In December 2014 Local Committee agreed a programme of highway works in Reigate and Banstead for 2015/16 – 2016/17, based on the assumption that the devolved budgets would be the same as those received in 2014/15. Following the approval of the Revenue and Capital Budget 2015/16 to 2019/20 by Council on 10<sup>th</sup> February, it has been confirmed that the Local Committee's revenue budget for 2015/16 will be reduced from its 2014/15 level. This report seeks approval of a revised programme of highway works to reflect this reduced level of funding.

**11 MARK STREET, REIGATE PROPOSED ONE-WAY WORKING (EXECUTIVE FUNCTION FOR DECISION)** (Pages 47 - 62)

Concerns have been raised by users of Mark Street, Reigate regarding the congestion and access. Funding was allocated in December 2013 for design and implementation of a short length of one-way working at the southern end of Mark Street.

Public consultation has been carried out on the proposals. The consultation also invited any other comments to be raised. This report presents the results of the public consultation. The Local Committee



is asked to note the results of the consultation and to make a decision on how they wish to proceed.

**12 PENDLETON ROAD PEDESTRIAN CROSSING (EXECUTIVE FUNCTION FOR DECISION)** (To Follow)

**13 LOCAL PREVENTION YOUTH TASK GROUP RECOMMENDATIONS (EXECUTIVE FUNCTION FOR DECISION)** (Pages 63 - 70)

The Local Committee is responsible for commissioning Local Prevention services to prevent young people becoming Not in Education, Employment or Training within their local area. The Local Committee Youth Task Group has recently met and received presentations from a range of potential providers. This paper sets out their recommendation for awarding Local Prevention. The recommendation for the award of funding is the culmination of several months of work by the Youth Task Group that will result in services being commissioned by the Local Committee in response to local need. The work will be delivered by two commissions:

The Local Prevention One to One Early Help contract which will build the resilience of young people and remove identified barriers to their future employability, as part of Surrey's early help arrangements. The Local Prevention in Neighbourhoods grant which will build the resilience of young people who are at risk of becoming NEET in local communities. As a result of the 2015-16 budget setting process Services for Young People (SYP) is facing an overall budget reduction of £2.6 million, subject to final decision by County Council. It should be noted that funding amounts for Local Prevention in Neighbourhoods included in this paper reflect the current 100% allocation and may be subject to a reduction to 80% following final budget decisions by the County Council.

**14 MEMBER ALLOCATIONS (EXECUTIVE FUNCTION, FOR INFORMATION)** (Pages 71 - 78)

Surrey County Council Councillors receive funding to spend on local projects that help to promote social, economic or environmental well-being in the neighbourhoods and communities of Surrey. This funding is known as Members' Allocation.

For the financial year 2014/15 the County Council has allocated £10,300 revenue funding to each County Councillor and £35,000 capital funding to each Local Committee. This report provides an update on the projects that have been funded since April 2014 to date.

**15 CABINET FORWARD PLAN (FOR INFORMATION)** (Pages

The Cabinet leads the preparation of the Council's policies and budget and makes recommendations to the County Council on major policy plans, the budget and Council Tax. The Forward Plan details the reports and decisions the Cabinet will be considering over the next three months. This report highlights the key decisions of interest to the Local Committee. It 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/documents/1140/Printed%20plan%20February%202015%20-%20May%202015.pdf?T=4>

79 -  
80)

**16 LOCAL COMMITTEE FORWARD PLAN (FOR INFORMATION)**

(Pages 81 - 82)

To note the forward programme of reports to the Local Committee (Reigate & Banstead) in 2015-16 as set out below. This is an indicative forward programme. Further items are likely to be added and the list is subject to amendment.

**DRAFT**

Minutes of the meeting of the  
**Reigate AND BANSTEAD LOCAL COMMITTEE**  
 held at 2.00 pm on 1 December 2014  
 at Reigate Town Hall, Castlefield Road, Reigate, Surrey RH2 0SH.

**Surrey County Council Members:**

- \* Mr Bob Gardner (Vice-Chairman)
- \* Mrs Natalie Bramhall
- \* Mr Jonathan Essex
- \* Mr Michael Gosling
- \* Dr Zully Grant-Duff
- \* Mr Ken Gulati
- \* Mrs Kay Hammond
- \* Mr Nick Harrison
- \* Ms Barbara Thomson

**Borough / District Members:**

- \* Cllr Michael Blacker
- Cllr Julian Ellacott
- Cllr Ms Sarah Finch
- \* Cllr Norman Harris
- Cllr Richard Mantle
- \* Cllr Roger Newstead
- \* Cllr Graham Norman
- \* Cllr Tony Schofield
- Cllr Mrs Joan Spiers
- Cllr Mrs Rachel Turner

\* In attendance

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**52/14 APOLOGIES FOR ABSENCE (AGENDA ITEM ONLY) [Item 1]**

The following Members of the Committee gave apologies for the meeting:  
 Councillor Mrs Sarah Finch, Cllr Richard Mantel, Cllr Mrs Rachel Turner, Cllr  
 Julian Ellacott and Councillor Mrs Joan Spiers.

**53/14 MINUTES OF PREVIOUS MEETING (AGENDA ITEM ONLY) [Item 2]**

The minutes were agreed as a true and accurate record of the meeting.

**54/14 DECLARATIONS OF INTEREST (AGENDA ITEM ONLY) [Item 3]**

None received.

**55/14 PETITIONS (AGENDA ITEM ONLY) [Item 4]**

One petition was received.

## ITEM 2

The Committee received a petition signed by 532 residents, agreeing with the statement:

“to make safe the roads and pathways around Sandcross School. We are requesting that the following is dealt with as soon as possible.

Barriers to be extended

Reduce the speed limit to 20 during school times

Drain to be put in place at the crossing as huge puddle occurs when its wet

Drop the curb at crossing to allow disabled access to crossing and ease for buggies

Better enforcement of the road laws and parking laws“

The Committee **NOTED** the response of the Highways Manager attached to the minutes as **Appendix A**.

### **Annex A Sandcross School Petition response**

#### **56/14 FORMAL PUBLIC QUESTIONS (AGENDA ITEM ONLY) [Item 5]**

One formal public question was received. A response was tabled and is attached to the minutes as **Appendix B**.

[Cllr Mrs Barbara Thomson asked a supplementary question “Please can we monitor this situation?”] The Highways Manager stated that they would review the situation once work had stopped at Pebble Hill.

### **Annex B Public Question Response Mrs Hammond Lynn walk 011214**

#### **57/14 FORMAL MEMBER QUESTIONS (AGENDA ITEM ONLY) [Item 6]**

### **Annex C Response to Member question Cllr Newstead Reigate Priory Museum**

#### **58/14 TRADING STANDARDS SERVICE UPDATE (FOR INFORMATION) [Item 7]**

**Declarations of Interest:** None

**Officers attending:** David Bullen, Senior Trading Standards Officer

**Petitions, Public Questions, Statements:** None

**Member Discussion – key points:**

Members were informed that over the last few years Trading Standards had been working to do more to help vulnerable consumers and enhance protection for that group. Particularly working with Adult Social Care so that vulnerable adults identified by either service could be assisted.

Members were updated that the Surrey County Council and Buckinghamshire County Council Joint Trading Standard service would be launched on 1 April 2015 and working together would do more to benefit residents. Members thought the new joint service would provide a breadth of services. It was confirmed that the same number of frontline staff would be delivering the service following the merger.

Members asked what the Trading Standards service was doing to prevent young people being involved in alcohol abuse. It was stated that this is still a priority for the service, however they have moved away from test purchasing and now ensure that businesses receive advice on what they should be doing to protect their business.

Members asked if Trading Standards worked with Surrey Police; officers confirmed that they regularly work with the police. Members suggested that cyber crime be flagged up with the police.

Members queried whether trading standards played a role in inspecting food standards or whether this was Environmental Health's remit. Members requested that David Bullen find out what links Trading Standards have with the Environmental Health service in Reigate and Banstead Borough Council.

Members were advised to speak to Citizens Advice if they were aware of any fraudulent activity.

Members asked how Trading Standards are linking in with Social Services. Members were informed that the service works with social workers and core managers to educate them so that they can advise their clients and get messages out.

**The Committee:**

Noted the report and Trading Standard's work to raise awareness of Mass Marketing Fraud, including scam sticker packs and Guidance Notes for individuals and Carers.

**59/14 REIGATE AND BANSTEAD LOCAL TRANSPORT STRATEGY AND FORWARD PROGRAMME - (EXECUTIVE FUNCTION - FOR DECISION) [Item 8]**

**Declarations of Interest:** None

**Officers attending:** Peter Hitchings, Susanna Davies Highways and Transport

**Petitions, Public Questions, Statements:** None

**Member Discussion – key points:**

**Members requested that officers update the Local Transport Strategy to take into consideration the changes to the Reigate and Banstead Borough Council Local Plan document.**

**Members felt that feasibility studies should be explicitly mentioned in the Forward Programme. Members also stated that further priority setting and funding considerations of schemes in the Forward Programme should take place.**

**Members asked what level of budget would be assigned to school transport. Members were concerned about the road network scheme as this wasn't supported by Reigate and Banstead Borough Council.**

**Members wished to establish a Local Transport Strategy Task Group to review the strategy and Forward Programme.**

**The Local Committee agreed to:**

- (i) Approve the Reigate and Banstead Local Transport Strategy and its suggested objectives
- (ii) Approve the list of schemes provided in the Forward Programme (Annex of the Local Transport Strategy)
- (iii) Approve the recommendations in point i and ii subject to prioritisation, feasibility assessment and impact of major schemes such as the Hooley interchange**
- (iii) Appoint the below representatives to a Local Transport Strategy task group:**

**Councillor Mrs Grant-Duff, Councillor Harrison, Councillor Blacker, Councillor Essex, Councillor Schofield and Councillor Mrs Bramhall.**

**REASONS:**

Delivering the Reigate and Banstead Local Transport Strategy will support the County Council's priorities to promote sustainable economic growth and secure investment in infrastructure. It also supports the Borough Councils objectives to provide effective services, infrastructure and transport options. The Reigate and Banstead Local Transport Strategy will benefit Surrey residents and businesses accommodating sustainable population growth, driving the economy and reducing impacts on the environment.

**Members wished to ensure that the Reigate and Banstead Local Transport Strategy and schemes in the Forward Programme of the Strategy were prioritised, including through feasibility assessment and impact of major schemes such as the Hooley interchange.**

**60/14 HIGHWAYS SCHEME UPDATE ( EXECUTIVE FUNCTION - FOR DECISION) [Item 9]**

**Declarations of Interest:** None

**Officers attending:** Anita Guy, John Lawlor - Highways

**Petitions, Public Questions, Statements:** None

**Member Discussion – key points:**

Members were encouraged to contact the Maintenance Engineer to explore how their funds could be allocated.

Members were informed that the hatching proposal from Salford and Sidlow Parish Council would not go ahead as the present scheme would address the issues raised. The parish council had also raised the issue of flooding on the A23, the drainage engineer was requested to liaise with the parish council and the local committee to find out more.

Officers were asked to report back to Councillor Newstead on dates when flood recovery works would be programmed in. Officers were also asked if there was a 5 year plan for utility works and if there was to forward this to Councillor Essex.

**The Local Committee agreed to:**

- (i) Note the contents of the report; and
- (ii) Agree that a scheme to improve pedestrian facilities at the junction of Garratts Lane/Holly Lane, Banstead is not progressed at the current time.

**Reasons:**

To update the Local Committee on the progress of the highway works programme in Reigate and Banstead.

**61/14 HIGHWAYS FORWARD PROGRAMME 2015/16 - 2016/17 (EXECUTIVE FUNCTION FOR DECISION) [Item 10]**

**Declarations of Interest:** None

**Officers attending: Anita Guy, John Lawlor - Highways**

**Petitions, Public Questions, Statements: None**

**Member Discussion – key points:**

**Members asked about the Pendleton Road crossing and were informed that a design engineer would be working up designs ready for the end of December 2014.**

**The Local Committee (Reigate & Banstead) agreed to:**

General

- (i) Note that it has been assumed that the Local Committee's devolved highways budget for capital, revenue and Community Enhancement works for 2015/16 remains the same as for 2014/15, at £780,210;
- (ii) Authorise that the Area Team Manager, in consultation with the Local Committee Chairman and Vice-Chairman be able to amend the programme should the devolved budget vary from this amount;

Capital Improvement Schemes (ITS)

- (iii) Agree that the capital improvement schemes allocation for Reigate and Banstead be used to progress the Integrated Transport Schemes programme set out in Annex 1;
- (iv) Authorise that the Area Team Manager, in consultation with the Local Committee Chairman and Vice-Chairman, be able to vire money between the schemes agreed in Annex 1, if required;

Capital Maintenance Schemes (LSR)

- (v) Agree that the capital maintenance schemes allocation for Reigate and Banstead be divided equitably between County Councillors to carry out Local Structural Repair, and that the schemes to be progressed be agreed by the Area Team Manager in consultation with the Local Committee Chairman, Vice-Chairman and local divisional Members;

Revenue Maintenance

- (vi) 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 2014/15 as detailed in Table 2 of this report;
- (vii) 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 October 2015, the monies revert to the relevant Member's Community Enhancement allocation;
- (viii) Agree that the remaining £134,110 of the revenue maintenance budget be used to fund minor maintenance works throughout Reigate and Banstead, as identified by the Area Maintenance Engineer in



consultation with the Chairman, Vice-Chairman and relevant divisional Member.

Community Enhancement Fund

- (ix) Agree that the Community Enhancement Funding is devolved to each County Councillor based on an equitable allocation of £5,000 per division; and
- (X) 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.

Reasons:

To agree a forward programme of highways works in Reigate and Banstead for 2015/16 – 2016/17, funded by the Local Committee's devolved budget.

**62/14 TRAVEL SMART - PROGRAMME UPDATE INCLUDING BUS CLEARWAY ORDERS AND CYCLE ROUTE IMPROVEMENTS (EXECUTIVE FUNCTION FOR DECISION) [Item 11]**

**Declarations of Interest:** None

**Officers attending:** Marc Woodhall, Sustainable Transport Manager, Alison Houghton Senior Transport Officer

**Petitions, Public Questions, Statements:** None

**Member Discussion – key points:**

Members discussed shared use of routes for pedestrians and cyclists and suggested that a thick white line down the centre of a footway makes it easier for partially sighted people to identify and is preferable to bollards. It was also commented that studs were being experimented with in Reigate town centre. Officers to talk to 'SeeAbility' (charity working with adults who are visually impaired) to arrange to walk people through these changes.

**The Local Committee agreed:**

- (i) Bus stop clearways are introduced at the existing bus stops along the improved quality bus corridors :
- Redhill-Reigate (bus routes 420, 424, 430/435, 460), affecting Reigate Road, Blackborough Road, Lesbourne Road, Hatchlands Road, Timperley Gardens, and Park Road; and
  - South Park (bus routes 430/435) affecting Eastnor Road and Sandcross Road.

## ITEM 2

- (ii) The design detailing the walking and cycling improvements proposed along Nutfield Road identified in Annex C be approved
- (iii) The use of the eastern footway of Nutfield Rd for shared use (pedestrians and cyclists) between Chilburton Drive and 25 metres south of Mill Lane;
- (iv) The western footway of St Annes Drive between Noke Drive and traffic island near Warwick School becoming a shared route for pedestrian and cycle use on completion of the scheme.

### **Reasons:**

1. Buses require parallel alignment to the kerb to deploy ramping and kneeling equipment. This allows step-free access for wheelchair users, those with mobility problems and easier boarding/alighting for all passengers and parked vehicles within bus stops prevent this access.
2. Reliability of buses is improved if the vehicles are able to approach, stop and depart bus stops without hindrance, improving accuracy of scheduled bus stopping times and encouraging usage of sustainable transport.
3. Bus stop clearways enable Borough enforcement officers to issue penalty charge notices on offending vehicles thereby discouraging inconsiderate parking.
4. Walking and cycling improvements provide better accessibility and opportunity for people to travel sustainably, helping to reduce congestion.

