

# 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

# 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>



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**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.
- 
- 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.
- 
- 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.
- 
- 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.
- 
- 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.

**DRAFT**

Minutes of the meeting of the  
**Reigate AND BANSTEAD LOCAL COMMITTEE**  
 held at 1.00 pm on 2 March 2015  
 at Reigate Town Hall, Castlefield Road, Reigate, Surrey RH2 0SH.

**Surrey County Council Members:**

- \* Mrs Dorothy Ross-Tomlin (Chairman)
- \* Mrs Natalie Bramhall
- \* Mr Bob Gardner (Vice-Chairman)
- \* 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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**1/15 APOLOGIES FOR ABSENCE (AGENDA ITEM ONLY) [Item 1]**

The following Members of the Committee gave apologies for the meeting:  
 Councillor Ms Sarah Finch. Tom Kealey Leisure, Health and Wellbeing  
 Manager at Reigate and Banstead Borough Council Manager also gave his  
 apologies.

**2/15 MINUTES OF PREVIOUS MEETING (AGENDA ITEM ONLY) [Item 2]**

The following corrections were made to Minutes:

Minute - 60/14 Highways Scheme Update

2<sup>nd</sup> paragraph to be changed to:

'Members were updated on the hatching scheme for Salfords and Sidlow  
 which was promoted through the County's Road Safety team. The area team



## ITEM 2

had instructed the design team to look at how the A23 Bonehurst Road/Salbrook Road/Lodge Lane junction could be improved to address safety issues at the junction, accommodate increased traffic movement, and cater for pedestrians and cyclists. The hatching proposal would be included in the final report looking at the options for the junction.

A report would be presented to a future meeting of the Local Committee and the comments received from Salfords and Sidlow Parish Council to date would be included as part of this future report.'

Minute 59/14 Reigate and Banstead Local Transport Strategy and Forward Programme

3<sup>rd</sup> paragraph, 2<sup>nd</sup> sentence – to be changed from Road Network Scheme to 'REIGATE ROAD NETWORK IMPROVEMENT SCHEME'.

Subject to the above amendments, the minutes were agreed as a true and accurate record of the meeting.

### **3/15 DECLARATIONS OF INTEREST (AGENDA ITEM ONLY) [Item 3]**

Councillor Michael Blacker declared that he had an interest in Item 12 Mark Road.

Councillor Julian Ellacott declared that he had an interest in Item 14 Members Allocations as he was a trustee in Loveworks.org.

### **4/15 EAST SURREY CLINICAL COMMISSIONING GROUP PRESENTATION [Item 4]**

**Declarations of Interest:** None

**Officers attending:** Dr Kerr, East Surrey Clinical Commissioning Group (CCG), Jane Smythson Communication Manager CCG

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

**Member Discussion – key points:**

Dr Kerr Vice Chairman of East Surrey Clinical Commissioning Group (CCG) gave a presentation on how the CCG are delivering health services. The East Surrey CCG is a GP led organisation responsible for planning and buying hospital, community and mental health services across Tandridge and Reigate and Banstead. Dr Kerr informed Members that the area of Banstead doesn't fall within the East Surrey CCG but is covered by the Surrey Downs CCG. He informed Members that in East Surrey there are 18 GP practices covering 176,000 residents. The East Surrey CCG contract with 150 health providers to deliver services.

Dr Kerr welcomed anything Members could do to help run services more efficiently and use their knowledge to identify people who would benefit from social interaction for example. The Committee were updated that:

- more paramedic practitioners are helping to provide care in the community and avoid A& E attendances
- Launched a Health Help Now web app – [www.healthhelpnow-nhs.net](http://www.healthhelpnow-nhs.net).
- Pilot with Tandridge District Council in two GP surgeries to direct people to voluntary organisations who can assist with their health and wellbeing such as social activities
- Applied to the Prime Minister's Challenge Fund to support 7 day opening e.g. 2 GP surgeries would be open in different locations over the weekend
- Identifying patients at risk of going into hospital and offer them help and support
- Introducing Health hubs in 2015/16 bringing health and social care services together

Dr Kerr updated Members that they are hoping to get a Health hub in the south of the East Surrey CGG area. Members did raise concerns about the extended hours at the GP surgery in Caterham Dean because residents in Redhill may not be able to drive to get there and it would be better if services were in walking distance. Members also highlighted the low birth rate in Merstham and Redhill West, Dr Kerr informed Members that the commonest reason for this is smoking in pregnant women and that this is the issue to try and address.

Dr Kerr asked if Members could promote the new Health App with members of the community. The Chairman thanked Dr Kerr and his team and offered the Local Committee's support.

#### **5/15 PETITIONS (AGENDA ITEM ONLY) [Item 5]**

One petition was received.

The Committee received a petition signed by 660 residents, agreeing with the statement:

‘Say yes to Reigate Hill crossing’

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

#### **6/15 FORMAL PUBLIC QUESTIONS (AGENDA ITEM ONLY) [Item 6]**

One formal public question was received. A response was tabled and is attached to the minutes as **Appendix B Dangerous Junction Brighton Road A217/Canons Lane, Burgh Heath**.

#### **7/15 FORMAL MEMBER QUESTIONS (AGENDA ITEM ONLY) [Item 7]**

None received.

**8/15 ON STREET PARKING ENFORCEMENT UPDATE (EXECUTIVE FUNCTION FOR INFORMATION) [Item 8]**

**Declarations of Interest:** None

**Officers attending:** David Curl Parking Team Manager, Gavin Handford Corporate Policy and Governance Manager, Jacquie Joseph Parking Enforcement Manager, Reigate and Banstead Borough Council

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

**Member Discussion – key points:**

Members commented that when the Parking Task Group looked at the accommodation charges they were clear and noted that the borough council was seeking to reduce the accommodation costs by looking at potential uses for the main building at the Depot, financial costs should be coming down in 2016/17.

Members asked if there was a plan for refreshing line and signs, members were updated that an audit of signs had taken place and a contractor was currently refreshing signs so that enforcement could happen appropriately.

**The Committee:**

Noted the report

**9/15 HIGHWAYS SCHEMES END OF YEAR 2014/15 (EXECUTIVE FUNCTION FOR DECISION) [Item 9]**

**Declarations of Interest:** None

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

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

**Member Discussion – key points:**

**The Committee:**

Noted the report.

**10/15 REVISED HIGHWAYS FORWARD PROGRAMME 2015/16 AND 2016/17 (EXECUTIVE FUNCTION FOR DECISION) [Item 10]**

**Declarations of Interest:** None

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

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

**Member Discussion – key points:**

Members discussed the changes to the Local Committee's revenue budget for 2015/16 which had been reduced from the 2014/15 level.

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

- (i) Note the contents of the report;
- (ii) Agree that the revenue maintenance budget be allocated as set out in Annex 1 of the report **but that the £52,000 Carriageway and Footway Patching funding be reallocated, £50,000 to Community Enhancement and £2,000 to Signs and Road Markings;**
- (iii) **Agree that the Community Enhancement Funding is devolved to each County Councillor based on an equitable allocation of £5,000 per division; and**
- (iv) **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.**
- (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.

**Reason:**

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

Councillor Michael Gosling abstained from voting.

**11/15 MARK STREET, REIGATE PROPOSED ONE-WAY WORKING (EXECUTIVE FUNCTION FOR DECISION) [Item 11]**

**Declarations of Interest:** Councillor Michael Blacker declared an interest in Mark Road.

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

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

**Member Discussion – key points:**

Councillor Michael Blacker commented that if the issue ever came back to Local Committee he would like to see a one way road scheme.

**The Local Committee (Reigate and Banstead) agreed 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:**

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.

**12/15 PENDLETON ROAD PEDESTRIAN CROSSING (EXECUTIVE FUNCTION FOR DECISION) [Item 12]**

**Declarations of Interest:** None

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

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

**Member Discussion – key points:**

Councillor Bramhall confirmed that the majority of funding had been found for the crossing. Members asked if the zebra crossing did require a raised table; officers stated that they felt this was the best option.

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

- (i) Approve the design and implementation of a zebra crossing on a raised table in Pendleton Road, north of Abinger Drive (Option 2, para. 3.3 of the report);
- (ii) Authorise the advertisement of a Notice under the Highways Act 1980, the effect of which will be to introduce a raised table in Pendleton Road approximately 40m north of Abinger Drive; and
- (iii) Authorise delegation of authority to the Area Team Manager, in consultation -with the Reigate and Banstead Local Committee Chairman and Vice-Chairman, and the local divisional Member, to resolve any representations received in connection with the proposals.

**Reasons:**

To provide a formal crossing point for pedestrians walking to the schools located in Pendleton Road and accessing the nearby bus stops.

**13/15 LOCAL PREVENTION YOUTH TASK GROUP RECOMMENDATIONS  
(EXECUTIVE FUNCTION FOR DECISION) [Item 13]**

**Declarations of Interest:** None

**Officers attending:** Jeremy Crouch, Practice Lead ( East), Sally Warnke  
Team Manager, Reigate & Banstead, Surrey Youth Support Service

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

**Member Discussion – key points:**

Members asked what sort of evaluation of programs for young people and their success will take place and would young people be involved in the evaluation. Officers informed Members that the Youth Task group would be more involved in evaluation and the Area Manager would be coordinating centre based youth work on the ground and reporting to Local Committee twice a year.

**The Local Committee (Reigate and Banstead) agreed 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:**

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

**14/15 MEMBER ALLOCATIONS (EXECUTIVE FUNCTION, FOR INFORMATION)  
[Item 14]**

**Declarations of Interest:** None

**Officers attending:** Rowena Zelly Local Support Assistant - Reigate and Banstead, SCC

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

## ITEM 2

The Chairman thanked Rowena Zelle Local Support Assistant for being so helpful in supporting Members' Allocations.

### **15/15 CABINET FORWARD PLAN (FOR INFORMATION) [Item 15]**

The Committee **NOTED** the report.

### **16/15 LOCAL COMMITTEE FORWARD PLAN (FOR INFORMATION) [Item 16]**

The Committee **NOTED** the report.

Meeting ended at: 3.35 pm

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**Chairman**



**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (REIGATE & BANSTEAD)****DATE:** 8<sup>th</sup> JUNE 2015**LEAD OFFICER:** JOHN LAWLOR, AREA TEAM MANAGER**SUBJECT:** HIGHWAY SCHEMES UPDATE**DIVISION:** ALL**SUMMARY OF ISSUE:**

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. The report also updates Members on the number of enquiries received from customers.

**RECOMMENDATIONS:**

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

**REASONS FOR RECOMMENDATIONS:**

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

**1. INTRODUCTION AND BACKGROUND:**

- 1.1 In December 2014, Local Committee agreed its forward programme for both Integrated Transport Schemes (ITS) Capital Improvement Schemes and ITS Capital Maintenance Schemes. Local Committee also agreed the allocation of its revenue budget for maintenance works. A revised works programme was agreed in March 2015 to take account of the reduced revenue budget devolved to the Local Committee.
- 1.2 To allow flexibility in the delivery of the Local Committee's highways work programme, delegated authority was given so that works could be progressed without the need to bring further reports to the Local Committee for decision.
- 1.3 In addition to the Local Committee's devolved highways budget, developer contributions are used to fund, either wholly or in part, highway improvement

schemes to mitigate the impact of developments on the highway network. The Road Safety Team also have a small Countywide budget which is used, on a priority basis, to address sites with an identified collision problem.

## **2. ANALYSIS:**

**2.1 Capital Highway Schemes:** Progress on the approved programme of highway works in Reigate and Banstead is set out in **Annex 1**. It also provides an update on schemes being progressed using developer contributions and the Road Safety Team's schemes for Reigate and Banstead.

**2.2 Customer Enquiries:** **Table 1** shows the number of enquiries received during the first quarter of 2015.

<b>Period (2014)</b>	<b>Surrey Highways: Total enquiries (no.)</b>	<b>Reigate &amp; Banstead: Total enquiries (no.)</b>	<b>Local Area Office: Total enquiries (no.)</b>
Jan-March	35,467	4,943	1,672

**Table 1: Customer Enquiries**

Of the enquiries received by the local area office, 95% have been resolved, a rate slightly above the countywide average of 93%. The County continues to work with its contractors to improve this response rate.

**2.3** The reduction in customer contact has also been reflected in the volume of complaints received, as shown in **Table 2**.

<b>Period (2014)</b>	<b>Surrey Highways: Complaints (no.)</b>	<b>South East Area: Stage 1 Complaints (no.)</b>
Jan-March	110	28

**Table 2: Complaints**

The main reason for these complaints is poor communication service delivery.

**2.4** The Service has recently undergone its annual Customer Service Excellence (CSE) review. This recognised the improvements that have been made and has recommended retention of the award. It is recognised that there is still some way to go but CSE is a continuous improvement tool, and this is being used to drive up performance and the customer experience.

**2.5** Examples of improvements made over the last year include the introduction of the new Works Manager System and changes to the Roadworks web page. A project to improve communication of Horizon schemes is ongoing.

**2.6** To increase our understanding of customer satisfaction it has been arranged for customer service questions to be included in the annual National Highways & Transport survey. This will provide a new opportunity for benchmarking the service we provide and input to future business planning. A Member survey will run in parallel to this giving councillors the opportunity

to have their say, More information will be provided through the CSE Member Reference Group

### **3. OPTIONS:**

3.1 Not applicable.

### **4. CONSULTATIONS:**

4.1 Not applicable

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

5.1 Budgets are closely monitored throughout the financial year and monthly updates are provided to the Local Committee Chairman and Vice-Chairman. The Local Committee have put in place arrangements whereby monies can be vired between different schemes and budget headings.

### **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. The needs of all road users are considered as part of the design process for highway schemes.

### **7. LOCALISM:**

7.1 Local issues can be addressed through the Member's Community Enhancement Budget.

### **8. OTHER IMPLICATIONS:**

Area assessed:	Direct Implications:
Crime and Disorder	Set out below
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	Set out below

#### **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 Progress on the programme of capital highway works in Reigate and Banstead is set out in Annex 1. Local Committee is asked to note the contents of this report.

<b>10. WHAT HAPPENS NEXT:</b>
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10.1 Delivery of the highway works programme will continue and a further update report will be presented to the next meeting of the Local Committee.

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**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, 1st December 2014, Highways Forward Programme 2015/16 – 2016/17
  - Report to Reigate and Banstead Local Committee, 2<sup>nd</sup> March 2015, Revised Highways Forward Programme 2015/16 – 2016/17
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CAPITAL ITS IMPROVEMENT SCHEMES			
<b>Project: Outwood Lane, Chipstead</b>			
<b>Detail:</b>	Footway improvements	<b>Division:</b> Banstead, Woodmansterne and Chipstead	<b>Allocation:</b> £45,000
<b>Progress:</b> Funding was allocated in 2014/15 to implement a scheme to improve the existing footway between Hazlewood Lane and the Ramblers Rest. The scheme involves widening of the existing footway and improving access to it. However, land adjoining the highway was identified as SSSI and the works will require consent from Natural England. A request was approved to re-profile the 2014/15 allocation of £45,000 to 2015/16, giving a total scheme budget of £90,000 to implement the scheme.			
<b>Project: A242 Gatton Park Road, Reigate</b>			
<b>Detail:</b>	Removal of existing traffic islands and provision of pedestrian refuge in Carlton Road	<b>Division:</b> Reigate; Redhill West and Meadvale	<b>Allocation:</b> £20,000
<b>Progress:</b> Provision of pedestrian refuge island in the bellmouth of Carton Road has been progressed and is currently the subject of a Stage 2 (detailed design) Road Safety Audit. A feasibility study into the safety implications of removing the existing traffic islands in Gatton Park Road has been completed. One option has been identified for which a Stage 1 (feasibility design) Road Safety Audit is being carried out. The proposals may be amended following the safety audits and then will be shared with the Chairman, Vice-Chairman and divisional Member.			
<b>Project: Merland Rise, Epsom Downs</b>			
<b>Detail:</b>	Pedestrian crossing	<b>Division:</b> Nork and Tattenhams	<b>Allocation:</b> £70,000
<b>Progress:</b> Feasibility design carried out in 2014/15 developed a scheme to remove the existing kerb build-out/priority give-way and introduce a zebra crossing south of Headley Drive. The Stage 2 Road Safety Audit and the Police have identified the potential for speeds to increase following the removal of the kerb build-out/priority give-way, with a detrimental impact on the safety of the proposed zebra. The design is being revised to include speed cushions on both approaches to the proposed crossing.			

<b>Project: Lee Street, Horley</b>			
<b>Detail:</b>	Pedestrian crossing facility	<b>Division:</b>	Horley West, Salfords and Sidlow <b>Allocation:</b> £20,000
<b>Progress:</b> Two locations near Whitmore Way have been identified where it could be feasible to introduce a pedestrian refuge if there is localised carriageway widening. The options will be discussed with the Chairman, Vice-Chairman and divisional Member once a Stage 1 Road Safety Audit and any necessary amendments have been carried out.			
<b>Project: Pendleton Road, Redhill</b>			
<b>Detail:</b>	Zebra crossing	<b>Division:</b>	Redhill West and Meadvale <b>Allocation:</b> £18,000
<b>Progress:</b> Match funding for a scheme to introduce a zebra crossing north-east of Abinger Drive. Detailed design has been carried out and a Stage 2 Road Safety Audit has been carried out. Subject to the agreement of the Chairman, Vice-Chairman and divisional Member, a notice of the intention to introduce a zebra crossing will be advertised, and local residents directly affected will be informed.			
<b>Project: A217 Brighton Road, Lower Kingswood</b>			
<b>Detail:</b>	Uncontrolled pedestrian crossing facility	<b>Division:</b>	Merstham and Banstead South <b>Allocation:</b> £4,000
<b>Progress:</b> Feasibility design for an informal crossing point near Holly Lodge. Facility likely to be similar to the crossing point implemented on the A217 near Mill Road/The Warren, Kingswood. Work on design only schemes to commence towards the end of 2015/16.			
<b>Project: Victoria Road, Horley</b>			
<b>Detail:</b>	Pedestrian crossing	<b>Division:</b>	Horley East <b>Allocation:</b> £4,000
<b>Progress:</b> Work on design only schemes to commence towards the end of 2015/16.			
<b>Project: Tattenham Crescent, Epsom Downs</b>			
<b>Detail:</b>	Upgrade of existing pedestrian refuge	<b>Division:</b>	Nork and Tattenhams <b>Allocation:</b> £4,000
<b>Progress:</b> Work on design only schemes to commence towards the end of 2015/16.			

<b>Project: Slipshatch Road, Reigate</b>			
<b>Detail:</b>	Speed reducing feature	<b>Division:</b>	Earlswood and Reigate South
<b>Allocation:</b> £4,000			
<b>Progress:</b> Work on design only schemes to commence towards the end of 2015/16.			
<b>Project: Small Safety Schemes</b>			
<b>Detail:</b>	As set out below	<b>Division:</b>	See below
<b>Allocation:</b> £20,050			
<b>Woodmansterne Primary School – Merrymeet, Woodmansterne</b> Banstead, Woodmansterne and Chipstead Following a petition to Local Committee, a Road Safety Outside Schools assessment was carried out at Woodmansterne Primary School. It was 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. The land required to progress this scheme is in the ownership of Surrey County Council and is being acquired through appropriation. A Stage 2 Road Safety Audit will be required.			
<b>Sandcross School – Sandcross Lane, Reigate</b> Earlswood and Reigate South A petition was presented to the December Local Committee and it was agreed to improve the crossing point where the school crossing patrol operates by providing dropped kerbs, resolve drainage issues and install some additional pedestrian guard railing. It was not possible to get this work carried out last financial but work commenced in May 2015. A Road Safety Outside Schools assessment is planned for early September 2015 and traffic speeds will be measured as part of this process.			
<b>St John's School - Pendleton Road, Redhill</b> Redhill West and Meadvale A variable speed limit was introduced outside St John's School in 1995. A 20mph speed limit operates at the start and end of the school day, the speed limit being indicated by Variable Message Signs (VMS). The rest of the day the speed limit is 30mph. One of the VMS is currently missing. A quote is being obtained to replace the missing sign.			
<b>Project: Signs and Road Markings</b>			
<b>Detail:</b>	To be identified	<b>Division:</b>	All
<b>Allocation:</b> £9,000			
<b>Progress:</b>			
<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>			



CAPITAL ITS MAINTENANCE SCHEMES (LSR/FOOTWAYS)		
Project	Division	Update
Harewood Close, Reigate - carriageway (whole length)	Reigate	Work ordered. Waiting to be programmed.
Woodmansterne Lane, Banstead - footway	Banstead, Woodmansterne and Chipstead	Work ordered. Waiting to be programmed.
Prince Albert Square, Redhill - carriageway (between nos. 65 to 87)	Earlswood and Reigate South	Work ordered. Waiting to be programmed.
Blundell Avenue, Horley - carriageway (whole length)	Horley West, Salfords and Sidlow	Work ordered. Waiting to be programmed.
Palmer Close, Redhill - carriageway (patches)	Redhill East	Work ordered. Waiting to be programmed.
Fairlawn Drive, Redhill - carriageway (patches)	Redhill West and Meadvale	Work ordered. Waiting to be programmed.
Harps Oak Lane, Merstham - carriageway (patches)	Merstham and Banstead South	Work ordered. Waiting to be programmed.
Canons Lane, Burgh Heath - carriageway (patches)	Tadworth, Walton and Kingswood	Work ordered. Waiting to be programmed.
Blue Cedars, Banstead - carriageway (whole length)	Nork and Tattenhams	Work ordered. Waiting to be programmed.
The Avenue, Horley - carriageway (whole length)	Horley East	Work ordered. Waiting to be programmed.

POTENTIAL DEVELOPER FUNDED SCHEMES		
<b>Project: A23 High Street, Merstham</b>		
<b>Detail:</b> Convert existing zebra to signal control	<b>Division:</b> Merstham and Banstead South	
<b>Progress:</b> Design completed, safety audit carried out. There is currently insufficient developer funding available to implement conversion of the zebra to signal control so proposal deferred until additional funding source has been identified.		
<b>Project: Tadworth Street, Tadworth</b>		
<b>Detail:</b> Localised road widening	<b>Division:</b> Tadworth, Walton and Kingswood	
<b>Progress:</b> 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.		
<b>Project: A23 Brighton Road/Salbrook Road/ Lodge Lane, Salbrook</b>		
<b>Detail:</b> Junction Improvement	<b>Division:</b> Horley West, Salfords and Sidlow	
<b>Progress:</b> 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. Consideration also to be given to providing facilities to assist pedestrians and cyclists 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. The Design Team has produced a first draft report. The report will be issued to the Chairman, Vice-Chairman and divisional Member once the report is finalised.		

### POTENTIAL DEVELOPER FUNDED SCHEMES

**Project:** A240 Reigate Road

**Detail:** Pedestrian Improvements

**Division:** Nork and Tattenhams

**Progress:**

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. Work on scheme to start once the funding has been deposited.

**Project:** A217 Brighton Road/A2022 Fir Tree Road/Bolters Lane, Banstead (Banstead Crossroads)

**Detail:** Junction Improvement

**Division:** Banstead, Woodmansterne and Chipstead/Nork and Tattenhams

**Progress:**

Investigation into provision of pedestrian crossing facilities on A217 at signalised junction. Design brief issued.

**Project:** A240 Reigate Road/A2022 Fir Tree Road (Drift Bridge junction), Epsom Downs

**Detail:** Junction Improvement

**Division:** Nork and Tattenhams

**Progress:**

Review of existing traffic signal operation. Possible upgrading of signal equipment. Investigation being carried out by signals team.

**Project:** A217 Brighton Road, (north of The Drive), Nork

**Detail:** Vehicle restraint system

**Division:** Nork and Tattenhams

**Progress:**

Increased development along the service road of the A217 Brighton Road north of The Drive has raised concerns about the potential for vehicles to leave the service road and enter the main northbound carriageway. A design brief has been issued to investigate the feasibility of providing either a restraint system or kerbing.

<b>Project: Preston Regeneration</b>		
<b>Detail:</b>	Various measures	<b>Division:</b> Nork and Tattenhams/Tadworth, Walton and Kingswood
<b>Progress:</b> 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, programmed for July 2015.		
<b>Project: Epsom Road North, Epsom Downs</b>		
<b>Detail:</b>	Accident Remedial Scheme	<b>Division:</b> Nork and Tattenhams
<b>Progress:</b> 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> 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.		

ROAD SAFETY TEAM SCHEMES		
<b>Project: A217 Brighton Road/Bonsor Drive, Tadworth</b>		
<b>Detail:</b>	Anti-skid surfacing	<b>Division:</b> Tadworth, Walton and Kingswood
<b>Progress:</b> Provide high friction surfacing on both lanes on the approach to the traffic signals on the circulatory carriageway of the roundabout approaching Bonsor Drive. Work to be carried out in conjunction with the Babylon Lane roundabout resurfacing scheme.		

<b>Project: A217 Brighton Road/Babylon Lane, Lower Kingswood</b>		
<b>Detail:</b>	Verge marker posts and road markings	<b>Division:</b> Merstham and Banstead South
<b>Progress:</b> 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. Work to be carried out in conjunction with the Babylon Lane roundabout resurfacing scheme.		
<b>Project: Headley Common Road, Headley</b>		
<b>Detail:</b>	Speed limit reduction and signing	<b>Division:</b> Tadworth, Walton and Kingswood
<b>Progress:</b> Work started to reduce the speed limit to 40mph to remove short sections of derestricted speed limits in Headley Common Road and Boxhill Road, funded by Local Committee. This scheme is now being funded by the Road Safety Team, together with improvements to signing.		

## PARKING

**Progress:**  
 The 2014 review signing has been completed and the lining is substantially complete. The TRO was made on 25 February 2015 so the new controls and restrictions come into effect as soon as the markings and signs are installed.

The 2015 parking review site visits have been completed and are the subject of a separate report on this agenda.

A consultation was carried out in September/October 2014 regarding possible permit parking in the Redstone Hill area of Redhill. Officers met Cllr Jonathan Essex in April 2015 and proposals are being drawn up to be reported this meeting of Local Committee alongside the 2015 review.

We also carried out a consultation in December 2014/January 2015 with residents in the Albert Road area of Merstham, also about possible permit parking. Officers met Cllr Bob Gardner in April 2015 to discuss the results and agreed not to progress this proposal. Residents are to be informed accordingly.

**Note:** Information correct at time of writing (22/05/15)



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

**DATE:** 8 JUNE 2015

**LEAD OFFICER:** SIMON MITCHELL,  
MAINTENANCE PLAN TEAM LEADER

**SUBJECT:** REVIEW OF COLD WEATHER PLAN AND WINTER SERVICE  
ARRANGEMENTS

**DIVISION:** ALL

**SUMMARY OF ISSUE:**

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.

**RECOMMENDATIONS:**

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

- (i) Consider the current highways cold weather provision and operations in their area and provide feedback, via their Local Committee Chairman, on any change requests.

**REASONS FOR RECOMMENDATIONS:**

To give the (Reigate & Banstead) Local Committee the opportunity to provide feedback into the annual review of winter service operations.

**1. INTRODUCTION AND BACKGROUND:**

- 1.1 At the meeting on 23 September 2014 Cabinet recommended that each Local Committees should be consulted on the delivery of Highways Cold Weather operations following the 2014/15 season. In order to do this an item should be included on the spring agenda for members to provide feedback into the annual review

**2. ANALYSIS:**

- 2.1 The trend of relatively mild winters continued with only one short period of snow with no significant accumulations, the winter service has been effectively managed.
- 2.2 By the end of the season Kier had completed 58/65 precautionary salting runs in the west/east of the county respectively with a further 23 runs on the cold routes which is comparable with an "average" (56 runs per season)

Surrey winter. The priority 2 salting network was also treated on 4 occasions during the cold snap from 28 January which brought in a number of snow flurries but no significant accumulations. Salt supplies have regularly been replaced throughout the winter period in accordance with Cabinet's agreed recommendations.

- 2.3 Throughout their fourth year as the Council's contractor, Kier worked with officers and members on all elements of the winter service to maximise efficiency and reduce costs. This also included the operation to be fully in line with the new Appendix H guidelines with continuous dynamic checks of the spreaders throughout the season resulting in ability to target spread rates more effectively leading to savings on salt usage.
- 2.4 The footway priority snow clearing schedules have been updated and aligned with new Surrey Priority Network (SPN) maintenance hierarchy.
- 2.5 Kier have addressed last year's shortfall in the provision of grit bins and had sufficient resilience, provided a timely response to member requests.

### **3. DISCUSSION:**

- 3.1 With the approach to Winter Service now well established no major changes are proposed the annual review nevertheless provides the opportunity for Local Committees to inform this year's review:
- The precautionary salting network will generally remain the same as in 2013/14 with only minor alterations resulting from the implementation of the new Surrey Priority Network (SPN) and subject to any comments from local members, residents and officers.
  - The opportunities for partnership working arrangements with Parish and Town Councils will again be available on enquiry, providing a wider network of volunteers for pavement clearance in towns and villages not currently covered by the District and Borough arrangements. Parishes participating in the scheme currently cover Tandridge, Mole Valley, Waverley and Surrey Heath.

### **4. CONSULTATIONS:**

#### **Gritting Routes**

- 4.1 The annual review provides the opportunity for Local Committee to raise change requests to the priority salting network. Where the need for further minor changes is identified the Local Committee is able to accommodate this on a 'like for like' basis provided it does not impact on the strategic gritting network.

#### **Grit Bins**

- 4.2 The trend towards milder winters has seen a reduction in restocking frequencies. As a result it is proposed that the cost of a grit bin, including annual refurbishment and filling in line with county standards, is now £947 for a 4 year period. At the end of this period where a Member or community continue to support a grit bin an extension charge of £639 would be applied to cover the next 4 year period.

- 4.3 Grit bins that are not supported at the end of the four year maintenance period will be redistributed to other locations on the network as part of annual refurbishment programme.

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

- 5.1 The Winter Service will be fully funded by Surrey Highways Medium Term Plan and no financial contribution is required from the local committee budget.
- 5.2 It is, however, recognised that members and communities have the ability to fund additional grit bins on the network.

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

- 6.1 An equalities and diversity impact assessment is in place for the winter service. The winter service priority is, as far as is reasonably practicable, to safeguard the movement and well-being of all Highway users, both the residents of Surrey and those passing through the County.
- 6.2 The recommendations in this report will have no material impact on existing equality policy so the need to complete a full assessment was not considered necessary.

## **7. LOCALISM:**

- 7.1 The Highways Service is mindful of the localism, remains committed to “self help” and community lead opportunities for winter service provision and assistance. Local Committee have the flexibility to influence minor changes to the salting network and promote further engagement with volunteer groups to assist during severe weather events etc.

## **8. 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

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

- 9.1 The Local Committee (Reigate & Banstead) is asked to provide feedback on the 2013/14 winter service, and any proposed changes to the salting network locally. Change request and comments will be taken into account prior to the

annual winter service plan being submitted to the County Council's Cabinet for approval in September.

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

10.1 The annual review will consider opportunities for continuous improvement following the 2013/14 winter season and reflect feedback received from members through their Local Committee Chairman. The proposed engagement timetable is as follows:

End of season wash up meetings – Local Highway Service Teams, Service Provider, Operations and Asset Planning	March - April
Task Group Review Meeting (including progress on the 2013/14 recommendations)	April
Local Committee Chairmen advised of any changes to salting network	May - July
Environment & Transport Select Committee – Winter Service Report & Plan	September
Cabinet – Winter Service Report & Plan	September
Local Committees – Update on winter service arrangements	Autumn meetings
Winter service information pack and communications campaign	September onwards
Stakeholder and Local Committee feedback on winter service (Agenda item to be included on spring round of Local Committees)	Oct - March

#### **Contact Officer:**

Simon Mitchell, Maintenance Plan Team Leader, Tel, 03456 009 009

**Consulted:** David Harmer Chairman E&TSC  
E&TSC Winter Service Task Group Members  
Local Highway Services Team  
Kier

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

Report of the Task Group to the Cabinet – 23<sup>rd</sup> September 2014  
Highway Cold Weather Plan for 2014/15

**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (REIGATE & BANSTEAD)**

**DATE: 8<sup>th</sup> JUNE 2015**



**LEAD OFFICER: KEVIN ORLEDGE  
STREET WORKS MANAGER**

**SUBJECT: SOUTH EAST PERMIT SCHEME**

**DIVISION: ALL**

### **SUMMARY OF ISSUE:**

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.

### **RECOMMENDATIONS:**

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

### **REASON FOR RECOMMENDATIONS**

The Committee has requested an update on the South East Permit Scheme.

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

1.1 On November the 11<sup>th</sup> 2013, Surrey County Council became a Permit Authority with the introduction of a Permit scheme to manage the highway network with respect to both Street Works and Works for Road Purposes. (Appendix One Definitions).

Under the scheme works promoters are required to request permission from the Permit Authority before they can undertake works on the highway. Prior to the introduction of the scheme, works promoters had only to inform the authority of their intention to work.

## ITEM 9

The Permit scheme was introduced into Surrey in the form of the South East Permit Scheme (SEPS) and has the objective of creating a better managed highway network in terms of safety, disruption and asset protection.

- 1.2 Road works are inevitable. Under respective enabling Acts, utility companies have statutory rights and obligations. These include a duty to provide a service or supply to customers and rights to place, maintain, repair and renew, etc., apparatus. Targets are set by industry regulators in relation to reconnection times in the case of failure of supply and apparatus maintenance and replacement.

The Highway Authority itself will carry out maintenance works to support the performance of the highway and improvement works to enhance safety, cope with increasing traffic demands and to meet customer expectations.

- 1.3 Activities are controlled by two prime pieces of legislation, the New Roads and Street Works Act 1991 (NRSWA) and the Traffic Management Act 2004 (TMA).

Under section 59 of NRSWA 1991 there is a Duty for the local Street Authority (Surrey County Council) to coordinate all types of work on the highway and under section 16 of the Traffic Management Act 2004, to manage the road network with a view to achieving so far as may be reasonably practicable, the expeditious movement of traffic on the road network.

## **2. ANALYSIS:**

- 2.1 Under powers available in the TMA 2004 (enacted 2008) Surrey County Council introduced the South East Permit Scheme to manage registerable activities on the highway.

The Permit scheme itself cannot reduce the overall volume of highway activities. However with fees able to be charged for granted Permits, the income generated from the scheme supports staff resource levels to allow all applications for work to be analysed giving increased opportunity for better coordination of activities.

Resource has also been increased in field officers inspecting and monitoring activities in progress and after completion. (Appendix 8)

2.2 A central requirement of operating a Permit scheme is applying parity between works by utility companies and Surrey's own works (Works for Road Purposes – WRP). This has been a challenging concept to introduce internally and work continues to improve this situation.

2.3 Permit applications can be either granted or refused. In April 2014 an additional option of a Permit Modification Request (PMR) was introduced. This allows applications to be returned to the requester with comments defining the circumstances under which the Permit would be granted and removes the need to refuse Permits where in principle works can go ahead but amendments, usually relating to timing, are required on the application.

If Permit applications are not responded to within Department for Transport (DfT) defined timescales, they become Deemed. This is agreed by default. No fee can be charged for a Permit application that becomes Deemed. The Street Works department have a 0% target for deemed Permits. (Appendix 4)

If a PMR is not responded to by a works promoter in the required timescale the Permit will automatically default to refused. (Appendix 3).

2.4 Conditions can be applied by the Authority to the activity contained within the Permit. Under statute Conditions must be pertinent to the reduction of congestion and disruption, recognise the needs of other users of the highway and the integrity of the highway itself.

Non compliance with a Permit Condition is a criminal offence which may be prosecuted via the magistrates' court. Liability for the offence can be discharged by payment of a Fixed Penalty Notice (FPN). Charges for FPN's are set by the DfT at £120 per offence with a reduction to £80 if paid in the first 29 days. (Appendix 6)

There are now 85 local authorities were operating Permit schemes in the UK. With many of these schemes operating differing sets of Permit conditions the DfT have issued a National Conditions document.

These Conditions by government directive have to be implemented in Surrey by the 1<sup>st</sup> of October this year replacing the current SEPS Condition document. This will remove our ability to apply certain current Conditions. (Appendix 9)

## ITEM 9

2.5 The South East Permit Scheme was implemented by both originating member authorities, Surrey and East Sussex, on the 11<sup>th</sup> November 2013. Being classed as a Common Scheme it is open for other authorities to join with the objective of standardising local authority approach to Street Works in the South East of England.

Bracknell Forest, Wokingham, Slough and West Berkshire District Councils have now joined the South East Permit Scheme

To ensure consistent application of SEPS across member authorities a governance committee has been created with each authority being represented along with representation from each industry strand (Gas, Water, Electric and Telecoms).

2.6 With robust guidance issued by the Department for Transport (DfT), SEPS is targeted towards the traffic sensitive highway network, permit fees are structured accordingly.

Maximum fees for Permits are set by the DfT. Fees applied by individual authorities are determined using a DfT supplied matrix calculator with input data that includes the amount of works, type of works, type of road, and staffing levels. By statute fees levels are set to cover administration costs and are not designed as a deterrent to undertake works. Fees for SCC SEPS are shown in Appendix 2.

It can be reported that income for the first twelve month period was generally in line with pre operation predictions and is shown in Appendix 5.

In line with the guidance relating to the traffic sensitive network and the overall raison d'être of the scheme to reduce traffic disruption, the DfT have issued instruction for all Permit Authorities to incentivise works to take place wholly outside of traffic sensitive periods by offering a discount on the permit fee charged for these works.

A guidance document is awaited from the DfT on this subject which is expected to indicate that fee discount levels should be set at levels to encourage works outside of traffic sensitive times. .

2.7 Working without a Permit is a criminal offence. A ruling however has been given in the magistrates' court that the legislation was *"clearly directed at those who ignore the scheme completely by failing to secure a permit at all"*. This ruling also stated that an offence discharged by payment of an FPN is not a continuing offence.



Advice from the legal team at Surrey County Council is that magistrates' court decisions do not create precedent *per se*, but as judicial determinations, may be taken into account in similar cases.

The effect of these rulings being that multiple FPN's cannot be issued for the same offence even though it may continue and only when flagrantly abused can a working without a permit FPN be issued.

