

# 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

**Libraries Review -  
changes to opening  
times**

**Parking Review and Car  
Club Vehicles**

**Highways Schemes**



## Venue

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

**Date:** Monday, 8 June 2015

**Time:** 2.00 pm



**SURREY**

# You can get involved in the following ways

## ***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.

# Get involved

## ***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.long@surreycc.gov.uk](mailto:joanna.long@surreycc.gov.uk)

Tel: 01737 737695

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



Follow @ReigateIc on Twitter



**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 Richard Coad, Redhill East  
Cllr Dr Lynne Hack, Banstead Village  
Cllr David Jackson, Horley West  
Cllr Roger Newstead, Reigate Hill  
Cllr Jamie Paul, Preston  
Cllr Tony Schofield, Horley East  
Cllr Bryn Truscott, Redhill East  
Cllr Mrs Rachel Turner, Tadworth and Walton  
Cllr Norman Harris, Nork

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

	IMAGE TO FOLLOW		
Cllr Michael Blacker Reigate Central	Cllr Richard Coad Redhill East	Cllr Dr Lynne Hack Banstead Village	Cllr Norman Harris Nork
IMAGE TO FOLLOW		IMAGE TO FOLLOW	
Cllr David Jackson Horley West	Cllr Roger Newstead Reigate Hill	Cllr Jamie Paul Preston	Cllr Tony Schofield Horley East
		 <p><b>Local Committee (Reigate &amp; Banstead)</b></p> <p><b>Borough Council Co-optees 2015-16</b></p>	
Cllr Bryn Truscott Redhill East	Cllr Mrs Rachel Turner Tadworth & Walton		

For councillor contact details, please contact Joanna Long, Community Partnership and Committee Officer ([joanna.long@surreycc.gov.uk](mailto:joanna.long@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 - 8)

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 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.

#### **5 FORMAL PUBLIC QUESTIONS (AGENDA ITEM ONLY)**

To answer any questions from residents or businesses within the

Reigate and Banstead Borough area in accordance with Standing Order 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.

**6 FORMAL MEMBER QUESTIONS (AGENDA ITEM ONLY)**

To receive any questions from Members under Standing Order 47. Notice should be given in writing to the Community Partnership and Committee Officer before 12 noon 4 working days before the meeting.

**7 HIGHWAYS SCHEME UPDATE 2015 (EXECUTIVE FUNCTION FOR DECISION)** (Pages 9 - 22)

At the 1<sup>st</sup> December 2014 Local Committee, Members agreed a programme of revenue and capital highway works in Reigate and Banstead. An amended programme of works was agreed on 2<sup>nd</sup> March 2015 to take account of the reduced revenue budget. Delegated authority was given to enable the forward programme to be progressed without the need to bring further reports to the Local Committee for decision. This report sets out recent progress and updates Members on the number of enquiries received from customers.

**8 REVIEW OF COLD WEATHER PLAN AND WINTER SERVICE ARRANGEMENTS (EXECUTIVE FUNCTION FOR INFORMATION)** (Pages 23 - 26)

Surrey undertakes an annual review of the Highways Cold Weather Plan and winter service at the end of each winter season, including the effectiveness of network coverage, operational improvements, organisational changes and partnership working arrangements. This report seeks the views of the (Reigate & Banstead) Local Committee on the delivery of the Winter Service operations in the 2014/15 season, to feedback into the annual review.

**9 SOUTH EAST PERMIT SCHEME (FOR INFORMATION)** (Pages 27 - 64)

The purpose of this report is to update Members on the initial operating period of the South East Permit Scheme within Surrey Highways. This is the scheme used to control road works (Street Works and Works for Road Purposes) on Surrey County Council's highway network. The report includes analysis obtained over the financial year 2014/15.

**10 GREATER REDHILL SUSTAINABLE TRANSPORT PACKAGE (EXECUTIVE FUNCTION FOR DECISION)** (Pages 65 - 74)

This paper is to brief members on the business case for Greater Redhill Sustainable Transport Package, which was submitted to the C2C Local Enterprise Partnership on 15 December 2014. The proposals will require a public consultation which has been tentatively arranged for a 6 week period commencing 19 June and ending on 31 July to fit in with the tight timescale for delivery.



- 11      PARKING REVIEW (EXECUTIVE FUNCTION FOR DECISION)** (Pages 75 - 184)
- Each year Surrey Highways receives requests to change existing or introduce new parking restrictions. These requests are compiled and reviewed in a district wide process. To progress the 2015 review the committee is asked to approve statutory consultation for changes to on-street parking restrictions at the locations listed in the report annexes.
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- 12      CENTRAL CAR PARK HORLEY (EXECUTIVE FUNCTION FOR DECISION)** (Pages 185 - 198)
- In March 2014 Surrey County Council and Reigate and Banstead Borough Council implemented a scheme to reverse the direction of the existing one-way working of the Central Car Park Service Road in Horley. The changes were made by an Experimental Traffic Regulation Order that came into effect on 30<sup>th</sup> January 2014. This report seeks a decision on whether to make the Experimental Traffic Regulation Order permanent or to reinstate the existing one-way working arrangement in the Central Car Park Service Road.
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- 13      LIBRARY SERVICE REVIEW 2015 (EXECUTIVE FUNCTION FOR DECISION)** (Pages 199 - 210)
- In its search for continuous improvement, and to reduce costs, the library service has recently completed a review which achieves a reduction in the library service's staffing budget of £227,000 for 2015-16 while seeking to retain and improve current levels of service. In addition to other elements, the review looked at the opening hours for all the community libraries, which include Reigate and Merstham.
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- 14      LOCAL COMMITTEE TASK GROUPS 2015/16 AND COMMUNITY SAFETY FUNDING (FOR DECISION)** (Pages 211 - 218)
- The Local Committee is asked to review and agree the terms of reference and membership of the Youth Task Group, the Greater Redhill Sustainable Transport Package Task Group and the Parking Task Group for 2015-16.
- The Local Committee (Reigate & Banstead) has been delegated £3,294 to support community safety work in the borough, this money requires Local Committee agreement to be delegated for use by the East Surrey Community Safety Partnership.
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- 15      MEMBERS ALLOCATIONS (FOR DECISION)** (Pages 219 - 226)
- 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 2015/16 the County Council has allocated £10,296 revenue funding to each County Councillor. This report provides an update on the projects that have been funded since April 2015 to date.

## **16 CABINET FORWARD PLAN (FOR INFORMATION)**

(Pages  
227 -  
228)

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 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/1144/Printed%20plan%20June%202015%20-%20September%202015.pdf?T=4>

## **17 LOCAL COMMITTEE FORWARD PLAN (FOR INFORMATION)**

(Pages 229 -  
230)

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.