## **63/14 YOUTH NEEDS ASSESSMENT AND COMMISSIONING FOR LOCAL PREVENTION (EXECUTIVE FUNCTION FOR DECISION ) [Item 12]**

**Declarations of Interest:** None

**Officers attending:** Jeremy Crouch, Services for Young People

**Petitions, Public Questions, Statements:** None

### **Member Discussion – key points:**

It was raised that the Banstead Youth group were concerned about losing some of their funding to other areas. The Youth Task group had taken the decision to assign resources where there was highest need. Officers will be working with Banstead Youth group and the community to support them.

Members requested that the 'Tadworth' title in the Reigate & Banstead Local Specification be changed to the 'Preston Regeneration area'.

### **Redhill Youth Provision**

Officers informed Members that funding had been approved to refurbish the Annex of the Family Centre in Redhill to provide youth provision for this high need area in the medium term. Renovations would start in January 2015 to make the building fit for purpose and then officers would work with the young people to decorate the centre so that they would be proud of it. The Chairman thanked officers for their hard work in achieving this. Officers confirmed that they were working on a Communications Plan for the new Redhill Youth Centre.

**The Local Committee (Reigate & Banstead) agreed to:**

- (i) Approve the local priorities (Annex 1), to be considered by providers, focusing on the identified needs of Reigate & Banstead and the geographical neighbourhoods prioritised by the Youth Task Group.
- (ii) Note the changes to the council scheme of delegation which provides increased decision making to local commissioning in relation to youth work and Surrey Outdoor Learning (SOLD).

Councillor Gulati abstained from voting.

**Reasons:**

Local Prevention has been in place across Reigate & Banstead since 1 April 2012. It has contributed significantly to the reduction in young people becoming Not in Education, Employment or Training (NEET). It is therefore recommended that this early help commission is re-commissioned for 2015-20.

These recommendations will:

- a) Support the Council's policy of Creating Opportunities for Young People
- b) Support the Council's priority to provide early help for children, young people and their families

**64/14 PRESENTATION - UPDATE FROM EAST SURREY CLINICAL COMMISSIONING GROUP (CCG) (FOR INFORMATION) [Item 13]**

The Chairman informed Members that because of timings of the committee there hadn't been enough time for the presentation from the East Surrey Clinical Commissioning Group (ES CCG). The ES CCG would therefore be invited to speak at a future meeting.

**65/14 PARKING ENFORCEMENT (FOR INFORMATION) [Item 14]**

**Declarations of Interest:** None

**Officers attending:** David Curl Parking Strategy and Implementation Team Manager, Jacquie Joseph, Parking Manager Reigate and Banstead Borough Council,

**Petitions, Public Questions, Statements:** None

**Member Discussion – key points:**

Members queried why there appeared to be a deficit in the Reigate and Banstead Borough Council's parking finances. Officers explained that there had been a realignment of funding against property as this was a better way to reflect the costs. Officers were looking at ways of reducing the parking budget going forward.

Members agreed to postpone further consideration of the report until the next Committee on 2 March 2015 to receive more information on the parking finances and a breakdown of the accounts. Members requested parking accounts for the last 3 years for their consideration.

**The Local Committee agreed to:**

**Appoint the below representatives to a Parking Finances task group:**

Councillor Harrison, Councillor Gulati, Councillor Essex, Councillor Mrs Bramhall, Councillor Schofield and Councillor Ellacott

**66/14 MEMBER'S ALLOCATIONS (FOR INFORMATION) [Item 15]**

**Declarations of Interest:** None

**Officers attending:** Rowena Zelle, Local Support Assistant

**Petitions, Public Questions, Statements:** None

**Member Discussion – key points:**

Members asked officers to confirm whether or not they had each allocated £500 to the Children's Bursary Scheme. Members asked officers to chase the possible bid from the Reigations Rugby Club.

The Committee **NOTED** the amounts that have been spent from the Members' Allocation (revenue) and Local Committee capital budgets, as set out in Annex 1 of the report submitted.

[The Chairman reminded Members that all funding must be committed by the end of January 2015.]

**67/14 CABINET FORWARD PLAN (FOR INFORMATION) [Item 16]**

The Committee **NOTED** the report.

**68/14 LOCAL COMMITTEE FORWARD PLAN (FOR DECISION) [Item 17]**

The Committee **NOTED** the report.

Meeting ended at: 4.15 pm

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**Chairman**

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**SURREY COUNTY COUNCIL****LOCAL COMMITTEE****DATE:** 2 March 2015

**LEAD OFFICER:** David Curl – Parking Team Manager (SCC)  
 Gavin Handford, Corporate Policy and Governance  
 Manager, Reigate & Banstead Borough Council

**SUBJECT:** On Street Parking Enforcement Update**DIVISION:** All in Reigate and Banstead Borough Council**SUMMARY OF ISSUE:**

Local Committees are responsible for installing and reviewing on street parking restrictions. Committees have a scrutiny role of the enforcement operation and a share of any surplus income.

This report sets out the background for these arrangements and provides an overview of the enforcement operation.

**RECOMMENDATIONS:**

**The Local Committee is asked to:**

- (i) Note the contents of the report.

**REASONS FOR RECOMMENDATIONS:**

Waiting and parking restrictions that are suitably/adequately enforced will help to:

- Improve road safety
- Increase access for emergency vehicles
- improve access to shops, facilities and businesses
- Increase access for refuse vehicles and service vehicles
- Ease traffic congestion
- Better regulate parking

The Local Committee can contribute towards these objectives in partnership with the Borough Enforcement Team.

## **1. INTRODUCTION AND BACKGROUND:**

- 1.1 On the 23 October 2012, the Surrey Cabinet agreed the framework for new on street parking enforcement agency agreements with the majority of Surrey district and borough councils. This followed 2 years of discussion and negotiation about how enforcement could be carried out more efficiently and what should happen to any surplus income.
- 1.2 In terms of governance and scrutiny, the cabinet agreed that local committees would have an oversight role in terms of on street parking enforcement.
- 1.3 Local Committees already make decisions about new parking restrictions and this will continue. Parking reviews will involve a separate report.
- 1.4 A report regarding on street enforcement was deferred from the December meeting, with a special task group convened to review the matter further.

## **2. ENFORCEMENT TEAM**

- 2.1 The aim of parking enforcement is to achieve compliance with the restrictions that are in place across the borough. However, in reality 100% compliance would be very difficult to achieve. Restrictions should be enforced fairly and in accordance with the operational guidance for Civil Parking Enforcement contained in the Traffic Management Act.
- 2.2 The enforcement authority and the county council also aim to achieve operational efficiency and value for money. We aim to provide fair and adequate enforcement service to generally achieve compliance but at no net cost to the county council.
- 2.3 Staff deployed in on street parking enforcement in Reigate and Banstead Borough as follows:
  - Parking manager (shared with off street)
  - 1 Supervisor, 2 Senior Civil Enforcement Officers
  - 7 full time Civil Enforcement Officers
  - Back office staff
- 2.4 Enforcement officers are deployed across the borough, covering core enforcement hours from 8am until 6:30pm. The enforcement team are supported by a manager and back office staff, who support the parking office based. The normal office hours are 9am until 5pm (Monday – Thursday) and 9am until 4:45pm (Friday). All staff are based at the Borough Council's depot in Earlswood.



- 2.5 Response time for enquiries will be based on Reigate & Banstead Borough Council corporate guidelines of 14 days.
- 2.6 The enforcement team benefits from the efficiencies of operating both on street and off street enforcement activity. In line with the agency agreement between the two Councils, the costs of these two activities are separated, as is the income received from penalty notices.

### **3. ENFORCEMENT ACTIVITIES**

- 3.1 The Borough Council undertakes a range of enforcement activities under the agency agreement.
- 3.2 Some restrictions, such as yellow lines and residential permits, can be enforced immediately; the vehicle will be in clear violation of a restriction by parking on a yellow line or failing to display a valid permit.
- 3.3 Other restrictions have a waiting limit. These are used in commercial and residential areas to ensure turnover and deter commuter parking. Enforcement cannot be undertaken immediately as no ticket is displayed to show the arrival time for each vehicle. Instead the Civil Enforcement Officer is required to log all the vehicles in a particular area and then return later in the day. Only then can they undertake enforcement if it is clear that the vehicle has overstayed the waiting limit.

#### **Town centres (Banstead, Horley, Redhill, Reigate)**

- 3.4 Parking enforcement is carried out in the town centres to achieve compliance with parking and waiting restrictions that will help maintain traffic flows and access to businesses and services. This service is particularly valued by small business owners, as the restrictions ensure turnover in parking spaces along the main high streets.
- 3.5 There are a higher proportion of restrictions in the town centres and these consequently require a larger proportion of enforcement resource in the Borough.
- 3.6 There is generally 1 Civil Enforcement Officer deployed in each of the main towns throughout the core enforcement hours above.

#### **Villages or local shopping parades**

- 3.7 Parking enforcement in outlying areas and villages is important; however the greater travelling time required means less frequent enforcement is possible.
- 3.8 Enforcement of the village centres listed below is carried out at least 4 times per week at varying times/days to help achieve compliance.
- Kingswood
  - Nork

## ITEM 8

- Tadworth
- Chipstead
- Tattenham
- Walton-on-the-hill
- Burgh Heath
- Merstham

3.9 As these areas do not have the same level of resource as the town centres, it is recognised that there is a perception that they are forgotten. Each area receives regular visits, as set out above, and the times and roads visited is logged by the enforcing officer.

### **Joint Enforcement Team**

3.10 The parking enforcement team regularly work with the Joint Enforcement Team, which is a pilot scheme between Reigate & Banstead Borough Council and Surrey Police.

3.11 The JET undertakes regular joint patrols and seeks to improve the speed and effectiveness of enforcement activities through improved partnership working and greater use of the statutory powers available to the Borough Council and Police (for example, dangerous parking is only enforceable by Surrey Police).

3.12 Civil Enforcement Officers may identify non-parking contraventions such as graffiti, overhanging trees, littering, anti-social behaviour, abandoned vehicles, untaxed vehicles etc. These will be reported to the JET team or Surrey County Council as appropriate.

3.13 The new approach has improved the intelligence and information shared between Reigate & Banstead Borough Council and Surrey Police on a range of enforcement issues, including parking.

### **Schools**

3.14 We work with schools, highways and Surrey Police whenever possible to target parking enforcement outside schools where it is needed. A joint programme of school visits has been agreed with the Joint Enforcement Team.

3.15 The team seeks to provide advice and guidance when visiting schools. However, penalty charge notices will be issued where appropriate, particularly where vehicles are parked on zig zag markings.

3.16 School enforcement has some unique challenges. The presence of the enforcement officers often disrupts usual parking patterns, which resume when the team is not present. It is not possible to provide enforcement outside every school, every day, due to other enforcement commitments.

### **Residential areas**

[www.surreycc.gov.uk/ReigateandBanstead](http://www.surreycc.gov.uk/ReigateandBanstead)

- 3.17 Parking restrictions in residential areas will be patrolled as required or in response to reported problems. Councillors and residents are encouraged to report any hot spots to the Council.
- 3.18 There are a small number of resident permit schemes in operation in Horley and Merstham. The Borough Council undertakes all administration in relation to these schemes, including applications, payment and issuing of permits.
- 3.19 Resident permit parking schemes will be patrolled as required or in response to reported problems.
- 3.20 Civil Enforcement Officers can enforce obstruction of 'official' drop kerb crossovers and pedestrian crossing points. This will require the permission of the property owner to request enforcement action. If the property owner does not contact the Council to request enforcement action, the Council is unable to take any action. The Council seeks to respond to these requests within 24 hours, however this will not apply to Sundays and bank holidays.

### **Suspensions and Waivers**

- 3.21 There may be occasions, such as utility works or home improvement schemes, where a company or individual requires an existing parking restriction to be suspended or waived for a fixed period.
- 3.22 The Borough Council undertakes all the administration in relation to these requests, including application, payment and issuing of suspensions and waivers.
- 3.23 This is undertaken in accordance with the scale of charges set out in the county councils parking strategy.
- 3.24 In order to operate this process effectively a notice period is needed. The Council therefore requires a minimum period of 10 working days from request of application to allow processing and cleared payment prior to the suspension period.

### **Events affecting the highway**

- 3.25 Where community events are arranged that will affect parking on the highway, the enforcement team will work with the organiser or highways to assist with traffic management arrangements.
- 3.26 Event organisers may be charged for this assistance if it requires out of hours working or distracts from the normal day to day enforcement activity in the borough. Clear requirements of the time required to assist in this is necessary to ensure adequate staff are available.

### **Lines and Signs**

- 3.27 It is the responsibility of Surrey County Council to ensure that the lines and signs are enforceable. Reigate and Banstead Council will undertake unforeseen emergency work on behalf of Surrey County Council.

#### **4. LOCAL COMMITTEE TASK GROUP**

- 4.1 A Local Committee Task Group was established to review the on street enforcement activities within the borough. The Task group met on Tuesday 20 January.
- 4.2 The Task Group welcomed the opportunity to discuss parking enforcement in greater detail and the challenges that the team face.
- 4.3 There was particular interest in the accommodation charges. Reigate & Banstead Borough Council charge all property costs for all operational buildings, including heating, lighting, business rates and maintenance is to a central cost centre. At the end of each financial year these costs are recharge to services according to the frontline service staff within the organisation.
- 4.4 The total property costs for the Borough Council were £4.7m in 2013/14. This cost was divided by the 272.3 front line staff and recharged to those services.
- 4.5 Reigate & Banstead on street enforcement had 12.3 FTE, representing 4.52% of the total FTE. The proportion of property costs was therefore 4.52% of £4.7m, which equates to £212,000. However, only 72.6% (the proportion of PCN income that relates to on street enforcement) of the costs are recharged to the on street enforcement service, or £154,360.
- 4.6 The Task Group noted that the Borough Council was seeking to reduce the accommodation costs by releasing space that could be rented to other organisations. This will be progressed in 2015/16.
- 4.7 There was also discussion regarding the increased equipment and software charges. It was noted that the Council had introduced new handheld devices to improve the information available to Civil Enforcement Officers and improvements to the back office system. The new Online Case Management system enables customers to view their cases in real time. It also enables the customer to appeal on-line. These improvements were made to improve customer experience and improves back office processing, but has resulted in higher application costs to the service.
- 4.8 The Task Group noted that the total overheads charged by Reigate & Banstead Borough Council were consistent with those charged in other areas.

- 4.9 It was noted that the nature of on street restrictions meant the service was less efficient than an off street enforcement activity, where the vehicles display a ticket.

## **5. CONSULTATIONS:**

- 5.1 District and Borough Councils have been consulted widely in the development of new parking enforcement arrangements.
- 5.2 Feedback and intelligence from local Councillors is also extremely helpful in identifying enforcement priorities. The Borough Council will shortly be undertaking a number of Councillor workshops to inform the future priorities and business plan for the parking service.

## **6. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

- 6.1 The purpose of enforcing waiting restrictions is to help achieve compliance. Similarly parking charges are intended to help enforcement and improve turnover of high demand spaces. Parking enforcement is not intended to raise income; however it is reasonable to aim to carry out enforcement without operating at a deficit.
- 6.2 If a surplus is generated on the borough or district parking account it has been agreed that it will be split:
- 60% to the local committee
  - 20% to the enforcement authority (district council)
  - 20% to the county council
- 6.3 Any surplus generated from managing on street parking can only be used as defined under S55 of the Road Traffic Regulation Act 1984 (as amended). This restricts use of any surplus for the maintenance and/or improvement of the Highway including environmental works or additional parking provision.
- 6.4 Under the agency agreement, Reigate & Banstead is responsible for any operational deficit. Surrey County Council are not liable for any deficit in the delivery of the service.
- 6.5 The Local Committee can decide how the 60% share of any surplus income derived in their area can be used within the confines of legislation.
- 6.6 The Local Committee can request and fund (from budgets at their disposal) additional 'out of hours' enforcement if this is considered appropriate.

[www.surreycc.gov.uk/ReigateandBanstead](http://www.surreycc.gov.uk/ReigateandBanstead)

- 6.7 There was no surplus generated in 2013/14. The outturn summary for the on street parking account in Reigate and Banstead is shown in Annex 1.