- 2.8 Highway improvements associated with new developments, (as deemed necessary by Transportation Development Planning (TDP) and included in planning permissions), under the Permit scheme now require an approved Permit before they can be undertaken.

Permit Conditions can be applied and greater control now exists over timing, duration and methodology of this type of works.

- 2.9 Following a successful audit of the Street Works function in 2013, an Audit of the operation of Street works with specific reference to the Permit Scheme has recently been undertaken. The report from which is awaited.

Case studies can be found in Appendix 7.

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**Contact Officer:**

**Kevin Orledge, Street Works Manager**  
**0300 200 1003**

**Consulted:** Not Applicable

**Annexes:**

Appendix One	Definition of Terms
Appendix Two	Permit Fees
Appendix Three	Granted Permit Analysis
Appendix Four	Deemed / Refused / PMR Analysis
Appendix Five	Income
Appendix Six	Fixed Penalty Notices
Appendix Seven	Case Studies
Appendix Eight	Inspection Data
Appendix Nine	National Conditions

**Sources/background papers:** Not Applicable

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## **Appendix 1 Definitions of Terms**

### **Street Works**

“Street works” means works of any of the following kinds (other than works for road purposes) executed in a street in pursuance of a statutory right or a street works licence:-

Placing apparatus, inspecting, maintaining, adjusting, repairing, altering or renewing apparatus, changing the position of apparatus or removing it.

Works required for or incidental to any such works such as, breaking up or opening the street, or any sewer, drain or tunnel under it, or tunnelling or boring under the street).

### **Works for Road Purposes**

These are works usually carried out by highway authorities to improve, repair, maintain or replace highways, which under highways law includes the footway or pavement. This will include works to replace or maintain street lighting, even if carried out on behalf of the council by an electricity distribution company.

NRSWA defines “works for road purposes” (WRP) as any of the following descriptions executed in relation to a highway—

- Works for the maintenance of the highway,
- Any works under powers conferred by Part V of the HA1980 (Highway improvement works).
- Erection, maintenance, alteration or removal of traffic signs on or near the highway.
- Construction of a crossing for vehicles across a footway or grass verge or the strengthening or adaptation of a footway for use as a crossing for vehicles.

### **Works Promoter**

A Works Promoter is any organisation carrying out works in the highway, regardless of whether they are working directly for, or on behalf of, a highway authority or an undertaker

## **Street Authority**

In this Part “the street authority” in relation to a street means, subject to the following provisions—

- (a) if the street is a maintainable highway, the highway authority, and
- (b) if the street is not a maintainable highway, the street managers.

## **Traffic Sensitive**

Under section 64 of NRSWA streets may be designated by the Street Authority as traffic sensitive. A traffic sensitive street is defined as one on which any work will create unacceptable delays and disruption to highway users at specified times.

One or more of the following criteria should apply before a street authority may designate a street as traffic-sensitive:

- (a) The street is one on which, at any time, the street authority estimates traffic flow to be greater than 500 vehicles per hour, per lane of carriageway, excluding bus or cycle lanes.
- (b) The street is a single carriageway two-way road, the carriageway of which, is less than 6.5 metres wide, having a total traffic flow in both directions of not less than 600 vehicles per hour.
- (c) The street falls within a congestion charges area.
- (d) Traffic flow contains more than 25% heavy commercial vehicles.
- (e) The street carries more than eight buses an hour.
- (f) The street is designated for pre-salting, by the street authority as part of its programme of winter maintenance.
- (g) The street is within 100 metres of a critical signalised junction, gyratory or roundabout system.
- (h) The street, or that part of a street that, has a pedestrian flow rate in both directions at any time, of at least 1,300 persons per hour, per metre width of footway.
- (i) The street is on a tourist route or within an area where international, national, or significant major local events take place.

## **Traffic Management**

Traffic control that involves directing vehicular and pedestrian traffic around a construction zone, accident or other road disruption. This can be in the form of :-

Give and Take, Priority Working, Stop and Go Boards, Temporary Traffic Signals, Stop Works Sign (2 minutes maximum)

## **Registerable works**

Street Works or Works for Road purposes that involve

- (a) Involve the breaking up or resurfacing any street, (see below for pole testing and coring involving excavation).
- (b) Involve opening the carriageway or cycleway of traffic-sensitive streets at traffic-sensitive times.
- (c) Require any form of temporary traffic control as defined in the Code of Practice for Safety at Street Works and Road Works.
- (d) Reduce the lanes available on a carriageway of three or more lanes.
- (e) Require a temporary traffic regulation order or notice, or the suspension of pedestrian facilities.
- (f) Require a reduction in the width of the existing carriageway of a traffic-sensitive street at a traffic-sensitive time

## **Enabling Acts**

Enabling Act legislation is:

- Gas Act 1986 as amended by the Gas Act 1995 (schedule 3)
- Electricity Act 1989 (schedule 4)
- Water Resources Act 1991 (section 159)
- Telecommunications Act 1984 as amended by schedule 3 of the Communications Act 2003

## **Major works:**

Identified in an undertaker's annual operating programme, which are normally planned or known about at least six months in advance of the proposed start date, or

Works that require a temporary traffic order (not a temporary traffic notice) under the Road Traffic Regulation Act 1984 for any works other than immediate works.

Works with a planned duration of 11 days or more, other than immediate works.

## **Standard works**

Standard works are works, other than immediate or major works, with a planned duration of between four and ten days inclusive.

## **Minor works**

Minor works are works, other than immediate or major works, with a planned duration of three days or less.

### **Immediate works**

Immediate works are either:

Emergency works required to end, or prevent, circumstances, either existing or imminent, that might cause damage to people or property.

Urgent works as defined in the Regulations as street works:

- (a) (not being emergency works) whose execution is required (or which the person responsible for the works believes, on reasonable grounds, to be required):
  - (i) to prevent, or put an end to, an unplanned interruption of any supply or service provided by the undertaker
  - (ii) to avoid substantial loss to the undertaker in relation to an existing service or
  - (iii) to reconnect supplies or services where the undertaker would be under a civil or criminal liability, if the reconnection is delayed until after the appropriate notice period; and
- (b) includes works that cannot reasonably be severed from such works.

Ends

**Appendix 2**

**Charges for Permits for Surrey County Council**  
**Under the**  
**South East Permit Scheme**

Permit Fees Table	Main roads	Minor roads
	All 0, 1, 2 streets and Traffic Sensitive (at any time) 3 & 4 streets	3 and 4 / Non Traffic Sensitive streets
Provisional Advance Authorisation	<b>£83</b> (£105)	<b>£66</b> (£75)
Major Activity [over 10 days] and all major works requiring a traffic regulation order.	<b>£216</b> (£240)	<b>£141</b> (£150)
Major Activity [4 – 10 days]	<b>£127</b> (£130)	<b>£ 0</b> (£75)
Major Activity [up to 3 days]	<b>£58</b> (£65)	<b>£ 0</b> (£45)
Standard activity	<b>£127</b> (£130)	<b>£ 0</b> (£75)
Minor Activity	<b>£58</b> (£65)	<b>£ 0</b> (£45)
Immediate activity	<b>£52</b> (£60)	<b>£ 0</b> (£40)
Permit Variation	<b>£45</b> (£45)	<b>£35</b> (£35)

No fee will be charged if;

- the promoter is carrying out Works for Road Purposes (WRP) as or on behalf of the highway authority
- if the permit is Deemed or
- if a Permit Variation is initiated by the permit authority

Permit fees are set using a calculator function from the DfT and are based on the historical information on the volumes of works and the road type on which they are undertaken. DfT maximum fees are shown in brackets.

Strong guidance from the DfT encourages low or zero fee values on less significant works on the non traffic sensitive network

**Fees are not intended to discourage works merely, and by statute, to cover the cost of administering the Permit application.**

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## Appendix 3

### Granted Permits – 2014/15 Financial Year – 312 (Reigate & Banstead)

#### Totals – Granted Permits

	Immediate	Major	Standard	Minor	Total
Surrey Total	25,371	-	-	-	<b>52,138</b>
R & B - Utility Works	881	178	331	3,027	<b>4,417</b>
R & B - Surrey CC Works	2,779	109	73	110	<b>3,071</b>
R & B - All Works	3,660	287	404	3,137	<b>7,488</b>

The 7,488 figure of Granted Permits in Reigate & Banstead represents 14% of the County total

#### Major, Standard and Minor Permit - Granted Permits Analysis

Traffic management defined as “positive stop” methods which translate to the use of:-

Stop / Go Boards – Temporary Traffic Signals – Road Closure

Traffic Sensitive is as recorded in the National Street Gazetteer under conditions defined by the Department for Transport.

Works Type	Total	With Traffic Management on non Traffic Sensitive Streets	With Traffic Management on Traffic Sensitive Streets
Major	287	68	66
Standard	404	34	26
Minor	3,137	98	121

### Immediate Permit Analysis – Granted Permits

Immediate Permits with traffic management on streets defined as traffic sensitive have the greatest disruptive potential being that they cannot be pre planned and hence advanced warning is not possible.

Works Promoter	Total	With Traffic Management on non Traffic Sensitive Streets	With Traffic Management on Traffic Sensitive Streets
<b>Totals</b>	<b>3,660</b>	<b>385</b>	<b>270</b>
Abovenet (Data Cable)	3	0	0
BSkyB	1	0	0
BT Openreach	124	20	11
GTC (Gas)	1	0	0
Network Rail	1	0	1
Southern Gas Networks	218	12	9
Surrey County Council	2779	336	217
Sutton & East Surrey Water	245	6	19
Thames Water	53	1	8
UK Power Networks	193	10	4
Virgin Media	42	0	1

### Permit Advanced Authorisation - 2014/15 Financial Year

(Approval in principle for Major works prior to Permit application submission)

Surrey Total                      2,914                      Reigate & Banstead    525 (18% of County Total)

### Refused Permits and Variation Requests Combined - 2014/15 Financial Year

(It should be noted Permits are in the main refused for reason of a clash of dates and in most cases are resubmitted with new dates)

Surrey Total                      3,046                      Reigate & Banstead    292 (10% of County Total)

### **Permit Modification Requests - 2014/15 Financial Year**

(Surrey instructing the works promoter of requirements to be included on the application in order that Approval can be given)

Surrey Total	6,877	Reigate & Banstead	485 (8% of County Total)
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### **Revoked Permits - 2014/15 Financial Year**

(Permits previously approved where further information has come to light that means the works cannot now go ahead)

Surrey Total	75	Reigate & Banstead	5 (7% of County Total)
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### **Authority Imposed Variations - 2014/15 Financial Year**

(Instruction given on an Approved Permit by SCC to include additional Conditions)

Surrey Total	2,101	Reigate & Banstead	122 (6% of County Total)
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### **Granted Variations - 2014/15 Financial Year**

(Works promoter applying to Surrey for a change to an aspect of the Permit, this could be the type of traffic management, the duration of the works, the location etc)

Surrey Total	12,708	Reigate & Banstead	1,414 (11% of County Total)
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**Ends**

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## Appendix 4

### Deemed Permits - 2014/15 Financial Year – 312 (Reigate & Banstead)

(Permits not assessed in the statutory timescale and hence “Approved” by default)

#### Deemed Permit Applications and Deemed Variation Requests

	PAA	Major	Standard	Minor	Variation	Immediate	Total
Traffic Sensitive Streets	0	0	0	1	2	2	5
Non Traffic Sensitive Streets	1	0	0	4	7	10	22

Street Works department target is for a 0% Deemed rate.

With 27 Permits Deemed in the Reigate and Banstead area over the 2014/15 financial year this equates to a current Deemed rate circa 0.36%

#### Deemed Permit Analysis County Wide

Permit Type	Quantity
Provisional Advanced Authorisation	3
PAA - Traffic Sensitive Road	0
Major – Non Traffic Sensitive	1
Major - Traffic Sensitive Road	0
Standard - Non Traffic Sensitive	4
Standard - Traffic Sensitive Road	2
Minor - Non Traffic Sensitive	21
Minor - Traffic Sensitive Road	10
Immediate - Non Traffic Sensitive	42
Immediate - Traffic Sensitive Road	17
Variation - Non Traffic Sensitive	28
Variation - Traffic Sensitive Road	29

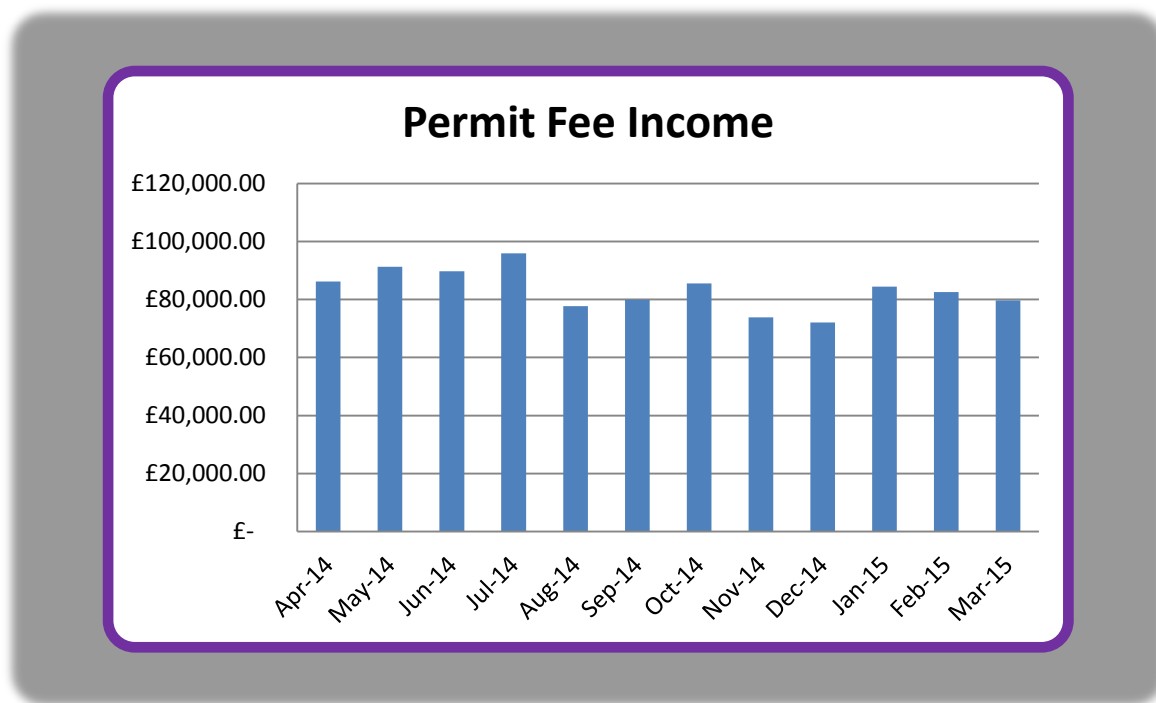
County wide a total of **157** Permit applications and Variation requests were Deemed. This represents **0.3%** and resulted in a loss of potential income of **£3,716**.

**Ends**

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## Appendix 5

### Income – Permit Fees – 2014/15 Financial Year



Income from fees charged for Permit Approvals over the 2014/15 financial year total £998,868.

(In the above total figure the value for March 2015 is averaged over the preceding six month period, the actual figure not being available at the time of writing)

Ends

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## Appendix 6 – Fixed Penalty Notices

The criminal liability for breaching a Condition of a Permit can be discharged by the payment of a Fixed Penalty Notice (FPN), should the Authority decide to issue one. The charge rates for FPN's are defined by the Department for Transport at £120 discounted to £80 if paid within 29 days of issue.

In addition to Breaches of Permit Conditions, Fixed Penalty Notices are also issued when statutory timings are not adhered to by the works promoter. This may be not advising the Authority that works have actually started or notification of the finish is late etc. These are classified as System Generated.

The table below shows the combined volumes of FPN's issued, County wide, by the Street Works department to works promoters over the 2014/15 financial year.

Row Labels	Number of FPN's
Abovenet Communications UK Ltd	6
Affinity Water	52
BT Openreach	324
ES Pipelines Ltd	2
ESP Electricity Ltd	1
Fulcrum Pipelines Limited	6
GTC	8
London Transport	6
National Grid Electric PLC	2
National Grid Gas Plc	96
Network Rail	11
Romec	1
South East Water	22
Southern Electric	25
Southern Gas Networks	175
Southern Water	5
Scottish and Southern Energy Datacom	2
Surrey County Council	110
Sutton and East Surrey Water	45
Telefonica (O2 (UK) Limited)	2
Thames Water Utilities Ltd	265
T-Mobile (UK) Limited	3
UK Power Networks	183
Virgin Media	48
Vodafone	17
<b>Total</b>	<b>1417</b>

The table below shows FPN's issued by type

Row Labels	Number of FPN's
Auto - 2 hours after is late	37
Auto - Actual start is late	177
Auto - Registration is late	127
Auto - Works stop is late	478
Breach - CW Incursion	12
Breach - Incorrect TM on permit	3
Breach - MC10	9
Breach - MC130	1
Breach - MC140	25
Breach - MC150	6
Breach - MC190	34
Breach - MC20	11
Breach - MC240	3
Breach - MC250	5
Breach - MC260	16
Breach - MC270	1
Breach - MC280	8
Breach - MC40	7
Breach - MC60	1
Breach - MC70	1
Breach - MC80	56
Breach - MC90	1
Breach - SC2.0	332
Breach - SC3.0	1
Breach - SC5.0	27
Breach - SC6.0	11
Breach - SC7.0	3
Working without a permit	24
<b>Grand Total</b>	<b>1417</b>

SC2.0 is the Permit Condition that states the works promoter must display an information board including the Permit Application number at all times on site.

Ends

## **Appendix 7 - Case Studies**

### **Oxshott High Street**

The A244 is a significant artery in the Surrey highway network providing the link between the link between the A3 and M25. Part of this road forms Oxshott High Street and is part of the Ride 100 course. To carry out essential gas mains replacement, it was necessary for the road to be completely closed to traffic. Conditions were imposed that meant the works were undertaken in the summer school vacation, utilising extended hours and vacating the road totally over the weekend of the Ride 100.

Whilst the road was under closure, works by BT Openreach, Virgin Media, UK Power Networks, Sutton and East Surrey Water and our own Integrated Transportation Scheme works were instructed to take place to make best use of the closure period.

Whilst this may have been achievable under the previous Noticing regime with negotiation, the Permit Scheme gave the ability to instruct these events to happen.

### **Outwood Lane**

Contractor JSM working for Abovenet Services are in the process of installing a new high speed fibre optic cable for data exchange between Croydon and Crawley.

At a certain location on the route, JSM chose to use the technique of “moling”. A works method that eliminates the need to open cut the surface but can only be undertaken where there is a clear path through suitable subsoil.

The moling tool contacted a twelve inch fresh water main which burst flooding 40 properties and affecting pressure in over 2500 homes and closing the road.

The Permit for the Abovenet works has been Revoked meaning JSM no longer have permission to undertake the works and have had to make good any excavations, stop work and clear the site until meeting have been held to review the situation.

### **Guildford Road, Woking**

Permit approval was given to Southern Gas Networks (SGN) to undertake a service connection on the A320 in a location close to the town centre. These works were planned to start on the 13<sup>th</sup> of January and required two lanes of the main route into Woking to be reduced down to one lane only.

A few days earlier a major gas leak occurred on a roundabout on another main feeder road into Woking which required the use of five way temporary traffic signals causing significant disruption.

The Permit Scheme gives powers to Revoke a Permit application under certain conditions. Emergency works in a conflicting location is one of these circumstances, hence although they had been approved, the SGN works on the Guildford Road was Revoked to avoid compounding the levels of traffic disruption.

**Monument Hill, Weybridge**

A development of a new Morrison's supermarket in Weybridge had associated road relay-out and utility works. The road revisions being part of a section 278 agreement (Highway modification).

Under the Permit Scheme, s278 works require to be carried out under an approved Permit. This enables the Street Works department to become involved in agreeing timings, durations and Conditions. Previously this was not the case.

Works on Monument Hill, Weybridge were proposed by the Developer to use two way traffic signals for a period of 26 weeks. With Street Works involvement the method of works was significantly changed and the length of time the temporary signals were required reduced by around ten weeks and Conditions on manual control of the traffic signals imposed.

Prior to the Permit Scheme resource did not exist in Surrey to review s278 works in this depth.

**Copsem Lane**

Sutton and East Surrey Water project to renew 500 metres of fresh water main and transfer 29 properties. This road joins the Oxshott High Street. A significant part of the main laying works, which was a longitudinal open cut trench in the carriageway, was instructed to be undertaken whilst the road was closed further down for the SGN works due to the reduced traffic levels. A section of the works that was undertaken outside of the closure time resulted in significant traffic disruption.

Consequently the subsequent works of providing service connection from the new water main into properties has been instructed by an "Authority Imposed Variation" (AIV) to be undertaken in off peak periods only between 09:30 and 16:00 or over a weekend period with the carriageway cleared and returned to full use outside of these hours.

An AIV being a Direction only available to Authorities operating a Permit Scheme.

**A30 London Road, Bagshot**

Scottish and Southern Energy (SSE) have been commissioned by a Developer to provide an upgraded electrical power supply to a new supermarket development. These works are on the same road in the exact same location as works took place 12 months previously by Affinity Water. The Affinity works caused considerable traffic delays and a vast amount of correspondence from dissatisfied members of the public. These works were undertaken under the previous Noticing scheme.

Under the Permit Scheme for the SSE works we have been able to impose traffic management layouts, instruct exact letter drop areas, advanced warning signage locations, working days and hours and the start date of the project with the objective of reducing traffic disruption by informing the public and ensuring effective working practices.

Ends

## Appendix 8

### Inspections – 2014/15 Financial Year – 312 (Reigate & Banstead)

**‘A’ Inspections** are undertaken during the works and are carried out against the DfT publication Safety at Street Works and Road Works a Code of Practice. Compliance with the document is statutory for street works and became statutory for Works for Road Purposes as of October 1<sup>st</sup> 2014.

**‘B’ Inspections** are undertaken between the date when work finish to any time up to six months later.

**‘C’ Inspections** are undertaken at the end of the 2 year guarantee period. Both ‘B’ and ‘C’ Inspections are done against the DfT document Specification for Reinstatement of Openings in the Highway.

(As the Highway Authority, SCC can undertake as many ‘A’, ‘B’ and ‘C’ inspections as is seen necessary. Statutory Undertakers are required to cover the costs of inspections, at £50 per inspection, in each category up to 10% of the total volume of their works (averaged over three years)).

**‘D1’ Inspections** are held with the Works Promoter in attendance where defective works are identified and disputed by the Works Promoter.

**‘D2’ Inspections** are carried out when remedial works are in progress on defective works.

**‘D3’ Inspections** are carried out when the repairs have been made to defective works

**Third Party Report (TPR)**, is the term given to a report from a third party of an issue with utility works which require a visit to site to inspect. During the first year of the Permit Scheme 94 of these were investigated across Surrey.

**Permit Monitoring Result (PMR)** is an inspection for compliance with Permit Conditions

**Site Occupancy Monitoring (SOM)** is an inspection carried out the day after the works are listed as being finished and can result in fines for works over staying the agreed timescale.

**Routine (RTN)** inspections are recorded for any ad-hoc site visit not being one of the above inspection types.

**Defective Apparatus Report (DAR)** is a report of defective apparatus most commonly a damaged or rattling man hole cover

In the 2014/15 financial year 25,896 site inspections were recorded. This compares with a figure of 13,326 in the twelve month period to the introduction of the Permit Scheme. These inspections are undertaken County wide by a team of nine Street Works Officers

6,861 inspections were undertaken against compliance with Permit Conditions, with 793 issues of non compliance identified.

850 items of defective apparatus were reported to utility companies, this in the main relating to man hole covers

104 reports from the public were investigated relating to works by statutory undertakers with 81 resulting in the requirement for remedial action.

Where Statutory Sample Inspections on a given undertaker result in a failure rate of 10% or over for a three month period legislation allows for the undertaker to be issued a Statutory Improvement Notice.

BT Open reach currently are under an Improvement Notice issued by SCC for the quality of their site layouts.

Overall failure rates combined for all statutory undertakers are

"A" Inspections	11.23%
"B" Inspections	7.03%
"C" Inspections	2.68%

### Inspection Totals – Reigate and Banstead

	'A'	'B'	'C'	D1	D2	D3
Epsom & Ewell Total	331	439	402	21	10	67

	DAR	PRM	RTN	SOM	TPR
Epsom & Ewell Total	9	666	355	301	47

Overall **2,648** inspection visits were undertaken in the Borough of Reigate and Banstead

**Ends**

# **Statutory Guidance for Highway Authority Permit Schemes – Permit Scheme Conditions**

**March 2015**

## Introduction and content

Highway Authority Permit Schemes were introduced by Part 3 (sections 32 to 39) of the Traffic Management Act 2004 (TMA) and the Permit Scheme (England) Regulations 2007 (the regulations). This document is Statutory Guidance made under section 33 (5) of the Traffic Management Act, issued March 2015 by the Secretary of State for Transport.

The Deregulation Bill 2015 will, subject to parliamentary process, amend the Traffic Management Act by changing the method whereby highway authority permit schemes in England are brought into operation. The changes will enable highway authorities in England to bring forward, and vary or revoke, schemes.

To coincide with the changes to the TMA we will amend the Traffic Management Permit Scheme (England) Regulations 2007. Again, subject to parliamentary process, all authorities introducing or operating a permit scheme will be required to comply with the planned 2015 amendments to the Traffic Management Permit Scheme (England) Regulations 2007 from the commencement of their scheme, or from 1<sup>st</sup> October 2015 for existing schemes.

It should be noted that the planned amendment for Regulation 10 will require all permit schemes imposing conditions to use those set out in this or subsequent statutory guidance. The conditions were initially developed and consulted on by the sector (the Highway Authorities and Utilities Committee (England)). The conditions contained within statutory guidance may be amended from time to time.



## Conditions that may be attached to Permits

<b>EToN Ref: 1 - Date Constraints</b>
<b>NCT01a – Duration APPLIES TO ALL PERMITS on streets where the validity window does not apply</b>
<p><b>Condition Text</b></p> <p><i>For the activities hereby permitted it is a condition of this permit that activities shall not commence before the Proposed Start Date or in the case of Immediate Works the Actual Start Date contained in the application for immediate works and must end by the Estimated End Date provided on this permit. The Proposed Start Date, Actual Start Date and Estimated End Date are as defined in the current EToN specification.</i></p>
<p><b>Guidance for use of condition</b></p> <p>This condition should be added as a condition on all permits for activities carried out on streets where the validity window does not apply.</p>
<b>NCT01b – Duration APPLIES TO ALL PERMITS on streets where the validity window applies</b>
<p><b>Condition Text</b></p> <p><i>For the activities hereby permitted it is a condition of this permit that activities shall not commence before the Proposed Start Date and must commence within the valid starting window period or in the case of Immediate Works by the Actual Start Date contained in the application for immediate works and once the activities have commenced the activities must take no more than [x number of] days in total to be completed. The Proposed Start Date, Actual Start Date and Estimated End Date are as defined in the current EToN specification.</i></p>
<p><b>Guidance for use of condition</b></p> <p>This condition should be added as a standard condition on all permits for activities carried out on streets where the validity window applies.</p>

<b>EToN ref: 2 - Time Constraints</b>
<b>NCT02a Limit the days and times of day</b>
<p><b>Condition Text</b>  <i>For the activities hereby permitted it is a condition of this permit that activities shall only take place between [start time] and [end time] on weekdays and [start time] and [end time] on Saturdays and [start time] and [end time] on Sundays or Bank Holiday.</i></p>
<p><b>Guidance</b>  This condition should be attached to permits where it is necessary to limit the times of day that works are undertaken because the highway needs to be returned to normal use outside of these times e.g. due to conflicts of works or special events etc. For instance the permit may be valid for 3 days but the site can only be occupied between the hours specified on the days specified.  Environmental concerns must be taken into consideration when using this condition.  It should be noted that it may be possible to have more than 1 start and stop time i.e. if you are only permitted to work outside TS times, in which case the text can be suitably amended.</p>
<p><b>Example shorthand text</b>  NCT02a – activities to take place 09.00-19.00 weekdays, 0900-1300 Saturdays all other times highway to be clear</p>
<b>NCT02b Working hours</b>
<p><b>Condition Text</b>  <i>For the activities hereby permitted it is a condition of this permit that, as agreed, the following [extended] working hours will apply at this site from [start time] until [end time] on weekdays and [start time] and [end time] on (Saturday/Sunday/Bank Holiday).</i></p>
<p><b>Guidance</b>  There will be occasions where it is beneficial for a works promoter to clarify the hours that personnel will be working on site, for instance where it is necessary to advance the completion of the works by working extended hours to avoid a nuisance or an obstruction or to prevent a clash with any other event that may be planned for that street.  This condition must only be attached to permits if the works promoter has agreed to the additional/extended hours specified and must not be imposed as a standard condition on permits.  Environmental concerns must be taken in consideration when using this condition.  It should be noted that it may be possible to have more than 1 start and stop time i.e. if you are only permitted to work outside TS times, in which case the text can be suitably amended.</p>
<p><b>Example shorthand text</b>  NCT02b – agreed (extended) hours 07.30-23.00 weekdays, 09.00-12.00 Sat</p>

### EToN ref: 3 - Out of hours work

#### Guidance

There is currently no condition attached to this EToN code. If works take place beyond the NRSWA working day as defined in section 98(2) of NRSWA 1991, promoters should tick the out of hours box as set out in 4.7.8 of the EToN Technical Specification.

### EToN Ref: 4 - Material and Plant Storage

#### NCT04a - Removal of surplus materials/plant

##### Condition Text

*For the activities hereby permitted, it is a condition of this permit that all remaining excavated or stored backfill materials and/or any unemployed plant must be removed from the public highway within (x hours e.g. 24) or by the stipulated time (e.g. at the end of the working day or prior to the site being un-occupied) due to (stipulate reason for application of condition).*

##### Guidance

This condition should be attached to permits where it is necessary to limit the area taken up by unused plant/materials. The condition should only be used where the storage of the materials and/or plant may cause problems on site such as congestion. It should be location specific and must not be applied to all permits. It is good practice to include the site specific reason for attaching the condition.

Authorities must ensure that timeframes are reasonable to ensure that this condition can be met - where x = 1 this may be deemed as unreasonable and impractical.

##### Example shorthand text

NCT04a – surplus material to be removed by 18.00 each day as close to school.

#### NCT04b Storage of surplus materials/plant

##### Condition Text

*For the activities hereby permitted, it is a condition of this permit that no materials and/or plant that will not be utilised within the working day are to be stored within or outside of the defined working space from (insert date) until (insert date) due to (stipulate reason for application of condition).*

##### Guidance

This condition should be attached to permits where it is necessary to limit the length of time materials or plant can be stored on site before they are actually required. The condition can also be attached to permits where it is necessary to limit the defined area that materials or plant can be stored on site before they are actually required. The condition should only be used where the storage of plant and/or materials may cause problems such as congestion or a special event. It should be location specific and must not be applied on all permits. It is good practice to include the site specific reason for attaching the condition.

<b>Example shorthand text</b> NCT04b Material will only be stored on site Xhrs prior to use/ within [defined working space]
<b>EToN ref: 5 - Road Occupation Dimensions</b>
<b>NCT05a - Width and/or length of road space that can be occupied</b>
<b>Condition Text</b> <i>For the activities hereby permitted it is a condition of this permit that the activity shall occur only within the area [insert description of area or provide traffic management plan reference] including the relevant and required signing, lighting and guarding excluding advance warning and diversionary signs.</i>
<b>Guidance</b> This condition should be attached to permits where the works site is restricted to an agreed area/length as described in the brackets or specified in the Traffic Management Plan, this may also be used where the work and traffic management is restricted to the footway only. The Traffic Management Plan reference should be included for clarity.
<b>Example shorthand text</b> NCT05a Works restricted to area agreed in TM plan 12345

<b>EToN ref: 6 - Traffic Space Dimensions</b>
<b>NCT06a Road space to be available to traffic/pedestrians at certain times of day</b>
<b>Condition Text</b> <i>For the activities hereby permitted it is a condition of this permit that [X]m must be maintained for pedestrians and/or [Y]m must be maintained for vehicles at the specified times.</i>
<b>Guidance</b> This condition should only be attached to permits where it is necessary to maintain the footway/carriageway dimensions in excess of the statutory minimum [see paragraph 5 of this guidance document].
<b>Example shorthand text</b> NCT06a - A minimum width/length of Xm shall be maintained for peds/vehicles at all times / between 09:30-15:00



<b>EToN ref: 7 - Road Closure</b>
<b>NCT07a - Road Closed to Traffic</b>
<p><b>Condition Text</b>  <i>For the activities hereby permitted it is a condition of this permit that activities shall only take place when [insert road name] or [insert description of the relevant section of the road] is closed to traffic.</i></p>
<p><b>Guidance</b>            If a road is closed in its entirety the text could read 'full closure'. If the road is only part closed the text could read 'closure from (point a) to (point b)'. If residential or commercial access is being maintained the text should read 'access maintained'.</p>
<p><b>Example shorthand text</b>            NCT07a – High Street closed from jct High Road to o/s 291 Low Road, access maintained</p>

<b>EToN Ref: 8 - Light Signals and Shuttle Working</b>
<b>NCT08a - Traffic Management Request</b>
<p><b>Condition Text</b>  <i>For the activities hereby permitted it is a condition of this permit that works or the relevant part of the activity shall only take place when temporary traffic control is deployed by use of x (where x determines type of control i.e. Portable Signals, Stop Go etc).</i></p>
<p><b>Guidance</b>            If the authority believe there to be a need for traffic management to be utilised or more stringent traffic management over and above that detailed within the Safety Code of Practice, then this condition should be deployed.</p>
<p><b>Example shorthand text</b>            NCT08a - 2-way PLS in place, Stop Go 07:00 – 09:00 required due to peak traffic flows causing congestion</p>
<b>NCT08b- Manual Control of Traffic Management</b>
<p><b>Condition Text</b>  <i>For the activities hereby permitted it is a condition of this permit that for the traffic management deployed (state type) it is manually operated between (x hours and y hours).</i></p>
<p><b>Guidance</b>            If to be manually controlled at any point, these times should be noted in text that reads 'manual control from xx:xx – yy:yy'.</p>
<p><b>Example shorthand text</b>            NCT08b – Manual control between X hours and Y hours</p>

<b>EToN ref: 9 - Traffic Management Changes</b>
<b>NCT09a - Changes to traffic management arrangements</b>
<p><b>Condition Text</b>  <i>For the activities hereby permitted it is a condition of this permit that If there are changes to the traffic management arrangements proposed the works promoter must notify the authority before these changes are made.</i></p>
<p><b>Guidance</b>            To be used where the Traffic Management used for an activity changes during the course of undertaking that activity. This condition should be applied on a works specific basis where changes to traffic management could cause significant network management problems.</p>
<p><b>Example shorthand text</b>            NCT09a Significant changes in TM will be notified to authority</p>
<b>NCT09b - Traffic management arrangements to be in place</b>
<p><b>Condition Text</b>  <i>For the activities hereby permitted it is a condition of this permit that the works comprised in [specified part A/B] of the activities hereby permitted shall be subject to and shall occur only when the following traffic management measures are in place [or as attached in schedule..].</i></p>
<p><b>Example shorthand text</b>            NCT09b- part 2 of these works cannot start until the Eastbound lane is open to traffic, as agreed in TM plan 12345</p>
<b>NCT09c - Signal Removal from operation when no longer required</b>
<p><b>Condition Text</b>  <i>For the activities hereby permitted it is a condition of this permit that activities using portable traffic signals must have the signals removed from use as soon as possible and within four hours of completion of works irrespective of day of completion.</i></p>
<p><b>Guidance</b>            To be used for activities requiring the use of portable traffic signals where traffic flows would be unnecessarily impacted by the signals remaining in operation beyond the point at which they are required for the work and causing unnecessary disruption (e.g. to stop portable traffic signals being deployed over a weekend when works were completed on the Friday afternoon.)</p>
<p><b>Example shorthand text</b>            NCT09c PTS removal from use</p>

## EToN ref: 10 - Work Methodology

## NCT10a - Employment of appropriate methodology

**Condition Text**

*For the activities hereby permitted it is a condition of this permit that for the activities on this site, as agreed, the works methodology employed will be A, B, C [describe agreed methodology] throughout the duration of the works activity.*

**Guidance**

The methodology to be used must be agreed in advance with the works promoter as this may not be practical or suitable for the works that need to be undertaken. This condition should be used by exception, where the methodology to be used is important to the site conditions. The methodology should be specific to the circumstances of a particular works, for instance, it cannot be used as a standard condition to insist on first time reinstatements on all permit applications [see paragraph 5 of this guidance document].

If, once on site, it is clear that the agreed methodology cannot be used then the promoter must contact the authority straight away during working hours or first thing the next working day to discuss an alternative agreed methodology.

It should also be noted that more than one methodology may be listed.

**Example shorthand text**

NCT10a – works methodology will be hand dig

## EToN Reference: 11 - Consultation and Publicity

## NCT11a APPLIES TO ALL PERMITS - Display of Permit Number

**Condition Text**

*For the activities hereby permitted it is a condition of this permit that activities shall not be carried out unless a site information board(s) displaying the permit reference number is on the site at all times for the duration of the works. This must be displayed in a prominent place at all times so that it may be read easily by the public, clearly displaying the correct permit reference number. For Immediate Works the display of the works reference number is required by 10.00am on the next working day after the works have started on site.*

**Guidance for use of condition****This condition should apply to all permits.**

A prominent position is considered to be such that the board is placed so that it does not obstruct footways or carriageways but can be clearly read by pedestrians.

The order in which the signs are laid out should be as per the current Safety Code of Practice.

There may be occasions where a particular site will require more than one information board with the permit reference number displayed e.g. large sites, sites with multiple excavations or sites which impact both the footway and the carriageway. Where an authority considers that more than one information board is required to display the permit reference number, they should discuss and agree this requirement with the promoter if including it as a permit condition. The correct permit number should then be displayed on site on the additional information boards at all times for the duration of the works.