## **7. EQUALITIES AND DIVERSITY IMPLICATIONS:**

- 7.1 Effective parking restrictions and enforcement can assist accessibility for those with visual or mobility impairment by reducing instances of obstructive parking. Parking restrictions also allow blue badge holders better access to shops and services through the provision and enforcement of disabled bays.

## **8. LOCALISM:**

- 8.1 Communities are represented by local Councillors, who are involved in the decision making process to change or introduce new parking restrictions.

## **9. CRIME AND DISORDER IMPLICATION:**

- 9.1 There should be fewer instances of obstructive and dangerous parking as a consequence of effective parking enforcement.

## **10. CONCLUSION AND RECOMMENDATIONS:**

- 10.1 Changes to the use of the highway network, the built environment and society mean that parking behaviour changes. It is necessary for a Highway Authority to carry out regular reviews of waiting and parking restrictions on the highway network and provide adequate enforcement. This will help to:

- Improve road safety
- Increase access for emergency vehicles
- improve access to shops, facilities and businesses
- Increase access for refuse vehicles and service vehicles
- Ease traffic congestion
- Better regulate parking

- 10.2 This report provides a summary of the enforcement activities undertaken by Reigate & Banstead Borough Council, under agreement with the County Council. The report focuses on the performance during 2013/14 and the Local Committee is asked to note the report.

**11. WHAT HAPPENS NEXT:**

11.1 Local Committee can consider these arrangements and a Parking Enforcement Task Group will be set up at the June 2015 Local Committee to interact with the enforcement team as appropriate.

**Contact Officer:** Gavin Handford, Reigate & Banstead Borough Council  
David Curl, Team Manager, SCC Parking Team

**Annexes:**

**Annex 1 – Annual On Street Parking Return**

**Annex 2 – On Street Parking Key Performance Indicators**

**Sources/background papers: SCC Cabinet, Parking Enforcement, Oct. 2012**

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**Annex 1 – Annual On Street Parking Return (summary)**

|                       |                      |
|-----------------------|----------------------|
| <b>Authority name</b> | Reigate and Banstead |
| <b>Financial year</b> | 2013/2014            |

|                            |         |                      |
|----------------------------|---------|----------------------|
|                            | £       |                      |
| <b>REVENUE EXPENDITURE</b> | 494673  |                      |
| <b>REVENUE INCOME</b>      | -349561 |                      |
| <b>NET DEFICIT</b>         |         | <u><u>145112</u></u> |

|                       |     |   |
|-----------------------|-----|---|
| <b>Surplus share:</b> |     | £ |
| SCC                   | 20% | 0 |
| Local Area committee  | 60% | 0 |
| Local Authority       | 20% | 0 |



## Annex 2 – On Street Parking Key Performance Indicators (Reigate & Banstead)

| KPI   | Details  | Result         |
|---|--|----------------|
| Total cost to administer the on-street parking service – the overall net cost of operating the on-street enforcement element of the parking service.  | These are set out in annexes 1 and 2 above   | £145,111       |
| Civil enforcement officer (CEO) deployment efficiency – this measures the number of hours deployed CEO time spent on-street or travelling to sites as a ratio of the total cost of the enforcement operation.   | Total enforcement cost is estimated at £270,129.<br><br>Total hours deployed on-street or travelling is estimated at 9150.         | £29.52         |
| Penalty charge notices (PCN) issued per deployed hour – total number of PCNs issued as a ratio of the total number of CEO hours on-street.  | The number of penalty charge notices issued on-street was 9247. The estimated time deployed was 7068 and travelling time was 2082. | 1.48           |
| PCN cancellation rate - the total number of PCNs cancelled as a ratio of the total number of PCNs issued.   | 9247 PCNs were issued.<br>752 PCNs were cancelled and  | 7.5%           |
| PCN Appeal Rate - the total number of PCNs successfully appealed, as a ratio of the total number of PCNs issued.  | Total number of PCNs issued was 9247.<br>28 PCN was successfully appealed at the formal appeal stage.                              | 0.3%           |
| Time taken to issue parking permits/ dispensations/ suspensions – measuring the average number of days taken to deal with general customer requests for service (excluding PCN appeals or comments on parking). |  | 5 working days |

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**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (REIGATE AND BANSTEAD)****DATE:** 2<sup>nd</sup> MARCH 2015**LEAD OFFICER:** JOHN LAWLOR, AREA TEAM MANAGER**SUBJECT:** HIGHWAY SCHEMES 2014/15 – END OF YEAR UPDATE**DIVISION:** ALL**SUMMARY OF ISSUE:**

To inform the Local Committee on the outcome of the 2014/15 Integrated Transport and highways maintenance schemes programmes in Reigate and Banstead.

**RECOMMENDATIONS:**

**The Local Committee (Reigate and Banstead) is asked to note the contents of the report.**

**REASONS FOR RECOMMENDATIONS:**

To provide the Local Committee with an end of year update of Local Committee funded highway works in the Borough.

**1. INTRODUCTION AND BACKGROUND:**

- 1.1 In December 2013, Reigate and Banstead Local Committee agreed a programme of capital Integrated Transport Schemes (ITS) and revenue maintenance expenditure for 2014/15 in Reigate and Banstead to be funded from the Local Committee's devolved budget. The £446,100 ITS capital budget was divided equally between improvement schemes and maintenance (local structural repair) schemes. The revenue maintenance budget was set at £284,110. In addition to this, each County Member was allocated £5,000 Community Enhancement funding to spend on improvements in their local area.
- 1.2 In addition to the Local Committee's devolved budget, Countywide capital budgets have been used over the past year to fund major maintenance (Operation Horizon), flood damage repair (Project 400), surface treatment schemes, footway schemes, drainage works and safety barrier schemes. Countywide revenue budgets are used to carry out both reactive and routine planned maintenance works.

1.3 Developer contributions and other external sources provide a further area of funding of highway improvement schemes.

## **2. ANALYSIS:**

### **Capital Programme**

2.1 **Annex 1** provides an end of year update of the 2014/15 capital programme of Local Committee funded highway works in Reigate and Banstead. It also provides an update on schemes funded by the Road Safety Working Group and those being progressed using developer or other external contributions.

2.2 A number of ITS improvement schemes have been progressed in 2014/15, as summarised below and set out in detail in Annex 1.

- Frenches Road, Redhill: the work to make permanent the suspension of the bus gate was completed at the start of the year.
- Bletchingley Road, Merstham: improvements undertaken to the existing zebra crossing, including footway widening and construction of a raised table.
- Outwood Lane, Chipstead: the proposed footway improvements have been delayed due to the proximity of the works to SSSI designated land, requiring an application to be made to Natural England. The Area Team Manager has requested that the funding be carried forward to 2015/16.
- Garratts Lane and Holly Lane, Banstead: Local Committee agreed not to proceed with the proposed pedestrian improvement scheme. The funding has been used to complete three additional capital maintenance schemes.
- Work has commenced on the design of a number of schemes for construction in 2015/16.

2.3 Eleven Local Structural Repair/Footway schemes have been completed in 2014/15, funded from the Local Committee ITS capital maintenance budget. Work on a further scheme is on-going and due to be completed before the end of the financial year. One scheme has been delayed due to utility works but it is hoped that it will still be possible to deliver the works this financial year.

### **Revenue Programme**

2.4 Table 1 below shows the revenue maintenance allocations for 2014/15, together with works carried out to date. This budget will have been spent in full by the end of the financial year.

2.5 The Highways Localism Initiative was set up to allow Parish Councils and Residents' Associations to bid to the Local Committee for funding of local revenue projects. £5000 per County Member was allocated for localism initiative works in their divisions, with the proviso that if any of the funding had not been distributed by the end of October 2014, the money would revert to the relevant Member's Community Enhancement allocation. No bids were received in Reigate and Banstead this financial year.

| Item                                  | Allocation      | Works Carried Out   |
|---------------------------------------|-----------------|---|
| Drainage / ditching works             | £25,000         | Works carried out include:<br>Hire of additional jetter for four weeks during the year to clean gullies where problems identified.<br>Hire of Super Combo jetter for works at Raglan Road pond, Haroldslea Drive culvert, Woodhatch Road culvert and Meath Green Lane culvert.<br>Drainage repairs in Park Avenue, The Glade, Masons Bridge Road, Holmethorpe Avenue. |
| Tree works                            | £10,000         | Tree works, verge repairs, flailing, stump grinding at various locations Boroughwide.   |
| Carriageway or footway patching works | £40,000         | Works carried out include:<br>Carriageway patching: Pendleton Road, Mansfield Drive, High Road, Smallfield Road, Waterfield, The Avenue<br>Footway repairs: Mansfield Drive, Bell Street, The Spinney, Park House Drive<br>Haunching: Wray Lane   |
| Parking                               | £15,000         | Contribution towards parking review in Reigate and Banstead   |
| Signs and Road markings               | £5,000          | Provision of new signs at various locations across the borough.   |
| Low Cost Measures                     | £5,000          | Works including improvements at Greenfields School entrance and fencing in Redstone Hill.   |
| <b>Sub Total</b>                      | <b>£100,000</b> |   |
| Revenue Maintenance Gang              | £100,000        | Hire of Revenue Maintenance Gang to carry out minor works throughout the Borough.   |
| Small revenue works                   | £34,110         | Funding used to support drainage/ditching, tree and carriageway/footway patching works.   |
| Localism Initiative                   | £50,000         | £5,000 per County Member to fund bids from Parish Councils and Residents' Associations for local revenue highway projects (see para 2.5)  |
| <b>Sub Total</b>                      | <b>£184,110</b> |   |
| <b>TOTAL</b>                          | <b>£284,110</b> |   |

**Table 1 – Revenue Maintenance 2014/15**

2.6 Reigate and Banstead Local Committee was allocated £50,000 Community Enhancement Fund, which equates to £5,000 per County Member, to pay for small highway improvements to benefit the local community. This budget is projected to be spent in full by the end of the financial year and has been used to fund works such as footway maintenance, provision of bollards, tree works, pond clearance and sign cleaning, as requested by Members.

#### **Externally Funded Programme**

2.7 Developer contributions have been used to progress scheme design at a number of locations, including:

- A23 Brighton Road/Salbrook Road/Lodge Lane, Salbrook: junction improvement

## ITEM 9

- A240 Reigate Road, Epsom Down: pedestrian improvements
- A217 Brighton Road/A2022 Fir Tree Road/Bolters Lane (Banstead Crossroads), Banstead: pedestrian improvements
- A240 Reigate Road/A2022 Fir Tree road (Drift Bridge junction), Epsom Downs: junction improvement

Full details of all developer funded schemes are provided in Annex 1.

2.8 Annex 1 also sets out details of works in Reigate and Banstead funded by the Road Safety Team.

### Customer Enquiries

2.9 **Table 2** shows the number of enquiries received during 2014. The extremely high volume of enquiries received in the first quarter of the year was a result of the extremely wet winter of 2013/14. The second and third quarters saw a reduction in the number of enquires received, although overall volumes remain high. The downward trend has continued in the last quarter, but the figures may be under-reported due to a change in the enquiry reporting system used.

| Period (2014) | Surrey Highways: Total enquiries (no.) | Reigate & Banstead: Total enquiries (no.) | Local Area Office: Total enquiries (no.) |
|---------------|--|---|--|
| Jan - March   | 58,224                                 | 7,143                                     | 3,388                                    |
| April - June  | 29,551                                 | 3,598                                     | 1,631                                    |
| July - Sept   | 30,225                                 | 3,908                                     | 1,484                                    |
| Oct – Dec*    | 31,000                                 | 1,054                                     | 392                                      |
| <b>Total</b>  | <b>149,000</b>                         | <b>15,703</b>                             | <b>6,895</b>                             |

\* number of enquiries may be under-reported due to change in reporting computer software used from the start of this period

**Table 2: Customer Enquiries**

2.10 Of the enquiries received by the local area office, 96% have been resolved, a rate slightly above the countywide average of 95%. Although the response rate remains high, Highway Services are working hard in conjunction with contractors to improve the service provided. The new Works Management System has allowed greater visibility throughout the life of a customer enquiry and officers are able to view better information and works schedules.

2.11 Work continues to improve performance and a Key Driver Analysis is currently being undertaken which looks at the annual National Highways and Transport survey to better understand customer satisfaction. In addition, the Customer Service Excellence Member Reference Group is reviewing response standards and the Customer Charter.

2.12 **Table 3** shows the number of complaints received in 2014 by Surrey Highways and the South East area, which includes Reigate and Banstead. Although there has been a reduction in the overall number of customer contacts in 2014 compared to 2013, the number of Stage 1 complaints has increased, with 524 complaints made at Stage 1 in 2014 compared to 487 in 2013. However, for 2014 this equates to only 0.35% of all enquiries received by Surrey Highways being taken to a Stage 1 complaint. The main reason

for complaints is the lack of communication and the failure to carry out works to either the required standard or timescale.

| <b>Period (2014)</b> | <b>Surrey Highways: Stage 1 Complaints (no.)</b> | <b>South East Area: Stage 1 Complaints (no.)</b> |
|----------------------|--|--|
| Jan – March          | 143  | 47   |
| April – June         | 65   | 28   |
| July – Sept          | 100  | 27   |
| Oct – Dec            | 216  | 58   |
| <b>Total</b>         | <b>524</b>                                       | <b>160</b>                                       |

**Table 3: Complaints**

2.13 In addition, 61 complaints have been escalated to Stage 2 of the complaints process, of which Surrey County Council were found to be at fault in 26. Seven complaints have been made to the Local Government Ombudsman about the Service, none of which have been upheld.

### **3. OPTIONS:**

3.1 Not applicable.

### **4. CONSULTATIONS:**

4.1 Not applicable

### **5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

5.1 The key objective with regard to the 2014/15 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. Financial outturns will be presented to Local Committee at the June 2015 meeting/

### **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. LOCALISM:**

7.1 The Highways Service is mindful of the localism agenda and engages with the local community as appropriate before proceeding with the construction of any highway scheme.

7.2 Specific funding is allocated from the Local Committee's devolved budget which allows Parish Councils and Residents' Associations to bid to the Local Committee for the funding of local revenue projects.

**8. OTHER IMPLICATIONS:**

| Area assessed:   | Direct Implications:                                 |
|--|--|
| Crime and Disorder   | Set out below.                                       |
| Sustainability (including Climate Change and Carbon Emissions)   | Set out below.                                       |
| Corporate Parenting/Looked After Children                        | No significant implications arising from this report |
| Safeguarding responsibilities for vulnerable children and adults | No significant implications arising from this report |
| Public Health  | No significant implications arising from this report |

**8.1 Crime and Disorder implications**

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

**8.2 Sustainability implications**

The use of sustainable materials and the recycling of materials is carried out wherever possible and appropriate.

**9. CONCLUSION AND RECOMMENDATIONS:**

9.1 This report sets out highway works carried out in Reigate and Banstead in 2014/15, for Members' information.

**10. WHAT HAPPENS NEXT:**

10.1 The remaining budget for 2014/15 will be spent and the end of year outturn figures will be finalised, to be reported to Local Committee in June 2015.

**Contact Officer:**

Anita Guy, Senior Engineer, South East Area Team, 03456 009 009

**Consulted:**

Not applicable

**Annexes:**

Annex 1: Summary of Progress

**Sources/background papers:**

- Report to Reigate and Banstead Local Committee, 2<sup>nd</sup> December 2013



| CAPITAL ITS IMPROVEMENT SCHEMES   |  |                  |                                       |
|---|--|------------------|---------------------------------------|
| <b>Project: Garratts Lane/Holly Lane, Banstead</b>  |  |                  |                                       |
| <b>Detail:</b>  | Safer Routes to School pedestrian improvements | <b>Division:</b> | Banstead, Woodmansterne and Chipstead |
| <b>Allocation:</b> £50,000  |  |                  |                                       |
| <b>Progress:</b><br>Local Committee agreed not to proceed with scheme to improve the pedestrian facilities at the junction of Garratts Lane/Holly Lane. Remaining funding reallocate to three additional Local Structural Repair schemes.                         |  |                  |                                       |
| <b>Project: Frenches Road, Redhill</b>  |  |                  |                                       |
| <b>Detail:</b>  | Permanent suspension of bus gate               | <b>Division:</b> | Redhill East                          |
| <b>Allocation:</b> £15,000  |  |                  |                                       |
| <b>Progress:</b><br>Implementation of raised table in existing road narrowing. Completed.   |  |                  |                                       |
| <b>Project: Headley Common Road, Epsom</b>  |  |                  |                                       |
| <b>Detail:</b>  | Speed limit reduction                          | <b>Division:</b> | Tadworth, Walton and Kingswood        |
| <b>Allocation:</b> £10,000  |  |                  |                                       |
| <b>Progress:</b><br>Reduction of speed limit to 40mph to remove short section of derestricted road following speed limit change in Mole Valley. Speed Limit Order to be advertised this financial year. Amendments to signing to follow in 2015/16.               |  |                  |                                       |
| <b>Project: Bletchingley Road, Merstham</b>   |  |                  |                                       |
| <b>Detail:</b>  | Improvements to existing zebra crossing        | <b>Division:</b> | Merstham and Banstead South           |
| <b>Allocation:</b> £30,000  |  |                  |                                       |
| <b>Progress:</b><br>Improvements to existing zebra crossing under the railway bridge in Bletchingley Road including widening of existing footway and placing zebra crossing on raised table. Works completed but require some engineering adjustments to be made. |  |                  |                                       |

| <b>CAPITAL ITS IMPROVEMENT SCHEMES</b>   |  |  |                            |
|--|--|--|----------------------------|
| <b>Project: B2032 Outwood Lane, Chipstead</b>  |  |  |                            |
| <b>Detail:</b>   | Footway improvements   | <b>Division:</b> Banstead, Woodmansterne and Chipstead | <b>Allocation:</b> £45,000 |
| <b>Progress:</b><br>Widening of existing footway and improving access to the footway. Land adjoining the highway has been identified as SSSI and the works will require consent from Natural England. Request made to re-profile balance of 2014/15 allocation to 2015/16.   |  |  |                            |
| <b>Project: A242 Gatton Park Road, Reigate</b>   |  |  |                            |
| <b>Detail:</b>   | Investigation of existing traffic calming and provision of pedestrian refuge in Carlton Road | <b>Division:</b> Reigate: Redhill West and Meadvale    | <b>Allocation:</b> £5,000  |
| <b>Progress:</b><br>Investigate possible removal of existing traffic islands in Gatton Park Road following complaints that they cause safety issues for cyclists. Feasibility design of pedestrian refuge in bellmouth of Carlton Road. Design only 2014/15.   |  |  |                            |
| <b>Project: Carshalton Road, Woodmansterne</b>   |  |  |                            |
| <b>Detail:</b>   | Safer Routes to School Improvements  | <b>Division:</b> Banstead, Woodmansterne and Chipstead | <b>Allocation:</b> £5,000  |
| <b>Progress:</b><br>Following a petition to Local Committee requesting a zebra crossing at the existing kerb build-out in Carshalton Road, it was agreed to trial the recently approved Road Safety Outside Schools policy at this site. The road safety assessment has been carried out and has recommended that a school crossing patrol operate at the build-out, subject to funding, rather than a zebra crossing be provided. The assessment suggested that the existing highway infrastructure outside the school frontage in Merrymeet be improved, to include the provision of a kerb build-out to assist pedestrian crossing movements. Design only 2014/15 but had hoped to progress to construction this year. However, there are land issues which are still to be resolved. |  |  |                            |

## CAPITAL ITS IMPROVEMENT SCHEMES

|  |   |                            |
|--|---|----------------------------|
| <b>Project: Mark Street, Reigate</b>   |   |                            |
| <b>Detail:</b> One-way working   | <b>Division:</b> Reigate                          | <b>Allocation:</b> £15,000 |
| <b>Progress:</b><br>Provision of short length of one-way working at southern end of Mark Street. See separate report on this agenda.   |   |                            |
| <b>Project: Merland Rise, Epsom Downs</b>  |   |                            |
| <b>Detail:</b> Pedestrian crossing   | <b>Division:</b> Nork and Tattenhams              | <b>Allocation:</b> £5,000  |
| <b>Progress:</b><br>Removal of existing kerb build-out with priority give-way at rear entrance to Epsom Downs Primary School and provision of signal controlled crossing. Design only 2014/15.   |   |                            |
| <b>Project: Lee Street, Horley</b>   |   |                            |
| <b>Detail:</b> Pedestrian crossing facility  | <b>Division:</b> Horley West, Salfords and Sidlow | <b>Allocation:</b> £4,000  |
| <b>Progress:</b><br>Pedestrian refuge near Whitmore Way. Design only 2014/15.  |   |                            |
| <b>Project: Sangers Drive, Horley</b>  |   |                            |
| <b>Detail:</b> Safer Routes to School  | <b>Division:</b> Horley West, Salfords and Sidlow | <b>Allocation:</b> £4,000  |
| <b>Progress:</b><br>Feasibility design of road safety measures near Manorfield School. Scheme not progressed. Agreed under delegated authority that this allocation to be used to fund additional Local Structural Repair.   |   |                            |
| <b>Project: Small Safety Schemes</b>   |   |                            |
| <b>Detail:</b> To be identified  | <b>Division:</b> All                              | <b>Allocation:</b> £20,050 |
| <b>Progress:</b><br>Sandcross School, Reigate: following petition to December 2014 Local Committee, agreed on site with petitioner and school to provide dropped kerbs, two additional gulleys and extend the existing pedestrian guard railing. Works ordered. Provision of bollards to be considered 2015/16.<br>Agreed under delegated authority that any underspend to be used to fund additional Local Structural Repair. |   |                            |

### CAPITAL ITS IMPROVEMENT SCHEMES

|   |                      |                            |
|---|----------------------|----------------------------|
| <b>Project: Signs and Road Markings</b>   |                      |                            |
| <b>Detail:</b> To be identified   | <b>Division:</b> All | <b>Allocation:</b> £10,000 |
| <b>Progress:</b><br>A217 Brighton Road, Banstead - pedestrian warning signs<br>Rocky Lane, Reigate - bend warning and chevron signs<br>Agreed under delegated authority that any underspend on this allocation to be used to fund additional Local Structural Repair. |                      |                            |
| <b>Project: Stage 3 Road Safety Audits</b>  |                      |                            |
| <b>Detail:</b> To be carried out as required  | <b>Division:</b> All | <b>Allocation:</b> £5,000  |
| <b>Progress:</b><br>Agreed under delegated authority that any underspend on this allocation to be used to fund additional Local Structural Repair.  |                      |                            |

### CAPITAL ITS MAINTENANCE SCHEMES (LSR/FOOTWAYS)

| Project                                    | Division                                 | Update    |
|--|--|-----------|
| Washington Close, Reigate<br>(carriageway) | Reigate                                  | Completed |
| De Burgh Park, Banstead                    | Banstead, Woodmansterne<br>and Chipstead | Completed |
| Edgefield Close, Redhill                   | Earlswood and Reigate<br>South           | Completed |
| Bolters Road South, Horley                 | Horley West, Salfords and<br>Sidlow      | Completed |

| <b>CAPITAL ITS MAINTENANCE SCHEMES (LSR/FOOTWAYS)</b>     |                                |  |
|---|--------------------------------|--|
| Crossland Road, Redhill                                   | Redhill East                   | Completed  |
| Wraylands Drive, Reigate                                  | Redhill West and Meadvale      | Completed  |
| Buckland Road, Lower Kingswood                            | Merstham and Banstead South    | Completed  |
| Duncan Road, Burgh Heath                                  | Tadworth, Walton and Kingswood | Delayed by utility works. Still anticipating LSR work will be carried out this financial year. |
| Nork Way, Banstead  | Nork and Tattenhams            | Works started on site. Completion expected by end February.                                    |
| Ladbroke Road, Redhill                                    | Redhill East                   | Completed  |
| Smallfield Road, Horley<br>(roundabout at Wheatfield Way) | Horley East                    | Completed  |
| Elmshorn, Epsom Downs                                     | Nork and Tattenhams            | Additional scheme Completed  |
| Washington Close, Reigate<br>(footway)                    | Reigate                        | Additional scheme Completed  |

## DEVELOPER FUNDED SCHEMES

**Project:** A23 High Street, Merstham

**Detail:** Convert existing zebra to signal control

**Division:** Merstham and Banstead South

**Progress:**

Design completed, safety audit carried out. Scheme was on hold until feasibility design of traffic signals at the junction of High Street/School Hill completed. The signal design has been modelled and shows that signals would result in a significant reduction in capacity at the junction and cause serious congestion, so cannot be progressed. There is currently insufficient developer funding available to implement conversion of the zebra to signal control so proposal deferred until additional funding has been identified.

**Project:** Tadworth Street, Tadworth

**Detail:** Localised road widening

**Division:** Tadworth, Walton and Kingswood

**Progress:**

Localised road widening to provide additional traffic lane on approach to A217 Brighton Road roundabout. Utilities equipment identified as requiring diversion. There is currently insufficient developer funding available to meet the budget estimated scheme cost of £129,110. Scheme on hold.

Officers to meet with The Children's Trust to discuss reinstatement of fence along new boundary. 2015/16 revenue budget to be used for removal/replacement of trees, in consultation with The Children's Trust and the Reigate and Banstead Tree Officer, to improve the local environment.

**Project:** A23 Brighton Road/Salbrook Road/ Lodge Lane, Salbrook

**Detail:** Junction Improvement

**Division:** Horley West, Salfords and Sidlow

**Progress:**

Expansion of activities on the Salbrook industrial site (Police Holding Centre, new Fire Station, waste recycling centre) will increase traffic movements at the existing priority junction, which already has a poor safety record. Design of options to improve junction being carried out. Consideration also to be given to providing facilities to assist pedestrians crossing the A23 at this location. This proposal has been added to the A23 Corridor Economic Support Scheme in the Reigate and Banstead Strategic Economic Plan. Topographical survey and traffic survey completed.

## DEVELOPER FUNDED SCHEMES

|   |  |  |
|---|--|--|
| <b>Project: Epsom Road North, Epsom Downs</b>   |  |  |
| <b>Detail:</b> Accident Remedial Scheme   | <b>Division:</b> Nork and Tattenhams                                       |  |
| <b>Progress:</b><br>Scope of scheme to be agreed and design brief issued. Member to be consulted on requirements for this location.   |  |  |
| <b>Project: Chequers Lane, Walton on the Hill</b>   |  |  |
| <b>Detail:</b> Priority give-way  | <b>Division:</b> Tadworth, Walton and Kingswood                            |  |
| <b>Progress:</b><br>Investigation of previous proposal to install measures to slow traffic entering the village from the west. Divisional Member to be consulted on requirements for this location.       |  |  |
| <b>Project: A240 Reigate Road</b>   |  |  |
| <b>Detail:</b> Pedestrian Improvements  | <b>Division:</b> Nork and Tattenhams                                       |  |
| <b>Progress:</b><br>Improvements to footway (localised widening, provision of tactile paving as set out in s106 agreement) associated with new care home being constructed south of Yew Tree Bottom Road. |  |  |
| <b>Project: A217 Brighton Road/A2022 Fir Tree Road/Bolters Lane, Banstead (Banstead Crossroads)</b>   |  |  |
| <b>Detail:</b> Junction Improvement   | <b>Division:</b> Banstead, Woodmansterne and Chipstead/Nork and Tattenhams |  |
| <b>Progress:</b><br>Investigation into provision of pedestrian crossing facilities on A217 at signalised junction.  |  |  |
| <b>Project: A240 Reigate Road/A2022 Fir Tree Road (Drift Bridge junction), Epsom Downs</b>  |  |  |
| <b>Detail:</b> Junction Improvement   | <b>Division:</b> Nork and Tattenhams                                       |  |
| <b>Progress:</b><br>Review of existing traffic signal operation. Possible upgrading of signal equipment.  |  |  |

### DEVELOPER FUNDED SCHEMES

**Project:** Preston Regeneration

**Detail:** Various measures

**Division:** Nork and Tattenhams/Tadworth, Walton and Kingswood

**Progress:**

Regeneration of the Preston area being managed by the Borough Council. Works to include infrastructure and open space improvements addressing parking and traffic flow problems, supporting sustainable transport, and improving the quality of open spaces. One-way working in Ferriers Way and part of Coxdean one-way to be the subject of public consultation with residents directly affected.

### ROAD SAFETY TEAM SCHEMES

**Project:** A217 Brighton Road/Bonsor Drive, Tadworth

**Detail:** Anti-skid surfacing

**Division:** Tadworth, Walton and Kingswood

**Progress:**

Provide high friction surfacing on both lanes on the approach to the traffic signals on the circulatory carriageway of the roundabout approaching Bonsor Drive. Design completed. Awaiting allocation of funding.

**Project:** A217 Brighton Road/Babylon Lane, Lower Kingswood

**Detail:** Verge marker posts and road markings

**Division:** Merstham and Banstead South

**Progress:**

Provide verge marker posts in the central reservation on the northbound approach to the Babylon Lane roundabout and provide white centre lane markings on the part of the circulatory carriageway of the roundabout. Design completed. Awaiting allocation of funding.



## ROAD SAFETY TEAM SCHEMES

**Project:** A23 Brighton Road, Salbrook

**Detail:** Amendment to road markings

**Division:** Horley West, Salfords and Sidlow

**Progress:**

Reduce the southbound carriageway to a single lane by hatching out one of the two existing lanes between Honeycrook Lane and south of Salbrook Road, to reduce vehicles speeds and provide added protection for drivers crossing the A23 at the Salbrook Road/Lodge Lane junction. Design only – design completed. To be included as an option for the improvement of the A23 Brighton Road/Salbrook Road/Lodge Road junction

**Project:** A217 Bell Street/Bancroft Road, Reigate

**Detail:** Road markings

**Division:** Reigate

**Progress:**

Amend centre line on A217 Bell Street at the junction with Bancroft Road and hatching on the north-east corner of the junction to provide better guidance to vehicles entering the one-way section of Bell Street. Revisions to lining carried out as part of Operation Horizon work. Completed.

## PARKING

**Progress:**

The order has been place with the contractors for implementation of the 2014 review, with a view to having the work completed before the end of March 2015. The Traffic Regulation Order is expected to be made in late February so that the new controls and restrictions come into effect as the markings and signs are installed. A consultation was recently carried out with residents in the Albert Road area of Merstham seeking views on possible permit parking. The results are still being analysed.

**Note:** Information correct at time of writing (10/02/15)

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**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (REIGATE & BANSTEAD)****DATE:** 2<sup>nd</sup> MARCH 2015**LEAD OFFICER:** JOHN LAWLOR, AREA TEAM MANAGER**SUBJECT:** REVISED HIGHWAYS FORWARD PROGRAMME  
2015/16 – 2016/17**DIVISION:** ALL**SUMMARY OF ISSUE:**

In December 2014 Local Committee agreed a programme of highway works in Reigate and Banstead for 2015/16 – 2016/17, based on the assumption that the devolved budgets would be the same as those received in 2014/15. Following the approval of the Revenue and Capital Budget 2015/16 to 2019/20 by Council on 10<sup>th</sup> February, it has been confirmed that the Local Committee's revenue budget for 2015/16 will be reduced from its 2014/15 level. This report seeks approval of a revised programme of highway works to reflect this reduced level of funding.

**RECOMMENDATIONS:****The Local Committee (Reigate & Banstead) is asked to:**

- (i) Note the contents of the report;
- (ii) Agree that the revenue maintenance budget be allocated as set out in Annex 1 of this report; and
- (iii) Agree that capital maintenance funding dedicated to drainage schemes be allocated on a priority basis, to be agreed by the Area Team Manager in consultation with the Local Committee Chairman and Vice-Chairman.

**REASONS FOR RECOMMENDATIONS:**

To revise the 2015/16 – 2016/17 forward programme of highways works for Reigate and Banstead to reflect the reduced level of revenue funding.

**1. INTRODUCTION AND BACKGROUND:**

1.1 At its meeting in December 2014, the Local Committee agreed a programme of highway works for Reigate and Banstead funded from the Local Committee's devolved capital, revenue and Community Enhancement budgets. This programme was based on the assumption that Local Committees would receive the same level of devolved funding as in 2014/15.