## NCT11b- Publicity for proposed works

**Condition Text**

*For the activities hereby permitted, it is a condition of this permit that activities shall not commence unless the Promoter has publicised and/or advised all individual properties and businesses [on X roads] setting out where the works will take place; the nature of the works; the duration of the works; the intended start date [etc] and contact details of a representative of the promoter.*

**Guidance**

This condition should be used by exception at locations where it is vital that local residents/businesses are notified in advance of an activity due to the sensitivity of the location e.g. close to a school, hospital etc or because of the times during which works will take place – e.g. night working.

**Example shorthand text**

NCT11b – publicity/advice to be/has been provided to stakeholders on High Rd



<b>EToN ref: 12 - Environmental</b>
<b>NCT12a - Limit timing of certain activities</b>
<p><b>Condition Text</b>  <i>For the activities hereby permitted, it is a condition of this permit the following working methodology [insert methodology] shall only take place between [start time] and [end time] on weekdays and/or [start time] and [end time] on Saturdays and/or [start time] and [end time] on Sundays or Bank Holidays and must not continue beyond these times.</i></p>
<p><b>Guidance</b>  This condition should only be attached to permits where it is necessary to limit the time of day during which certain activities can take place. As an example, the works may be permitted to take place until 10pm however the element that involves slot cutting can only take place before 6pm.  The reason for the restriction should be made clear e.g. residential area/directions from Authority.</p>
<p><b>Example shorthand text</b>  NCT12a [breaking out] 10.00-20.00 weekdays, 09.00-12.00 Sat</p>

There may be **an** exceptional circumstance where **a** specific circumstance means that **an** additional condition needs to be added to a permit that is not covered by the text of the conditions set out above.

Any such condition **should**;

- 1 First be agreed with the work promoter (in line with the respective duties imposed by s59 and s60 of the 1991 Act);
- 2 Be specific to both the circumstances of the particular activity and the locality; falls within regulation 10 (2) (a – h);
- 3 Comply with all primary and secondary legislation regulations and that the application of any constraint within a condition does not conflict with the activity promoter's obligations under separate legislation;
- 4 Follow this and any further DfT statutory guidance;
- 5 Have regard to the advice provided as the Highway Authorities and Utilities Committee (England) 2014 / 01 issued August 2014; and
- 6 Be labelled under EToN reference 13.

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**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (REIGATE & BANSTEAD)****DATE:** 8 June 2015**LEAD OFFICER:** Paul Fishwick, Project Manager, Transport Policy**SUBJECT:** Greater Redhill Sustainable Transport Package**DIVISIONS:** Horley East, Horley West, Salfords & Sidlow, Earlswood & Reigate South, Redhill West & Meadvale, Redhill East, Reigate**SUMMARY OF ISSUES:**

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.

**RECOMMENDATIONS:**

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

- (i) To note the project content.
- (ii) To approve the project to be the subject of consultation during June/July 2015.
- (iii) To delegate authority to the Area Highways Manager in consultation with the Chairman, Vice Chairman and Electoral Division Members covered by the project to agree the consultation material.

**REASONS FOR RECOMMENDATIONS:**

To ensure that the Local Committee are kept informed, the Local Committee is asked to note the progress made so far with the Greater Redhill Sustainable Transport Package.

Due to the tight timescales for delivery, a six week consultation period has been tentatively arranged to enable the results of the consultation to be presented to the meeting of this committee on 14 September to enable works to commence during the autumn of 2015 (on National Cycle Route 21).

The project will also require a number of approvals from this committee for example allowing cycling on widened footways and the advertisement of notices for the installation of toucan crossings and certain traffic orders.

However, these are currently in development and form part of the design process and will be presented to a later meeting of this committee.

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

- 1.1 The Greater Redhill Sustainable Transport was included within the Local Transport Strategy and Forward Programme for Reigate & Banstead that was approved by the Local Committee on 1 December 2014 (minute 59/14 refers).
- 1.2 Normally Business Cases are developed over a long period of time, allowing engagement with members, however to enable this business case to be submitted within a short period, officers had to work very quickly to develop the business case.
- 1.3 The LSTF Transport Task Group was briefed on the submission on the 24 February 2015 and a copy of the business case was also provided to members on the 26 January 2015.

## **2. ANALYSIS:**

### **Greater Redhill Sustainable Transport Package**

- 2.1 The scheme is a package of walking, cycling and quality bus improvements focused on C2C strategic growth areas along the A23/A2044/A217 routes between the Redhill/Reigate and Horley/Gatwick areas.
- 2.2 The project 'dovetails with' the recently completed Redhill Balanced Network and surrounding LSTF Redhill/Reigate projects, as well the developing Horley Master Plan improvement works.
- 2.3 The business case was developed in partnership with Reigate & Banstead Borough Council and submitted to the C2C Local Enterprise Board (LEP) on the 15 December 2014.
- 2.4 Several stakeholders also submitted letters of support for the project, including Gatwick Airport Limited, East Surrey Hospital, Metro Bus, Southern and Sustrans.
- 2.5 The C2C LEP requires at least 25% of the project's total estimated costs to be met by Local Contribution. In this case some of the Horley Master Plan funding has been 'ring fenced' to enable those improvement works to form part of the business case submission.
- 2.6 The project is at an early stage of development, but Annex A and B provide an overview of the corridors that are the focus of the project.
- 2.7 The Greater Redhill Sustainable Transport Package aims to deliver sustainable and public transport measures to improve accessibility, encourage its use and improve safety with goals to;
  - encourage modal shift (to walking, cycling, bus and rail),
  - reduce congestion,

- improve journey time reliability
- reduced journey times
- reduced vehicle operating costs
- increase accessibility to economic centres and railway stations
- reduce road casualties.
- It will deliver increased bus reliability and patronage to major employment sites, town centres, hospitals and Gatwick Airport.

### **3. OPTIONS:**

3.1 As the project is at an early stage of development, options will be considered during the design process.

### **4. CONSULTATIONS:**

4.1 Although the C2C LEP has carried out a consultation earlier this year, it is the intention of the county council to carry out a consultation during June/July for 6 weeks (19 June to 31 July).

4.2 The consultation will be online, with leaflets available at locations within project improvement area where hard copy questionnaires will be available.

4.3 It is also planned to hold an exhibition within the project area, probably at East Surrey Hospital on a Thursday(staffed), Friday unstaffed) and Saturday (staffed) during early July (dates to be confirmed).

4.4 It is anticipated that the feedback from the consultation will be presented to the Local Committee at the 14 September 2015 meeting.

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

5.1 The detailed business case for the scheme has been submitted which included a value for money section.

5.2 The estimated cost for this project is £4.9 million with the Horley Master Plan providing the local contribution of £1.225 million.

5.3 The local contribution funding is now in place for these projects and the county council and borough council are working in partnership to deliver these improvements.

5.4 Following independent scrutiny by the C2C LEP's consultants the C2C LEP approved the project on 25 March 2015, with grant funding commencing this financial year and covering a 3 year programme.

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

6.1 It is the objective of treat all users of the public highway equally and with understanding. An Equalities Impact Assessment (EqIA's) will be carried out for each Major / Sustainable Transport scheme.

## **7. LOCALISM:**

7.1 The headline benefits for the Greater Redhill Sustainable Transport Package are to deliver sustainable and public transport measures to improve accessibility, encourage its use and improve safety with goals to;

- encourage modal shift (to walking, cycling, bus and rail),
- reduce congestion,
- improve journey time reliability
- reduced journey times
- reduced vehicle operating costs
- increase accessibility to economic centres and railway stations
- reduce road casualties.
- It will deliver increased bus reliability and patronage to major employment sites, town centres, hospitals and Gatwick Airport.

## **8. OTHER IMPLICATIONS:**

Area assessed:	Direct Implications:
Crime and Disorder	Improve access to Salfords station and reduce the fear of crime and disorder.
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	Set out below.

### **8.1 Sustainability and Public Health implications**

Increased walking and cycling, where it replaces motorised forms of transport such as the car, will improve air quality and reduce carbon emission levels, which is a key objective of the Surrey LTP. Passenger transport and modal shift from the car to buses/rail are a further key objective of the Surrey LTP.

Transport is responsible for one third of carbon emission in Surrey. Surrey's Local Transport Plan has a target to reduce carbon emissions from (non-motorway) transport by 10% (absolute emissions) by 2020, increasing to 25% reduction by 2035 from 2007 baseline of 2,114k tonnes.

Increased walking and cycling has a positive impact on the health of a person. The NHS identifies cycling as an activity which provides significant health benefits. The emerging Surrey Health and Well-being Strategy has identified obesity as one of the priority public health challenges.

The whole project including the improved walking and cycling facilities will be marketed together with bus service marketing in partnership with commercial bus operators to residents and businesses and cycle training will be offered to those less confident of cycling to encourage take up and to maximise the benefits of the new infrastructure.

It could be that increased levels of walking cycling and bus usage to and around the area will have a positive effect on the local retail economy as some recent studies suggesting that these groups actually spend more on a trip into a town than a motorist.

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

- 9.1 The proposed on highway improvements have been the subject of pre-feasibility work and initial design work is now taking place.
- 9.2 The Business case for this project has been approved by the C2C LEP and the bid has been the subject of independent scrutiny by the LEP's consultants.
- 9.3 The County Council in partnership with Reigate & Banstead Borough Council intend to carry out a consultation between 19 June and 31 July (6 weeks), and the Local Committee is requested to approve to enable this engagement to take place.
- 9.4 The Local Committee is asked to Note the progress made so far with the Greater Redhill Sustainable Transport Package and a further report on this topic will be presented to a future meeting of this committee ( 14 September 2015).

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

- 10.1 Subject to the approval of this Local Committee a public consultation will be carried out for a 6 week period (19 June to 31 July), and the results will be presented to the Local Committee at the programmed September meeting.
- 10.2 Design work on the project will continue to be developed to enable a start on these improvements to take place during the autumn of 2015.

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**Contact Officer:** Paul Fishwick  
 Job title Project Manager, Transport Policy  
 Contact number 03456 009 009

**Consulted**

Surrey County Council officers: Lyndon Mendes, David Stempfer, Sam Carr, Susanna Davies, Zena Curry, David Ligertwood, Marc Woodall, David Sharpington, Becky Wilson, David Taylor, Keith Scott

Reigate & Banstead Borough Council officers: Justine Chatfield and Peter Boarder  
LSTF Transport Task Group 24 February 2015.

**Annexes:**

Annex A – Proposed walking and cycling corridor improvements

Annex B – Proposed Quality Bus Corridor improvements

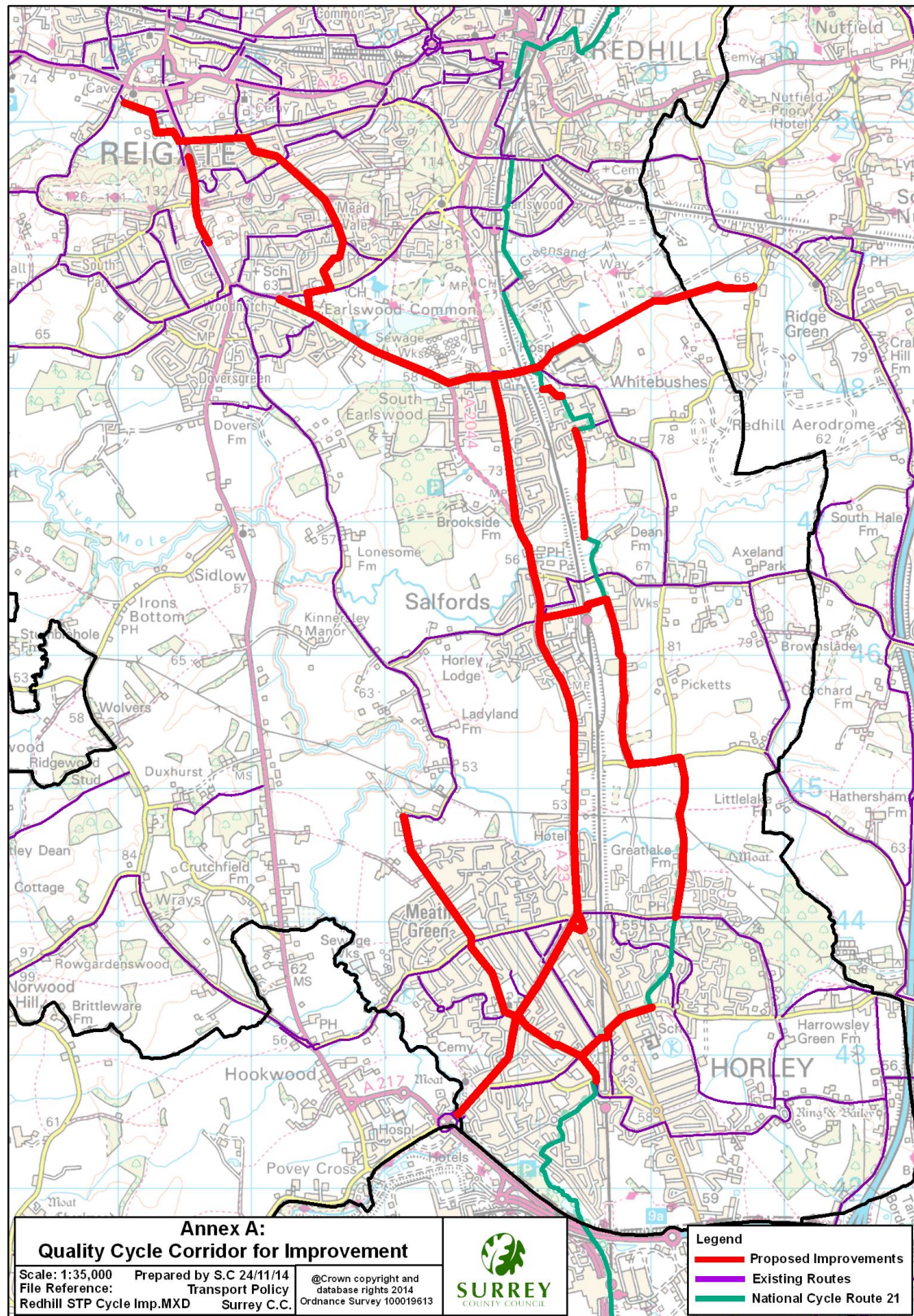
**Sources/background papers:**

Business case submission to C2C LEP 15 December 2014

C2C LEP Independent scrutiny Feb/March 2015

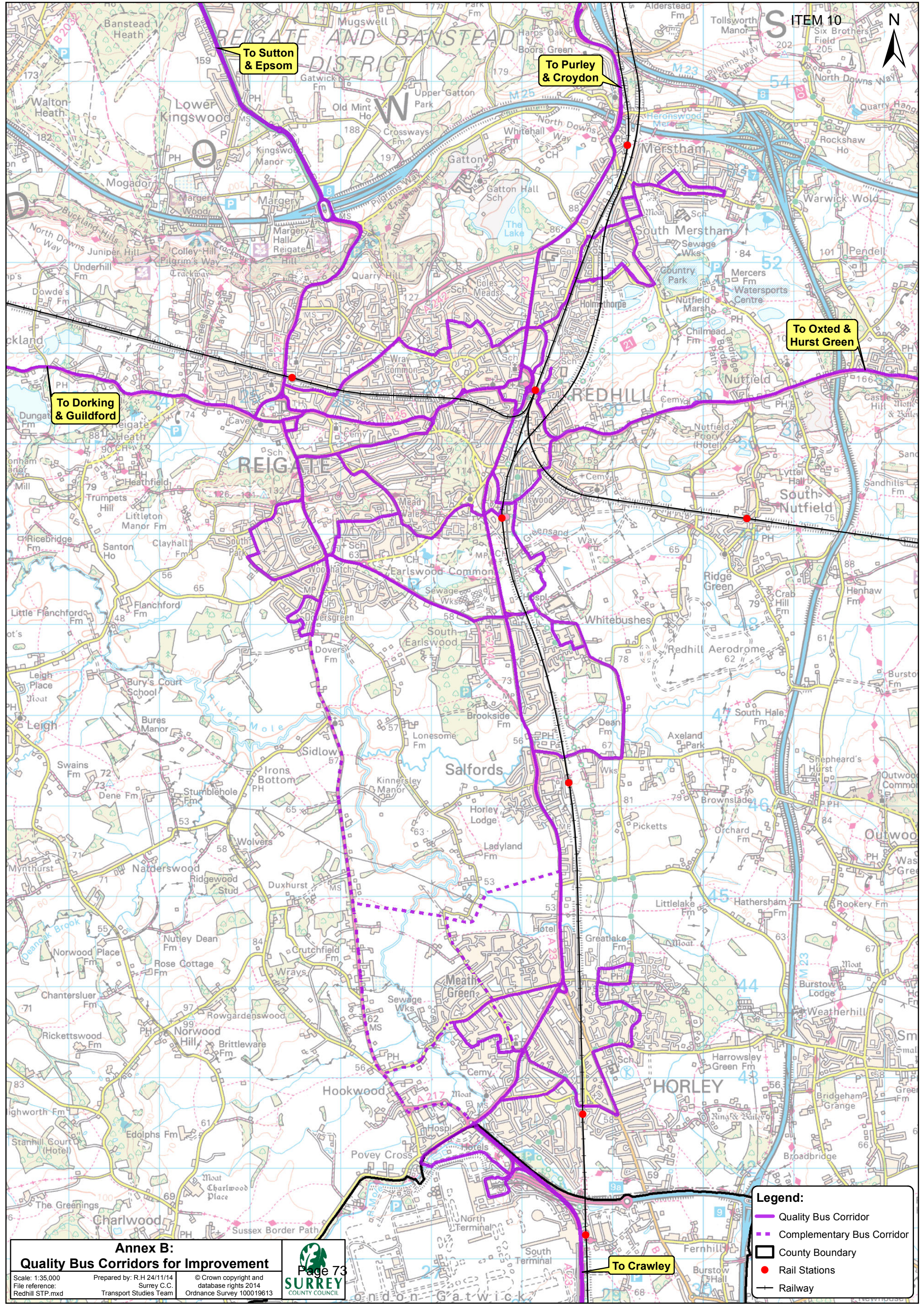
C2C LEP Meeting 25 March 2015





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ITEM 10

To Sutton & Epsom

To Purley & Croydon

To Oxted & Hurst Green

To Dorking & Guildford

To Crawley

- Legend:**
- Quality Bus Corridor
  - Complementary Bus Corridor
  - County Boundary
  - Rail Stations
  - Railway



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**SURREY COUNTY COUNCIL****REIGATE AND BANSTEAD LOCAL COMMITTEE****DATE:** 08 June 2015**LEAD OFFICER:** David Curl, Parking Strategy and Implementation Team**SUBJECT:** Reigate and Banstead Borough On Street Parking Review 2015**DIVISION:** All in Reigate and Banstead**SUMMARY OF ISSUE:**

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.

**RECOMMENDATIONS:**

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

- (i) The proposals in Annexes 1 and 2 are agreed.
- (ii) That if necessary, adjustments can be made to the proposals agreed at the meeting by the Parking Team Manager in consultation with the Chairman, Vice-Chairman and local Member prior to statutory consultation.
- (iii) the intention of the County Council to make Traffic Regulation Orders under the relevant parts of the Road Traffic Regulation Act 1984 to impose the waiting and on street parking restrictions in Reigate and Banstead as shown in the Annexes (and as subsequently modified by ii) is advertised and that if no objections are maintained, the Order is made.
- (iv) if there are unresolved objections, they will be dealt with in accordance with the county council's scheme of delegation by the parking strategy and implementation team manager, in consultation with the chairman/vice chairman of this committee and the

appropriate county councillor.

- (v) the Parking Strategy and Implementation Team Manager is authorised to progress and implement any further car club bays in consultation with the Chairman and the local county councillor.
- (vi) if necessary the Parking Team Manager will report the objections back to the local committee for resolution.
- (vii) To allocate funding of £15,000 in 2014/15 to implement the parking amendments.
- (viii) To establish a borough wide parking task group (to replace the Redhill Task Group) with the terms of reference set out in Annex 4.

#### **REASONS FOR RECOMMENDATIONS:**

Changes to the highway network, the built environment and society mean that parking behaviour changes and consequently it is necessary for a Highway Authority to carry out regular reviews of waiting and parking restrictions on the highway network.

It is recommended that the waiting restrictions in this report are progressed as they will help to:

- Improve road safety
- Increase access for emergency vehicles
- Help residents park nearer their homes
- improve access to shops, facilities and businesses
- Increase access for refuse vehicles, buses and service vehicles
- Ease traffic congestion
- Better regulate parking

Delegating the authority to install car club bays will allow further expansion of the car club scheme, subject to community interest, sustainable growth and in locations agreed with local councillors.

A Borough wide parking task group will help give direction to and prioritisation for on street parking initiatives in the Borough such as residents parking.

## 1. INTRODUCTION AND BACKGROUND:

- 1.1 This is the third borough wide parking review in Reigate and Banstead since 2013. This review as with it's predecessors, includes proposals to improve safety, reduce congestion as well as introduce a small number of residents parking schemes.
- 1.2 A task group was set up in 2013 to look at residents parking issues in Redhill. The group met twice and agreed to carry out a number of residents parking consultations around the Redstone Hill area. In some cases, where we have had a positive response from the consultations, we are proposing to introduce residents parking schemes as part of this review.
- 1.3 Through discussions at the Redhill Task Group however it became apparent that parking in Redhill is influenced by many factors and that Reigate and surrounding areas should be included in the considerations.
- 1.4 As such it is proposed to establish a borough-wide parking task group who will be able to decide priorities for on street parking across the Borough and be in a better position to recommend the direction of the county and borough councils resources as needed.

### **Car Clubs**

- 1.5 Car clubs are increasingly operating in towns and cities across the UK. A car club is a short term flexible car hire scheme, with a mix of users both residents and businesses and is usually located in highly visible on street locations, which are easily accessible. Car club members usually pay a small annual fee to join the car club, and can then book the car sometimes at very short notice, if available. The benefits of the car club include lower emissions vehicles and easing pressure on parking and congestion in the long term as fewer private cars are on the road. More journeys are made by public transport, walking and cycling, whilst a car is still available for trips where other options are not feasible.

**Businesses and employees** – car clubs can help businesses reduce their business travel costs from parking and mileage

**Residents** – membership of a car club can provide a cheaper alternative to car ownership or the need to purchase a second car. Evidence shows that car club members are more likely to defer or avoid purchase of a car altogether.

**Environment** – car clubs cars have lower average CO2 emissions than the average privately owned cars in Surrey. Users have access to higher specification vehicles that are more regularly replaced than those in private ownership. Moreover, car club members are more likely to replace some car journeys with public transport, walking and cycling.

## **2. ANALYSIS:**

- 2.1 In the last 15 months approximately 415 requests for changes to parking restrictions have been made by residents, councillors and emergency and public service organisations. These have been collated and used as the basis for this parking review, approximately 80 sites have been prioritised.
- 2.2 As mentioned above, requests for changes to parking restrictions are made by residents, councillors as well as emergency services and public service organisations. These are assessed following these two stages:
  - an initial “desktop” exercise to eliminate requests for restrictions that were clearly not practical or feasible.
  - site visits to all remaining locations and meetings with stakeholders and councillors as appropriate.
- 2.3 Each feasible request has been assessed based on several factors including road safety, localised congestion, access to shops and businesses, effect on emergency services and bus operators and member and public concern/priority.
- 2.4 Following stage two of the review, some suggestions and requests were not progressed due to there being insufficient evidence to suggest there was parking a problem which warranted restrictions, or where no feasible or practical solution was found. These are shown in Annex 3.

### **Car Clubs in Redhill**

- 2.5 The County Council has a contract with a car club provider, Co-Wheels, who operate a network of 14 vehicles in Surrey, mainly near to the main Surrey County Council office locations. Switching to the car club service instead of a standard business pool car model has brought financial savings and it offers a better service for staff needs. There are four vehicles in Redhill, all currently sited at Gloucester Road car park, near to Consort House.
- 2.6 The next stage is to re-distribute these to create a network of locations across central Redhill, to improve access to a wider market and to

[www.surreycc.gov.uk/Reigate&Banstead](http://www.surreycc.gov.uk/Reigate&Banstead)



increase visibility of the service. Suitable locations have been identified in consultation with the SCC Parking team and in light of the Redhill Balanced Network, in the areas of Warwick Road and the central location of the High Street. Further opportunities may lie in the areas of Upper Bridge Road/ Grovehill Road to the south of Redhill town centre and Lynwood Road to the north.

- 2.7 The County Council is proposing to create one designated car club bay in the High Street and one designated car club bay in Warwick Road. (Detailed locations are shown in Annex 2) While these vehicles can still be used for county council business travel, they will also provide a valuable service to the wider community and support the council's wider sustainability objectives. The County Council's car club provider, Co-Wheels, will continue to promote the service locally, to ensure increased take-up and benefit from the scheme
- 2.8 Overall there will be a network of five vehicles in Redhill, comprising two vehicles parked on-street, two in Gloucester Road car park and one at Redhill station.
- 2.9 Further on-street parking spaces will be identified in appropriate areas to expand the car club offer to more residents and businesses in Redhill, following evaluation of the first two on-street bays.

### **3. CONSULTATIONS:**

- 3.1 The proposed changes to parking restrictions will require a traffic regulation order to be advertised as part of a statutory consultation process. When this starts public notices will be displayed in the local press and on streets where changes are planned. The council's website also plays an important part allowing residents to view, download and print plans showing all of the proposals. During the consultation period comments and objections can be submitted online or by letter in response to the proposals and/or the making of the order.
- 3.2 In most cases initial consultation and discussion with Members has taken place. Parking restrictions can affect a great number of highway users, residents and businesses so the recommendations in this report propose that if necessary, further changes to the proposals in Annex 1 and 2 can be made after the meeting, however no new locations can be added. Any changes need to be agreed by the Parking Team Manager in consultation with the Chairman, Vice Chairman and Divisional Member. This will help ensure that the proposals meet the

needs of the community as closely as possible when the statutory advertisement is made.

- 3.3 As part of the advertising process, those areas that have been selected for the implementation of a residents permit scheme will be letter dropped with the full details of the proposals. Individual comments will then be collated and the results taken back to the Chairman, Vice Chairman and relevant member as part of an objection report before a decision whether to proceed is made.

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

- 4.1 The cost of carrying out borough/district parking reviews (officer time) is met by the Parking Team. For this review the implementation costs are likely to be £25,000 and are met jointly from the Local Committee and parking team budgets. It is recommended that the Local Committee allocate £15,000 towards the cost of implementing the proposals in Annex 1 from their 2014/15 revenue budget.
- 4.2 Reigate and Banstead Borough Council carry out the enforcement of on street parking restrictions in Reigate and Banstead Borough and Tandridge District for Surrey County Council.

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

- 5.1 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.

#### **6. LOCALISM:**

- 6.1 Many of the proposals in the report have been put forward by members of the community and all will be able to comment and have their say during the statutory consultation process.
- 6.2 Communities are represented by County Councillors and committee members who are involved in the decision making process to change or introduce new parking restrictions.

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

- 7.1 There should be fewer instances of obstructive parking as a consequence of the proposals in this report. Surrey Police have been involved in the identification and development of proposals in some locations.

## **8. CONCLUSION AND RECOMMENDATIONS:**

- 8.1 The highway network, the built environment and society mean that parking behaviour changes and consequently it is necessary for a highway authority to carry out regular reviews of waiting and parking restrictions on the highway network. It is recommended that the waiting restrictions in this report are progressed as they 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

- 8.2 A borough wide parking task group will improve the strategic direction for on street parking provision in the borough.

## **9. WHAT HAPPENS NEXT:**

- 9.1 A Traffic Regulation Order will be advertised in and public notices detailing the proposed changes will be displayed in the local press and on site. County Councillors will be involved in the decisions about whether restrictions should go ahead following statutory advertising.
- 9.2 Subject to any objections to the proposals being resolved, a traffic regulation order will then be made and the appropriate signs and lines installed by to allow the restrictions to be enforced. We aim to do this before by March 2016.

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**Contact Officer:** Adrian Harris, Engineer – SCC Parking Team  
David Curl, Team Manager, SCC Parking Team  
**Consulted:** The report details locations for consultation.

**Annexes:** There are 4 annexes.

**Sources/background papers:**

Reigate and Banstead Local Committee, Parking Review, 03 March 2014.

Reigate and Banstead Local Committee, Parking Review, 03 December 2012.

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Reigate and Banstead 2015/16 Parking Review - Statement of Reasons

LIST OF COMMONLY USED ABBREVIATIONS:

PBs - parking bays  
TRO - traffic regulation order  
j/w - junction with

DYLs - double yellow lines  
hr(s) - hour(s) no - number  
SKC - school keep clear (yellow zigzag clearway marking)

SYLs - single yellow lines  
n/r - no return within

APM - access protection marking  
o/s - outside

Drawing number	Location				Description of controls	Reason for controls	Division	
	No	Road(s)	Town	Description			Name	Member
1	1	Colcokes Road, Garrard Road	Banstead	At their junctions with Garratts Lane, and o/s 'The Stables' Colcokes Road.	DYLs 'No waiting at any time' at the junctions and o/s 'The Stables'.	To prevent vehicles parking near to the junctions which reduces visibility. To improve safety. To reduce parking on the bend o/s 'The Stables', which reduces visibility. To improve safety.	Banstead, Woodmansterne & Chipstead	Mr Ken Gulati
2	2	Courtlands Crescent	Banstead	Whole road.	Sections of DYLs 'No waiting at any time' as specified in drawing.	To prevent parking at specified locations which causes access problems for larger vehicles. To improve safety and accessibility.	Banstead, Woodmansterne & Chipstead	Mr Ken Gulati
3	3	High Street	Banstead	O/s and near Fire Station (no 168).	Provision of clearway 'no stopping at any time' zig zag. Relocation of 1 x existing PB 'Mon - Sat 8.30am - 6.30pm, 1hr n/r 2hrs' and Disabled PB 'Blue badge holders only, at any time', and provision of 2 x additional PBs 'Mon - Sat 8.30am - 6.30pm, 1hr n/r 2hrs'. Revocation of existing SYL 'No waiting Mon - Sat 8.30am - 6.30pm' and replacement with DYLs 'No waiting at any time'.	To improve safety and ease of entry and exit from fire station for fire appliances. To provide additional free parking for visitors to the area. To rationalise parking controls and reduce 'sign clutter'.	Banstead, Woodmansterne & Chipstead	Mr Ken Gulati
4	4	Wilmot Way, Lambert Road	Banstead	From Wilmot Way j/w Lambert Road, up to Wilmot Way j/w Winkworth Road.	DYLs 'No waiting at any time' at Wilmot Way j/w Lambert Road. SYLs 'No waiting Mon - Sat 8.30am - 6.30pm' on western side of Wilmot Way from Lambert Road to Winkworth Road.	To extend the existing restrictions at the junction of Wilmot Way and Lambert Road to operate at any time, to improve safety. To prevent vehicles parking on both sides of Wilmot Way during the day which creates difficulties for larger vehicles to pass through the road. o improve safety and accessibility, to reduce congestion.	Banstead, Woodmansterne & Chipstead	Mr Ken Gulati
5	5	Chipstead Valley Road, How Lane	Chipstead	O/s Chipstead Valley Primary School.	Introduce 4 x 'No stopping Mon - Fri 8.15am - 4.30pm' SKCs o/s the school. Introduce DYLs 'No waiting at any time' at the junction.	To make existing SKCs enforceable. To prevent parking near the junction. To improve safety.	Banstead, Woodmansterne & Chipstead	Mr Ken Gulati
6	6	Starrock Lane, High Road	Chipstead	At the junction and extending approx. 130m east to the first bend in Starrock Lane.	Introduce DYLs 'No waiting at any time' around the junction and on the south side of Starrock Lane.	To prevent all day parking which causes obstruction to traffic on Starrock Lane. To improve safety and accessibility.	Banstead, Woodmansterne & Chipstead	Mr Ken Gulati
7	7	Tollgate Avenue, Horley Road	Redhill (South Earlswood)	At the junction.	Introduce sections of DYL 'No waiting at any time'.	To prevent vehicles parking near to the junction which blocks sightlines and access. To improve safety.	Earlswood and Reigate South	Ms Barbara Thomson
8	8	Yeoman Way, Spencer Road	Redhill (South Earlswood)	Spencer Road between Masons Bridge Road and around junction into Yeoman Way.	Introduce sections of DYL 'No waiting at any time'.	To prevent parking on both sides of Yeoman Way which is obstructive to the footway and busses using the carriageway. To prevent parking at the junction of Spencer Road and Yeoman Way which is obstructive to buses and reduces visibility. To increase safety and accessibility.	Earlswood and Reigate South	Ms Barbara Thomson
9	9	Sandcross Lane	Reigate	O/s 182.	Introduce DYLs 'No waiting at any time'.	To prevent vehicles parking near school crossing point. To improve safety.	Earlswood and Reigate South	Ms Barbara Thomson
10	10	Fairlawns	Horley	At the 'junction' of the 'access road' with the 'main section'.	Introduce DYLs 'No waiting at any time' at the junction.	To prevent vehicles parking near to the junction which blocks sightlines and access. To improve safety and accessibility.	Horley East	Mrs Dorothy Ross-Tomlin
11	11	Meadowcroft Close, Balcombe Road	Horley	At the junction.	Introduce DYLs 'No waiting at any time' at the junction.	Introduce existing DYLs into TRO, to make enforceable. To improve safety.	Horley East	Mrs Dorothy Ross-Tomlin
12, 13	12	Smallmead, Smallfield Road, Smallfield Road (service road), Balcombe Road, Balcombe Road (service road)	Horley	All of Smallmead, Smallfield Road including service road from Smallmead up to Balcombe Road. Balcombe Road and service road o/s no 71.	Introduce DYLs 'No waiting at any time' at specified locations. Revoke sections of SYL 'No waiting Mon - Sat, 8am - 6pm'.	To prevent parking in specified locations within Smallmead. To improve visibility and access. To rationalise parking controls and reduce sign clutter for remainder of proposals. To improve compliance with controls.	Horley East	Mrs Dorothy Ross-Tomlin
14	13	The Crescent	Horley	O/s 20 / 22.	Revoke PB 'Mon - Sat, 8am - 6pm, permit holders only', and replace with Disabled PB 'Parking blue badge holders only, at any time'.	To enable parking for nearby resident blue badge holder.	Horley East	Mrs Dorothy Ross-Tomlin



## Reigate and Banstead 2015/16 Parking Review - Statement of Reasons

Drawing number	Location				Description of controls	Reason for controls	Division	
	No	Road(s)	Town	Description			Name	Member
15	<u>14</u>	The Drive	Horley	O/s 42/44 - 50/52.	Revoke existing Disabled PB 'Parking blue badge holders only, at any time' o/s no 50/52 and replace with PB 'Mon - Fri 10am - 12noon, permit holders only' Revoke existing PB o/s no 42/44 operating 'Mon - Fri 10am - 12noon, permit holders only' and replace with Disabled PB 'Parking blue badge holders only, at any time'.	To meet the parking needs of blue badge holders in the area.	Horley East	Mrs Dorothy Ross-Tomlin
14	15	The Ridgeway	Horley	O/s no 18.	Revoke existing PB 'Mon - Fri 10am - 12noon, permit holders only' , and replace with SYL 'No waiting Mon - Fri, 10am - 12noon'.	To remove parking bay as a result of new vehicle crossover.	Horley East	Mrs Dorothy Ross-Tomlin
16	<u>16</u>	Bakehouse Road, Horley Row	Horley	At the junction.	Introduce DYLS 'No waiting at any time' at the junction.	To prevent vehicles parking near to the junction which blocks sightlines and access, particularly at school times. To improve safety and accessibility.	Horley West, Salfords & Sidlow	Mrs Kay Hammond
16	<u>17</u>	Kiln Lane	Horley	Around the access to Meath Green First School.	Introduce SKC 'No stopping Mon - Fri 8.15am - 4.30pm'. Introduce DYLS 'No waiting at any time' at the junction.	To make existing SKC enforceable. To prevent vehicles parking near to the junction which blocks sightlines and access. To improve safety.	Horley West, Salfords & Sidlow	Mrs Kay Hammond
17	18	Lumley Road	Horley	O/s and opposite access to Lumley Court. O/s rear access to Yattendon School.	Revoke (without replacement) existing SKC 'No stopping Mon - Fri 8.15am - 4.30pm' o/s rear access to Yattendon School. Extend existing DYLS 'No waiting at any time' near the junction with Brighton Road.	To revoke existing SKC which is no longer required as a physical 'build out' makes parking at the location unfeasible. To prevent vehicles parking near to the access of Lumley Court which blocks sightlines and access.	Horley West, Salfords & Sidlow	Mrs Kay Hammond
18, 19	<u>19</u>	Oakwood Road	Horley	Between bend o/s no 27, north to j/w Brighton Road.	Introduce DYL 'No waiting at any time' in specified locations.	To prevent vehicles parking in specified location. To improve visibility and provide 'passing places', to maintain traffic flow particularly at 'school times'. To improve safety and accessibility and reduce congestion.	Horley West, Salfords & Sidlow	Mrs Kay Hammond
13	<u>20</u>	Yattendon Road	Horley	Opposite no1 - 'Montreal Cottages'.	Revoke existing PB 'Mon - Sat 8am - 6pm, 1hr n/r 1hr', and replace with PB 'Mon - Sat 8am - 6pm, permit holders or 1hr n/r 1hr'. The permit identifier for this scheme will be (TBC). Key permit eligibility details (full details are listed in the draft TRO): * Properties eligible to apply for permits include any residential address between 1 - 5 Yattendon Road, inclusive. * The cost for a resident permit is £50pa for the first permit, and £75pa for any subsequent permits issued. * The maximum number of resident permits issuable per place of abode is calculated by the number of vehicles registered to the property minus the number of off street spaces at the property. * The maximum number of resident visitor permits issuable per place of abode per year is 120, at a cost of £2 per permit. Each permit lasts all day and is specific to the registration number of a visitor's vehicle. * Operational permits and carers permits will be available for this scheme.	To enable local residents to park.	Horley West, Salfords & Sidlow	Mrs Kay Hammond
20	21	Brighton Road (service road)	Salfords	O/s 36-42.	Introduce free PBs operating 'Parking Mon - Sat 8am - 6pm, 30 mins n/r 1hr'.	To increase turnover of parking space to enable visitors to local shops to find parking space.	Horley West, Salfords & Sidlow	Mrs Kay Hammond
21	<u>22</u>	Brighton Road (service road)	Hooley	O/s no 117, south to j/w Dean Lane.	Introduce sections of DYL 'No waiting at any time'.	To prevent parking which makes compromises access for vehicles into service road. To prevent parking on footway opposite 'Starbucks' which causes obstruction of the footway. To improve safety and accessibility.	Merstham & Banstead South	Mr Bob Gardner
22	23	Rookery Way	Lower Kingswood	From no 1 to j/w Buckland Road.	Introduce DYLS 'No waiting at any time'.	To prevent parking on both sides of the carriageway which narrows the carriageway and blocks sightlines around the inside of the bend. To improve safety and accessibility.	Merstham & Banstead South	Mr Bob Gardner
23	24	Smithy Lane / Smithy Close	Lower Kingswood	All of Smithy Close and at j/w Smithy Lane.	Introduce DYLS 'No waiting at any time'.	To prevent parking on Smithy Lane which is too narrow to allow parking and enable access for emergency vehicles. To improve safety and accessibility.	Merstham & Banstead South	Mr Bob Gardner
24	<u>25</u>	Albert Road	Merstham	In the turning head at the end of the road.	Introduce sections of DYL 'No waiting at any time'.	To allow space for vehicles to turn around. To improve accessibility.	Merstham & Banstead South	Mr Bob Gardner