1.2 The Revenue and Capital Budget 2015/16 to 2019/20 was approved by Council on 10<sup>th</sup> February, and it has been confirmed that the Local Committee's revenue budget for 2015/16 will be reduced from its 2014/15 level.

1.3 This report proposes revisions to the Reigate and Banstead highways forward programme to take account of the reduction to the Local Committee's devolved budget.

## **2. ANALYSIS:**

### **Capital Improvement Schemes (ITS)**

2.1 The level of capital funding for ITS improvement schemes is to remain at its 2014/15 level of £223,050. There are no changes proposed to the ITS forward programme agreed by Local Committee in December 2014.

### **Capital Maintenance Schemes (LSR)**

2.2 The level of capital funding for maintenance schemes is to remain at its 2014/15 level of £223,050.

2.3 Local Committee agreed that the capital maintenance budget be divided equitably between County Members, with the schemes to be progressed identified by the Area Team Manager in consultation with the Chairman, Vice-Chairman and divisional Members. It has been confirmed that Local Committees will be required to allocate a proportion of their capital maintenance budgets to drainage schemes. It is suggested that drainage schemes be prioritised and the drainage funding be allocated on a priority basis. The remaining budget for LSR schemes would then be divided equitably between County Members.

### **Revenue Maintenance**

2.4 The Local Committee's revenue budget will be reduced in 2015/16 from £284,110 to £217,180. The Area Maintenance Engineer has reviewed this year's revenue expenditure and, taking into account the pressures on maintenance funding as evidenced by the number and type of public and Member enquiries, suggests that the reduced revenue budget for 2015/16 be allocated as set out in **Annex 1**.

2.5 It should be noted that sufficient funding has been allocated to provide a revenue maintenance gang. This is considered to be a high priority as it enables requests from Members and residents for minor highway 'housekeeping' works, such as vegetation clearance, sign cleaning etc, to be managed and resourced.

### **Community Enhancement**

2.6 It is not known at this time whether funding will be made available for Community Enhancement works in 2015/16. An allocation of £5,000 per County Member has been assumed, with the funding managed by the Area Maintenance Engineer on Members' behalf.

**3. OPTIONS:**

3.1 The Local Committee is being asked to approve a forward programme of highway works for Reigate and Banstead as set out in this report.

**4. CONSULTATIONS:**

4.1 Appropriate consultation will be carried out as part of the delivery of the works programme.

**5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

5.1 The Revenue and Capital Budget 2015/16 to 2019/20 was approved by Council on 10<sup>th</sup> February, and it has been confirmed that the Local Committee's revenue budget for 2015/16 will be reduced from its 2014/15 level. This report revises the Reigate and Banstead highways forward programme to reflect this reduced level of funding.

5.2 A number of virements were agreed by Local Committee in December 2013 which enables the budget to be managed and the programme delivered in a flexible and timely manner.

**6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

6.1 It is an objective of Surrey Highways to treat all users of the public highway equally and with understanding.

**7. LOCALISM:**

7.1 The Highways Service is mindful of the localism agenda and engages with the local community as appropriate before proceeding with the construction of any highway scheme.

**8. OTHER IMPLICATIONS:**

| Area assessed:   | Direct Implications:                                 |
|--|--|
| Crime and Disorder   | Set out below.                                       |
| Sustainability (including Climate Change and Carbon Emissions)   | Set out below.                                       |
| Corporate Parenting/Looked After Children                        | No significant implications arising from this report |
| Safeguarding responsibilities for vulnerable children and adults | No significant implications arising from this report |
| Public Health  | No significant implications arising from this report |

**8.1 Crime and Disorder implications**

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

**8.2 Sustainability implications**

The use of sustainable materials and the recycling of materials is carried out wherever possible and appropriate.

**9. CONCLUSION AND RECOMMENDATIONS:**

9.1 The report sets out the revised programme of highway works in Reigate and Banstead for 2015/16 – 2016/17. It is recommended that the revised revenue maintenance allocations as set out in Annex 1, be approved. It is further recommended that the Local Committee agree that the capital maintenance budget required to be used to fund drainage works be allocated on a priority basis.

**10. WHAT HAPPENS NEXT:**

10.1 Officers will progress schemes and deliver works as set out in the highways programme for 2015/16, and will update Members at future meetings.

**Contact Officer:**

Anita Guy, Senior Engineer, South East Area Team, 03456 009 009

**Consulted:**

**Annexes:**

Annex 1: Revised Revenue Maintenance Allocation 2015/16

**Sources/background papers:**

Report to Reigate and Banstead Local Committee 1<sup>st</sup> December 2014: Highways Forward Programme 2015/16 – 2016/17

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**ANNEX 1****REIGATE & BANSTEAD  
REVENUE MAINTENANCE ALLOCATION 2015/16 (Revised)**

| <b>Item</b>                           | <b>Allocation Agreed Dec 2014</b> | <b>Revised Allocation</b> | <b>Comments</b>  |
|---------------------------------------|-----------------------------------|---------------------------|--|
| Drainage / ditching works             | £20,000                           | £30,180                   | Allocation increased to reflect the customer demand for drainage maintenance and repairs following the 2013/14 winter flooding and to allow for hiring additional jetting resource in R&B.   |
| Tree works                            | £10,000                           | £10,000                   | Includes tree felling, crown reduction, crown lifting etc.   |
| Carriageway or footway patching works | £40,000                           | £52,000                   | Allocation increased to reflect customer demand for local repairs.   |
| Parking                               | £15,000                           | £15,000                   | Contribution towards 2015/16 parking review in Reigate and Banstead.   |
| Signs and Road markings               | £5,000                            | £5,000                    | Allocation to enable urgent replacement of missing signs and provision of new signs.   |
| Speed Limit Assessments               | £5,000                            | £5,000                    | Allocation to enable speed limit assessments to be carried out using automatic traffic survey equipment, as required by Surrey's Speed Limit Policy.   |
| Low Cost Measures                     | £5,000                            | £0                        | Works carried out using this allocation such as provision of dropped kerbs can be funded from other item headings as required.   |
| <b>Sub Total</b>                      | <b>£100,000</b>                   | <b>£117,180</b>           |  |
| Localism Initiative                   | £50,000                           | £0                        | No bids made under the localism initiative in 2014/15, with funds reverting to Members' Community Enhancement allocations. It is proposed that the localism initiative funding is suspended in 2015/16. Work can be requested by Parishes/ Residents' Associations through their divisional Member and alternative funding identified if possible. |
| Minor maintenance works               | £134,110                          | £100,000                  | Provision of a minor works maintenance gang. Include vegetation clearance, sign cleaning, general highway 'housekeeping' etc.  |
| <b>Total</b>                          | <b>£284,110</b>                   | <b>£217,180</b>           |  |

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**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (REIGATE AND BANSTEAD)**

**DATE:** 2<sup>nd</sup> MARCH 2015  
**LEAD OFFICER:** JOHN LAWLOR, AREA TEAM MANAGER



**SUBJECT:** MARK STREET, REIGATE  
 PROPOSED ONE-WAY WORKING

**RESULTS OF CONSULTATION**

**DIVISION:** REIGATE

**SUMMARY OF ISSUE:**

Concerns have been raised by users of Mark Street regarding the congestion and access in Mark Street, Reigate. Funding was allocated in December 2013 for design and implementation of a short length of one-way working at the southern end of Mark Street.

Public consultation has been carried out on the proposals. The consultation also invited any other comments to be raised.

This report presents the results of the public consultation. The Local Committee is asked to note the results of the consultation and to make a decision on how they wish to proceed.

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

- (i) Note the results of the public consultation as set out in this report, particularly that there is no strong level of support for the proposals presented for public consultation, although there is support for measures to improve safety and access ;
- (ii) Agree not to proceed with the proposals as presented for public consultation;
- (iii) Note that the parking issues raised during the consultation, be considered as part of the next scheduled parking review for Reigate and Banstead

**REASONS FOR RECOMMENDATIONS:**

To inform the Local Committee of the results of the public consultation and to investigate measures that take the views of those consulted into consideration.

## **1. INTRODUCTION AND BACKGROUND:**

- 1.1 Mark Street is a narrow residential street in Reigate, near to Reigate station. A location plan is attached as **Annex 1**.
- 1.2 Mark Street links Warren Road in the north to Holmesdale Road to the south. The northern part of Mark Street has a footway on each side. The properties on the west side have off-street parking whereas those on the east side do not. The southern end of Mark Street is narrow, with a footway to the east side, only allowing vehicles to pass in one direction at a time. As well as residential properties, Mark Street provides access to the Reigate Day Nursery.
- 1.3 Concerns have been raised by users of Mark Street regarding congestion and access. Funding was allocated in December 2013 for design and implementation of a short length of one-way working at the southern end of Mark Street.
- 1.4 The South East Area Highways Team undertook feasibility studies, including site visits. This led to an outline design for one-way working, with associated signs in accordance with legislation and guidance.
- 1.5 A consultation letter and drawing of proposed measures were delivered in January 2015 to residents and businesses in Mark Street.
- 1.6 Copies of the consultation drawing and letter, and questionnaire are attached as **Annexes 2 and 3** respectively. A plan showing the consultation area and details of additional consultees are attached as **Annex 4**.
- 1.7 This report presents the results of the public consultation.

## **2. ANALYSIS:**

### **Responses**

- 2.1 There was a total of 15 letters delivered to residents.
- 2.2 Letters were also delivered to Reigate Day Nursery and emergency services (police, fire, ambulance).
- 2.3 There was a total of six responses received from residents, plus responses from Reigate Day Nursery, Surrey Police and East Command Fire Safety.
- 2.4 Further details on the responses received are attached as **Annex 5**.

### **Summary of responses and comments made by residents**

- 2.5 The general view expressed by residents is that they are not against the principle, but feel that the proposed one-way working alone will not address their concerns
- 2.6 Of the responses received from residents, a number of common issues emerged, which are summarised below, along with officer comments:
  - Access for emergency vehicles is restricted
  - Concerns about damage to residents' vehicles

- Traffic for the nursery causes Mark Street to be blocked in the morning and afternoon and at lunchtime
- Parking restrictions or controls would be more effective in improving safety and traffic flow (resident-only parking also suggested)
- Larger vehicles sometimes can only access Mark Street from the Holmesdale Road end, due to parked vehicles
- The width of Mark Street and parking restricts access for larger vehicles, including deliveries and refuse collection

*Comment: parking on each side of Mark Street results in limited width. The parking around the junction of Warren Road to the north and the layout of the junction with Holmesdale Road to the south restrict turning movements for larger vehicles. The comments received will aid the assessment of any future parking amendments.*

- Do not agree that safety or traffic flow will be improved as most traffic comes in from the Warren Road end
- Conflicts between opposing vehicles in the narrow section are rare
- Suggestion that Mark Street could be widened by narrowing existing footways

*Comment: review of available collision data shows there are no recorded personal injury accidents in Mark Street, including its junctions with Warren Road and Holmesdale Road. Anecdotal evidence suggests safety issues and vehicle damage are due to restrictions caused by parking. The comments received will aid the assessment of any future parking amendments.*

### **Other consultees**

- 2.7 Additional individuals and organisations were also consulted (see Annex 4).

#### Emergency services

- 2.8 Surrey Police and East Command Fire Safety each responded to state they had no objections.

#### Reigate and Banstead District Councillors

- 2.9 Cllr Roger Newstead: expressed support of the proposals.

#### Reigate Day Nursery – support proposals

- 2.10 Expressed support of the proposals. Additional comments in support of parking restrictions.

### **3. OPTIONS:**

3.1 A number of options, together with Officer comments, are given below, based on the results of the consultation.

3.2 **Option 1:** Proceed with detailed design and implementation of measures, based on the proposals presented for public consultation.

*Comment: There is no overwhelming level of support for the proposals due to the view that the introduction of one-way working as presented will not address the concerns. These concerns would need to be assessed and reviewed as part of wider proposals.*

3.3 **Option 2:** Proceed with investigation of other measures. Mark Street to be included in the next parking review.

*Comment: There is support for parking controls to address concerns. The next parking review for Reigate and Banstead could assess the feasibility of parking controls.*

3.4 **Option 3:** Do not proceed with detailed design and implementation of measures or further investigation and assessment, i.e. 'do nothing'.

*Comment: The existing arrangements in Mark Street would remain.*

### **4. CONSULTATIONS:**

4.1 Proposals to provide a short length of one-way working at the southern end of Mark Street have been the subject of public consultation, the results of which are presented in this report.

4.2 Reigate and Banstead Borough Council and the emergency services have also been consulted.

### **5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

5.1 There is funding allocated from the Local Committee's Integrated Transport Schemes (ITS) budget this financial year for measures in Mark Street.

### **6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

6.1 It is an objective of Surrey Highways to treat all users of the public highway equally and with understanding.

### **7. LOCALISM:**

7.1 The Highway Service is mindful of the localism agenda and engages with the local community as appropriate before proceeding with the construction of any highway scheme

**8. OTHER IMPLICATIONS:**

| Area assessed:   | Direct Implications:                                 |
|--|--|
| Crime and Disorder   | Set out below  |
| Sustainability (including Climate Change and Carbon Emissions)   | Set out below  |
| Corporate Parenting/Looked After Children                        | No significant implications arising from this report |
| Safeguarding responsibilities for vulnerable children and adults | No significant implications arising from this report |
| Public Health  | No significant implications arising from this report |

**8.1 Crime and Disorder implications**

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

**8.2 Sustainability implications**

The use of sustainable materials and the recycling of materials is carried out wherever possible and appropriate.

**9. CONCLUSION AND RECOMMENDATIONS:**

- 9.1 There is no overwhelming level of support for the proposed measures for Mark Street to be implemented as presented for public consultation. However, there are degrees of support for the proposed measures, with suggestions that additional or alternative measures would be more effective in improving safety and traffic flow.
- 9.2 Concerns have been raised regarding restricted access due to parked vehicles, as well as damage to residents' vehicles.
- 9.3 The Local Committee is asked to note the results of the public consultation as set out in this report.
- 9.4 Taking into consideration the views expressed by respondents to the consultation, it is recommended that Option 2, as set out in para. 3.3, be progressed. The recommendations of the parking review will be the subject of further consultation with the divisional Member, emergency services and the businesses and residents directly affected.

**10. WHAT HAPPENS NEXT:**

- 10.1 Mark Street, and the issues raised during the consultation will be considered as part of the next scheduled parking review for Reigate and Banstead

**Contact Officer:**

Peter Shimadry, Engineer, South East Area Team, 03456 009 009

**Consulted:**

As detailed in the report

## ITEM 11

### **Annexes:**

Annex 1: Location plan

Annex 2: Plan showing proposed one-way working

Annex 3: Consultation letter

Annex 4: Consultation delivery area

Annex 5: Responses received

### **Sources/background papers:**

- Responses to public consultation

# MARK STREET, REIGATE – PROPOSED ONE-WAY WORKING RESULTS OF CONSULTATION

## Location plan

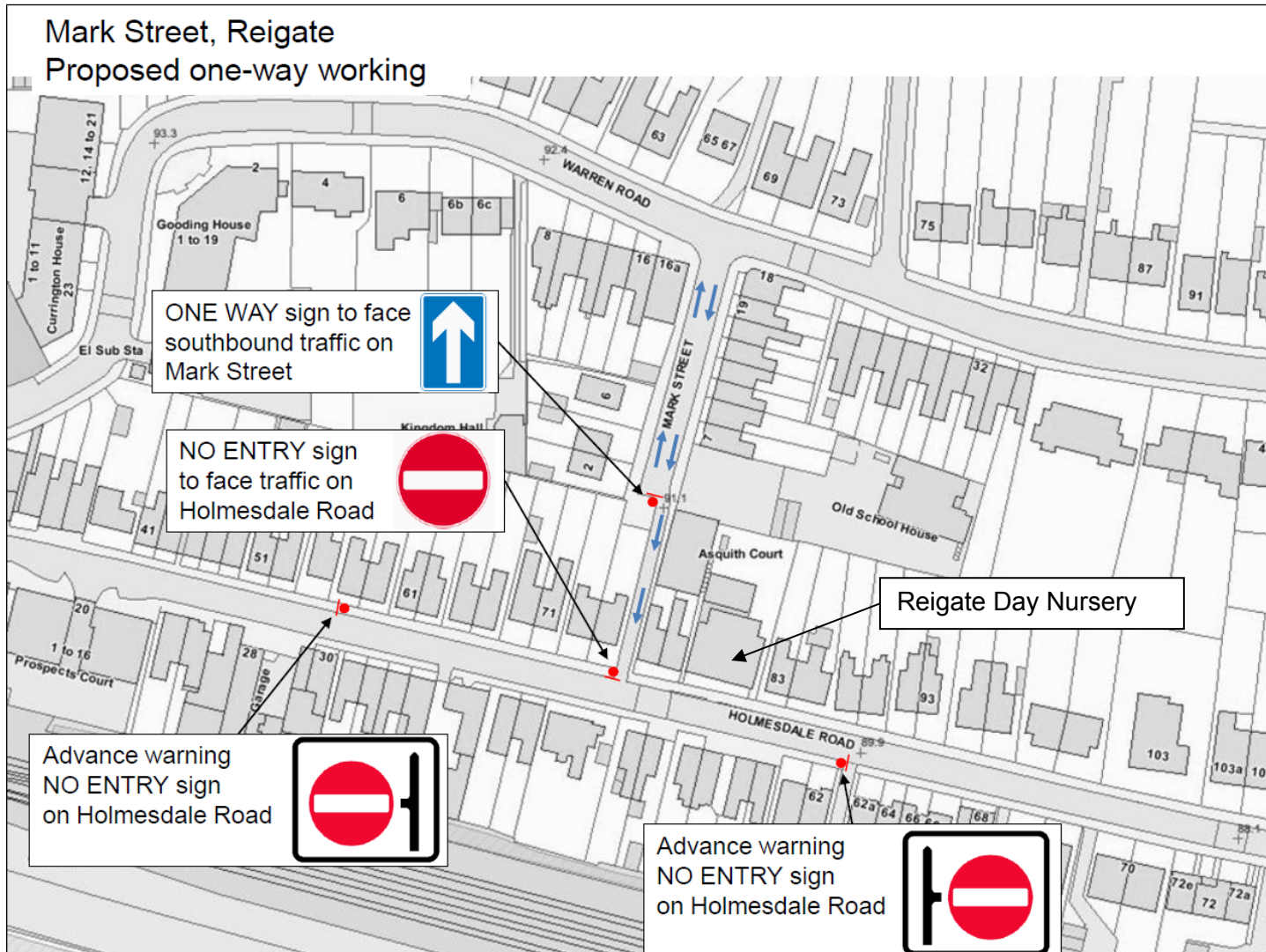


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**MARK STREET, REIGATE – PROPOSED ONE-WAY WORKING  
RESULTS OF CONSULTATION**

Plan showing proposed one-way working



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**MARK STREET, REIGATE – PROPOSED ONE-WAY WORKING  
RESULTS OF CONSULTATION****Consultation letter**

Tel: 0300 200 1003  
Fax: 01372 832650  
Email: highways@surreycc.gov.uk  
Contact: Mrs A Guy

The Owner/Occupier

Surrey County Council  
Highways.  
Rowan House  
Merrow Depot  
Merrow Lane  
Guildford  
GU4 7BQ

Our ref: D1215

8 January 2015

Dear Resident

**Mark Street, Reigate – Proposed One-way working**

Surrey County Council Highways Officers have been working to develop proposals for alterations to Mark Street. The scheme is in response to requests to improve safety and traffic flow, and to reduce conflict between vehicles.

It is proposed to make the narrow section of Mark Street one-way towards Holmesdale Road. This would prohibit vehicular access to Mark Street from Holmesdale Road. The proposals are shown on the plan overleaf.

It is important that the views of the residents form part of the process of developing a scheme that is supported by the local community. Therefore I would be grateful if you could spare the time to consider the proposals. Any comments relating to the proposals should be made on the attached sheet and returned in the postage paid envelope provided by 30 January 2015.

The comments received will be analysed and considered before a decision is made on how to proceed.

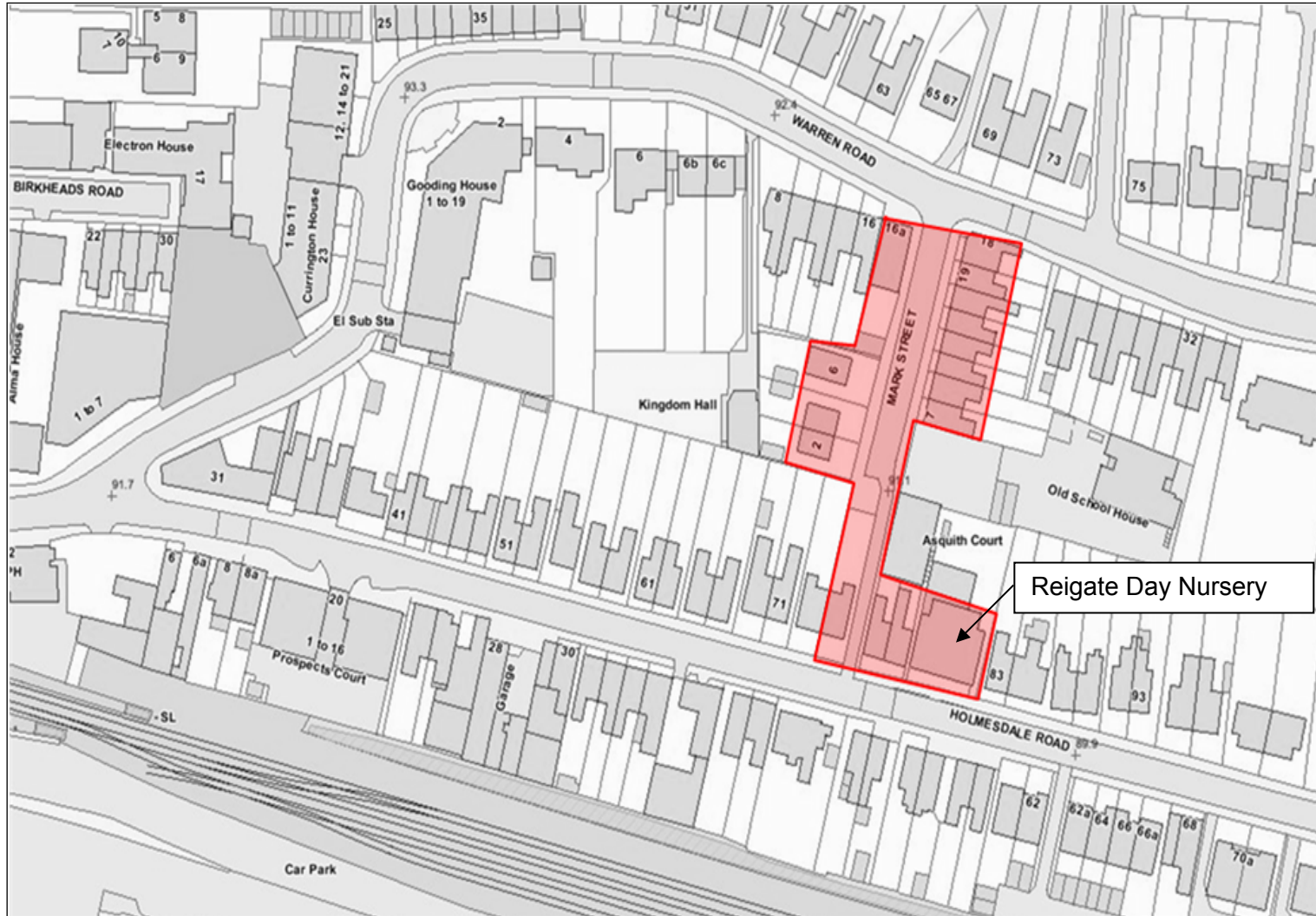
Yours faithfully,

Anita Guy  
Senior Engineer, South East Area Team

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MARK STREET, REIGATE – PROPOSED ONE-WAY WORKING  
RESULTS OF CONSULTATION

Consultation delivery area



**Additional consultees**

The following individuals and organisations were also consulted:

Emergency Services:        East Command Fire Safety  
                                     South East Coast Ambulance Service  
                                     Surrey Police Road Safety and Traffic Management Team

Reigate and Banstead District Councillors: Reigate Hill – Cllr Lisa Brunt, Cllr Roger Newstead

**MARK STREET, REIGATE – PROPOSED ONE-WAY WORKING  
RESULTS OF CONSULTATION****Responses received**

The responses received are detailed below.

Emergency services

Surrey Police Road Safety and Traffic Management Team: Seems like a reasonable proposal. There appears to be no reason for Police to object.

East Command Fire Safety: discussed with Reigate Fire Station; no objection.

Reigate and Banstead Borough Councillors

Cllr Roger Newstead: expressed support of the proposals.

Reigate Day Nursery

Expressed support of the proposals. Additional comments:

- red or yellow lines on one side of Mark Street would be welcome
- not able to provide parking/access for emergency services as they are unable to drive down Mark Street due to the double parked cars

Residents

Letters and plans were delivered to 12 residential properties in Mark Street. Letters and plans were also delivered to three properties in Holmesdale Road, which have access onto Mark Street.

Six responses were received from residents in Mark Street.

The residents expressed the general view that they are not against the principle, but feel that the proposed one-way working alone will not address their concerns. The main concerns raised are:

- Access for emergency vehicles is restricted
- Traffic for the nursery causes Mark Street to be blocked in the morning and afternoon and at lunchtime
- Concerns about damage to residents' vehicles

## ITEM 11

- Parking restrictions or controls would be more effective in improving safety and traffic flow (resident-only parking also suggested)
- Do not agree that safety or traffic flow will be improved as most traffic comes in from the Warren Road end
- Larger vehicles sometimes can only access Mark Street from the Holmesdale Road end, due to parked vehicles
- Conflicts between opposing vehicles in the narrow section are rare
- Suggestion that Mark Street could be widened by narrowing existing footways
- The width of Mark Street and parking restricts access for larger vehicles, including deliveries and refuse collection





## REIGATE AND BANSTEAD LOCAL COMMITTEE

**DATE:** 2 MARCH 2015

**LEAD OFFICER:** GARATH SYMONDS, ASSISTANT DIRECTOR FOR YOUNG PEOPLE

**SUBJECT:** LOCAL PREVENTION YOUTH TASK GROUP RECOMMENDATIONS

### **SUMMARY OF ISSUE:**

The Local Committee is responsible for commissioning Local Prevention services to prevent young people becoming Not in Education, Employment or Training within their local area. The Local Committee Youth Task Group has recently met and received presentations from a range of potential providers. This papers sets out their recommendation for awarding Local Prevention.

The recommendation for the of award of funding is the culmination of several months of work by the Youth Task Group that will result in services being commissioned by the Local Committee in response to local need. The work will be delivered by two commissions:

The Local Prevention One to One Early Help contract which will build the resilience of young people and remove identified barriers to their future employability, as part of Surrey's early help arrangements.

The Local Prevention in Neighbourhoods grant which will build the resilience of young people who are at risk of becoming NEET in local communities.

As a result of the 2015-16 budget setting process Services for Young People (SYP) is facing an overall budget reduction of £2.6 million, subject to final decision by County Council. It should be noted that funding amounts for Local Prevention in Neighbourhoods included in this paper reflect the current 100% allocation and may be subject to a reduction to 80% following final budget decisions by the County Council.

### **RECOMMENDATIONS:**

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

- 1) Approve the Youth Task Group recommendation to award a contract for a 36

month period for One to One Work from 01 September 2015 to Learning Space for the value of £64,000 per annum (subject to future changes in SYP budgets). Within the contract there is the opportunity to extend the service for further two years, subject to budget changes, provider performance and any changes in the needs of young people.

2) Approve the Youth Task Group recommendation to award a grant for a 36 month period for Neighbourhood Work from 01 September 2015 to YMCA East Surrey for the value of £64,000 per annum (subject to future changes in SYP budgets) .Within this grant agreement there is the opportunity to extend the service for further two years, subject to budget changes, provider performance and any changes in the needs of young people.

**REASONS FOR RECOMMENDATIONS:**

The recommendations will support the council's priority to ensure that all young people in Surrey are employable.

**1. INTRODUCTION AND BACKGROUND:**

1.1 Services for Young People Local Prevention has been operating in Reigate and Banstead since 1 April 2012. The current grant comes to an end on 31 August 2015. It is necessary, therefore to re-commission for delivery to begin on 1 September 2015.

1.2 The Local Prevention allocation to the SCC Local Committee in Reigate and Banstead is £128,000 per annum. This is the current budget allocation for the period from 1 September 2015 to 31 August 2016, however it should be noted that this likely to decrease as a result of a 20% reduction to funding for Neighbourhood prevention, subject to final budget decisions by County Council. It should also be noted that funding amounts beyond 2015-16 will be subject to future budget changes. The allocation is based on the number of young people who are NEET, at risk of NEET, involved in offending, and open-referrals to Children's Services in the borough, with an adjustment for the number of youth centres.

1.3 Local Prevention from 2015-2020 will be in two parts: Neighbourhood Prevention and One to One Early Help Prevention.

1.4 Local Prevention in Neighbourhoods is an outcome based grant to fund delivery of preventative services that build resilience of young people who are at risk of becoming NEET, through addressing locally identified needs and priorities. The Grant is for £64,000 per annum (pa) for Neighbourhood Prevention (please note there is likely to be a 20% funding reduction to this grant). Awarding this funding through a grant affords bidders greater flexibility to respond to local needs and enables negotiation with bidders during the process to ensure the offer best meets local need.

1.5 Local Prevention One to One Early Help will offer one-to-one support to young people, building relationships to remove barriers and achieve positive behaviour

change, preventing the need for specialist services in the future. Young people will be referred to the provider through the Youth Support Service. The contract value is £64,000 pa (subject to future budget changes). Awarding the funding through a contract means the service requirements are more rigidly defined, which fits with the clear one to one offer required through this commission.

1.6 Local Prevention delivers against the county council's expectation that where possible local youth services will be commissioned locally. In furtherance of this agenda the Local Committee convened a Youth Task Group to act in an advisory capacity through the procurement process with representation from young people, County Members, Borough Members, community stakeholders and support from County and Borough Officers, as set out in the Council's constitution.

1.7 The purpose of local prevention is to prepare young people for participation and prevent them becoming NEET. It works with young people of secondary school age, who are most at risk of becoming NEET and complements the functions of the Youth Support Service that has a clear focus on young people who are currently NEET or who are currently in the youth justice system.

## **2. ANALYSIS:**

2.1 The provider solutions were sought in a competitive process involving four stages:

- Local Specifications seeking initial proposals from potential providers
- Mini competition for short-listed bidders to present their proposals to the Local Committee Youth Task Group
- Local Committee receiving recommendations from the Youth Task Group
- Award of Grant and Contract

2.2 The Youth Task Group met on 30 June 2014 to develop a needs assessment for Reigate and Banstead. There were representations from young people, elected members (County Council and Borough Council), County Council and Borough Council officers, and other local stakeholders. The workshop was able to consider the data on NEET young people, young people at risk of NEET and youth offending, information from the Index of Multiple Deprivation (IMD) and the perspective and experience of the workshop participants.

2.3 The Local Committee approved the Local Prevention Specifications for Reigate and Banstead on 01 December 2014, this included the following key priorities:

- Violent crime and gang culture to be addressed
- Transition from school into further education or work
- Mental Health – including Domestic Abuse
- Childhood obesity
- Homelessness to be addressed

## ITEM 13

- Teenage Pregnancy
- Child Exploitation

2.4 The following key identified neighbourhoods were highlighted by the Task Group:

- Tadworth (specifically Preston)
- Merstham
- Redhill (including the town centre)
- South Reigate
- Earlswood/ Whitebushes
- Horley

2.5 In addition the Task Group identified a need for projects that fulfil the following key criteria:

- Projects should make good use of resources that already exist, for example village halls and community organisations
- Projects should link in with the Supporting Families programme and the Reigate & Banstead Health Strategy
- Projects should consider mentoring and the use of role models as a method for achieving the outcomes where appropriate
- Projects should reference employability as an overall goal where appropriate
- Projects should take into account areas of housing and development within the identified neighbourhoods

2.6 The funding opportunity was published and widely publicised, reaching at least 100 voluntary organisations across the County, inviting as many bidders as possible to submit bids in response to the needs and priorities identified. A provider event was held on 16<sup>th</sup> October 2014 and was well attended.