## Reigate and Banstead 2015/16 Parking Review - Statement of Reasons

Drawing number	Location				Description of controls	Reason for controls	Division	
	No	Road(s)	Town	Description			Name	Member
25	26	High Street, London Road South	Merstham	High Street / London Road South, western side around the bend opposite School Hill. London Road South, western side, from existing controls o/s school, south to London Road south service road.	Introduce DYLS 'No waiting at any time' around the inside of the bend opposite School Hill, and south down to the j/w Grange Drive. Introduce SYLS 'No waiting Mon - Fri 2pm - 3pm' and DYLS 'No waiting at any time', on eastern side of London Road South.	To make the emergency / temporary DYLS opposite School Hill permanent. To prevent parking partially on the footway on the eastern side of London Road South which is causing obstruction to the footway and narrowing the carriageway for vehicular traffic. To improve safety and accessibility.	Merstham & Banstead South	Mr Bob Gardner
26	<u>27</u>	Station Road	Merstham	O/s 'Broadmead'.	Revoke section of existing DYLS 'No waiting at any time' and replace with free PBs operation 'Parking Mon - Sat, 8am - 6.30pm 1hr n/r 1hr'.	To increase availability of parking spaces for visitors to the area.	Merstham & Banstead South	Mr Bob Gardner
27	<u>28</u>	Brighton Road (service road)	Banstead	At j/w Bywood Close (private).	DYLS 'No waiting at any time' at the junction.	To prevent vehicles parking near to the junction which blocks sightlines and access. To improve safety.	Nork & Tattenhams	Mr Nick Harrison
28	<u>29</u>	Nork Way, Eastgate	Banstead	Nork Way between Warren Road and Fir Tree Road, around Eastgate	Revoke 'No waiting Mon - Sat 8am - 6.30pm' o/s nos 61 - 53 Nork Way without replacement. Revoke part of PB o/s 57 'Mon - Sat, 8am - 6.30pm, 2hrs n/r 1hr' without replacement. Introduce sections of DYLS 'No waiting at any time'.	O/s nos 61 - 53, remove SYLS which are currently unsigned (an therefore unenforceable). Yellow lines not required as dropped kerbs are in place. Remaining sections of DYL at accesses in some places to match existing controls on site, in others to remove the need for signage, and in others to rationalise controls.	Nork & Tattenhams	Mr Nick Harrison
29	<u>30</u>	Parsonsfield Close, Parsonsfield Road	Banstead	At the junction.	Introduce DYLS 'No waiting at any time' at the junction.	To prevent vehicles parking near to the junctions which blocks sightlines and access. To improve safety.	Nork & Tattenhams	Mr Nick Harrison
30	<u>31</u>	Warren Road	Banstead	Between Warren Mead and Fir Tree Road.	Introduce sections of DYLS 'No waiting at any time' at the junction.	To provide 'passing places'. To improve traffic flow and reduce congestion.	Nork & Tattenhams	Mr Nick Harrison
31	<u>32</u>	Warren Road, Willow Close	Banstead	At the junction.	Introduce DYLS 'No waiting at any time' at the junction.	To prevent vehicles parking near to the junctions which blocks sightlines and access. To improve safety.	Nork & Tattenhams	Mr Nick Harrison
32	<u>33</u>	Coxdean, Long Walk	Epsom Downs	At the junction.	Introduce DYL 'No waiting at any time' at the junction.	To prevent vehicles parking near to the junction which blocks sightlines and access. To improve safety.	Nork & Tattenhams	Mr Nick Harrison
33	<u>34</u>	Headley Drive, Normal Close, Merland Rise	Epsom Downs	At the junctions.	Introduce sections of DYL 'No waiting at any time'.	To prevent vehicles parking near to the junction which blocks sightlines and access. To improve safety.	Nork & Tattenhams	Mr Nick Harrison
33	<u>35</u>	Merland Rise, Chapel Way	Epsom Downs	At the junction.	Introduce DYL 'No waiting at any time' at the junction.	To prevent vehicles parking near to the junction which blocks sightlines and access. To improve safety.	Nork & Tattenhams	Mr Nick Harrison
36, 37	36	Tattenham Crescent, Shawley Way	Epsom Downs	At the exit of the 'Tattenham Corner' pub. At the junction with Shawley Way.	Introduce DYL 'No waiting at any time' at the exit of the pub. Introduce DYL 'No waiting at any time' at the junction.	To prevent vehicles parking near to the exit of the pub and at the junction which reduces sightlines and visibility. To improve safety.	Nork & Tattenhams	Mr Nick Harrison
35	<u>37</u>	Tattenham Grove	Epsom Downs	O/s no 6/8 and 18-22.	Introduce sections of DYL 'No waiting at any time'.	To remove parking which blocks sightlines at the bends. To allow some 'passing space'. To improve safety and accessibility, and reduce congestion.	Nork & Tattenhams	Mr Nick Harrison
38	38	Brighton Road	Redhill	Between Garlands Road and Brook Road.	Revoke existing PB 'Mon - Sat 8am - 6.30pm, 1hr n/r 1hr', and replace some with 'Mon - Sat 8am - 6.30pm, permit holders or 1hr n/r 1hr', and some with 'Mon - Sat 8am - 6.30pm, permit holders only'. The permit identifier for this scheme will be (TBC). Key permit eligibility details (full details are listed in the draft TRO): * Properties eligible to apply for permits include any residential address between 77 - 147 Brighton Road, inclusive (odds numbers only). * The cost for a resident permit is £50pa for the first permit, and £75pa for any subsequent permits issued. * The maximum number of resident permits issuable per place of abode is calculated by the number of vehicles registered to the property minus the number of off street spaces at the property. * The maximum number of resident visitor permits issuable per place of abode per year is 120, at a cost of £2 per permit. Each permit lasts all day and is specific to the registration number of a visitor's vehicle. * Operational permits and carers permits will be available for this scheme. Also introduce sections of SYL 'No waiting Mon - Sat, 8am - 6.30pm'.	To enable residents and their visitors to park outside their homes. Introduce some waiting restrictions where necessary to comply with CPZ.	Redhill East	Mr Jonathan Essex

## Reigate and Banstead 2015/16 Parking Review - Statement of Reasons

Drawing number	Location				Description of controls	Reason for controls	Division	
	No	Road(s)	Town	Description			Name	Member
39, 40	<u>39</u>	Cavendish Road, Crossland Road, Hillfield Road	Redhill	Whole area.	Convert existing area to a Controlled Parking Zone (CPZ). This will have almost no effect on the current parking restrictions and is designed to reduce sign clutter. A CPZ is a zonal area within which every art of the road had a formal parking control (parking bays or, yellow lines etc). Various revocations and installations of: * PBs operating 'Mon - Fri, 8am - 6.30pm, 2hrs n/r 1hr' * SYL 'No waiting Mon - Fri 8am - 6.30pm' * PBs 'Free unlimited' * Disabled PB operating 'Blue badge holder parking only' * DYLS 'No waiting at any time'	To free up some parking space as most of the spaces in these roads are currently underutilised. To reduce sign clutter. To rationalise parking controls and / or amend TRO to match on site restrictions where necessary. To increase parking capacity. To provide parking for blue badge holders near surgery.	Redhill East	Mr Jonathan Essex
41	40	Earlsbrook Road	Redhill	Western side, from j/w St Johns Road south to no 95d.	Introduce DYLS 'No waiting at any time'.	To prevent vehicles parking on the carriageway which reduces the effective width of the carriageway to less than needed for two way traffic. To improve safety and reduce congestion.	Redhill East	Mr Jonathan Essex
39	<u>41</u>	Fenton Road (part private)	Redhill	Between Redstone Hill and Fenton Close.	Introduce sections of DYL 'No waiting at any time'.	To prevent paring around the junctions. To improve visibility and accessibility. To correct TRO to match on site controls, and to rationalise existing restrictions.	Redhill East	Mr Jonathan Essex
42	42	Frenches Road	Redhill	O/s Battlebridge Hall.	Introduce section of DYL 'No waiting at any time'.	To remove parking at this 'pinch point' which prevents two way traffic. To improve safety and reduce congestion.	Redhill East	Mr Jonathan Essex
42	<u>43</u>	Frenches Road, Fairhaven Road	Redhill	Around the junction and north to Ormside Way.	Introduce sections of DYL 'No waiting at any time'.	To prevent vehicles parking near to the junction which blocks sightlines and access. To prevent parking near the traffic calming. To improve safety and reduce congestion.	Redhill East	Mr Jonathan Essex
43, 44	<u>44</u>	Frenches Road, Kingfisher Drive, Lakeside, Robin Gardens, Budgen Drive.	Redhill	Various.	Introduce sections of DYL 'No waiting at any time'.	To remove parking at locations where it reduces visibility. To improve safety. To remove parking near the emergency access between Kingfisher Drive and Budgen Drive.	Redhill East	Mr Jonathan Essex
44	45	Gordon Road	Redhill	Near j/w Frenches Road.	Extend DYLS 'No waiting at any time'. Introduce free PB operating 'Mon Sat, 8am - 6.30pm, 20mins n/r 2hrs'. Revoke sections of DYL 'No waiting at any time' on northern side of Gordon Road.	To prevent vehicles parking near to the junction which blocks sightlines and access. To change DYLS on site to match TRO (northern / eastern side of road) To provide room for deliver vehicle to load / unload. To provide parking for visitors to the shop.	Redhill East	Mr Jonathan Essex
45	<u>46</u>	High Street	Redhill	Between Chapel Road Marketfield Road.	Revoke sections of free PB 'Mon - Sat, 8am - 6.30pm, 2hrs n/r 1hr'. Revoke sections of DYL 'No waiting at any time'. Revoke sections of loading restriction 'No loading 7am - 10am and 4pm - 7pm (any day)'. Replace in part with free PB 'Mon - Sat, 8am - 6.30pm, 2hrs n/r 1hr'. Introduce PB for Car Club 'Car club parking only, at any time'. Extend existing 'Disabled PB 'Blue badge parking only, at any time. no time limit'.	To correct TRO to match existing changes already made on site as part of 'Redhill Balanced Network' scheme. To extend southernmost parking bay by approx 3 metres to allow 4 standard sized vehicles to park. To provide car club bay to promote sustainable transport objectives.	Redhill East	Mr Jonathan Essex
46	<u>47</u>	Holmethorpe Avenue	Redhill	O/s 44/42.	Introduce DYLS 'No waiting at any time'.	To prevent vehicles parking near to the junction which reduces visibility. To improve safety.	Redhill East	Mr Jonathan Essex
47	<u>48</u>	Oakwood Close, Redstone Hill (Service Road)	Redhill	Whole area.	Introduce Permit Parking Area (PPA). The scheme will have 'permit holders only beyond this point' zone entry / exit signs at the entrance to the area. No other signs and lines would be required to indicate the restriction (other than some 'repeater' (or reminder) signs. The permit identifier for this scheme will be (TBC). Key permit eligibility details (full details are listed in the draft TRO): * Properties eligible to apply for permits include any residential address in Oakwood Close and 39 - 73 (odd numbers only ) Redstone Hill. * The cost for a resident permit is £50pa for the first permit, and £75pa for any subsequent permits issued. * The maximum number of resident permits issuable per place of abode is calculated by the number of vehicles registered to the property minus the number of off street spaces at the property. * The maximum number of resident visitor permits issuable per place of abode per year is 120, at a cost of £2 per permit. Each permit lasts all day and is specific to the registration number of a visitor's vehicle. * Operational permits and carers' permits will be available for this scheme.	To remove parking by non-residents, thereby making is easier for residents to find a parking space near their home. To improve amenity for residents.	Redhill East	Mr Jonathan Essex



## Reigate and Banstead 2015/16 Parking Review - Statement of Reasons

Drawing number	Location				Description of controls	Reason for controls	Division	
	No	Road(s)	Town	Description			Name	Member
48	49	Redstone Manor	Redhill	Whole area.	<p>Introduce Permit Parking Area (PPA). The scheme will have 'permit holders only beyond this point' zone entry / exit signs at the entrance to the area. No other signs and lines would be required to indicate the restriction (other than some 'repeater' (or reminder) signs. The permit identifier for this scheme will be (TBC).</p> <p>Key permit eligibility details (full details are listed in the draft TRO):</p> <ul style="list-style-type: none"> <li>* Properties eligible to apply for permits include any residential address in Redstone Manor, plus 6 - 20 Redstone Hill (even numbers only).</li> <li>* The cost for a resident permit is £50pa for the first permit, and £75pa for any subsequent permits issued.</li> <li>* The maximum number of resident permits issuable per place of abode is calculated by the number of vehicles registered to the property minus the number of off street spaces at the property.</li> <li>* The maximum number of resident visitor permits issuable per place of abode per year is 120, at a cost of £2 per permit. Each permit lasts all day and is specific to the registration number of a visitor's vehicle.</li> <li>* Operational permits and carers' permits will be available for this scheme.</li> </ul> <p>Also introduce sections of DYL 'No waiting at any time'.</p>	<p>To remove parking by non-residents, thereby making it easier for residents to find a parking space near their home.</p> <p>Also DYLS to prevent parking where it would be obstructive.</p> <p>To improve amenity for residents. To improve safety.</p>	Redhill East	Mr Jonathan Essex
49	50	Redstone Park and Hillfield Close	Redhill	Whole area.	<p>Introduce Permit Parking Area (PPA). The scheme will have 'permit holders only beyond this point' zone entry / exit signs at the entrance to the area. No other signs and lines would be required to indicate the restriction (other than some 'repeater' (or reminder) signs. The permit identifier for this scheme will be (TBC).</p> <p>Key permit eligibility details (full details are listed in the draft TRO):</p> <ul style="list-style-type: none"> <li>* Properties eligible to apply for permits include any residential address in Redstone Park and Hillfield Close.</li> <li>* The cost for a resident permit is £50pa for the first permit, and £75pa for any subsequent permits issued.</li> <li>* The maximum number of resident permits issuable per place of abode is calculated by the number of vehicles registered to the property minus the number of off street spaces at the property.</li> <li>* The maximum number of resident visitor permits issuable per place of abode per year is 120, at a cost of £2 per permit. Each permit lasts all day and is specific to the registration number of a visitor's vehicle.</li> <li>* Operational permits and carers' permits will be available for this scheme.</li> </ul> <p>Also introduce sections of DYL 'No waiting at any time'.</p>	<p>To remove parking by non-residents, thereby making it easier for residents to find a parking space near their home.</p> <p>Also DYLS to prevent parking where it would be obstructive.</p> <p>To improve amenity for residents. To improve safety.</p>	Redhill East	Mr Jonathan Essex
41	<u>51</u>	St John's Road	Redhill	Opposite j/w St John's Terrace Road.	Introduce DYLS 'No waiting at any time'.	<p>To prevent vehicles parking near to the junction which reduces visibility and access (particularly for buses).</p> <p>To improve safety and accessibility, to reduce congestion.</p>	Redhill East	Mr Jonathan Essex
50	52	Woodlands Road	Redhill	Near southern j/w Brighton Road	Introduce DYLS 'No waiting at any time' near the junction with Brighton Road.	<p>To prevent vehicles parking near to the junction which reduces visibility and access.</p> <p>To improve safety and accessibility, to reduce congestion.</p>	Redhill East	Mr Jonathan Essex
51	<u>53</u>	Woodlands Road	Redhill	Opposite j/w Woodlands Avenue; outside Woodlands Surgery.	Revoke without replacement DYLS 'No waiting at any time'. Revoke PBs 'Parking Mon - Fri, 8.30am - 5pm, 2hrs n/r 1hr' and replace with DYLS 'No waiting at any time'.	To correct TRO to match existing on site controls.	Redhill East	Mr Jonathan Essex
52	54	Batts Hill, Linkfield Lane	Redhill	Around 'island' on Batts Hill approx 25 metres from j/w Linkfield Lane, and around j/w Linkfield Lane.	Introduce DYLS 'No waiting at any time' at specified locations. Revoke section of SYL 'No waiting Mon - Sat, 8am - 6.30pm'.	<p>To prevent parking too near to 'island' which causes it to be obstructive to traffic.</p> <p>To prevent parking around the junction which obstructs sightlines.</p> <p>To improve safety and accessibility.</p>	Redhill West & Meadvale	Mrs Natalie Bramhall
53	55	Blackstone Hill, The Chase, Whitepost Hill	Redhill	At the junction.	Introduce DYLS 'No waiting at any time'.	<p>To prevent vehicles parking near to the junction which blocks sightlines and access. To improve safety and accessibility.</p>	Redhill West & Meadvale	Mrs Natalie Bramhall
54	<u>56</u>	Fairlawn Drive	Redhill	Near the j/w Pendleton Road.	Introduce DYLS 'No waiting at any time'.	<p>To prevent vehicles parking near to the junctions which blocks sightlines and access, which is a particular problem at 'school times'. To improve safety and accessibility.</p>	Redhill West & Meadvale	Mrs Natalie Bramhall

## Reigate and Banstead 2015/16 Parking Review - Statement of Reasons

Drawing number	Location				Description of controls	Reason for controls	Division	
	No	Road(s)	Town	Description			Name	Member
55, 56	<u>57</u>	Hatchlands Road, Reigate Road	Redhill	Between Shrewsbury Road and Doran Drive (private).	Introduce SYLs 'No waiting Mon - Sat, 8am - 6pm' on the southern side of the road between existing controls on Shrewsbury Road and Brownlow Road and between existing controls on Brownlow Road and Whitepost Hill (approx). Introduce DYLS 'No waiting at any time' on the northern side of the road between Doran Drive and Linkfield Gardens.	To prevent parking on the southern side of the road which compromises visibility around the inside of the bend between Shrewsbury Road and Brownlow Road. To prevent parking between Brownlow Road and Whitepost Hill which narrows the effective width of the carriageway such that there is insufficient space for two way traffic, particularly for larger vehicles. To improve safety and reduce congestion.	Redhill West & Meadvale	Mrs Natalie Bramhall
57	<u>58</u>	Monson Road, Gatton Park Road	Redhill	At the junction.	Introduce DYLS 'No waiting at any time'.	To prevent vehicles parking near to the junction which reduces visibility. To improve safety.	Redhill West & Meadvale	Mrs Natalie Bramhall
52	<u>59</u>	Ranelagh Road, Elm Road	Redhill	At the junction.	Introduce DYLS 'No waiting at any time'.	To prevent vehicles parking near to the junction which reduces visibility and compromises access for service and delivery vehicles. To improve safety and accessibility.	Redhill West & Meadvale	Mrs Natalie Bramhall
58	<u>60</u>	Warwick Road	Redhill	O/s 'Regent House'.	Revoke part of existing free PB 'Mon - Sat 8am - 6.30pm, 2hrs n/r 4hrs'. and replace with car club PB 'Car club parking only, at any time'.	To provide car club parking bay. To encourage sustainable transport objectives.	Redhill West & Meadvale	Mrs Natalie Bramhall
59, 60	<u>61</u>	Doods Park Road (part private), St Clair Road, Durfold Drive.	Reigate	Most of public section of Doods Park Road. Most of St Clair Road, around junction of Durfold Drive.	Introduce sections of DYL 'No waiting at any time'.	To prevent parking on both sides of Doods Park Road which causes obstruction to the carriageway. To maintain sightlines and access at junctions and along St Clair Road. To improve safety and accessibility.	Redhill West & Meadvale / Reigate	Mrs Natalie Bramhall / Dr Zully Grant-Duff
61	<u>62</u>	Beaufort Close	Reigate	Northern side, from j/w Eversham Road for approx 85 metres.	Introduce DYLS 'No waiting at any time'.	To prevent vehicles parking on both sides of Beaufort Close which prevents vehicles from accessing the road, particularly service and delivery vehicles.	Reigate	Dr Zully Grant-Duff
62	<u>63</u>	Chart Lane	Reigate	Opposite and adjacent to The Close (private)	Introduce DYLS 'No waiting at any time'.	To prevent parking around The Close which makes it difficult for vehicles to enter and exit the road. To improve safety.	Reigate	Dr Zully Grant-Duff
63	<u>64</u>	London Road	Reigate	O/s 2 - 18.	Revoke existing SYL 'No waiting Mon - Sat 8am - 6.30pm' and replace with DYLS 'No waiting at any time'.	To prevent parking which is hazardous to vehicular traffic, at a point where vehicles are attempting to manoeuvre to change lanes. To improve safety.	Reigate	Dr Zully Grant-Duff
64	65	Manor Road	Reigate	Near j/w Coppice Lane.	Introduce DYLS 'No waiting at any time'.	To prevent vehicles parking near to the junction which blocks sightlines and access. To improve safety and accessibility.	Reigate	Dr Zully Grant-Duff
63	<u>66</u>	Park Lane	Reigate	Between access to the cricket club and no 8 Park Lane, and around triangular junction opposite.	Introduce DYLS 'No waiting at any time'.	To prevent vehicles parking near to the junction which blocks sightlines and access. To improve safety.	Reigate	Dr Zully Grant-Duff
65	67	South Albert Road	Reigate	O/s 1 - 11 South Albert Road.	Introduce DYLS 'No waiting at any time'.	To prevent parking on both sides of the road which narrows the carriageway, obstructs the footway, and causes congestion.	Reigate	Dr Zully Grant-Duff
66	<u>68</u>	The Cedars	Reigate	Near the j/w Wray Common Road.	Introduce DYLS 'No waiting at any time'.	To prevent vehicles parking near to the junction which blocks sightlines and access. To improve safety.	Reigate	Dr Zully Grant-Duff
63	<u>69</u>	West Street	Reigate	O/s Blue Anchor pub.	On the southern side of the road revoke existing SYLs 'No waiting Mon - Sat 8am - 6.30pm'. Replace with DYL 'No waiting at any time'.	To prevent parking on the footway outside of currently controlled hours, which causes obstruction of the footway. To improve safety and accessibility.	Reigate	Dr Zully Grant-Duff
67	<u>70</u>	Wray Lane	Reigate	Between one way section and junction for Reigate Hill.	Introduce DYLS 'No waiting at any time'.	To prevent vehicles parking on Wray Lane. These vehicles narrow the carriageway and cause damage to the verges. To improve safety, reduce congestion, and improve the environment.	Reigate	Dr Zully Grant-Duff
68	<u>71</u>	Yorke Gardens	Reigate	O/s no 6/8, south to the end of the road.	Revoke SYL 'No waiting Mon - Sat 8am - 6.30pm'. Replace with free PBs operating 'Mon - Sat, 8am - 6.30pm 2hrs n/r 1hr'. Bring currently uncontrolled section of Yorke Gardens into the Reigate CPZ, by providing SYL 'No waiting Mon - Sat 8am - 6.30pm' and PBs 'Mon - Sat, 8am - 6.30pm 2hrs n/r 1hr'.	To prevent parking which makes access to the properties at the end of Yorke Gardens problematic. To provide parking places for visitors to residents and the local area. To rationalise parking controls.	Reigate	Dr Zully Grant-Duff
18027	72	Oatlands Road	Burgh Heath	Near j/w Brighton Road.	Extend DYLS 'No waiting at any time'.	The existing double yellow lines are being extended by approximately 8m to prevent obstructive parking and allow better access for delivery vehicles to access the car dealer located opposite.	Tadworth, Walton & Kingswood	Mr Michael Gosling

## Reigate and Banstead 2015/16 Parking Review - Statement of Reasons

Drawing number	Location				Description of controls	Reason for controls	Division	
	No	Road(s)	Town	Description			Name	Member
18034, 18039, 18175, 18176	73	Kingswood Road, The Avenue, Cross Road	Tadworth	Various.	Introduce various sections of SYL 'No waiting Mon - Fri, 8am - 9.30am'.	To deter long term parking on both sides which can be obstructive to through traffic. In some cases this formalises the existing parking arrangements. In Cross Road the new restriction should improve parking amenity for local businesses near the High Street after 9.30am.	Tadworth, Walton & Kingswood	Mr Michael Gosling
18041	74	Tadworth Street	Tadworth	O/s Chinthurst School.	Introduce DYLS 'No waiting at any time'.	There is currently a school zig zag at the entrance to Chinthurst School with a 'no stopping' restriction during the school day in from Monday to Friday. It is proposed to also provide a no waiting at any time restriction along the same length as the zig zag to prevent parking near the busy school entrance at all times, particularly evenings and Saturdays.	Tadworth, Walton & Kingswood	Mr Michael Gosling
18040	<u>75</u>	The Avenue	Tadworth	O/s rear entrance to Chinthurst School.	Introduce 'No stopping Mon - Fri 8.15am - 4.30pm' SKCs.	It is proposed to provide a school keep clear at the entrance to Chinthurst School between the times of 0815 and 1630, Mon-Fri. To improve safety.	Tadworth, Walton & Kingswood	Mr Michael Gosling
18161	<u>76</u>	Tadorne Road	Tadworth	Near j/w Tadworth Street.	Extend the existing DYLS 'No waiting at any time'.	To prevent parking near the junction which can be obstructive. To improve safety.	Tadworth, Walton & Kingswood	Mr Michael Gosling
18042	77	Walton Street	Walton on the Hill	Various.	<p>Revoke:</p> <ul style="list-style-type: none"> <li>* Existing loading bay operating '6am - 8pm, goods vehicles loading only'.</li> <li>* Existing SYL 'No waiting Mon - Fri, 8.30am - 7pm'.</li> <li>* DYL 'No waiting at any time'.</li> </ul> <p>Introduce:</p> <ul style="list-style-type: none"> <li>* PBs 'Free unlimited'.</li> <li>* PBs 'Mon - Sat 8am - 6.30pm, 2hrs n/r 1hr'.</li> <li>* Parking Bay 'Goods vehicles loading only, Mon - Sat, 7 - 9.30am, and 4 - 6pm, and Mon - Sat 9.30am - 4pm, 30 mins no return within 2 hrs'.</li> </ul>	<p>It is proposed to provide two more limited waiting bays near the junction with Old Rectory Close for the convenience of local shops and amenities.</p> <p>The operational time of the loading bay outside Budgens are changing to better cater for the delivery vehicles to the store. The bay will also be 'dual use' allowing parking for customers during the day.</p> <p>It is proposed to move the existing disabled bay to the end of the parking bay outside the refurbished chemist store near Duffield Road. This will allow better and more convenient access to the bay for its users.</p> <p>The extent of the double yellow lines near the junction of Duffield Rd is being reduced by approximately one car length to provide additional parking outside the shops.</p>	Tadworth, Walton & Kingswood	Mr Michael Gosling
18162	<u>78</u>	Howard Close	Walton on the Hill	O/s 41/42.	Introduce DYLS 'No waiting at any time'.	At any time waiting restrictions are proposed at the junction of Howard Close to help the bus turn around the purpose built turning point. To improve accessibility.	Tadworth, Walton & Kingswood	Mr Michael Gosling
NA	<u>79</u>	x - TRO	NA	Borough wide.	Remove 'Term Time' wording from TROs relating to School Keep Clear 'No stopping' restrictions.	It is no longer permitted to use the wording 'term time' on signs for School Keep Clearway restriction. Revise TROs to reflect this.	All	All
NA	<u>80</u>	x - TRO	NA	Borough wide.	<p>Amend the following conditions for all TROs applicable to all permit schemes in Reigate and Banstead:</p> <ul style="list-style-type: none"> <li>* Introduce 'Carer's Permits'. These would be charged at £10 pa and are issued to housebound residents being cared for to give to people providing care and so permit them to park within a permit controlled location during controlled hours. A replacement permit costs £10.</li> <li>* Revise TROs so that 'Operational Permits' are only issuable to registered 'healthcare professionals' e.g. doctors, nurses, community care personnel. These are free of charge.</li> </ul>	<p>To bring the permit schemes in Reigate and Banstead into line with other permit schemes in Surrey. To improve operational efficiency through standardisation and improve the service to residents.</p> <p>The 'Carer's Permit' allows more flexibility and better reflects the needs of residents than 'Operational Permits' alone.</p> <p>NB the current permit schemes in Reigate and Banstead are:</p> <ul style="list-style-type: none"> <li>* Horley CPZ ('HY1')</li> <li>* Quality Street, Merstham ('A')</li> <li>* School Hill, Merstham ('B')</li> <li>* Lynwood Road, Redhill ('C')</li> </ul>	All	All

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



## KEY TO RESTRICTIONS

-  REVOCATION OF EXISTING RESTRICTIONS
-  EXISTING RESTRICTIONS (MAY INCLUDE SYMBOLS)















### NO STOPPING (YELLOW ZIG ZAGS)

-  NO STOPPING AT ANY TIME
-  NO STOPPING MONDAY - FRIDAY 08.15 - 16.30 SCHOOL KEEP-CLEAR



### NO WAITING (DOUBLE OR SINGLE YELLOW LINES)



-  NO WAITING AT ANY TIME
-  08.30 - 18.30 MONDAY-SATURDAY
-  10.00 - 12.00 MONDAY-FRIDAY
-  14.00 - 15.00 MONDAY-FRIDAY
-  08.00 - 18.30 MONDAY-SATURDAY
-  08.00 - 18.00 MONDAY-SATURDAY

### PARKING (WHITE PARKING BAYS)

-  PARKING CAR CLUB ONLY AT ANY TIME (NO TIME LIMIT)
-  PARKING 08.00 - 18.30 MON-SAT 20MINS NO RETURN 2HRS
-  PARKING 08.00 - 18.30 MON-FRI 2HRS NO RETURN 1HR
-  PARKING FREE UNLIMITED
-  PARKING 08.00 - 18.30 MON-SAT PERMIT HOLDERS OR 1HR NO RETURN WITHIN 1HR
-  PARKING 08.00 - 18.30 MON-SAT PERMIT HOLDERS ONLY
-  PARKING 08.00 - 18.30 MON-SAT 2HRS NO RETURN 1HR
-  PARKING 08.00 - 18.30 MON-SAT 1HR NO RETURN 1HR
-  PARKING 08.00 - 18.00 MON-SAT 30MINS NO RETURN 1HR
-  PARKING 08.00-18.00 MON-FRI PERMIT HOLDERS OR 1 HR NO RETURN 1HR
-  PARKING 10.00-12.00 MON-FRI PERMIT HOLDERS ONLY
-  PARKING 08.30 - 18.30 MON-SAT 1HR NO RETURN 2HRS
-  DISABLED PARKING - NO TIME LIMIT
-  DISABLED PARKING 3HRS NO RETURN 1HR

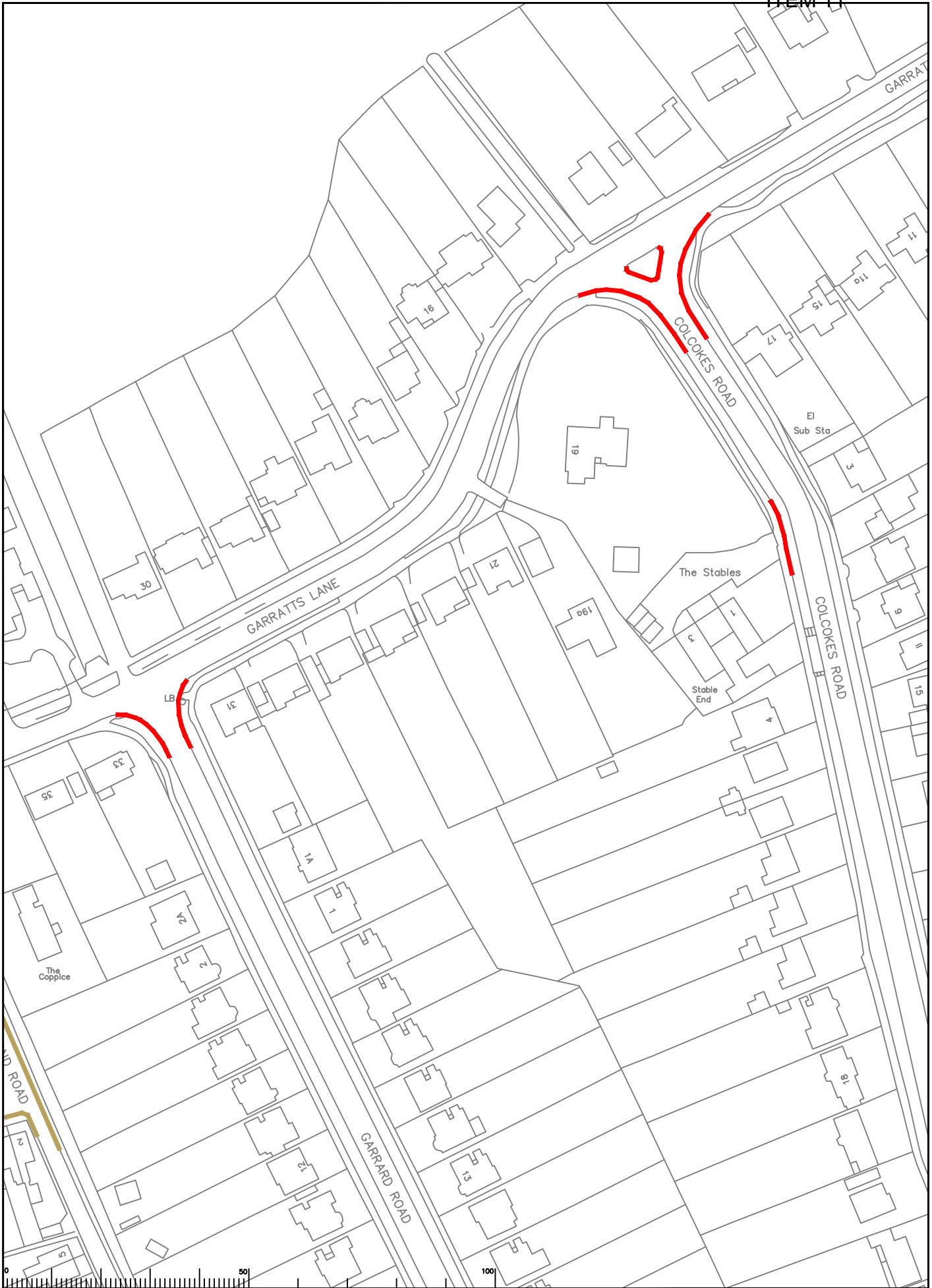
### ZONES / PARKING AREAS

-  REDSTONE HILL AREA BOUNDARY
-  RESIDENT PARKING AREA MON - FRI 10AM - 4PM PERMIT HOLDERS ONLY

																				<p>Reigate and Banstead 2015 Parking Review Proposed waiting, parking, and loading restrictions</p>										<p>Project No. _____</p> <p>Contract No. _____</p> <p>Sheet No. 00</p> <p>Revision _____</p> <p>SURREY COUNTY COUNCIL Sustainable Development Surrey Highways</p>									
<p>Rev Description Drawn Sig. Date Chkd Sig. Date Appr Sig. Date</p>										<p>North Point</p>										<p>Drawn by AH Sig. AH Date 05.15</p> <p>Checked by RH Sig. RH Date 05.15</p> <p>Approved by DC Sig. DC Date 05.15</p>										<p>KEY</p>									
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**DRAWINGS**

**BANSTEAD, WOODMANSTERNE & CHIPSTEAD**



Rev	Description	Drawn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date

North Point

Scale 1:1250

Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions



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Checked by RH Sig. RH Date 05.15  
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Project Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