2.7 Three bids were received for One to One work and all three were short-listed; One bid was received for Neighbourhood Prevention and it was short-listed. Those organisations who were short-listed presented their proposals to the Youth Task Group on 02 February 2015.

2.8 The Youth Task Group consisted of both County and Borough elected members and young people. In addition officers from Surrey County Council and Reigate and Banstead Borough Council were present. The Task Group received presentations from each provider, followed by questions to those providers on their bid. Following all the provider presentations a discussion was held to form the recommendation to the Local Committee for both Neighbourhood Prevention and One to One Early Help Prevention.

2.9 The shortlisted bidders were as follows:

Neighbourhood Provision:  
YMCA East Surrey

One to One Provision:  
Surrey Care Trust  
Learning Space  
YMCA East Surrey

2.10 Following the presentations the Youth Task Group recommended that:

The YMCA East Surrey should receive 100% (£64,000pa) of the funding available for Neighbourhood Provision

(NB – there is likely to be a 20% reduction in funding for Local Prevention in Neighbourhoods, subject to final County Council budget decisions)

and

Learning Space should receive 100% (£64,000pa) of the funding available for One to One Provision

### **3. OPTIONS:**

3.1 The committee is asked to:

- Approve the awards as above to the providers.

The Committee is asked to approve the award of funding to the provider as recommended by the Youth Task Group. This will ensure young people receive a service from 1 September 2015.

Should the Committee opt not to approve the providers bid, SCC will work to develop a further solution in conjunction with the Youth Task Group, which may mean a delay in the start of the commission of 1 September 2015.

### **4. CONSULTATIONS:**

4.1 There has been wide ranging consultation with young people, staff, and partner agencies. A Services for Young People Project Board (including Elected Members, Surrey County Council officers and young people) has been established to oversee re-commissioning for 2015-20. Members have been consulted through the Local Committee Youth Task Group.

### **5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

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

5.2 Funding is subject to the annual budget setting process for the County Council and is subject to change.

### **6. LOCALISM:**

6.1 The Local Prevention Commissions are at the heart of Surrey County Council's commitment to localism. Local Prevention involves local young people, elected members and wider stakeholders in decision making.

### **7. EQUALITIES AND DIVERSITY IMPLICATIONS:**

- 7.1 The devolved commissioning budget is likely to be targeted on groups who are vulnerable or at risk. An Equality Impact Assessment has been completed for this re-commissioning cycle to assess the impact of this commission on young people with protected characteristics.

## **8. OTHER IMPLICATIONS:**

### 8.1 Crime and Disorder implications

- a. It is anticipated that this commission is likely to target young people in this priority group.

### 8.2 Corporate Parenting/Looked After Children implications

- b. It is anticipated that this commission is likely to target young people in this priority group.

## **9. CONCLUSION AND RECOMMENDATIONS:**

9.1 The Local Committee is asked to approve the recommendation of the Youth Task Group for the award of a Neighbourhood Prevention grant and a One to One contract for a 36 month period from 01 September 2015 (subject to future budget changes) to the following providers:

- Neighbourhood Grants:

YMCA East Surrey for £64,000pa (100% of available funding)

(NB – there is likely to be a 20% reduction in funding following final County Council budget decisions)

- One to One Early Help Contract:

Learning Space for £64,000pa (100% of available funding)

## **10. WHAT HAPPENS NEXT:**

10.1 Following the anticipated approval by the committee there will be a five day 'stand-still' period, after which the grants and the contract for Reigate and Banstead will be awarded to YMCA East Surrey and Learning Space. This commission will start on 1 September 2015, ensuring a swift start to delivery of services to young people. The Youth Task Group will have the option of meeting twice per year, where updates will be provided on the performance of the provider.

### **Contact Officer:**

Jeremy Crouch, Lead Youth Officer - 07968 832437.

### **Consulted:**

Services for Young People Project Board

Service users have been consulted as part of the Local Prevention re-commissioning process

**County Council Cabinet Member**

Linda Kemeny, Cabinet Member for Schools and Learning

Clare Curran, Cabinet Associate for Children, Schools and Families

**Annexes:**

No annexes

**Sources/background papers:**

Services for Young People report to Reigate and Banstead Local Committee – 1 December 2014

Creating Opportunities for Young People: Re-Commissioning for 2015-2020 (Cabinet Paper)  
– 23 September 2014

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**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (REIGATE & BANSTEAD)**

**DATE: 2 MARCH 2015**



**LEAD OFFICER: SANDRA BROWN, COMMUNITY PARTNERSHIPS TEAM  
LEADER EAST**

**SUBJECT: LOCAL COMMITTEE & MEMBERS' ALLOCATION FUNDING –  
UPDATE**

**DIVISION: ALL**

**SUMMARY OF ISSUE:**

Surrey County Council Councillors receive funding to spend on local projects that help to promote social, economic or environmental well-being in the neighbourhoods and communities of Surrey. This funding is known as Members' Allocation.

For the financial year 2014/15 the County Council has allocated £10,300 revenue funding to each County Councillor and £35,000 capital funding to each Local Committee. This report provides an update on the projects that have been funded since April 2014 to date.

**RECOMMENDATIONS:**

**The Local Committee (Reigate & Banstead) is asked to note:**

- (i) The amounts that have been spent from the Members' Allocation and Local Committee capital budgets, as set out in Annex 1 of this report.

**REASONS FOR RECOMMENDATIONS:**

The allocation of the Committee's budgets is intended to enhance the wellbeing of residents and make the best possible use of the funds. Greater transparency in the use of public funds is achieved with the publication of what Members' Allocation funding has been spent on.

**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 and directs that this funding should be spent on local projects that promote the social, environmental and economic well-being of the area.

1.2 In allocating funds councillors 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

## ITEM 14

- 1.3 As with all expenditure by the Council, spending of members' allocations should:
- Be directed to activities for which the County Council has legal powers; Meet demonstrable local needs;
  - Deliver value for money, so that there is evidence of the outcomes achieved;
  - Be consistent with County Council policies;
  - Be approved through a process that is open and transparent, consultative, accountable, and auditable;
  - Where appropriate, allow opportunities to be taken to pool funds with partner organisations.
- 1.4 Member Allocation funding is made to organisations on a one-off basis, so that there should be no expectation of future funding for the same or similar purpose. It may not be used to benefit individuals, or to fund schools for direct delivery of the National Curriculum, or to support a political party.

### **2. RECENT PROJECTS:**

- 2.1 Two examples of projects that have received funding:

#### **New bench at bus stop**

Walton on the Hill Village Forum sought funding to install a bench for residents waiting for the bus in Howards Close, Walton on the Hill.

Older and less mobile residents who are major users of the local bus service cannot afford to wait until the last minute to go to the bus stop and the bus is also not always on time. A bench for them to sit on while they are waiting is essential.

The Local Committee (Reigate and Banstead) provided £600 which covered the cost of the bench and its installation and fixing.

#### **New facilities for Furnistore**

Furnistore sought funding to put in a new toilet and a mezzanine floor in the building they purchased in Redhill last year. The toilet can be used by their clients who include those with disabilities and the safe mezzanine floor allows them to take in and show more furniture.

The Local Committee (Reigate and Banstead) provided £9,350 towards the cost of this project.

**3. ANALYSIS:**

- 3.1 All the bids detailed in Annex 1 have been considered by and received support from the local county councillor and been assessed by the Community Partnerships Team as meeting the County Council's required criteria.

**4. OPTIONS:**

- 4.1 The Committee is being asked to note the bids that have already been approved.

**5. CONSULTATIONS:**

- 5.1 In relation to new bids the local councillor will have discussed the bid with the applicant, and Community Partnerships Team will have consulted relevant Surrey County Council services and partner agencies 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 approval. All bids are received and scrutinised by officers in the County's Community Partnership Team. We also contact officers from other services and departments for advice if we require additional information or specialist knowledge to assess the suitability of projects. We ensure that bids comply with the Council's Financial Framework which contains the financial rules and regulations governing how Members' Allocations funding can be spent.
- 6.2 The current financial position statements detailing the funding by each member of the Committee are attached at **Annex 1**. Please note these figures will not include any applications that were approved after the deadline for this report had passed.

**7. EQUALITIES AND DIVERSITY IMPLICATIONS::**

- 7.1 The allocation of the Members' Allocation and Local 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 the same for all projects.

**8. LOCALISM:**

- 8.1 The budgets are allocated by the local members to support the needs within their communities.

**9. OTHER IMPLICATIONS:**

| Area assessed:   | Direct Implications:                                 |
|--|--|
| Crime and Disorder   | No significant implications arising from this report |
| Sustainability (including Climate Change and Carbon Emissions)   | No significant implications arising from this report |
| Corporate Parenting/Looked After Children                        | No significant implications arising from this report |
| Safeguarding responsibilities for vulnerable children and adults | No significant implications arising from this report |
| Public Health  | No significant implications arising from this report |

**10. CONCLUSION AND RECOMMENDATIONS:**

- 10.1 The spending proposals put forward for this meeting have been assessed by officers in the Community Partnerships Team, against the County standards for appropriateness and value for money within the agreed Financial Framework.

**11. WHAT HAPPENS NEXT:**

- 11.1 Payments to the organisations have, or will be paid to the applicants, and organisations are requested to provide publicity of the funding e.g. posters, leaflets, articles in newsletters. We also require evidence that the funding has been spent within 6 months e.g. receipts, photos, invoices.

**Contact:** Rowena Zelle, Local Support Assistant ([rowena.zelle@surreycc.gov.uk](mailto:rowena.zelle@surreycc.gov.uk))

**Consulted:**

- Local Members have considered and vetted the applications
- Community Partnership Team have assessed the applications

**Annexes:**

Annex 1 – The breakdown of spend to date per County Councillor, including the breakdown of spend to date per County Councillor of the Local Committee Budget.

**Sources/background papers:**

- All bid forms are retained by the Community Partnerships Team

**Reigate and Banstead Members Funding - Balance Remaining 2014-2015**

Each County Councillor has £10,300 to spend on projects to benefit the local community, the local committee has £35,000 capital funding.

|                         |                     |                                      |  | <b>REVENUE</b>    | <b>DATE PAID</b> |
|-------------------------|---------------------|--------------------------------------|--|-------------------|------------------|
| <b>Natalie Bramhall</b> | <b>REFERENCE</b>    | <b>ORGANISATION</b>                  | <b>PROJECT DESCRIPTION</b>   | <b>£10,300.00</b> |                  |
|                         | EF700238661         | Head2Head Theatre                    | Mischief in the Wild Woods: Toad on the Road - Multi-sensory drama | £700.00           | 02.07.2014       |
|                         | EF700222317         | Redhill Youth Club                   | Holiday Activities   | £750.00           | 30.09.2014       |
|                         | EF800256823         | SCC, Corporate Parenting             | LAC Bursary Scheme   | £500.00           |                  |
|                         | EF800252904         | Reigate and Banstead Borough Council | Star for a Night   | £2,500.00         | 09.01.2015       |
|                         | EF700263102         | Reigate and Banstead Borough Council | Chain Pond Restoration Project                                     | £2,000.00         |                  |
|                         | EF700265062         | SATRO                                | SATRO Mobile Classroom   | £1,850.00         |                  |
|                         | BID TO BE SUBMITTED | SCC Commissioning and Development Te | Redhill Youth Facility   | £2,000.00         |                  |
|                         |                     |                                      | <b>BALANCE REMAINING</b>   | <b>£0.00</b>      |                  |

|                       |                     |                                      |  | <b>REVENUE</b>    | <b>DATE PAID</b> |
|-----------------------|---------------------|--------------------------------------|--|-------------------|------------------|
| <b>Jonathan Essex</b> | <b>REFERENCE</b>    | <b>ORGANISATION</b>                  | <b>PROJECT DESCRIPTION</b>   | <b>£10,300.00</b> |                  |
|                       | EF700220376         | Watercolour Residents Association    | Community Planters   | -£250.00          | 28.05.2014       |
|                       | EF700238661         | Head2Head Theatre                    | Mischief in the Wild Woods: Toad on the Road - Multi-sensory drama | £700.00           | 02.07.2014       |
|                       | EF800256823         | SCC, Corporate Parenting             | entertainment  | £500.00           |                  |
|                       | EF800252904         | Reigate and Banstead Borough Council | LAC Bursary Scheme   | £500.00           | 09.01.2015       |
|                       | EF800254061         | YMCA East Surrey previously known as | Star for a Night   |                   |                  |
|                       | EF700259478         | Reigate and Redhill YMCA             | OnSide Bikeworks   | £1,000.00         | 20.01.2015       |
|                       | EF700259729         | Loveworks.org.uk                     | Way2Go - coaching to help beneficiaries find a job                 | £1,500.00         | 09.01.2015       |
|                       | EF800257760         | SATRO                                | Alternative Ene3rgy Day, Warwick Secondary School                  | £1,500.00         | 09.01.2015       |
|                       | EF800257484         | Reigate and Banstead Borough council | planting street trees at Elmwood Road                              | £618.06           |                  |
|                       | BID TO BE SUBMITTED | Renewed Hope Trust                   | RHT Outreach - Redhill Winter Night Shelter - IT equipment         | £500.00           |                  |
|                       | EF800257476         | East Surrey Gateway Club             | Grit Bin   | £1,009.00         |                  |
|                       | BID TO BE SUBMITTED |                                      | Visit to Harlequin theatre   | £350.00           | 02.02.2015       |
|                       |                     |                                      | Redhill Youth Centre   | £1,922.94         |                  |
|                       |                     |                                      | <b>BALANCE REMAINING</b>   | <b>£450.00</b>    |                  |

|                    |                  |                                      |   | <b>REVENUE</b>    | <b>DATE PAID</b> |
|--------------------|------------------|--------------------------------------|---|-------------------|------------------|
| <b>Bob Gardner</b> | <b>REFERENCE</b> | <b>ORGANISATION</b>                  | <b>PROJECT DESCRIPTION</b>  | <b>£10,300.00</b> |                  |
|                    | EF700241834      | Head2Head Theatre                    | Mischief in the Wild Woods: Toad on the Road                        | £150.00           | 01.08.2014       |
|                    | EF700243331      | Reigate and Banstead DofE Forum      | To support the annual Reigate and Banstead DofE YP awards evening   | £100.00           | 29.08.2014       |
|                    | EF800235871      | Merstham Youth Clubs                 | Summer Programme Residential 3 day trip for young people aged 12-16 | £1,000.00         | 08.08.2014       |
|                    | EF800237280      | Gatton Community Theatre             | Scratch Scripts Young People's Project                              | £500.00           | 30.09.2014       |
|                    | EF700243959      | Lower Kingswood Village Fete         | Lower Kingswood Village Fete  | £1,000.00         | 19.08.2014       |
|                    | EF700252250      | Bikes Revived                        | Bikes Revived Mobile Classroom                                      | £1,000.00         | 31.10.2014       |
|                    | EF700252110      | Age Concern Merstham, Redhill and    |   |                   |                  |
|                    | EF800246378      | Reigate                              | Exercise Program  | £500.00           | 31.10.2014       |
|                    | EF700257194      | Reigate and Redhill YMCA             | OnSide Bikeworks  | £1,000.00         | 06.11.2014       |
|                    | EF800256823      | CANADA HALL                          | Canada Hall Link  | £1,000.00         | 16.12.2014       |
|                    | EF800257710      | SCC, Corporate Parenting             | LAC Bursary Scheme  | £500.00           |                  |
|                    | EF800252904      | Netherne Management Ltd              | Footpath lighting - Netherne to Hooley                              | £3,000.00         |                  |
|                    |                  | Reigate and Banstead Borough Council | Star for a Night  | £550.00           | 09.01.2015       |
|                    |                  |                                      | <b>BALANCE REMAINING</b>  | <b>£0.00</b>      |                  |