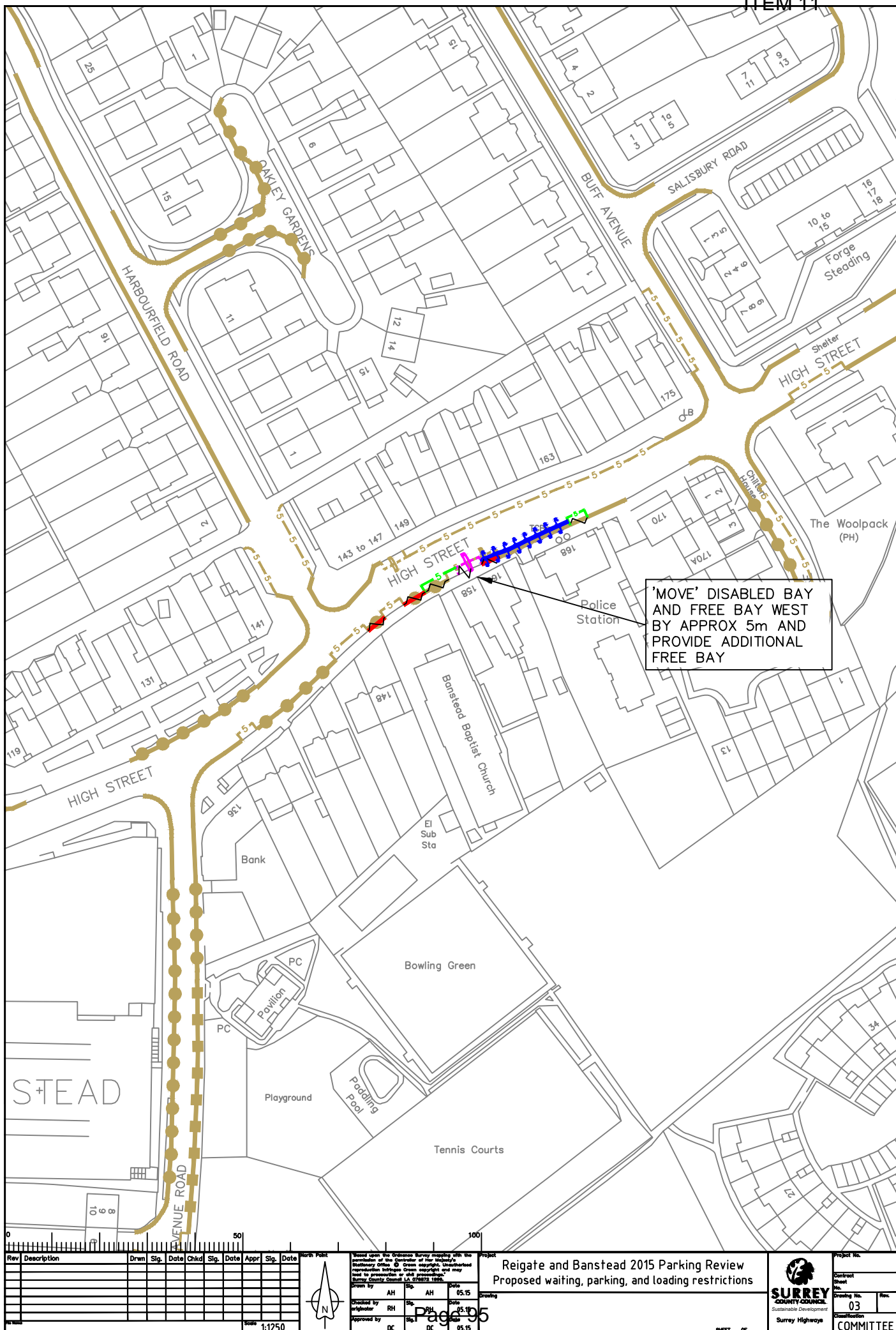
Sheet 01 of 01

SURREY COUNTY COUNCIL  
Sustainable Development  
Surrey Highways

Project No. 01  
Committee

Rev	Description	Drawn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date	<div><div>North Point</div><div></div></div>	<div><div>Project</div><div>Reigate and Banstead 2015 Parking Review</div><div>Proposed waiting, parking, and loading restrictions</div></div>	<div><div></div><div><div>SURREY</div><div>COUNTY COUNCIL</div><div>Sustainable Development</div></div></div>	<div><div>Project No.</div><div></div></div>	<div><div>Contract</div><div>No.</div><div></div></div>	<div><div>Drawing No.</div><div>02</div></div>	<div><div>Rev.</div><div></div></div>		
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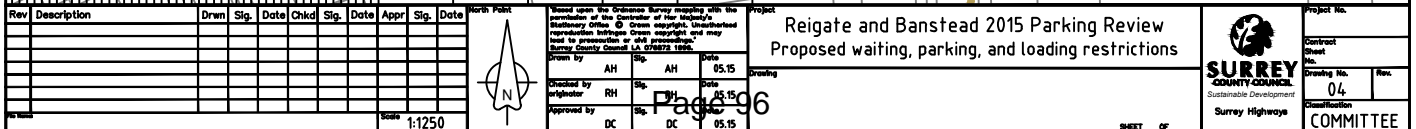
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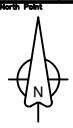
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Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

Project No. 03  
Drawing No. 03  
Surrey Highways  
Surrey County Council  
Sustainable Development  
COMMITTEE

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Project: Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

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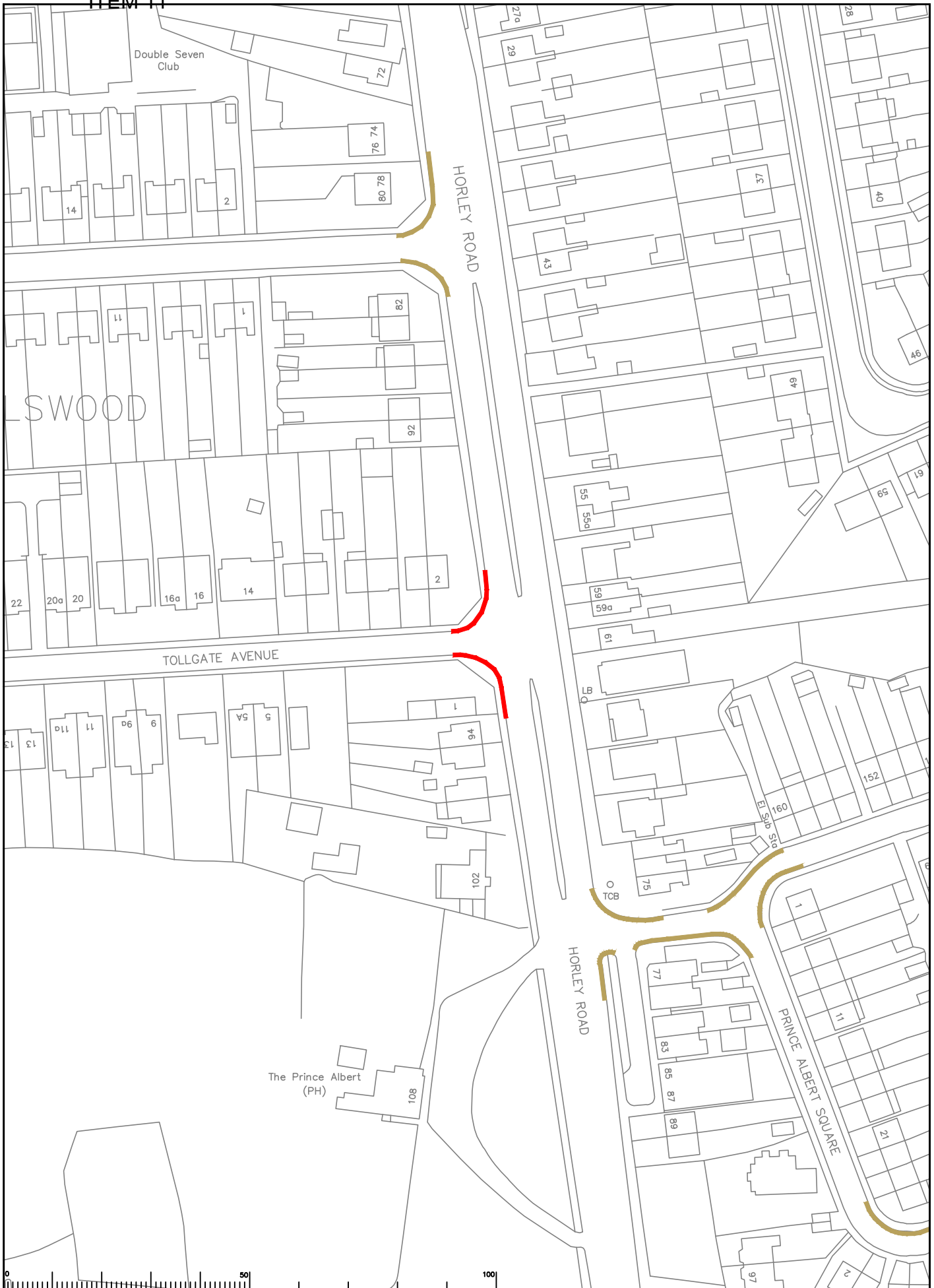
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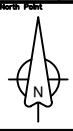


**DRAWINGS**  
**EARLSWOOD AND REIGATE SOUTH**







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Proposed waiting, parking, and loading restrictions

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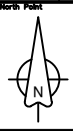


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**DRAWINGS**  
**HORLEY EAST**

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Project: Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

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Contract Sheet No.	
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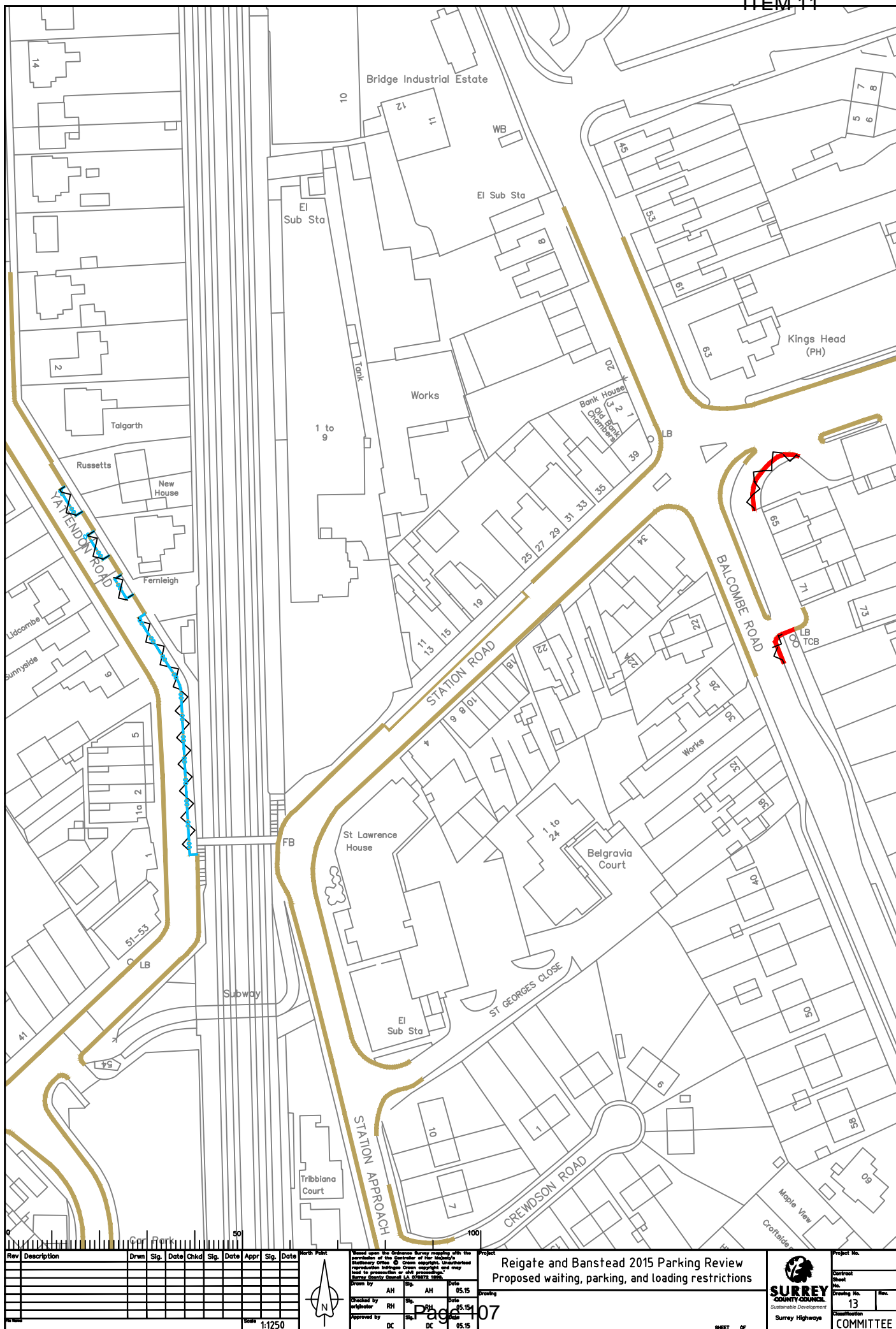
Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

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Contract No. \_\_\_\_\_  
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Revision \_\_\_\_\_  
Surrey Highway Committee

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SHEET 06







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Proposed waiting, parking, and loading restrictions

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Committee: COMMITTEE

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**SURREY COUNTY COUNCIL**  
Sustainable Development  
Surrey Highways

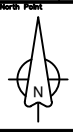
Project No.:

Contract No.:

Drawing No. 14

Revision:

COMMITTEE

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Approved by		Slp.		Date	
	DC		DC		05.1.11

Project	Reigate and Banstead 2015 Parking Review Proposed waiting, parking, and loading restrictions
Drawing	
Scale	1:100
Sheet	SHEET OF

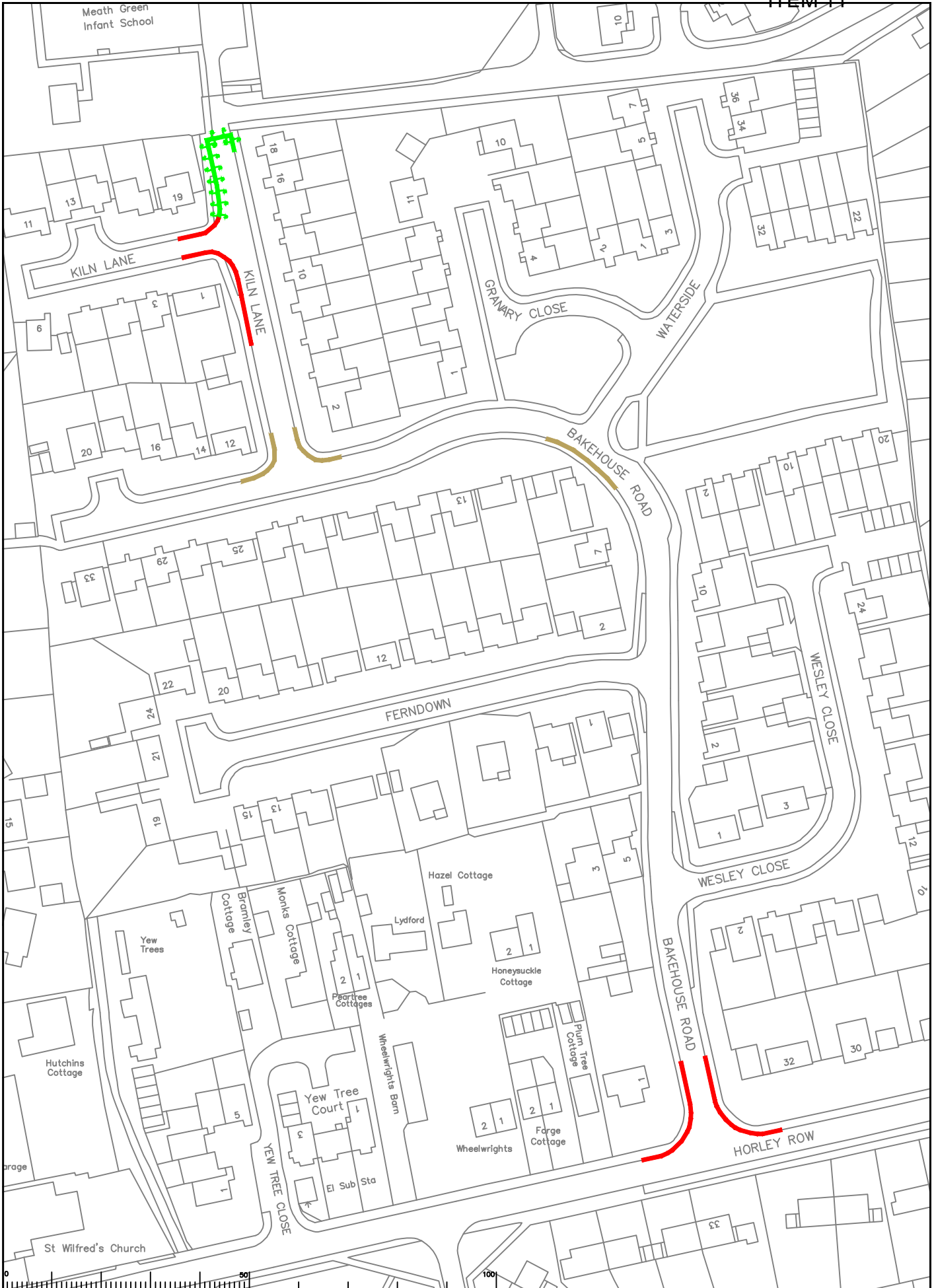


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Contract Sheet No.	
Drawing No. 15	Rev.
Classification COMMITTEE	

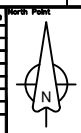
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**HORLEY WEST, SALFORDS & SIDLOW**





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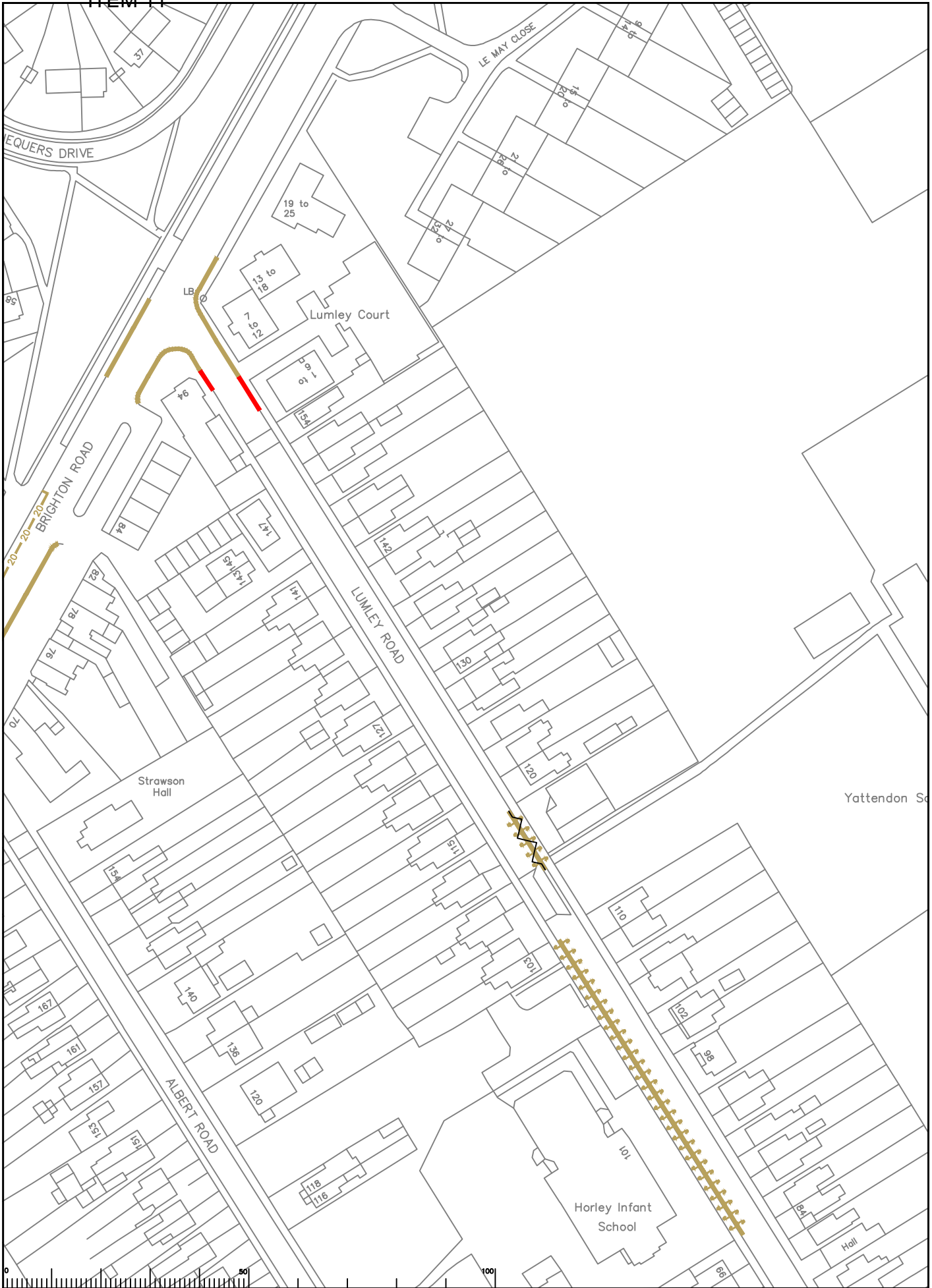
Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

Drawn by AH Sig. AH Date 05.15  
Checked by RH Sig. RH Date 05.15  
Approved by DC Sig. DC Date 05.15

Project: Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

Sheet: 16  
Committee: SURREY COUNTY COUNCIL  
Surrey Highways

Project No. 16  
Committee: SURREY COUNTY COUNCIL  
Surrey Highways



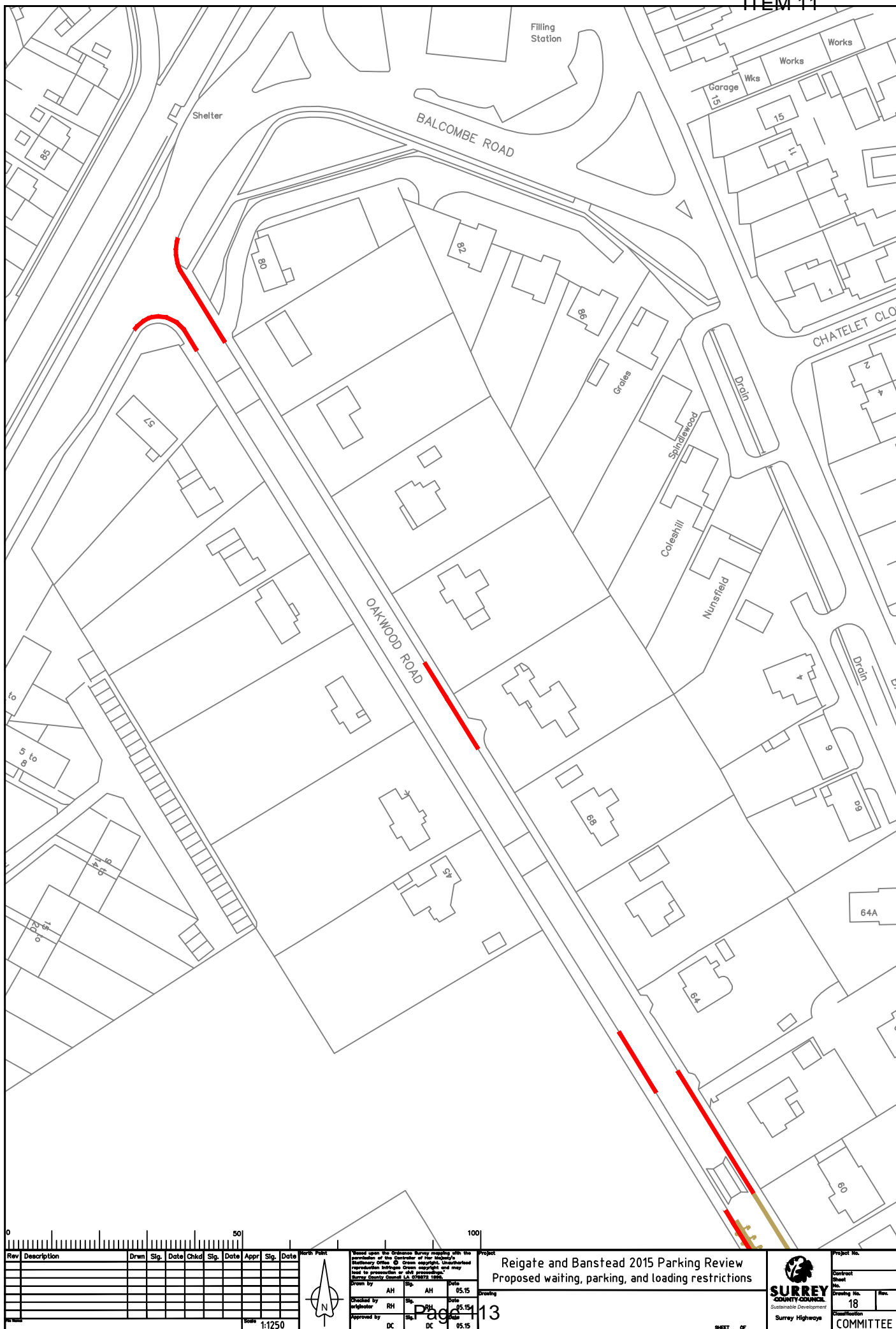
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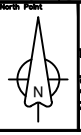
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North Point

Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

Project No. 17  
Drawing No. 17  
Surrey Highways  
Surrey County Council  
Sustainable Development  
COMMITTEE



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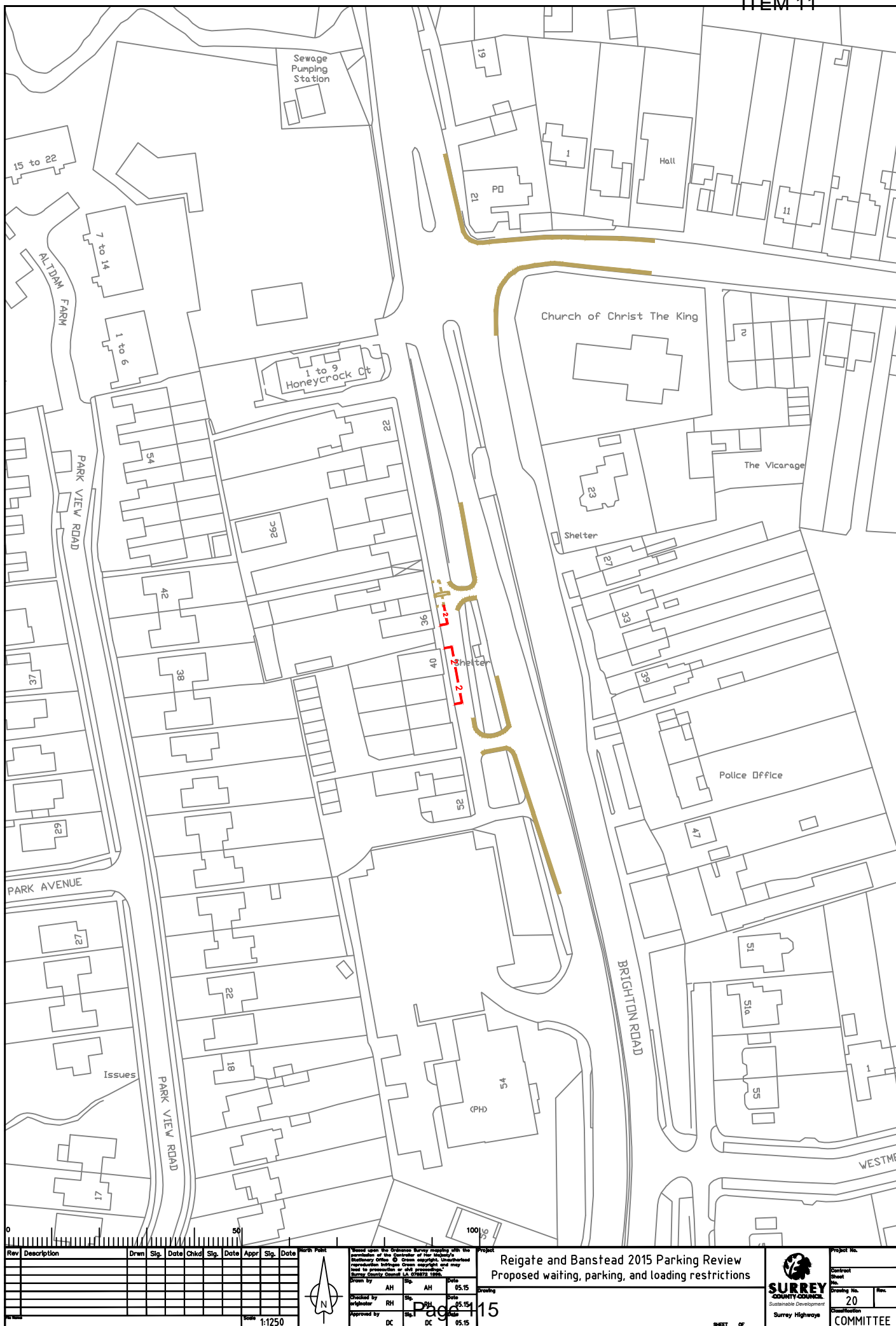
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Project	Reigate and Banstead 2015 Parking Review Proposed waiting, parking, and loading restrictions
Drawing	4
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Project No.	
Contract Sheet No.	
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19	
Classification	
COMMITTEE	





**DRAWINGS**

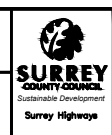
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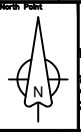
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Project No.	
Contract Sheet No.	
Drawing No. 21	Rev.
Classification COMMITTEE	

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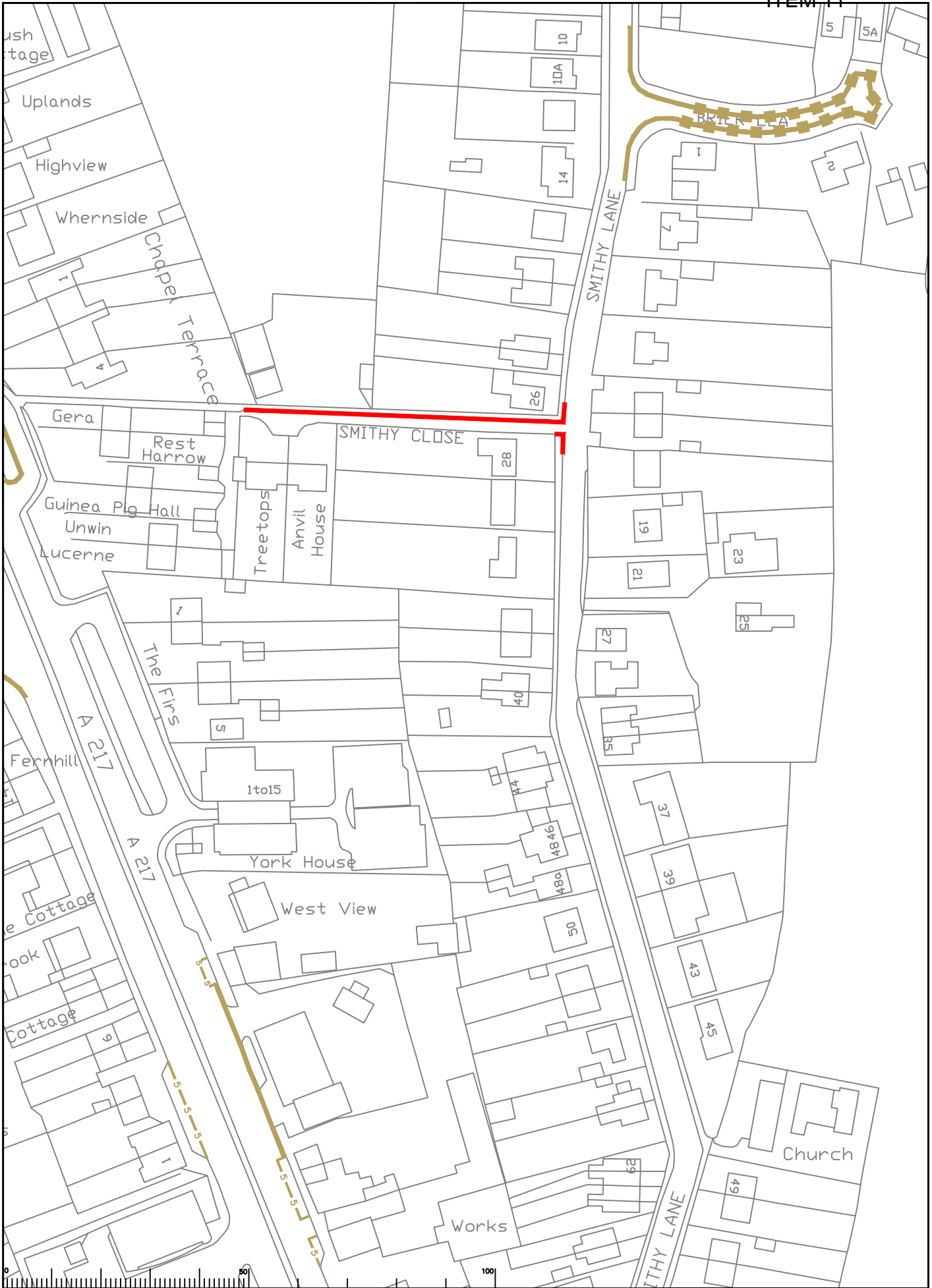
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Drawing	8	
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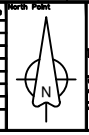


Project No.	
Contract Sheet No.	
Drawing No. 22	Rev.
Classification COMMITTEE	





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Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

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Checked by RH  
Approved by DC

Sig. AH  
Sig. RH  
Sig. DC

Date 05.15  
Date 05.15  
Date 05.15

Project: Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

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Scale: 1:1250

**SURREY**  
COUNTY COUNCIL  
Sustainable Development  
Surrey Highways

Project No.

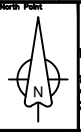
Contract No.

Sheet No. 23

Revision

Committee

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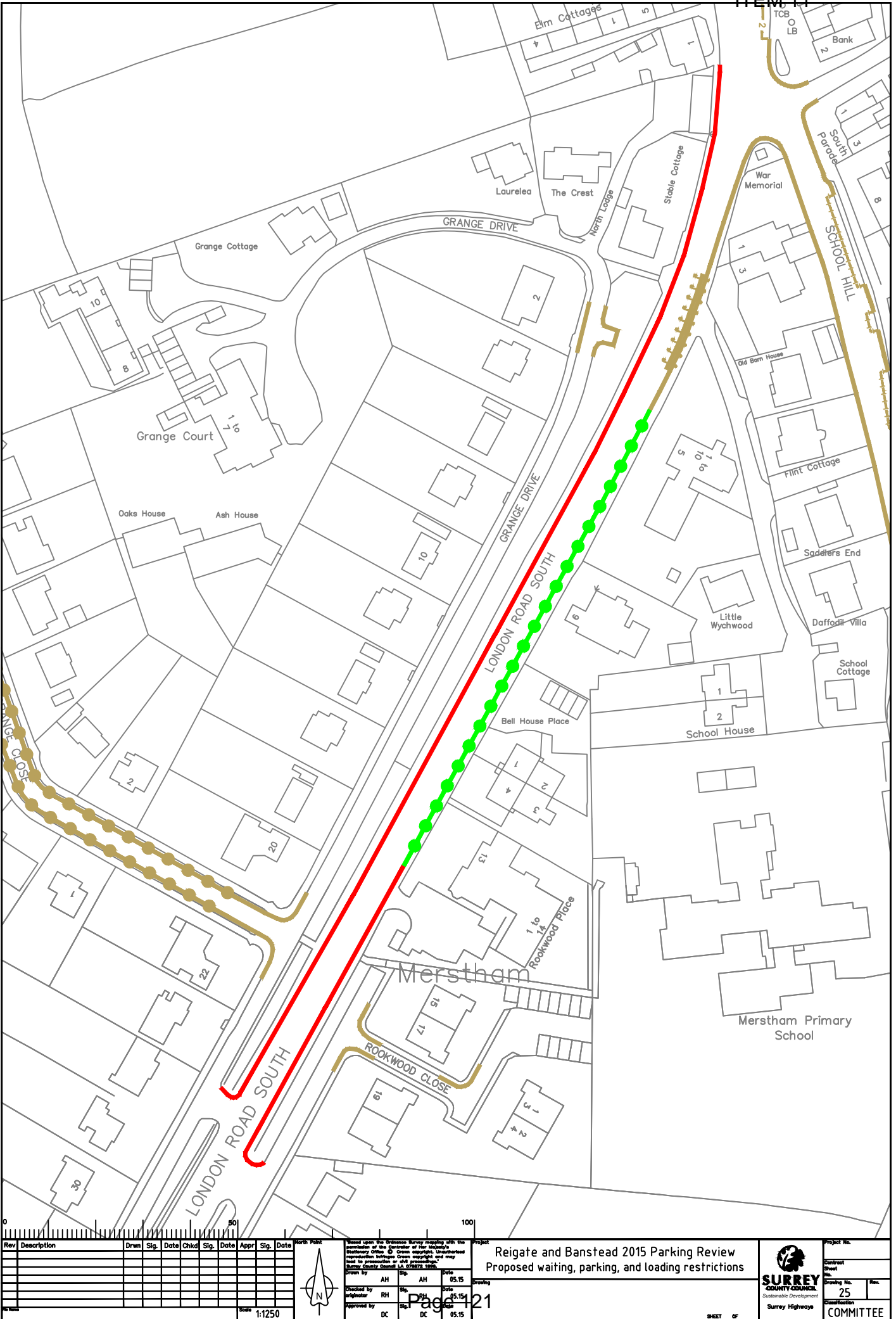
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Approved by	DC	Sig.	DC	Date	05.15

# Reigate and Banstead 2015 Parking Review

## Proposed waiting, parking, and loading restrictions



Project No.	
Contract Sheet No.	
Drawing No. 24	Rev.
Classification COMMITTEE	



Rev	Description	Dwn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date

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Approved by	DC	Sig.	DC	Date	05.15

Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

Project No. 25

Contract No. 25

Revision No. 1

Scale 1:1250

North Arrow

Scale 1:1250

**SURREY COUNTY COUNCIL**  
Sustainable Development  
Surrey Highways

Project No. 25  
Revision No. 1  
Committee



Rev	Description	Drawn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date

North Point

Scale 1:1250

Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

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Checked by RH  
Approved by DC

Date 05.15  
Date 05.15  
Date 05.15

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Project No. 26



Contract No. 26

Revision No. 26

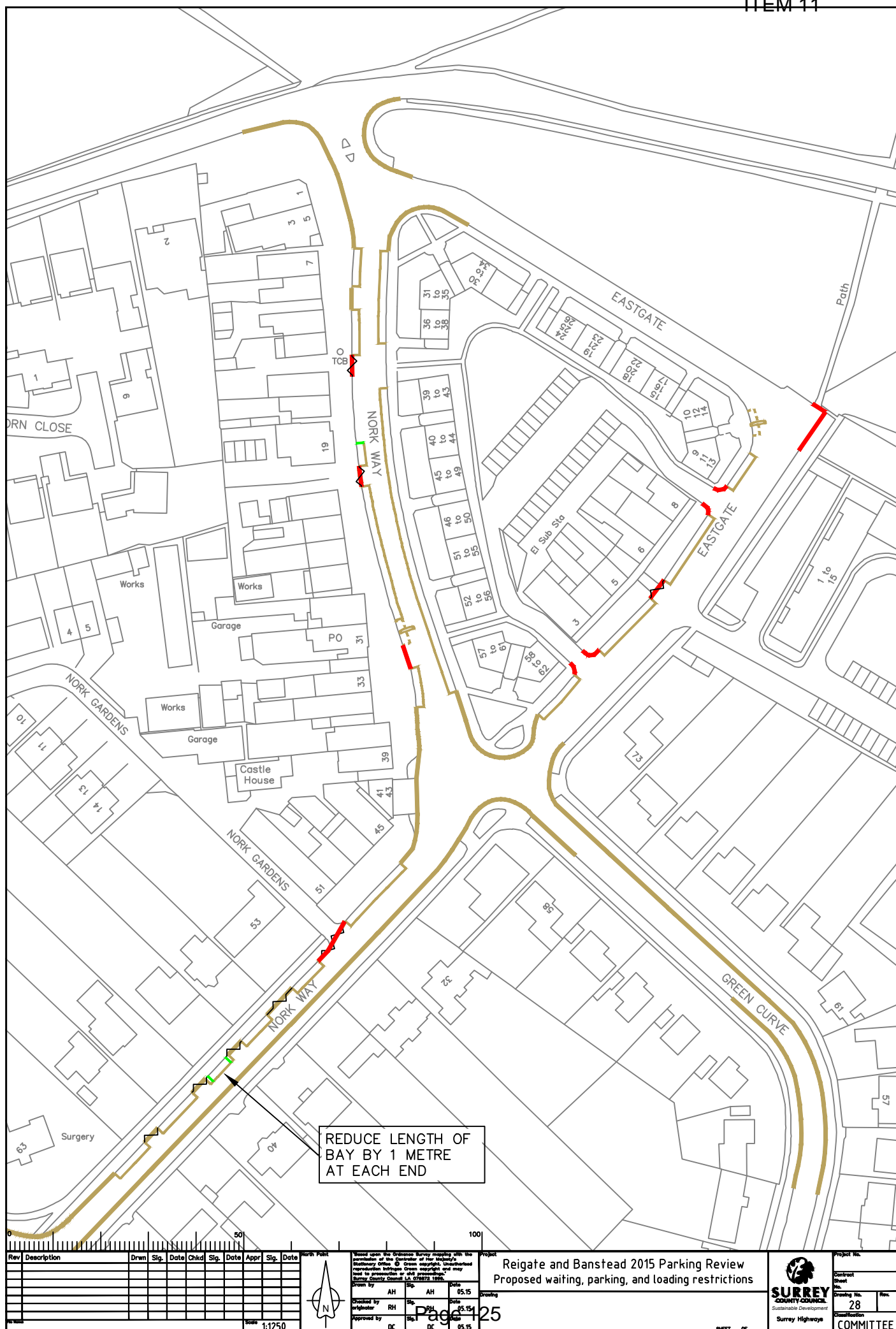
Committee

SURREY COUNTY COUNCIL  
Sustainable Development  
Surrey Highways

**DRAWINGS**  
**NORK & TATTENHAMS**

Rev	Description	Drawn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date	North Point	Project	Project No.		
												Reigate and Banstead 2015 Parking Review Proposed waiting, parking, and loading restrictions	 <b>SURREY</b> COUNTY COUNCIL Sustainable Development Survey Highways	Contract sheet No.	Rev.
												Drawing No.	27	Classification	
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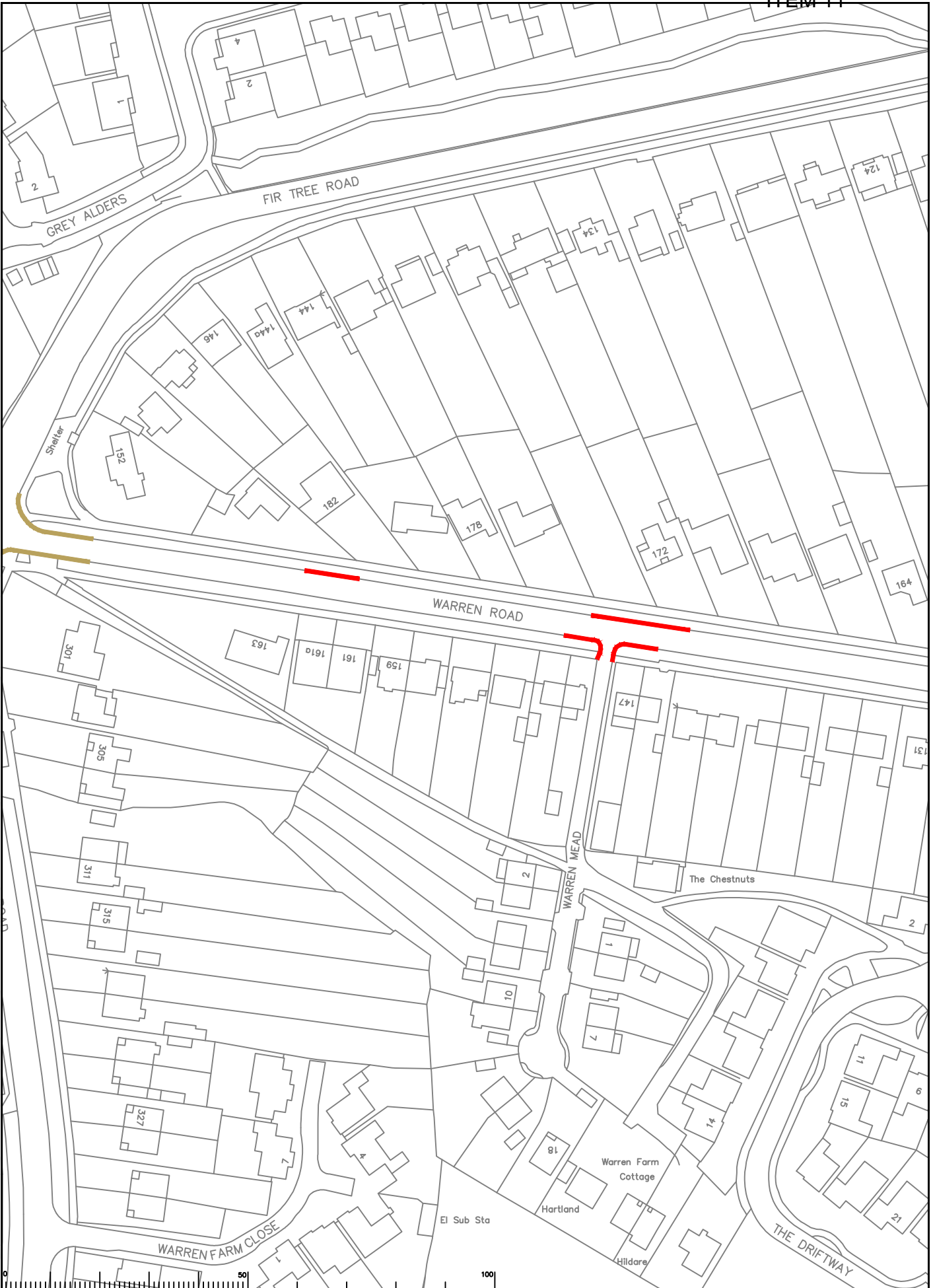








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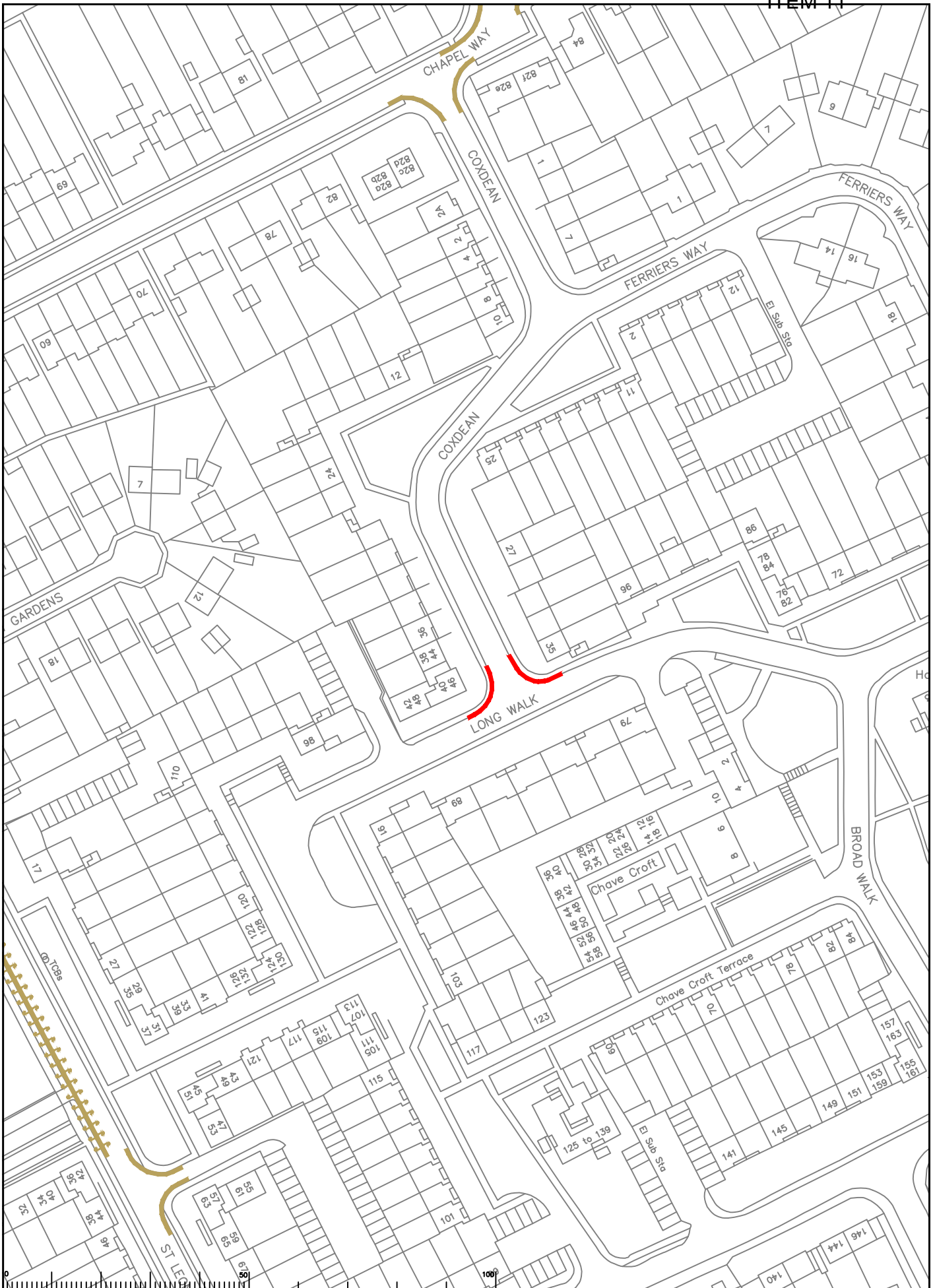
Project: Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

Drawing: 18

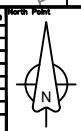
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Drawing No. 31	Rev.
Classification COMMITTEE	



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Date 05.15  
Date 05.15  
Date 05.15

Project: Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

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Drawing No. 32  
Surrey Highway

**SURREY COUNTY COUNCIL**  
Sustainable Development  
Surrey Highway

Project No. 1494

Contract No. 32

Specification COMMITTEE



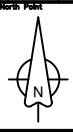
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Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

Project No.	
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Rev	Description	Dwn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date
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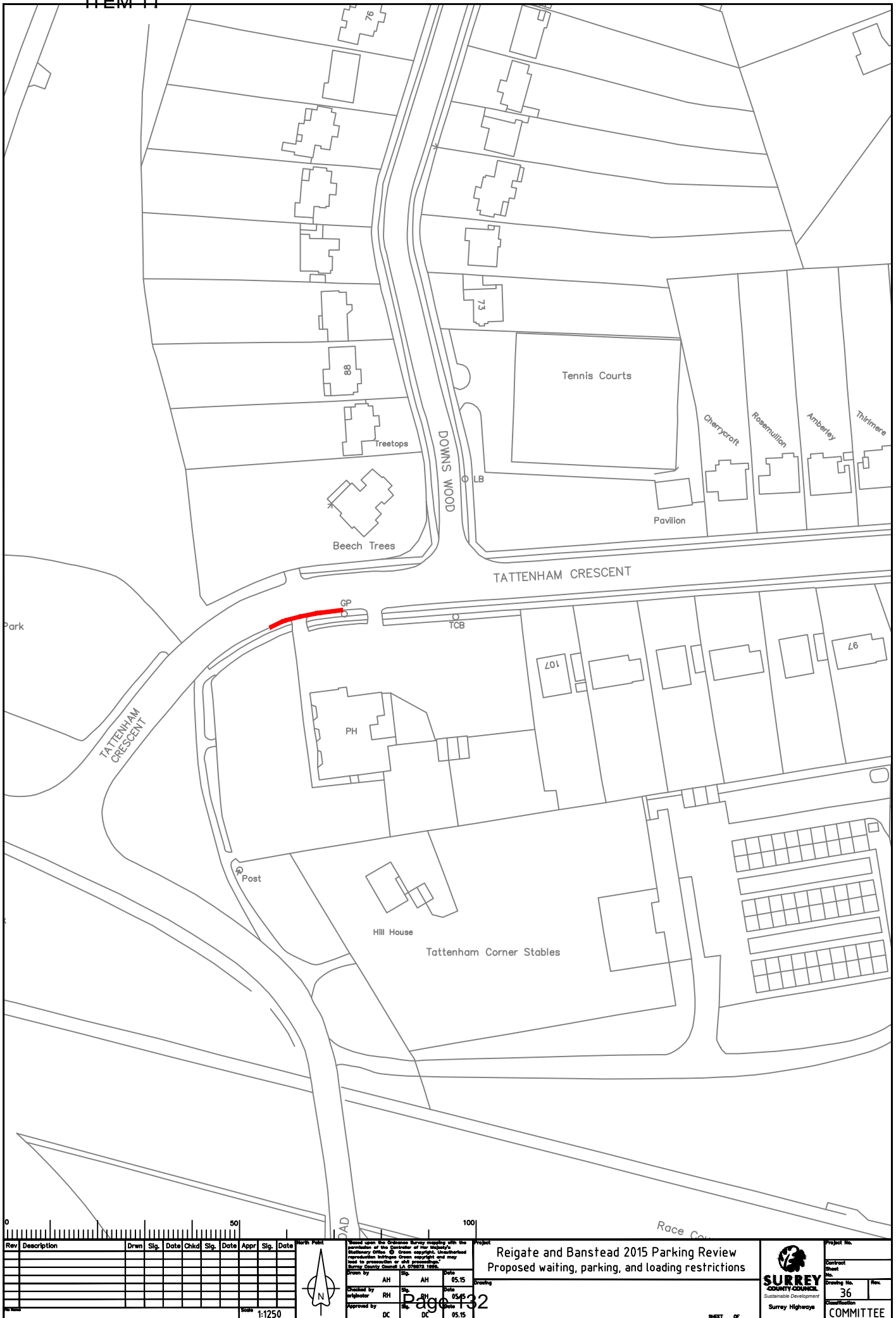
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# Reigate and Banstead 2015 Parking Review

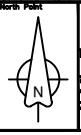
## Proposed waiting, parking, and loading restrictions



Project No.	
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Drawing No.	Rev.
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COMMITTEE	





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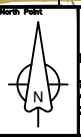
# Reigate and Banstead 2015 Parking Review

## Proposed waiting, parking, and loading restrictions



Project No.	
Contract Sheet No.	
Drawing No.	Rev.
37	
Classification	
COMMITTEE	

**DRAWINGS**  
**REDHILL EAST**

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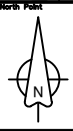
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Project	Reigate and Banstead 2015 Parking Review Proposed waiting, parking, and loading restrictions
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	SHEET OF



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Contract Sheet No.	
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Classification	
COMMITTEE	

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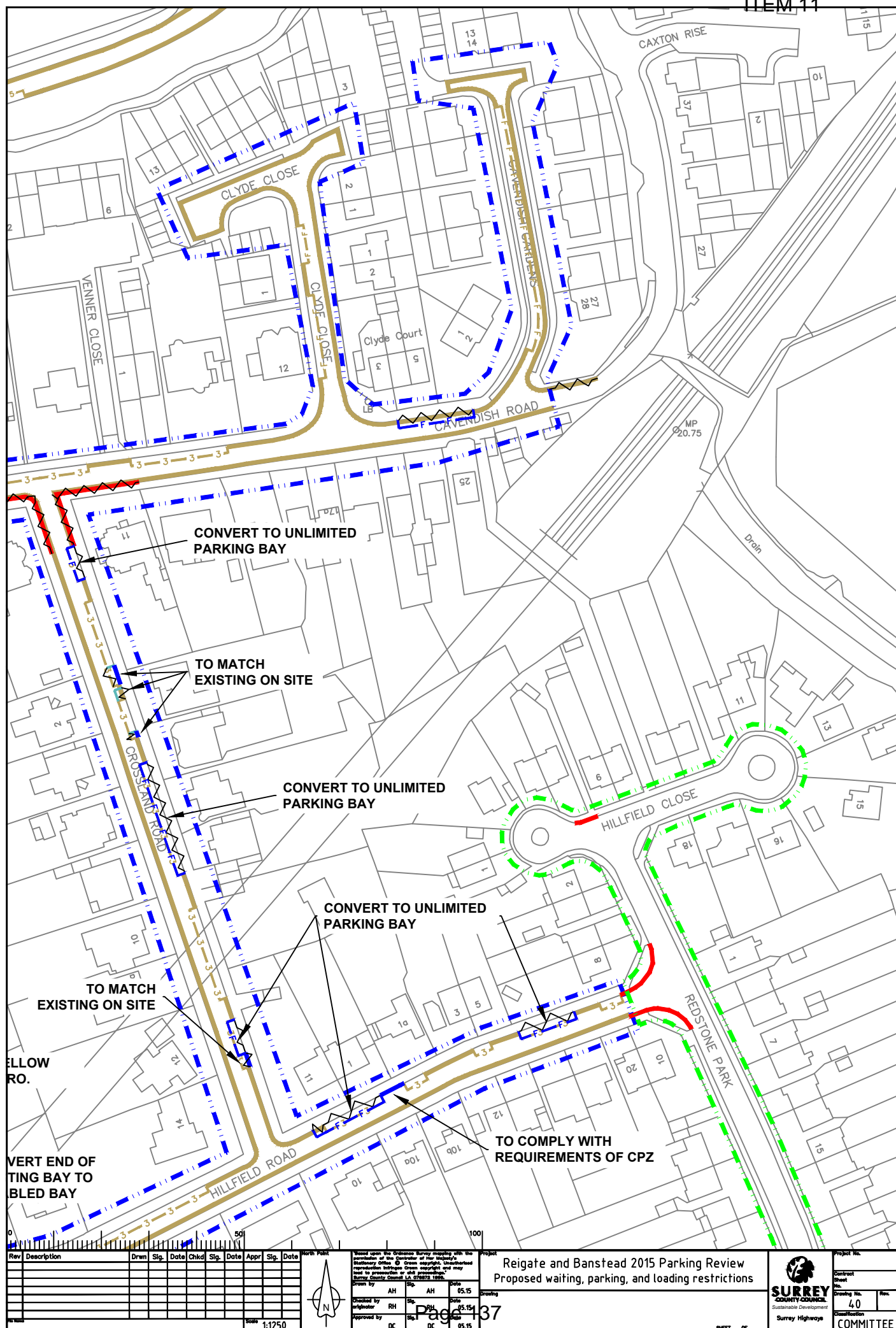
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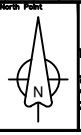


Project No.	
Contract Sheet No.	
Drawing No. 39	Rev.
Classification COMMITTEE	





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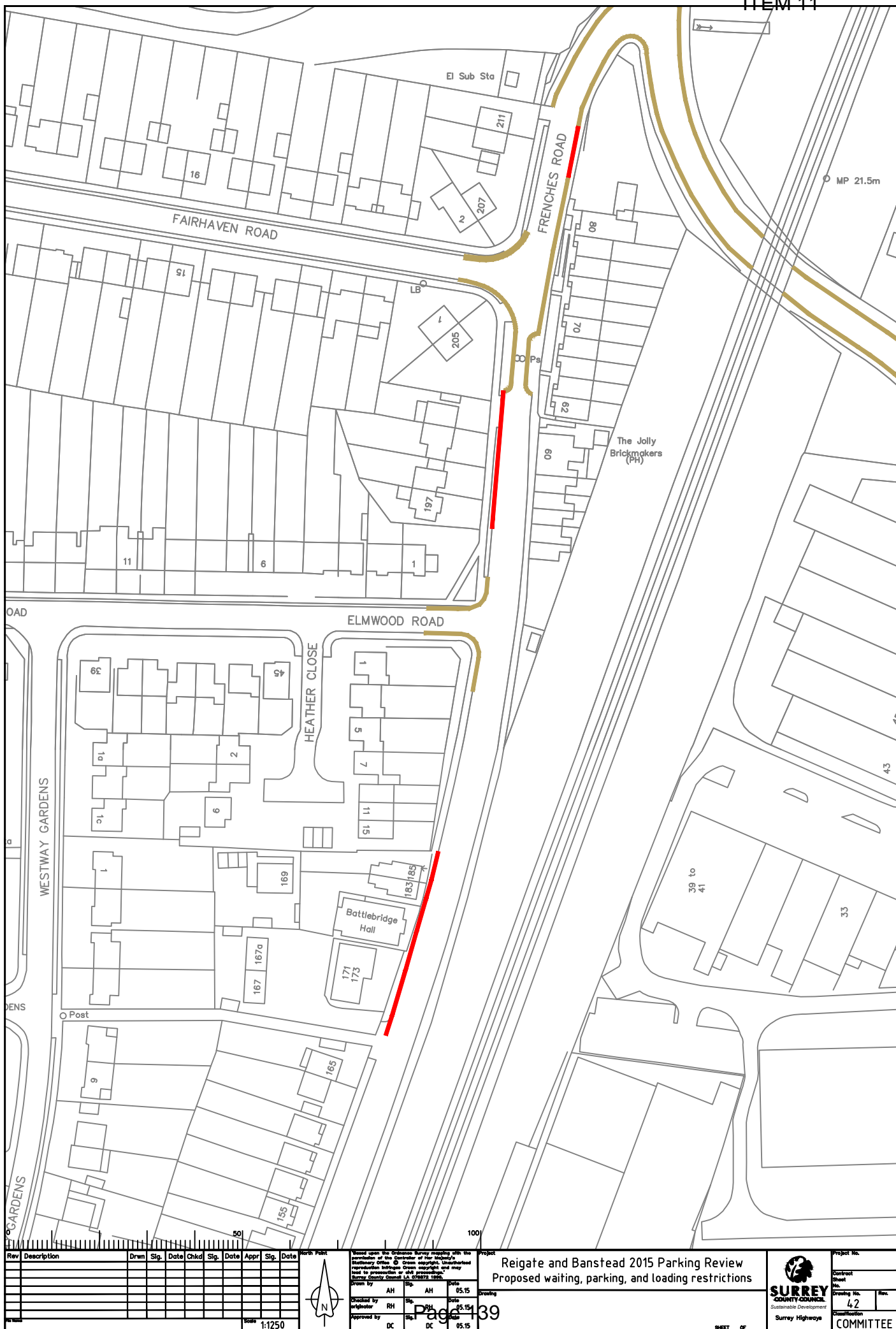
# Reigate and Banstead 2015 Parking Review

## Proposed waiting, parking, and loading restrictions

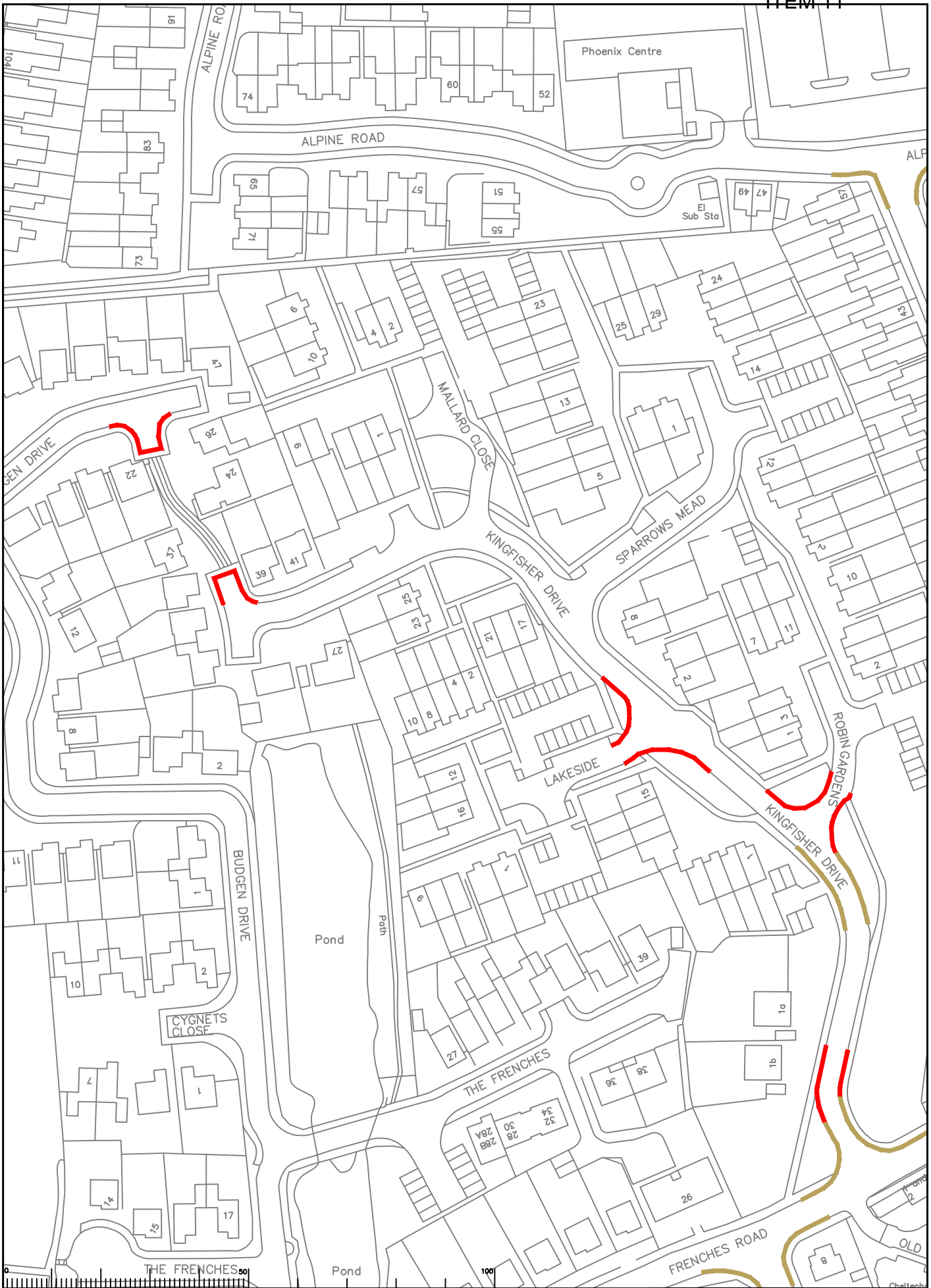


Project No.	
Contract Sheet No.	
Drawing No.	Rev.
41	
Classification	
COMMITTEE	

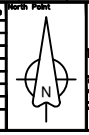




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Rev	Description	Drawn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date



Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

Drawn by: AH  
Checked by: RH  
Approved by: DC

Sig. AH  
Sig. RH  
Sig. DC

Date 05.15  
Date 05.15  
Date 05.15

Scale 1:1250

Project: Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

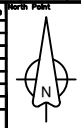
Sheet: 41 of 41

Project No. 44

Committee: SUSTAINABLE DEVELOPMENT

**SURREY COUNTY COUNCIL**  
Sustainable Development  
Surrey Highways

Project No. 44  
Drawing No. 44  
Committee: SUSTAINABLE DEVELOPMENT

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Barnes County Council 079872 1899.

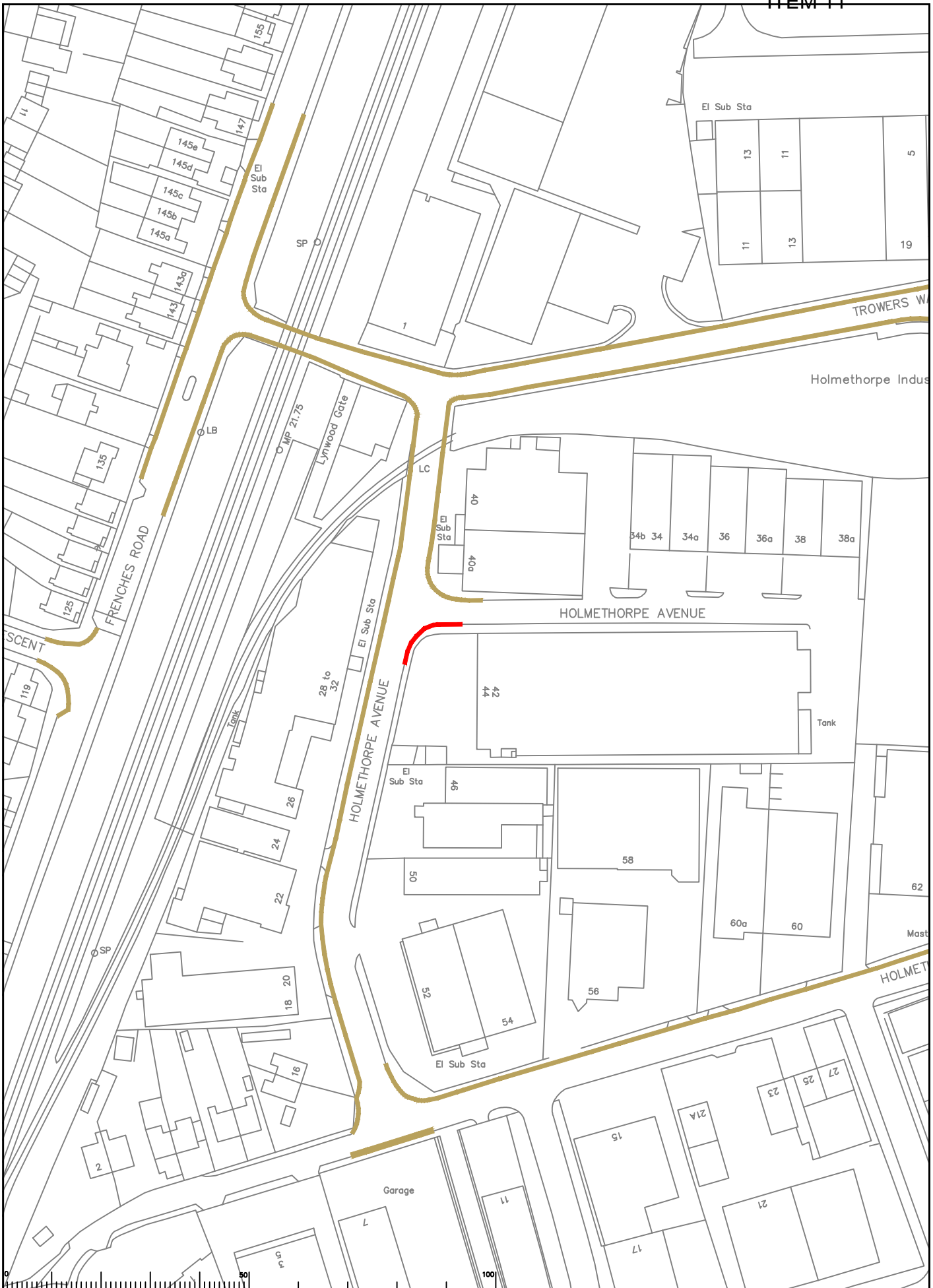
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Checked by	RH	Slip	RH	Date	05.15
Approved by	DC	Slip	DC	Date	05.15

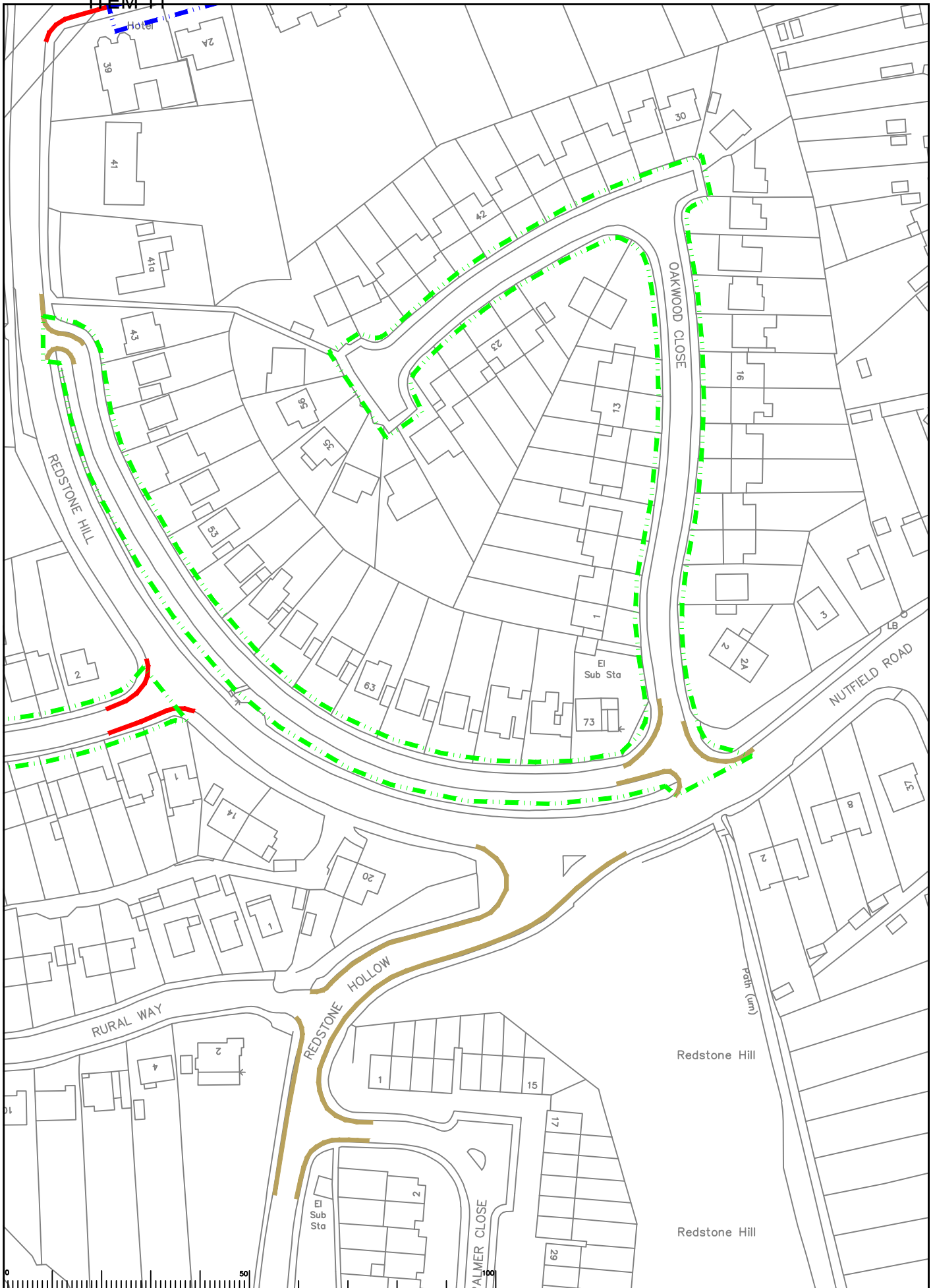
Project	Reigate and Banstead 2015 Parking Review Proposed waiting, parking, and loading restrictions
Drawing	
Sheet	42
	SHEET OF



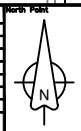
Project No.	
Contract Sheet No.	
Drawing No. 45	Rev.
Classification COMMITTEE	







Rev	Description	Drawn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date



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Drawn by: AH  
Checked by: RH  
Approved by: DC

Sig. AH  
Sig. RH  
Sig. DC


Date 05.15  
Date 05.15  
Date 05.15

Project: Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

Drawn by: AH  
Checked by: RH  
Approved by: DC

Sig. AH  
Sig. RH  
Sig. DC

Date 05.15  
Date 05.15  
Date 05.15



**SURREY**  
COUNTY COUNCIL  
Sustainable Development  
Surrey Highways

Project No. 47

Contract No. 47

Revision No. 1

Committee



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Barnet County Council LA 070873 1996.

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AH	AH	05.15
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RH	RH	05.15
Approved by	Sig.	Date
DC	DC	05.15

Project Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

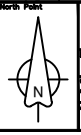
Drawing

45

SHEET OF



Project No.	
Contract Sheet No.	
Drawing No. 48	Rev.
Classification COMMITTEE	

[illegible]

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Survey County Council LA 076827 1996.

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Checked by	RH	Sig.	RH	Date	05.15
Approved by	DC	Sig.	DC	Date	05.15

# Reigate and Banstead 2015 Parking Review

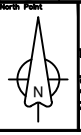
## Proposed waiting, parking, and loading restrictions



Project No.	
Contract Sheet No.	
Drawing No. 49	Rev.
Classification COMMITTEE	

[illegible]

Rev	Description	Dwn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date
By _____ Scale									1:1250	



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Survey County Council LA 078273 1996.

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Checked by	RH	Sig.	RH	Date	05.15
Approved by	DC	Sig.	DC	Date	05.15

Project	Reigate and Banstead 2015 Parking Review Proposed waiting, parking, and loading restrictions
Drawing	8
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Project No.	
Contract Sheet No.	
Drawing No.	Rev.
51	
Classification	
COMMITTEE	

**DRAWINGS**  
**REDHILL WEST & MEADVALE**



Rev	Description	Dwnn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date	<div><div><div>North Point</div><div></div></div><div><div>Based upon the Ordnance Survey mapping with the permission of the Controller Her Majesty's Stationery Office © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings.</div><div>Surrey County Council LA 078973 1000</div><div>Drawn by AH</div><div>Date 05/15</div><div>Checked by ericphator RH</div><div>Date 05/15</div><div>Approved by DC</div><div>Date 05/15</div></div></div> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td colspan="11">PE Title: _____ Scale: 1:1250</td></tr>																																																								PE Title: _____ Scale: 1:1250										
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Project

Reigate and Banstead 2015 Parking Review

Proposed waiting, parking, and loading restrictions

SURREY COUNTY COUNCIL

Sustainable Development

Surrey Highways

Contract No.