**Reigate and Banstead Members Funding - Balance Remaining 2014-2015**

Each County Councillor has £10,300 to spend on projects to benefit the local community, the local committee has £35,000 capital funding.

| Michael Gosling          | REFERENCE   | ORGANISATION                            | PROJECT DESCRIPTION   | REVENUE<br>£10,300.00 | DATE PAID  |
|--------------------------|-------------|---|---|-----------------------|------------|
|                          | EF800240769 | Reigate and Banstead DofE Forum         | To support the annual Reigate and Banstead DofE YP awards evening | £500.00               | 02.12.2014 |
|                          | EF700249572 | Walton on the Hill Village Forum        | Howards Close Bench   | £600.00               | 20.10.2014 |
|                          | EF700252143 | Walton-on-the-Hill Traders              | Walton-on-the-Hill Christmas Fayre                                | £306.00               | 31.10.2014 |
|                          | EF800256823 | SCC, Corporate Parenting                | LAC Bursary Scheme  | £500.00               |            |
|                          | EF700257661 | Walton on the Hill Village Forum        | Bus shelter Walton on the Hill                                    | £5,000.00             | 16.12.2014 |
|                          | EF700261676 | SCC, Commissioning and Development Team | Phoenix YM Project  | £2,000.00             | 14.01.2015 |
|                          | EF700263769 | Walton on the Hill Village Forum        | Walton in Bloom   | £500.00               |            |
| <b>BALANCE REMAINING</b> |             |   |   | <b>£894.00</b>        |            |

| Zully Grant-Duff         | REFERENCE   | ORGANISATION                         | PROJECT DESCRIPTION  | REVENUE<br>£10,300.00 | DATE PAID  |
|--------------------------|-------------|--------------------------------------|--|-----------------------|------------|
|                          | EF700238661 | Head2Head Theatre                    | Mischief in the Wild Woods: Toad on the Road - Multi-sensory drama entertainment | £300.00               | 02.07.2014 |
|                          | EF700243329 | Reigate and Banstead DofE Forum      | To support the annual Reigate and Banstead DofE YP awards evening                | £100.00               | 19.08.2014 |
|                          | EF300392097 | SCC, Corporate Parenting             | LAC Bursary Scheme   | £500.00               | 29.10.2014 |
|                          | EF400200379 | Surrey County Council Highways       | A25 West Street VAS  | £5,000.00             | 15.08.2014 |
|                          | EF800250459 | Reigate and Banstead Borough Council | Wray Common Memorial Oak   | £300.00               | 24.11.2014 |
|                          | EF400209574 | Surrey County Council Highways       | Footpath patching works along FP45 between Smoke Lane and Isbells Drive          | £3,000.00             | 12.01.2015 |
|                          | EF800259667 | YMCA East Surrey                     | Hillbrook House counselling project provided by Heads Together                   | £1,100.00             |            |
| <b>BALANCE REMAINING</b> |             |                                      |  | <b>£0.00</b>          |            |

| Ken Gulati               | REFERENCE   | ORGANISATION                         | PROJECT DESCRIPTION                | REVENUE<br>£10,300.00 | DATE PAID  |
|--------------------------|-------------|--------------------------------------|------------------------------------|-----------------------|------------|
|                          | EF700258391 | Banstead Youth Club                  | Stubbers Banstead2Camp             | £1,000.00             | 16.12.2014 |
|                          | EF800256823 | SCC, Corporate Parenting             | LAC Bursary Scheme                 | £1,950.00             |            |
|                          | EF700258711 | 3rd Banstead Scout Group             | 3rd Banstead Scouts equipment fund | £1,500.00             | 20.01.2015 |
|                          | EF800252904 | Reigate and Banstead Borough Council | Star for a Night                   | £500.00               | 09.01.2015 |
|                          | EF700260373 | St Peters Church                     | St Peters Hall Refurbishment       | £3,000.00             | 20.01.2015 |
|                          | EF700259765 | Banstead Centre food bank            | Banstead Centre Foodbank           | £350.00               | 09.01.2015 |
|                          | EF800257098 | Cherish Chipstead                    | Cherish Chipstead organisation     | £2,000.00             | 23.01.2015 |
| <b>BALANCE REMAINING</b> |             |                                      |                                    | <b>£0.00</b>          |            |

**Reigate and Banstead Members Funding - Balance Remaining 2014-2015**

Each County Councillor has £10,300 to spend on projects to benefit the local community, the local committee has £35,000 capital funding.

| Kay Hammond              | REFERENCE   | ORGANISATION                      | PROJECT DESCRIPTION                       | REVENUE          | DATE PAID  |
|--------------------------|-------------|-----------------------------------|---|------------------|------------|
|                          |             |                                   |   | £10,300.00       |            |
|                          | EF800241992 | Horley Town Council               | Wild Flower Meadow at Emlyn Meadows       | £500.00          | 30.09.2014 |
|                          | EF700253485 | Horley Association of Traders     | Horley Christmas Lights                   | £1,000.00        | 16.12.2014 |
|                          | EF800256823 | SCC, Corporate Parenting          | LAC Bursary Scheme                        | £500.00          |            |
|                          | EF800253437 | Surrey Young Carers               | Funding for the Surrey young carers forum | £500.00          | 18.12.2014 |
|                          | EF800256713 | Court Lodge Residents Association | New trees/shrubs                          | £2,858.48        | 22.01.2015 |
|                          | EF800259183 | YMCA East Surrey                  | Get Involved - First Aid Training Courses | £1,440.00        |            |
| <b>BALANCE REMAINING</b> |             |                                   |   | <b>£3,501.52</b> |            |

| Nick Harrison            | REFERENCE           | ORGANISATION                            | PROJECT DESCRIPTION   | REVENUE      | DATE PAID  |
|--------------------------|---------------------|---|---|--------------|------------|
|                          |                     |   |   | £10,300.00   |            |
|                          | EF700241834         | Head2Head Theatre                       | Mischief in the Wild Woods: Toad on the Road                  | £150.00      | 01.08.2014 |
|                          | EF400200191         | Surrey County Council Highways          | Provision of replacement grit bin Waterer Gardens Burgh Heath | £1,040.00    | 05.09.2014 |
|                          | EF300390656         | Surrey County Council Highways          | Grit bin Acorn Close Banstead R and B                         | £1,009.00    | 12.09.2014 |
|                          | EF700246490         | Home-Start Epsom, Ewell and Banstead    | Volunteer Training Programme                                  | £1,500.00    | 24.10.2014 |
|                          | EF800256823         | SCC, Corporate Parenting                | LAC Bursary Scheme  | £500.00      |            |
|                          | EF700261676         | SCC, Commissioning and Development Team | Phoenix YM Project  | £2,000.00    | 14.01.2015 |
|                          | EF700263576         | Banstead Commons Conservators           | Coal tax post refurbishment                                   | £500.00      | 02.02.2015 |
|                          | BID TO BE SUBMITTED |   | Art Group   | £500.00      |            |
|                          | EF700263502         | 1st Tattenhams (St,Mark) Scout Group    | Tattenhams HQ Renovation                                      | £3,101.00    | 04.02.2015 |
| <b>BALANCE REMAINING</b> |                     |   |   | <b>£0.00</b> |            |

| Barbara Thomson          | REFERENCE   | ORGANISATION                    | PROJECT DESCRIPTION  | REVENUE      | DATE PAID  |
|--------------------------|-------------|---------------------------------|--|--------------|------------|
|                          |             |                                 |  | £10,300.00   |            |
|                          | EF700230862 | Woodhatch Community Association | Purchase of new lockers  | £1,000.00    | 25.04.2014 |
|                          | EF300382097 | Surrey Highways                 | Spencer Way Pram Ramps   | £2,900.00    | 29.04.2014 |
|                          | EF700238661 | Head2Head Theatre               | Mischief in the Wild Woods: Toad on the Road - Multi-sensory drama entertainment | £390.00      | 02.07.2014 |
|                          | EF700239949 | Reigate and Redhill YMCA        | YMCA Yip4Youth Short Breaks  | £2,445.00    | 21.07.2014 |
|                          | EF700240897 | Stripey Stork                   | Stripey Stork - promotional materials  | £488.00      | 19.08.2014 |
|                          | EF800235313 | Reigate and Redhill YMCA        | Don't Lose the Plot - build a raised bed to be filled with sensory plants        | £500.00      | 01.08.2014 |
|                          | EF700246303 | Reigate and Redhill YMCA        | OnSide - inclusive sports project  | £1,000.00    | 18.09.2014 |
|                          | EF800251518 | Loveworks.org.uk                | Way2Go - coaching to help beneficiaries find a job                               | £1,500.00    | 02.12.2014 |
|                          | EF800256823 | SCC, Corporate Parenting        | LAC Bursary Scheme   | £77.00       |            |
| <b>BALANCE REMAINING</b> |             |                                 |  | <b>£0.00</b> |            |

**Reigate and Banstead Members Funding - Balance Remaining 2014-2015**

Each County Councillor has £10,300 to spend on projects to benefit the local community, the local committee has £35,000 capital funding.

|                                |                      |  |   | <b>REVENUE</b>    | <b>DATE PAID</b> |
|--------------------------------|----------------------|--|---|-------------------|------------------|
| <b>Dorothy<br/>Ross-Tomlin</b> | <b>REFERENCE</b>     | <b>ORGANISATION</b>  | <b>PROJECT DESCRIPTION</b>                        | <b>£10,300.00</b> |                  |
|                                | EF300393169          | Horley Young People's Centre   | HYPC Christmas Grotto                             | £506.00           | 14.11.2014       |
|                                | EF800256823          | SCC, Corporate Parenting   | LAC Bursary Scheme                                | £500.00           |                  |
|                                | EF800252904          | Reigate and Banstead Borough Council                                     | Star for a Night                                  | £1,500.00         | 09.01.2015       |
|                                | EF700262653          | Horley Infant School   | Forest Schools Training/Community Development     | £400.00           | 02.02.2015       |
|                                | EF700261548          | Orbit Shed   | Take Ten - 10th anniversary show in The Harlequin | £2,000.00         | 04.02.2015       |
| EF800257037                    | Livingwell Langshott | Training kit and expenses associated with representing England in Taekwa | £1,500.00   |                   |                  |
| <b>BALANCE REMAINING</b>       |                      |  |   | <b>£3,894.00</b>  |                  |

|  |                  |  |                            | <b>LC CAPITAL</b> | <b>DATE PAID</b> |
|--|------------------|--|----------------------------|-------------------|------------------|
| <b>Local Committee<br/>Capital Funding</b> | <b>REFERENCE</b> | <b>ORGANISATION</b>                              | <b>PROJECT DESCRIPTION</b> | <b>£35,000.00</b> |                  |
|  | EF700256224      | Old Reigatian Rugby Club                         | CCTV and Lighting          | £12,500.00        |                  |
|  | EF800252528      | Horley Lawn Tennis Club                          | Clubhouse Redevelopment    | £12,500.00        |                  |
|  | EF800256155      | SCC Commissioning and Development Te: Redhill YC |                            | £10,000.00        |                  |
| <b>BALANCE REMAINING</b>                   |                  |  |                            | <b>£0.00</b>      |                  |



**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (REIGATE & BANSTEAD)****SURREY**

**DATE:** 2 March 2015  
**LEAD OFFICER:** JOANNA LONG, COMMUNITY PARTNERSHIP AND COMMITTEE OFFICER  
**SUBJECT:** CABINET FORWARD PLAN  
**DIVISION:** ALL REIGATE & BANSTEAD DIVISIONS

**SUMMARY OF ISSUE:**

The Cabinet leads the preparation of the Council's policies and budget and makes recommendations to the County Council on major policy plans, 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 month. This report highlights the key decisions of interest to the Local Committee. It 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/documents/1140/Printed%20plan%20February%202015%20-%20May%202015.pdf?T=4>

**RECOMMENDATIONS:****The Local Committee (Reigate & Banstead) is asked to:**

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

**REASONS FOR RECOMMENDATIONS:**

In order to keep the Local Committee informed of upcoming Cabinet decisions and to provide an opportunity for local Members to make representations to the Cabinet.

**KEY DECISIONS OF INTEREST TO THE LOCAL COMMITTEE:**

**1 February 2015 - 31 May 2015 – Cabinet**

- **Corporate Strategy 2015 – 2020** - To endorse the Corporate Strategy 2015 -2020 and recommend that it be presented to the County Council meeting on 10 February 2015, for Approval
- **2014 Education Performance Outcomes** -To formally note the provisional education performance outcomes for the end of the 2013/14 academic year
- **Expanding the Surrey Family Support Programme** -To agree the families outcome plan for families that will inform the implementation of the expanded Surrey Family Support Programme
- **Surrey and Borders Partnership NHS Foundation Trust** - a 1year contract extension for provision of Children and Young people's mental health services in Surrey
- **Implementing the Care Act** – Revised Charging Policy and Deferred Payment Policy for Adult Social Care Services
- **Childcare Sufficiency Assessment Report** - To note the content of a report on the sufficiency of childcare and early education places for children under five years of age and for school age children. To agree an action plan to address any gaps in childcare provision that are identified
- **Post 16 Transport Budget** -To approve the transfer of the post 16 transport budget from Schools and learning (Admissions and Transport) to Services for Young People (Commissioning and Development)
- **Surrey County Council Surface Dressing contract award** - To award a Surface Dressing contract to enable a contractor to deliver Surrey County Council's Highway Surface Dressing Programme
- **Local Transport Review** -To approve the changes to local bus services in Surrey. These changes will take effect from the start of the 2015/16 academic year.

**Contact Officer:**

Joanna Long, Community Partnership and Committee Officer, 01737 737695

**Consulted:**

N/A

**Annexes:**

None

**Sources/background papers:**

- Cabinet Forward Plan 1 February 2015 - 31 May 2015

**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (REIGATE & BANSTEAD)****SURREY**

**DATE:** 2 March 2015  
**LEAD OFFICER:** JOANNA LONG, COMMUNITY PARTNERSHIP AND COMMITTEE OFFICER

**SUBJECT:** LOCAL COMMITTEE FORWARD PLAN 2015-16

**DIVISION:** ALL REIGATE & BANSTEAD DIVISIONS

**SUMMARY OF ISSUE:**

To note the forward programme of reports to the Local Committee (Reigate & Banstead) in 2015-16 as set out below.

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

**RECOMMENDATIONS:**

**The Local Committee (Reigate & Banstead) is asked to:**

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

**REASONS FOR RECOMMENDATIONS:**

In order to keep the Local Committee informed of upcoming items on its forward programme and provide an opportunity for local Members to suggest future agenda items.

**LOCAL COMMITTEE FORWARD PLAN 2015-16:**

**Monday 8 June 2015, 2.00pm, Reigate Town Hall**

|                                       |
|---------------------------------------|
| Member Allocations Report             |
| Highways Schemes Update               |
| Local Committee Task groups 2015/16   |
| Community Safety Annual report        |
| Street Works Permits                  |
| Traffic Orders, notices and approvals |

**Monday 14 September 2015 2.00pm, Reigate Town Hall**

|  |
|--|
| Early Years and Children's Centre Update                             |
| Member Allocations Report  |
| Highways Schemes Update  |
| Surrey Fire and Rescue Service – Local Update and Performance report |
| Travel SMART Annual report   |

**MEETING DATES 2015-16:**

**Formal Meetings (all 2pm at Reigate Town Hall) – All Members**

Monday 8 June 2015  
Monday 14 September 2015  
Monday 14 December 2015  
Monday 7 March 2016

**Informal Meetings (all 10am at Reigate Town Hall) – County Members only unless marked \***

Monday 27 April 2015 (Reigate Park Church)  
Monday 13 July 2015  
Monday 19 October 2015  
Monday 18 January 2016

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**Contact Officer:**

Joanna Long, Community Partnership and Committee Officer, 01737 737695

**Consulted:**

Local Committee (Reigate & Banstead) Members

**Annexes:**

None

**Sources/background papers:**

None