Drawing No. 52

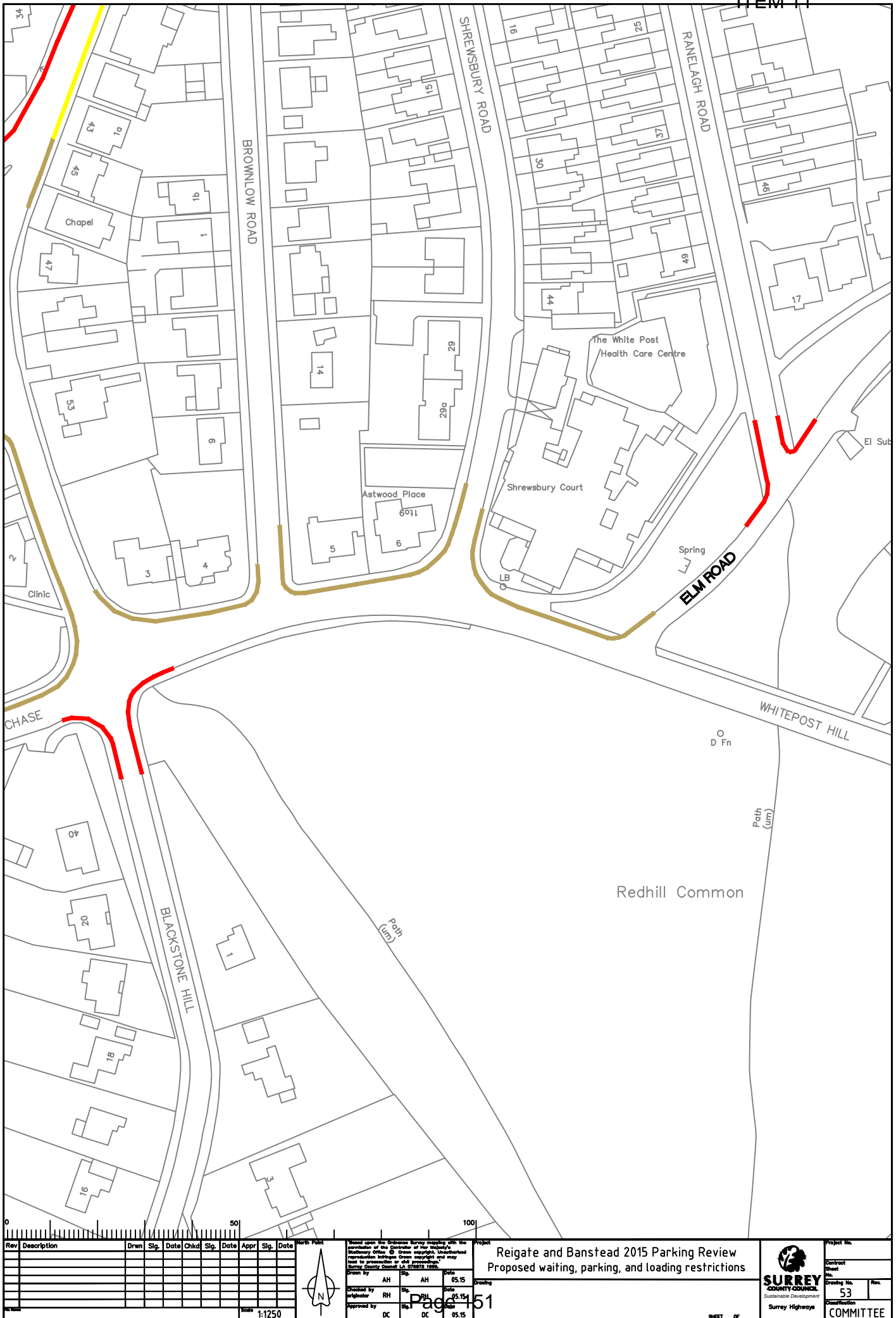
Revision

Classification COMMITTEE

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OF





Rev	Description	Drawn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date

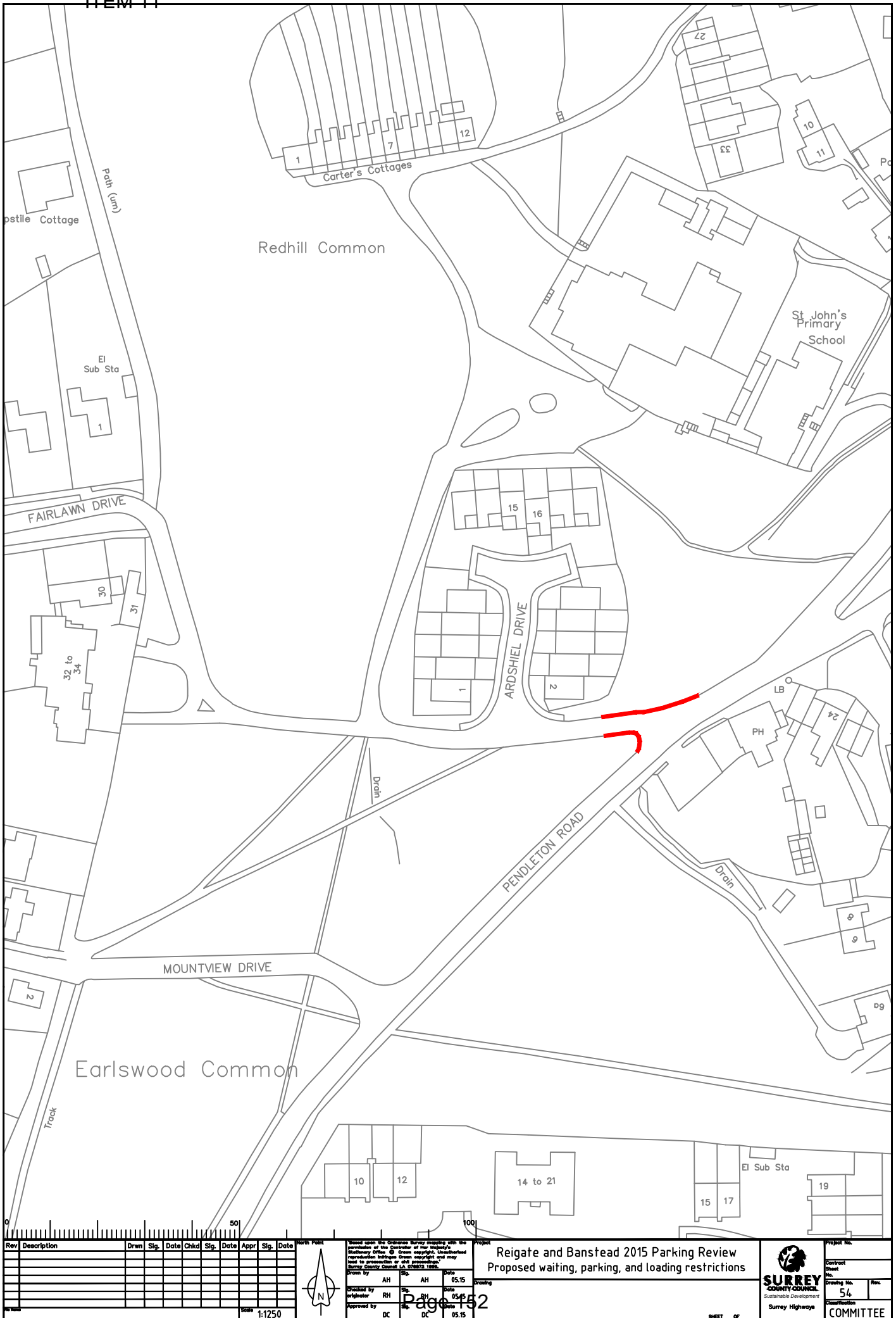
<p>Reigate and Banstead 2015 Parking Review Proposed waiting, parking, and loading restrictions</p>				<p>Project No. 53</p>			
Drawn by	AH	Sig.	AH	Date	05.15	Checked by	RH
Checked by	RH	Sig.	RH	Date	05.15	Approved by	DC
Approved by	DC	Sig.	DC	Date	05.15	SHEET 01	

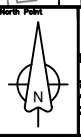
Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

Project No. 53

Surrey County Council  
Sustainable Development  
Surrey Highways

COMMITTEE



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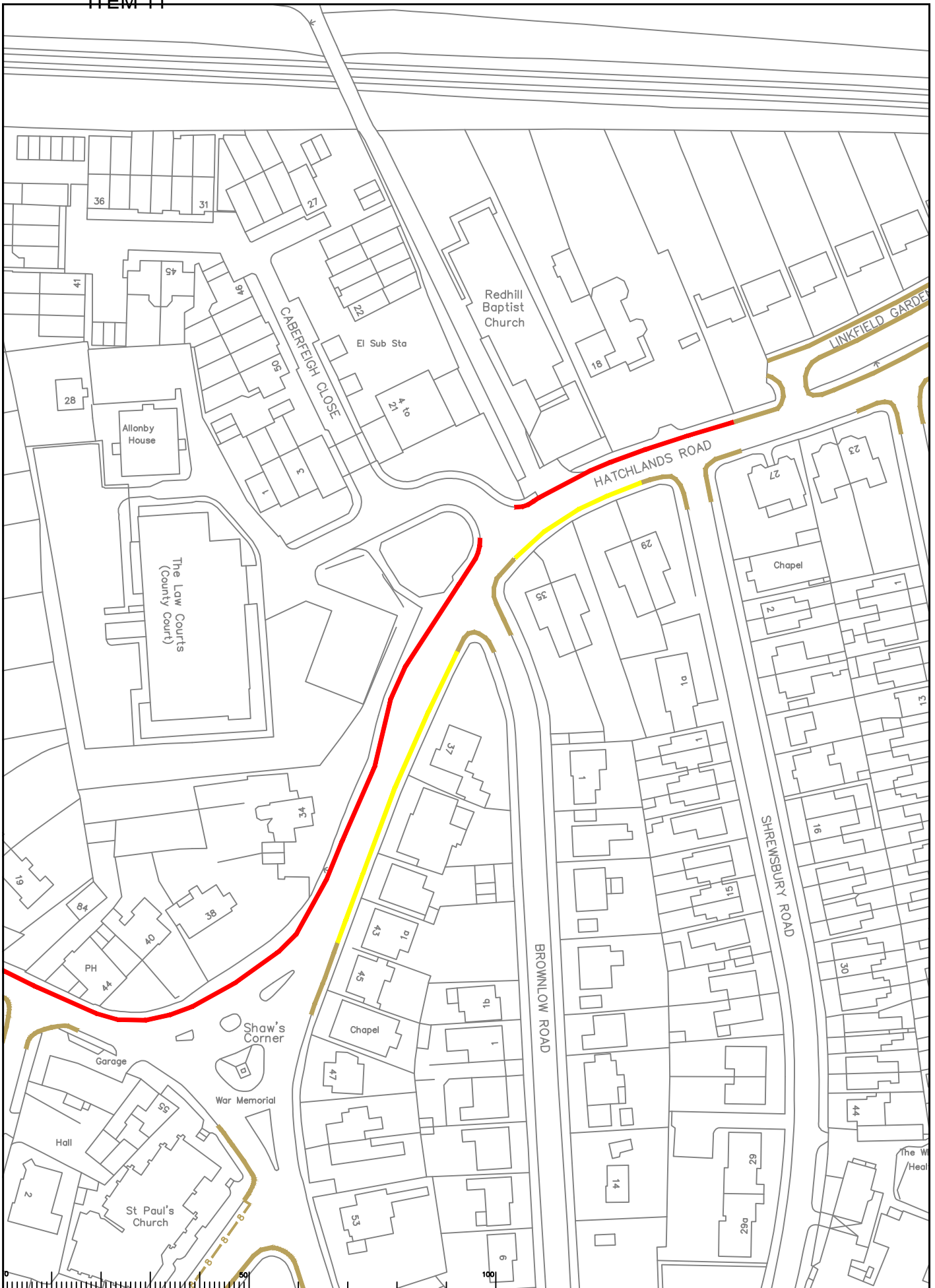
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Bury County Council  
J. 679873 1996.

Drawn by	AH	Sig.	AH	Date	05.15
Checked by	RH	Sig.	RH	Date	05.15
Approved by	DC	Sig.	DC	Date	05.15

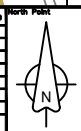
Project	Reigate and Banstead 2015 Parking Review Proposed waiting, parking, and loading restrictions
Drawing	53
	SHEET OF



Project No.	
Contract Sheet No.	
Drawing No. 55	Rev.
Classification COMMITTEE	



Rev	Description	Drawn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date

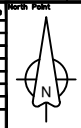


Reigate and Banstead Borough Council  
 Planning Department  
 1000 High Street  
 Reigate, Surrey  
 KT8 7JL  
 Tel: 0181 871 2345  
 Fax: 0181 871 2346  
 Email: [planning@reigate-banstead.gov.uk](mailto:planning@reigate-banstead.gov.uk)  
 Website: [www.reigate-banstead.gov.uk](http://www.reigate-banstead.gov.uk)

Project: Reigate and Banstead 2015 Parking Review  
 Proposed waiting, parking, and loading restrictions  
 Drawn by: AH  
 Checked by: RH  
 Approved by: DC  
 Date: 05.15  
 Date: 05.15  
 Date: 05.15

**SURREY COUNTY COUNCIL**  
 Sustainable Development  
 Surrey Highways

Project No.  
 Contract No.  
 Drawing No. **56**  
 Revision  
**COMMITTEE**

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Checked by originator	Sig.	Date	
RH	RH	05.15	
Approved by	Sig.	Date	
DC	DC	05.15	

Project Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

Drawing

55

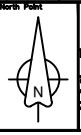
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Project No.	
Contract Sheet No.	
Drawing No.  57	Rev.
Classification  COMMITTEE	



Rev	Description	Dwn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date
<b>No Item</b>									<b>Scale:</b>	<b>1:1250</b>



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Drawn by	Sig.	Date		
AH	AH	05.15		Drawn
Checked by	Sig.	Date		
RH	RH	05.15		
Approved by	Sig.	Date		
DC	DC	05.15		

Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

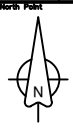
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SHEET 07



Project No.	
Contract Sheet No.	
Drawing No. 58	Rev.
Classification COMMITTEE	



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AH	AH	05.15	
Checked by originator	Sig.	Date	
RH	RH	05.15	
Approved by	Sig.	Date	
DC	DC	05.15	

Project Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

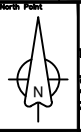
Drawing

57

SHEET OF



Project No.	
Contract Sheet No.	
Drawing No.	Rev.
59	
Classification	
COMMITTEE	

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Approved by	DC	Sig.	DC	Date	05.15

# Reigate and Banstead 2015 Parking Review

## Proposed waiting, parking, and loading restrictions

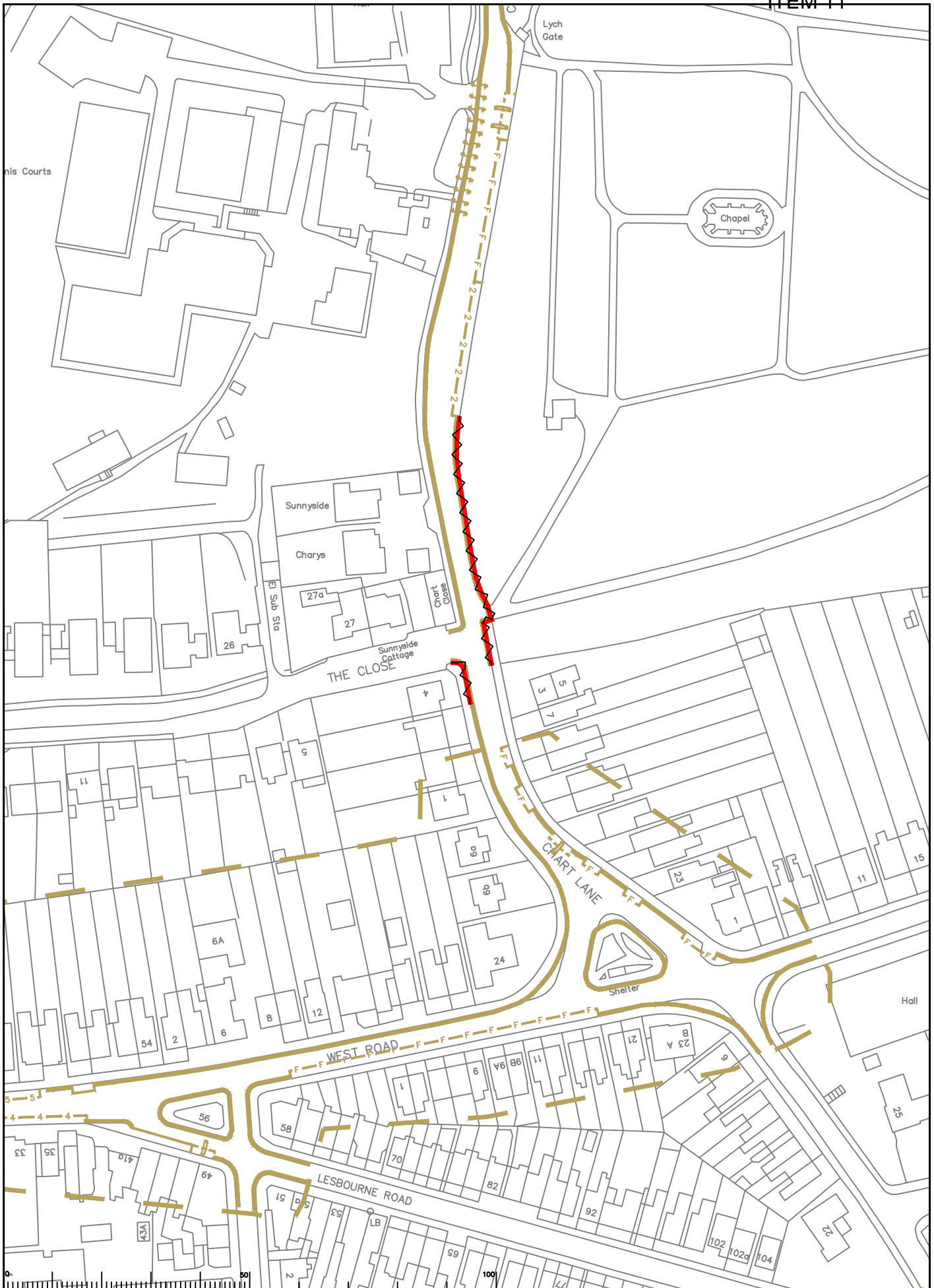


Project No.	
Contract Sheet No.	
Drawing No.	Rev.
60	
Classification	
COMMITTEE	

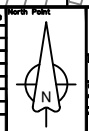
**DRAWINGS**

**REIGATE**





Rev	Description	Drawn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date




Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

Drawn by AH  
Checked by RH  
Approved by DC

Sig. AH  
Sig. RH  
Sig. DC

Date 05.15  
Date 05.15  
Date 05.15

Project No. 161  
Drawing No. 62  
Surrey Highways  
Surrey County Council  
Sustainable Development



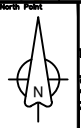
**SURREY**  
COUNTY COUNCIL  
Sustainable Development  
Surrey Highways

Project No. 161

Contract Sheet No. 62

Committee



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Checked by					
Eriginator	RH	Sig.	RH	Date	05.05
Approved by					
	DC	Sig.	DC	Date	05.15

Project: Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

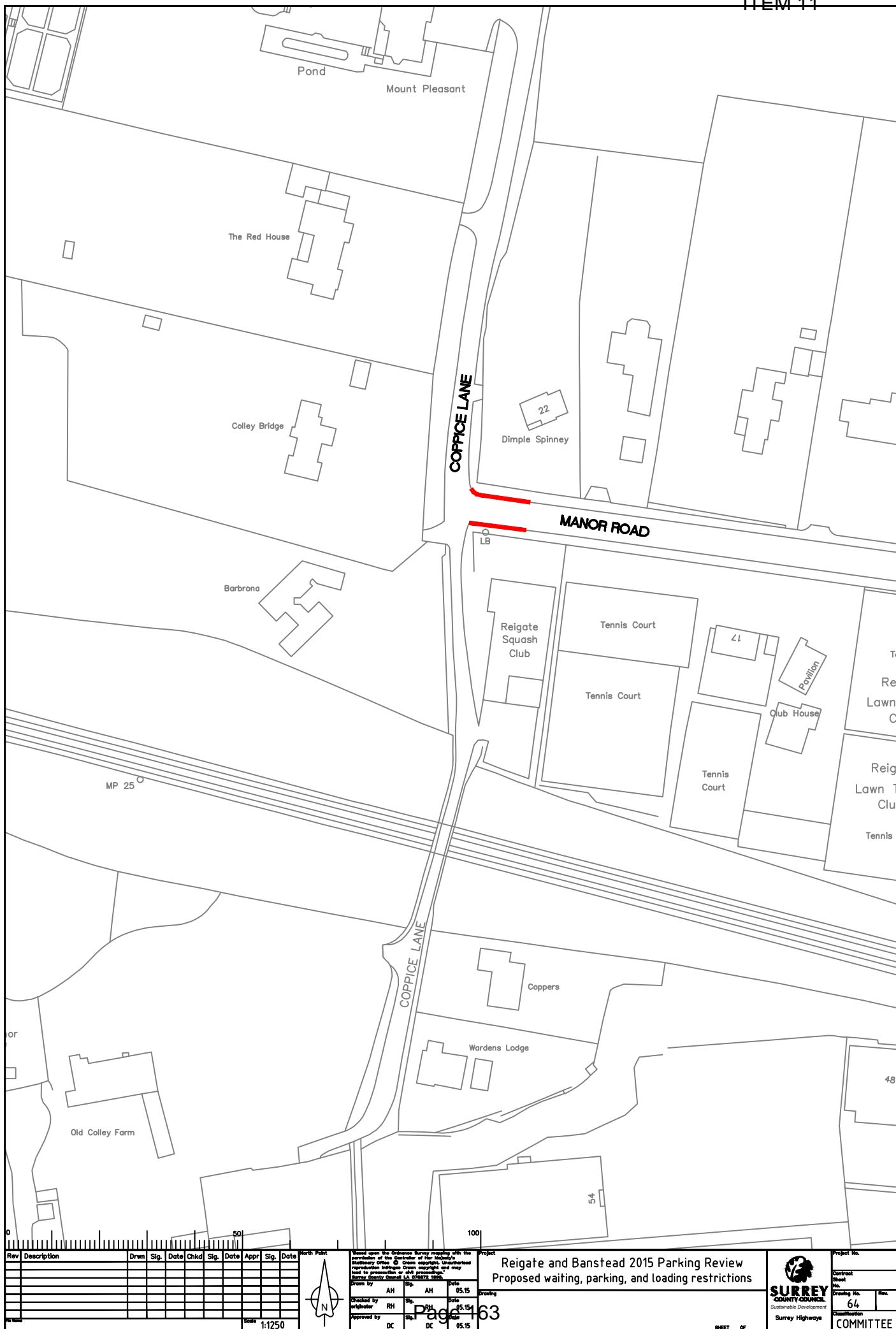
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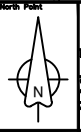
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Project No.	
Contract Sheet No.	
Drawing No. 63	Rev.
Classification COMMITTEE	





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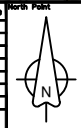
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Drawn by	AH	Sig.	AH	Date	05.15
Checked by	RH	Sig.	RH	Date	05.15
Approved by	DC	Sig.	DC	Date	05.15

Project	Reigate and Banstead 2015 Parking Review Proposed waiting, parking, and loading restrictions	
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	SHEET OF	



Project No.	
Contract Sheet No.	
Drawing No.	Rev.
65	
Classification	
COMMITTEE	

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Approved by	DC	Sig.	DC	Date	05.15

Project Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

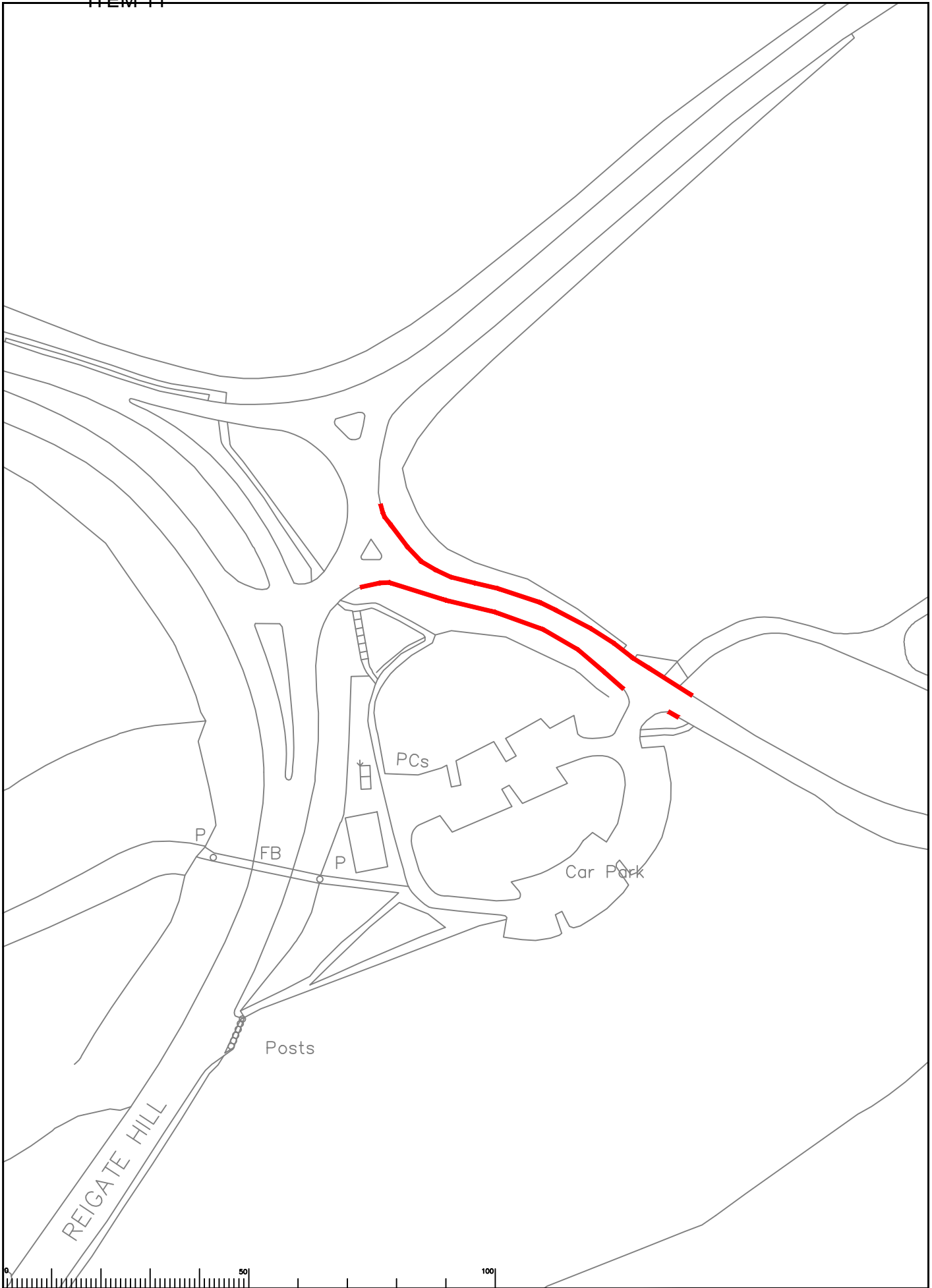
Drawing

65

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Project No.	
Contract Sheet No.	
Drawing No.	Rev.
66	
Classification	
COMMITTEE	



Rev	Description	Dwn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date

North Point

Scale 1:1250

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Approved by	DC	Sig.	DC	Date	05.15

Project

**Reigate and Banstead 2015 Parking Review**  
Proposed waiting, parking, and loading restrictions

Sheet 66 of 66

Project No.

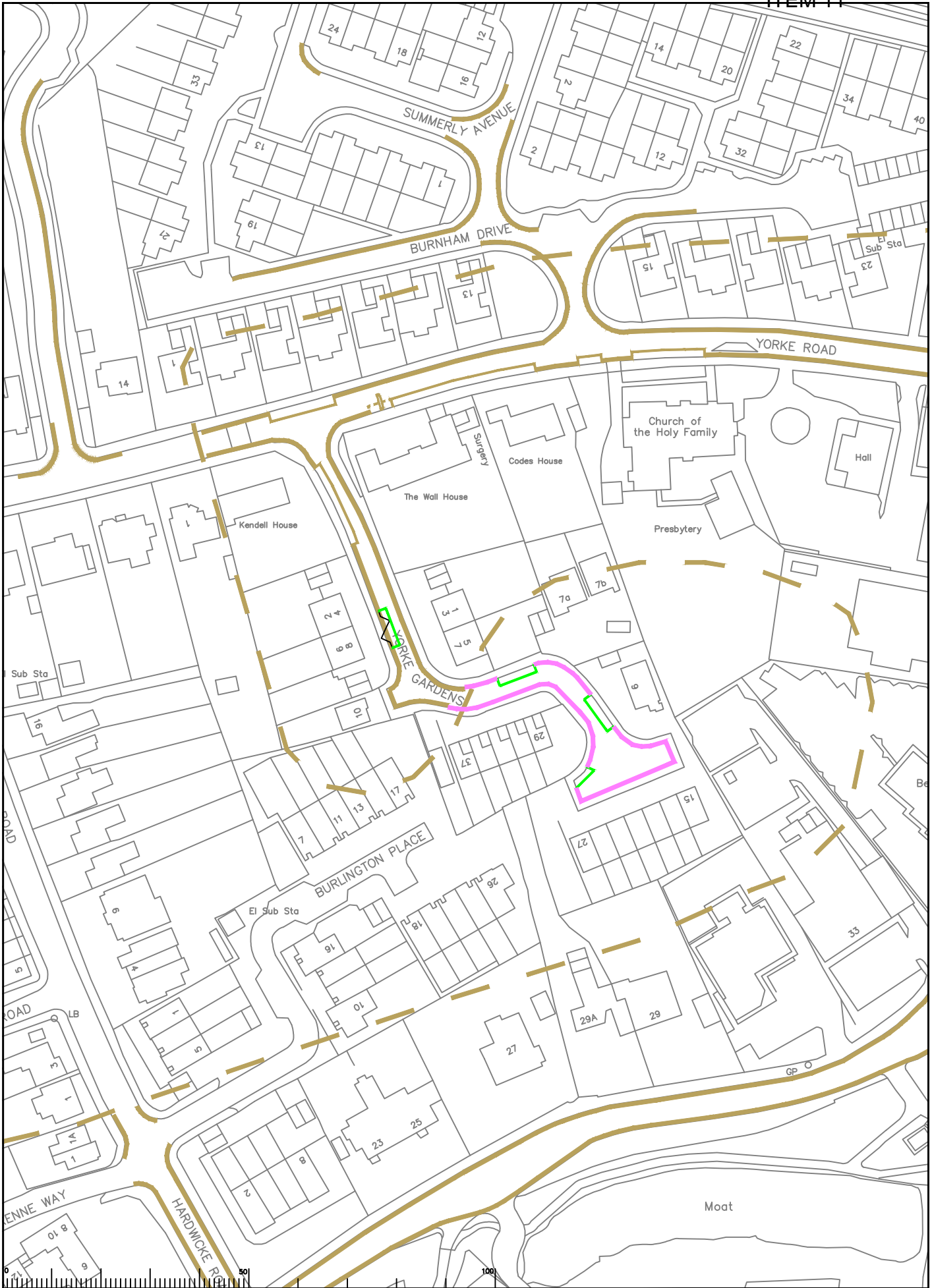
Contract No.

**SURREY COUNTY COUNCIL**  
Sustainable Development  
Surrey Highways

Drawing No. **67**

Revision

COMMITTEE



Rev	Description	Dwn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date

North Arrow

Scale 1:1250

Reigate and Banstead 2015 Parking Review  
Proposed waiting, parking, and loading restrictions

Drawn by AH  
Checked by RH  
Approved by DC

05.15  
05.15  
05.15

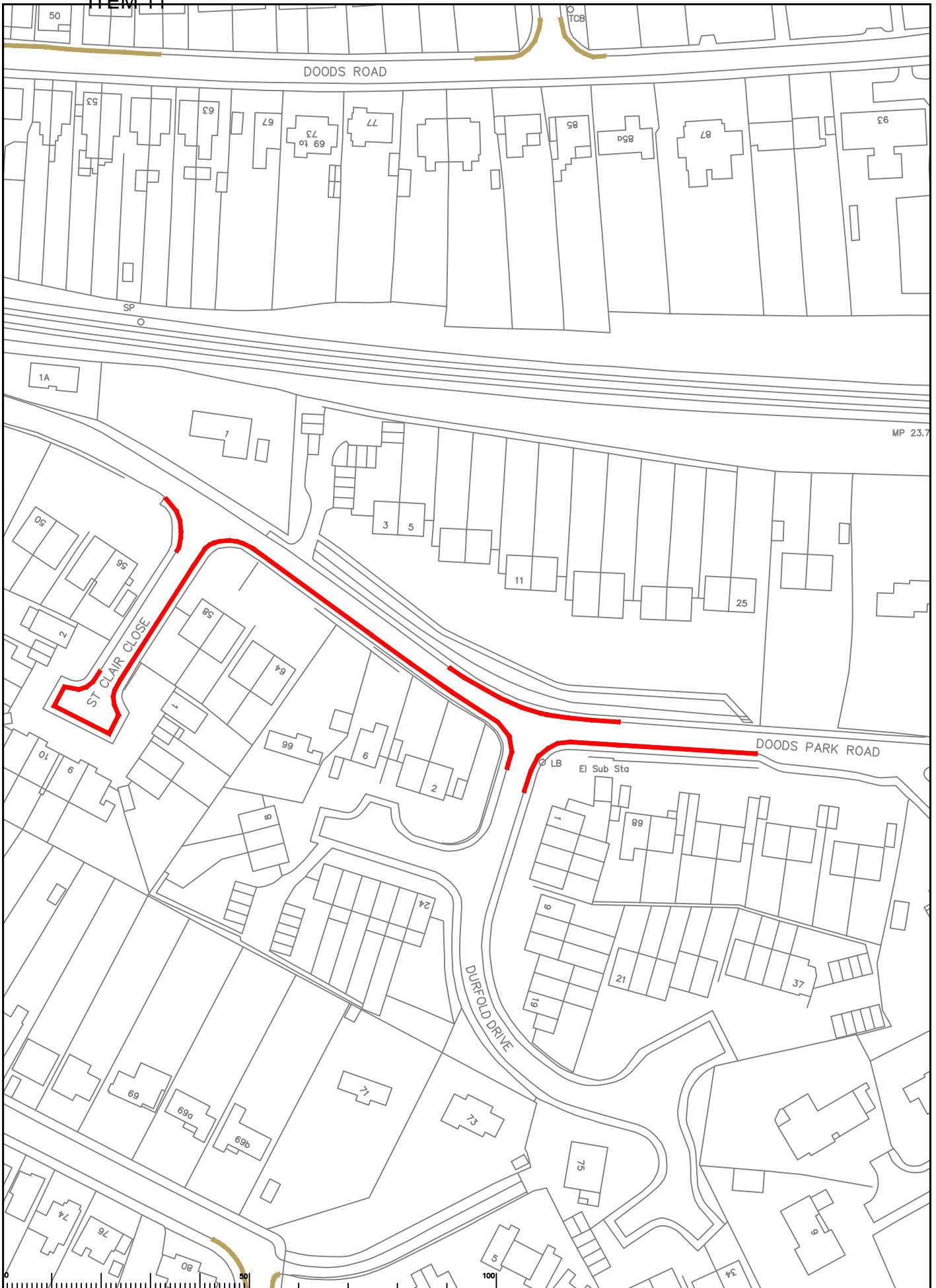
Project No. 68

Contract No. 68

SURREY COUNTY COUNCIL  
Sustainable Development  
Surrey Highways

COMMITTEE





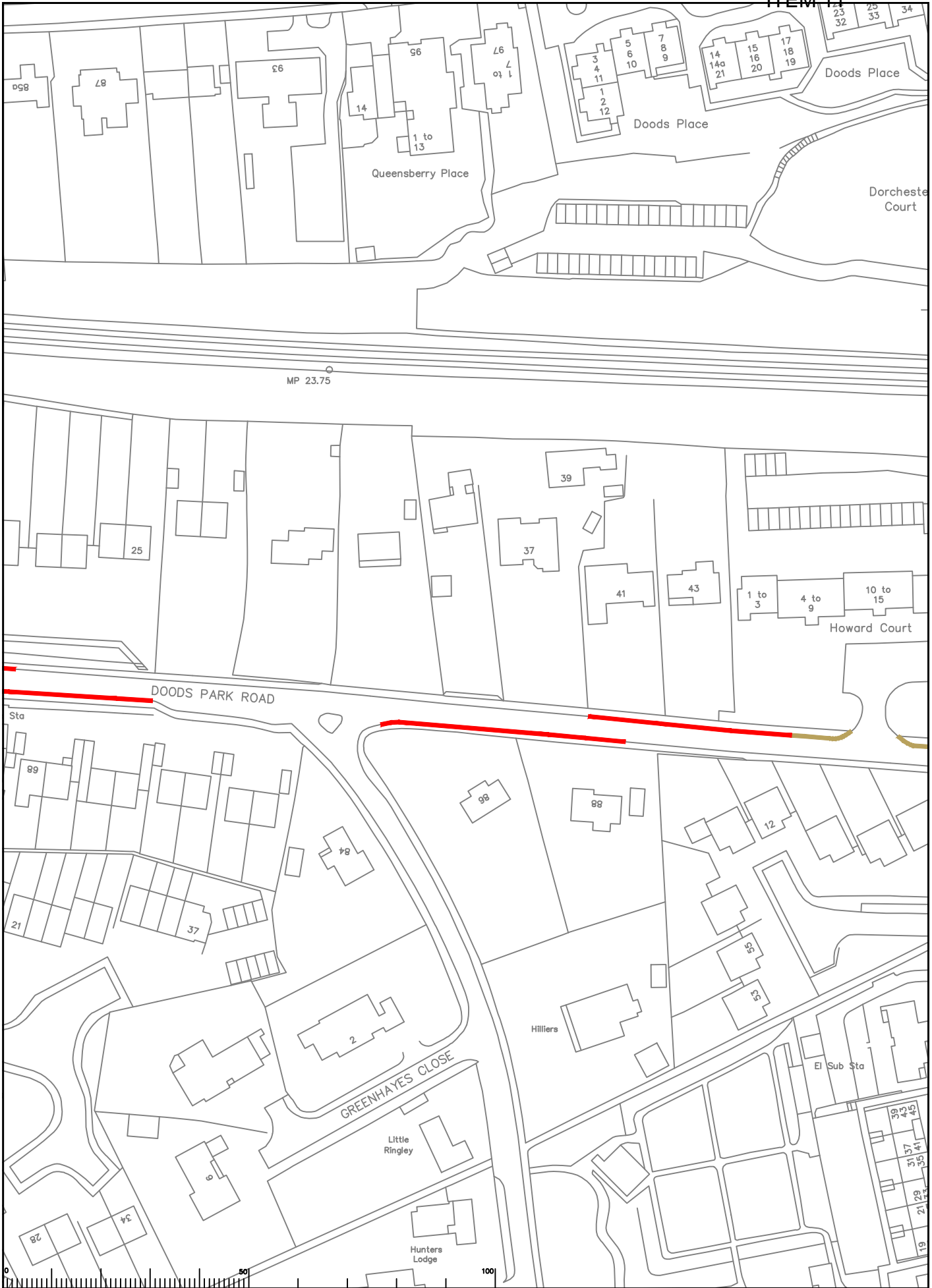
Rev	Description	Drawn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date	North Point	Project	Contract	Sheet	Rev.
											 North Point	Reigate and Banstead 2015 Parking Review Proposed waiting, parking, and loading restrictions	 <b>SURREY</b> COUNTY COUNCIL Sustainable Development Surrey Highways	Project No. Contract No. Drawing No. <b>59</b> Revision <b>COMMITTEE</b>	

Scale 1:1250

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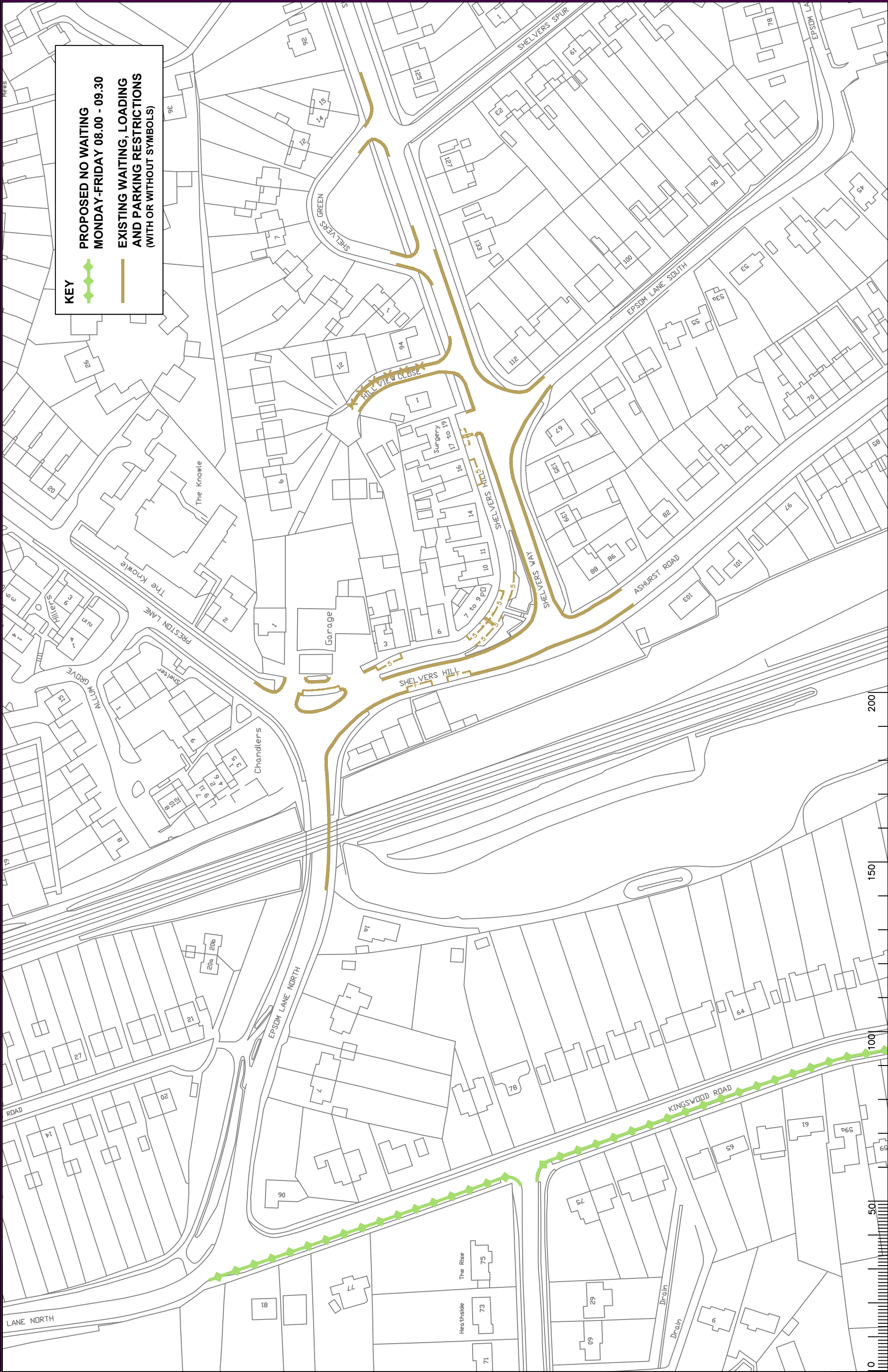
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Rev	Description	Drawn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date																																																																																																							

**DRAWINGS**

**TADWORTH, WALTON & KINGSWOOD**







KEY

PROPOSED NO WAITING  
MONDAY-FRIDAY 08.00 - 09.30

EXISTING WAITING, LOADING  
AND PARKING RESTRICTIONS  
(WITH OR WITHOUT SYMBOLS)

Project No. 3282/R&B  
Contract No. 18034  
Drawing No. B  
Revision  
3282/R&B  
18034  
B  
PROPOSAL

REIGATE AND BANSTEAD DPE  
TADWORTH  
IMPLEMENTED TRAFFIC ORDERS

SHEET OF

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Checked by RH  
Approved by DC

Date 2012  
Date 2012  
Date 2012

North Point

0 50 100 150 200

Scale 1:250

Rev.	Description	Drawn	Sig.	Date	Chkd	Sig.	Date	Apr	Sig.	Date
A	RESTRICTIONS AMENDED	CAH	CAH	02.15	AH	AH	02.15	RH	RH	02.15
B	RESTRICTIONS AMENDED	CAH	CAH	03.15	AH	AH	03.15	DC	DC	03.15

Notes

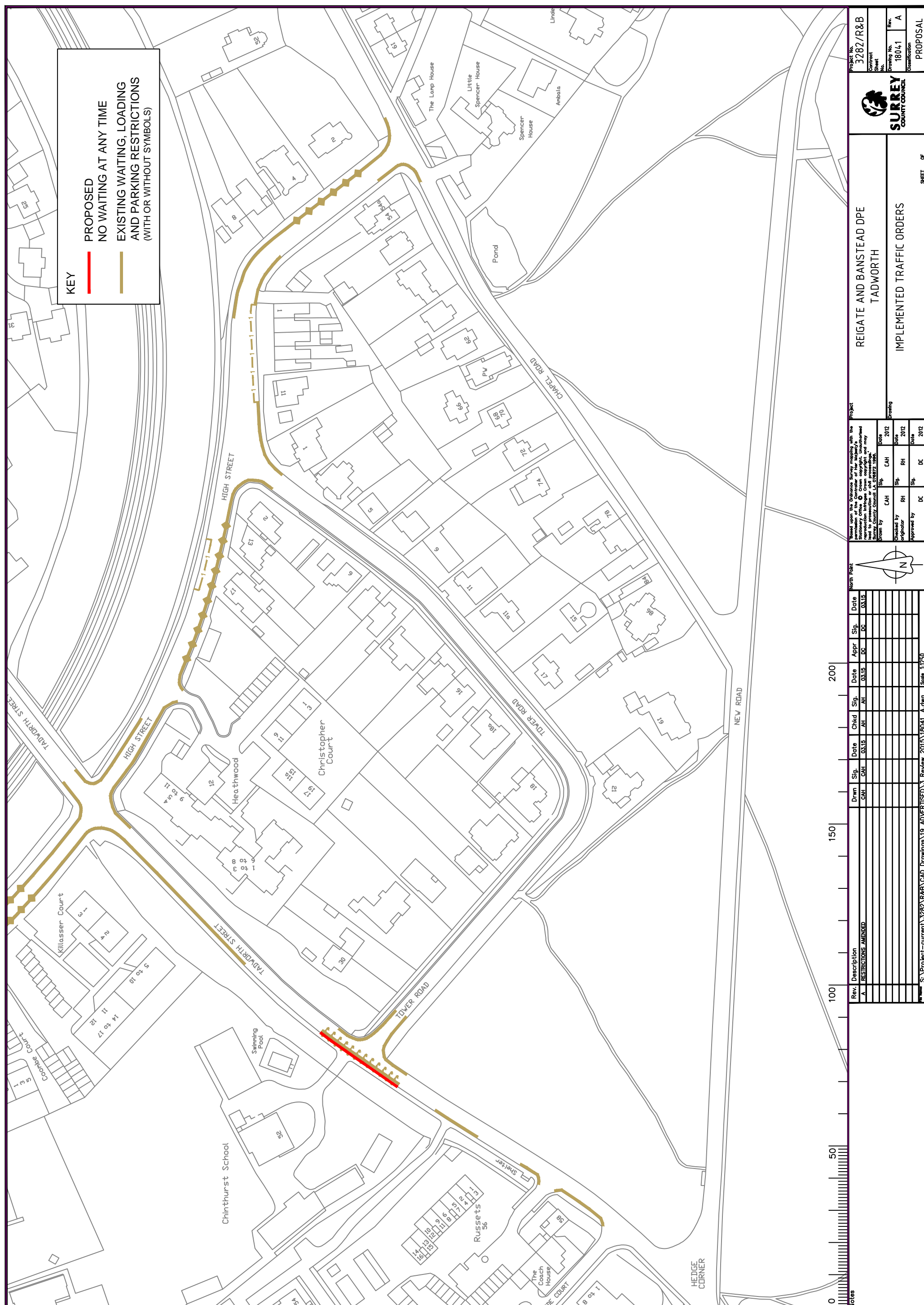
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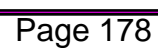


















KEY

PROPOSED NO WAITING  
MONDAY-FRIDAY 08.00 - 09.30

EXISTING WAITING, LOADING  
AND PARKING RESTRICTIONS  
(WITH OR WITHOUT SYMBOLS)

Notes

0 50 100 150 200

Scale 1:250

Rev. Description

Drwn. Sig. Date

Chkd. Sig. Date

Apr. Sig. Date

North Point

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Drawn by

Checked by

Approved by

CAH

DC

DC

03/15

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Project

Project No.

Contract

Sheet

Project

Project No.

Contract

Sheet

REIGATE AND BANSTEAD DPE  
TADWORTH

IMPLEMENTED TRAFFIC ORDERS

SHEET OF

SURREY  
COUNTY COUNCIL

3282/R&B

18176

PROPOSAL



The following list provides the roads where we received one or more requests that were assessed and considered not appropriate to introduce (or remove/amend) permanent parking controls at this time.

Requests can relate to a specific part of the road rather than the road in general, so even though a road is listed it does not necessarily mean that all parking situations in that road have been assessed. Furthermore, we can receive several requests to look at different parts of a road. Therefore it is possible for the same road to be included in the list below, and be included in our recommended changes within the review as they relate to different parts of the same road.

While every effort has been made to ensure this list is as accurate as possible, there may have been locations that do not appear in this list due to the fact that it was considered along with a nearby road during the assessment. If further clarification is sought please contact Surrey County Council's Parking Team.

Road	Town	Road	Town	Road	Town
Brighton Road	Banstead	Twyner Close	Horley	Alders Road	Reigate
Buckles Way	Banstead	Whithey Brook	Horley	Batts Hill	Reigate
Ferndale Road	Banstead	Witherdale / Parkhurst Road	Horley	Beaufort Road	Reigate
Greenhayes Avenue	Banstead	Withey Meadows	Horley	Birkheads Road	Reigate
High Street	Banstead	Wolverton Gardens	Horley	Blackborough Road	Reigate
Hillside	Banstead	Chipstead Lane	Lower Kingswood	Blanford Road / Crakell Road / Ringley Park Avenue	Reigate
Larchwood Close	Banstead	Josephine Avenue	Lower Kingswood	Brokes Crescent	Reigate
Longcroft Avenue	Banstead	St Monica's Road	Lower Kingswood	Canons Close	Reigate
North Acre	Banstead	Waterhouse Lane	Lower Kingswood	Chart Lane	Reigate
Partridge Mead	Banstead	Brook Road	Merstham	Chart Lane (Outside Reigate St Marys School)	Reigate
Ruden Way	Banstead	Chesterton Drive / Dunderly Crescent	Merstham	Church Walk (Opposite Deerings Road)	Reigate
Salsbury Road , Lambert Rd	Banstead	School Hill	Merstham	Deerings Road	Reigate
The Oval	Banstead	Delabole Road	Merstham	Dovers Green Road	Reigate
Gratton Road	Burgh Heath	Albert Road	Redhill	Eversham Road	Reigate
Tattenham Way	Burgh Heath	Baxter Avenue, Cromwell Walk	Redhill	Hardwicke Road / Worcester Road	Reigate
Redehall Road	Burstow	Brambletye Park Road / Emlyn Road	Redhill	Holmesdale Road	Reigate
Chipstead Lane	Chipstead	Bushfield Drive	Redhill	Hornbeam Road	Reigate
Lackford Road	Chipstead	Bushfield Drive / Foxley Close	Redhill	London Road	Reigate
Station Approach	Chipstead	Bushfield Drive / Ambleside Close	Redhill	Mark Street	Reigate
Broad Walk / Long Walk	Epsom Downs	Cavendish Road	Redhill	New Causeway	Reigate
Chapel Grove	Epsom Downs	Church Road	Redhill	Norbury Road	Reigate
Chetwode Drive	Epsom Downs	Colman Way	Redhill	Nutley lane	Reigate
Chetwode Road	Epsom Downs	Common Road	redhill	Oakhill Road / St Marys Road	Reigate
Claremount Gardens / Reigate Road	Epsom Downs	Copse Road	Redhill	Park Gate Road	Reigate
Coxdean	Epsom Downs	Furze Close	Redhill	Park Lane East	Reigate
Coxdean / Ferriers Way	Epsom Downs	Garibaldi Road	Redhill	Reigate Road	Reigate
Great Tattenhams	Epsom Downs	Gatton Park Road	Redhill	Rushetts Road	Reigate
Headley Drive	Epsom Downs	Grovehill Road	Redhill	Salsbury Road	reigate
Pitwood Green	Epsom Downs	Heston Road j/w Petridge Road.	Redhill	Sheridan Drive	Reigate
Ruden Way	Epsom Downs	Hillford Place	Redhill	Somers Road	Reigate
Shelvers Hill	Epsom Downs	Holmethorpe Avenue	Redhill	South Albert Road	Reigate
Brighton Road	Hooley	Horley Road	Redhill	St Mary's Road	Reigate
Church Lane Avenue	Hooley	Kingfisher Drive	Redhill	Underhill Park Road	Reigate
Aurum Close	Horley	Ladbrook Road	Redhill	Warren Road	Reigate
Bonehurst Road / Chestnut Road	Horley	Linkfield Street	Redhill	Wray Common Road / Doods Park Road	Reigate
Brighton Road	Horley	London Road	Redhill	Lodge Lane	Salfords
Church Road	Horley	London Road North	Redhill	Salbrook Road	Salfords
Court Lodge Road	Horley	Lynwood Road	Redhill	Southern Avenue	Salfords
Grove Road / Meath Green Lane	Horley	Mill Street	Redhill	Ashurst Road	Tadworth
Kingley Road / Avondale Close	Horley	Mount Rise	Redhill	Bidhams Crescent	Tadworth
Lumley Road	Horley	Nash Gardens	Redhill	Brighton Road/Oatlands Road	Tadworth
Manor Drive/ Sangers Drive	Horley	Northmead	Redhill	Corner Farm Close	Tadworth
Massetts Road	Horley	Oakdene Road	Redhill	Hatch Gardens	Tadworth
Meath Green Lane	Horley	Ranelgh Road	Redhill	Headley Grove / Hewers	Tadworth
Middlefield	Horley	Redstone Hollow	Redhill	Howard Close	Tadworth
Mll Close	Horley	Redstone Road	Redhill	Merland Close	Tadworth
Park View	Horley	Ringwood Avenue	Redhill	Preston Lane/ Waterfield	Tadworth
Parkhurst Road	Horley	Spencer Way	Redhill	Shelvers Green	Tadworth
Reigate Road	Horley	Westway Gardens	Redhill	Shelvers Hill	Tadworth
Sangers Drive / Ashleigh Close	Horley	Wiggie Lane	Redhill	Watermead	Tadworth
Skipton Way	Horley	Willow Road	Redhill	Boxhill Road	Walton on the Hill
Station Approach / Rosemary Lane junction	Horley	Willow Road	Redhill	Queens Close	Walton on the Hill
Tanyard Way	Horley	White Bushes	Redhill (Whitebushes)	Walton Street	Walton on the Hill
The Crescent	Horley	Brooklands Way	Redhill	Merrymeet	Woodmansterne

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### **Parking Task Group Terms of Reference**

The Parking Task Group is a Task Group of the Reigate and Banstead Local Committee. The Terms of Reference and membership of the Task Group, which exists to advise the R&B Local Committee, are agreed annually by the Committee.

**Role:**

The Task Group will work with officers to advise the Reigate and Banstead Local Committee on any issues with regard to parking controls and civil parking enforcement.

**Functions:**

To consider:

- The operation of on street parking controls and all aspects of Civil Parking Enforcement across the Borough
- The effectiveness of any new restrictions introduced
- Use of any surplus income for decision at the Local Committee.
- The provision of residents parking in the Borough
- Consideration of parking capacity on and off street within the borough.
- To consider the parking impacts of the school expansion programme in Reigate and Banstead.

**Membership:**

The Task Group will include three county councillors and three borough councillors. The Chairman and Vice-Chairman of the Local Committee may also attend.

**Operation of the Task Group:**

- The Task Group will advise and make recommendations as appropriate to the Local Committee and borough council - it has no formal decision-making powers.
- The Task Group will meet in private and keep a record of its actions.
- Officers supporting the Task Group will give due consideration to the Task Group's reasoning and recommendations prior to the officer writing their report to the Local Committee.
- The Task Group can, should they so wish, respond to an officer report and submit their own report to the Local Committee.
- The Task Group will remain aware of the work streams of the other Task Groups and Sub-Committees to ensure appropriate linkages and manage overlap.

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**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (REIGATE & BANSTEAD)****DATE: 8<sup>TH</sup> JUNE 2015****LEAD OFFICER: DAVE TAYLOR / PETER BOARDER****SUBJECT: CENTRAL CAR PARK, HORLEY****DIVISION: HORLEY****SUMMARY OF ISSUE:**

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.

**RECOMMENDATIONS:**

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

- (i) The Experimental Traffic Regulation Order, which has reversed the one way working of the Central Car Park Service Road, is made permanent.

**REASONS FOR RECOMMENDATIONS:**

- (i) The Experimental Traffic Regulation Order has been successfully operating for the last 15 Months.
- (ii) There have been no formal objections to the Experimental Traffic Regulation Order and there is a general consensus that it has worked well.
- (iii) The revised working avoids conflict between vehicles exiting the Central Car Park and Waitrose Car Park, within close proximity to the signalised junction of Consort Way East and Victoria Road.

**1. INTRODUCTION AND BACKGROUND:**

- 1.1 In 2012 Transport Development Planning presented a report to Reigate and Banstead Local Committee to reverse the direction of the existing one-way working of the Central Car Park Service Road, including new signing, road markings and minor improvements to the kerb line.

## ITEM 12

- 1.2 The report and minutes from the meeting held on Monday 18<sup>th</sup> June 2012 are included in Annex 1. Reigate and Banstead Local Committee:
- 1) Agreed that the direction of the existing one-way working in the Central Car Park Service Road be reversed for a maximum experimental period of 18 months.
  - 2) Authorised the advertisement and introduction of an experimental Traffic Regulation Order under the Road Traffic Regulation Act 1984, the effect of which will be to reverse the direction of the existing one-way working in the Central Car Park Service Road on an experimental basis.
  - 3) Agreed that the officers submit a further report to the Local Committee to seek a decision on whether to make the experiment permanent or to reinstate the existing one-way working arrangement in the Central Car Park Service Road.
- 1.3 The experimental Traffic Regulation Order was advertised on 9<sup>th</sup> January 2014 and came into effect on the 30<sup>th</sup> January 2014.
- 1.4 The scheme to implement the experimental traffic Order was jointly funded by Reigate and Banstead Borough Council and Surrey County Council, totalling £15,000 and came into affect in March 2015.
- 1.5 Drivers accessing the public car park are now required to enter and exit from the access adjacent to Horley Tyre and Exhaust. Delivery vehicles are now required to enter from the access behind Collingwood and Batchelor and exit at the access adjacent to Horley Tyre and Exhaust. Please refer to attached plan in Annex 2.
- 1.6 The implementation of this scheme has removed the conflict of vehicles exiting the Central Car Park and Waitrose Car Park, within close proximity to the signalised junction of Consort Way East and Victoria Road.

### **2. ANALYSIS:**

- 2.1 An Experimental Traffic Regulation Order allows the County Council to monitor and assess the impact of a scheme, prior to making permanent alterations to the highway network. The Central Car Park Service Road has been operating successfully for the last 17 months.
- 2.2 It is not possible to lodge a formal objection to an Experimental Traffic Regulation Order until it is in force. Once it is in force objections may be made to the Order being made permanent, within the first six months. No formal objections have been received in relation to the Central Car Park Service Road.
- 2.3 The accident data has been reviewed for the last 12 months and there have been no Personal Injury Accidents recorded during this period at the junctions of the Central Car Park Service Road with Consort Way East.



**3. OPTIONS:**

- 3.1 There are two options available to Reigate and Banstead Borough Council's Local Committee:

<b>Option One – The Experimental Traffic Regulation Order is made permanent</b>	
<b>Positives</b>	<b>Negatives</b>
Permanently removes the conflict of vehicles exiting the Central Car Park and Waitrose Car Park, within close proximity to the signalised junction of Consort Way East and Victoria Road.	Non identified
Avoids unnecessary disruption and confusion to users of the Service Road.	
Avoids abortive works.	
<b>Option Two - The Experimental Traffic Regulation Order is not made permanent and the existing one-way working arrangement in the Central Car Park Service Road is reinstated.</b>	
<b>Positives</b>	<b>Negatives</b>
Non identified	Cost implication in terms of reversing alterations made to the physical infrastructure required in order to facilitate the Experimental Traffic Regulation Order.
	Reintroduces conflict with vehicles exiting the Central Car Park and Waitrose Car Park, within close proximity to the signalised junction of Consort Way East and Victoria Road.
	Reversing the alterations is likely to cause confusion amongst users of the Central Car Park Service Road and be viewed negatively by members of the public.

**4. CONSULTATIONS:**

- 4.1 Consultation was undertaken with a range of stakeholders prior to the implementation of the experimental Traffic Regulations Order.
- 4.2 Transport Development Planning liaised with Traffic Systems, East Area Highways, Passenger Transport Group, Safety Engineering Team, Transport Planning, Horley Town Council, the Borough Council, Horley Town Management Group, East Area Highways, Safety Engineering Team and Reigate and Banstead Borough Council. Surrey Police were also consulted and they raised no objection in principle.
- 4.3 The experimental Traffic Regulations Order was advertised prior to its introduction under the Road Traffic Regulation Act 1984. Neighbouring

businesses were also notified by letter. No objections were made during the advertisement of the order.

- 4.4 Recent consultation has been undertaken with stakeholders to ascertain how the TRO has worked and whether it should be made permanent. This consultation has taken place with local members (Town, Borough and County), local businesses through the Horley Town Management Group, local stakeholders through the Horley Regeneration Forum and key Surrey County Council service areas, including East Area Highways, Safety engineering and Traffic Systems.
- 4.5 The general consensus is that the Experimental Traffic Order has worked well and should be made permanent.

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

- 5.1 There is no cost associated with making the Experimental Traffic Regulation Order permanent, apart from staff time.
- 5.2 If the Local Committee were not to support the Experimental Traffic Regulation order being made permanent, then there will be a cost to the County Council in altering the infrastructure.

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

- 6.1 There are no equality or diversity implications, though it should be noted that some dropped kerbs have been improved as part of the scheme, that has improved access for those whose mobility is impaired and/or for parent and/or carers with pushchairs..

#### **7. LOCALISM:**

- 7.1 The Experimental Traffic Regulation Order was advertised both on-site and in the local newspaper prior to coming into force. The County Council has not received any formal objections to the Experimental Traffic Regulation Order during the past 17 months.

#### **8. 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.

<b>9. CONCLUSION AND RECOMMENDATIONS:</b>
---

- 9.1 The Experimental Traffic Regulation Order, which has reversed the one way working of the Central Car Park Service Road, has been in effect for 17 months. There have been no formal objections to the order and there is a general consensus that it has worked well.
- 9.1 It is therefore recommended that the Experimental Traffic Regulation Order be made permanent.

<b>10. WHAT HAPPENS NEXT:</b>
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- 10.1 The Experimental Traffic Regulation Order will be made permanent and the associated alterations to the kerb line, signage and lining will remain in situ.

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**Contact Officer:**

**Consulted:**

- Geoffrey Trott – Surrey County Council, Parking Strategy and Implementation Team
- John Lawlor - Surrey County Council, Area Highways Manager
- Rob Simpson – Surrey County Council, Road Safety Engineer
- Local members – Town, Borough and County
- Local businesses

**Annexes:**

- Annex 1: Report to Local Committee (Reigate and Banstead) dated 18<sup>th</sup> June 2012 and decision.
- Annex 2: Consort Way East Scheme (drawing P0159)
-

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

### **CENTRAL CAR PARK, HORLEY**

**18 JUNE 2012**

#### **KEY ISSUE**

To advise the Local Committee of the highway works at the Central Car Park Access Road, together with improvements to Consort Way East. Authority is also sought to approve the advertising in the appropriate press, together with the associated regulatory road markings and signs that are required with the experimental traffic order, which if successful will be made permanent.

#### **SUMMARY**

This forms part of the Horley Master Plan, which is for two new neighbourhoods totalling 2550 new units and the regeneration of the Town Centre.

There have been 2 phases of works that have been constructed in the town as part of the New Growth Points funding. This proposal is to form an element of Phase 3 and will help to improve road safety and assist with traffic queues.

#### **OFFICER RECOMMENDATIONS**

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

- (i) The direction of the existing one-way working in the Central Car Park Service Road, Horley be reversed for a maximum experimental period of 18 months
- (ii) Authorise the advertisement and introduction of an experimental Traffic Regulation Order under the Road Traffic Regulation Act 1984, the effect of which will be to reverse the direction of the existing one-way working in the Central Car Park Service Road, Horley on an experimental basis, as shown on the drawing at Annex A

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

- (iii) Agree that Officers submit a further report to the Local Committee to seek a decision on whether to make the experiment permanent or to reinstate the existing one-way working arrangement in the Central Car Park Service Road, Horley.

## 1 INTRODUCTION AND BACKGROUND

- 1.1 The regeneration of Horley Town Centre is a Planning aspiration of Reigate and Banstead Borough Council and is supported by the County Council as the Highway Authority.

## 2 ANALYSIS

The Public Realm improvements associated with the regeneration of Horley Town Centre include:

**Phase 1 (Constructed):** - Junction works at Victoria Road/Consort Way (raised table with a new zebra crossing), a new gateway feature on Victoria Road and traffic management on Consort Way/Albert Road.

**Phase 2 (Constructed):** - Footway improvements on both side of Victoria Road (from the railway station to Russell's Crescent), environmental improvements outside the Jack Fairman and alterations to include a pedestrian phase across both the Consort Way East and Victoria Road junctions. The junction of Lumley Road with the High Street is also currently being improved along with part of Yattendon Road and The Subway.

**Phase 3:** - Relates to the possible development of Newman House, which will be a mixed use of residential and commercial. The associated highway works will include an upgraded junction at Russells Crescent/Victoria Road and Victoria Road/Consort Way East. The improvements also include the possible semi- pedestrianisation of Victoria Road, enhancing the pedestrianised area of the High Street and traffic management and traffic calming at Russell's Crescent, Ringley Avenue. Alterations are also proposed to the Waitrose junction with Consort Way East.

Officers of the County Council and Reigate and Banstead Borough Council have been involved in a series of meetings to review the situation, identify all the issues on site and seek possible solutions to complaints about queuing at the recently improved traffic signals at the Victoria Road junctions with Consort Way East and Russell's Crescent.

The longer term planning for the Town Centre is centred on the future of Newman House and there is apparently, some uncertainty with any redevelopment proposals at the moment. Phase 3 of the New Growth Points work, which would have overcome the concerns, is on hold, pending a review of current traffic conditions in the Town and the outcome of negotiations around the redevelopment of Newman house.

In the mean time, officers have been considering possible works that would help solve some of the current issues with regard to traffic exiting the Waitrose



Car Park and the effect on the nearby Traffic Signal Controlled junction of Consort Way East with Victoria Road.

Before further work is undertaken and bearing in mind the development potential of Newman House and other key sites within the town, it is considered important to understand the implications of any changes to traffic patterns. SCC have the Horley Master plan modeling, but that may now be slightly out of date because of the improvements that has been carried out and traffic/pedestrian flows alterations. We have consulted our Transportation colleagues to consider the implications.

### **3 OPTIONS**

- 3.1. Replacing the existing worn out yellow box junction markings at the Waitrose access, which is currently been ignored by some drivers. A Traffic Regulation Order is not required as the matter is covered by Section 36 of the Road Traffic Act 1988. This may help to keep the road-space clear and allow traffic to enter and exit.
- 3.2. Agreement with Reigate and Banstead Borough Council, the possibility of altering their Central Car Park Service Road so that all inbound vehicles enter from the access behind Collingwood and Batchelor and exit at the existing entrance, that is, reverse the current arrangement. This would have the effect of taking out the conflict of vehicles exiting Central Car Park where visibility is sub standard and it is located almost opposite the Waitrose Car Park. There are clear benefits to that, including pedestrian safety. The works would be supplemented with new signing and minor improvements to kerb lines. This is proposed as an experimental Traffic Order and is introduced for a trial period of 18 months.
- 3.3. As an alternative to the Central Car Park scheme, officers are investigating the possibility of constructing a double mini roundabout at the junction of Consort Way East/Central Car Park and Waitrose. This was originally shown in the Horley Master Plan and the concept layout is the subject of a Safety Audit.

### **4 CONSULTATIONS**

- 4.1 The schemes have been through the necessary consultation procedures. The Master Plan was the subject of a Public Inquiry and now forms part of the Borough Councils supplementary planning guidance.
- 4.2 Transportation Development Control has liaised with Traffic Systems, East Area Highways, Passenger Transport Group, Safety Engineering Team, Transport Planning and the Borough Council.
- 4.3 Surrey Police has been consulted. They have raised no objection in principle, however they are of the view that further investigation is necessary in relation to the traffic signal phasing at Consort Way East/Victoria Road/Russells Crescent. Traffic Systems have now confirmed that the signals are operating satisfactorily.

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

- 5.1 The cost of all the highway improvements will be borne by New Growth Points. Surrey County Council receives a fee for managing the contract.

## **6 EQUALITIES AND DIVERSITY IMPLICATIONS**

- 6.1 The proposed works will provide a safe junction for all highway users

## **7 CRIME AND DISORDER IMPLICATIONS**

- 7.1 Not applicable.

## **8 CONCLUSION AND RECOMMENDATIONS**

- 8.1 The proposed works are a necessary requirement of the Town Centre regeneration.
- 8.2 The report recommends the Committee approve the advertising and deal with any matters that are received in relation to the experimental order. If successful, the order can be made permanent.

## **9 REASONS FOR RECOMMENDATIONS**

- 9.1 To improve highway safety and capacity.

## **10 WHAT HAPPENS NEXT**

- 10.1 SCC is aiming to undertake the highway works in the summer.

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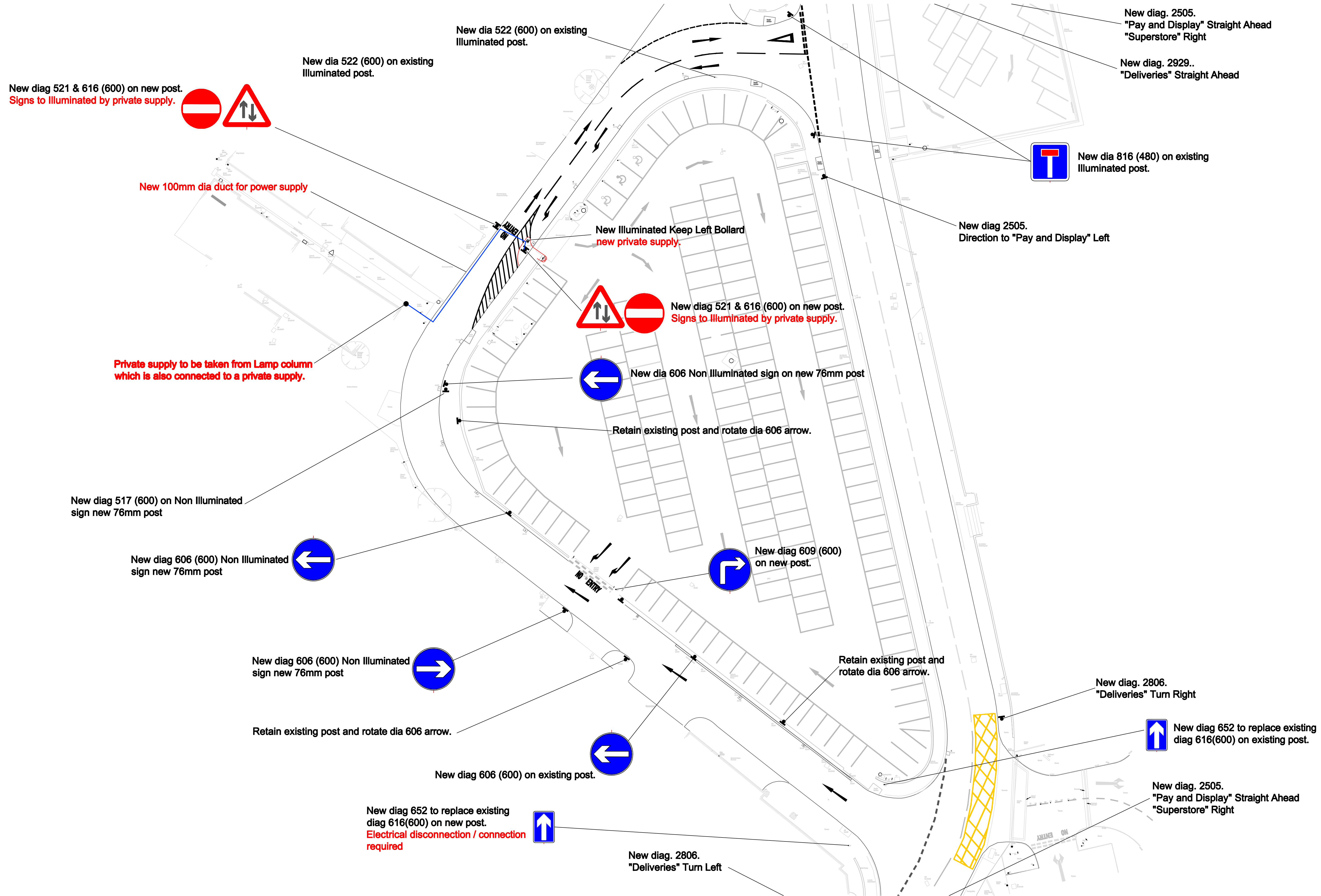
<b>LEAD OFFICER:</b>	Dave Taylor, Project Engineer Transportation Development Planning
<b>TELEPHONE NUMBER:</b>	0208 541 9310
<b>E-MAIL:</b>	dave.taylor@surreycc.gov.uk
<b>CONTACT OFFICER:</b>	Dave Taylor
<b>TELEPHONE NUMBER:</b>	020 8541 9310
<b>BACKGROUND PAPERS:</b>	Scheme drawings

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Minutes of 18 June 2012 Local Committee Reigate and Banstead (Minute Ref: 37/12)

37/12	<div style="border: 1px solid black; padding: 5px; text-align: center;"><b>CENTRAL CAR PARK, HORLEY [Item 15]</b></div>
	<p>The Transport Development Planning Senior Projects Manager presented the report.</p> <p>During discussion by the Committee the following key points were raised:</p> <ul style="list-style-type: none"> <li>• The Local Divisional Member for Horley East thanked officers for a thorough report and a proposal that will make a real difference to this area of Horley Town Centre. She suggested that any further changes be delayed until the future of the Newman House site has been agreed. The Local Divisional Member for Horley West concurred.</li> </ul> <p>The Committee:</p> <ul style="list-style-type: none"> <li>(i) <b>AGREED</b> that the direction of the existing one-way working in the Central Car Park Service Road, Horley be reversed for a maximum experimental period of 18 months.</li> <li>(ii) <b>AUTHORISED</b> the advertisement and introduction of an experimental Traffic Regulation Order under the Road Traffic Regulation Act 1984, the effect of which will be to reverse the direction of the existing one-way working in the Central Car Park Service Road, Horley on an experimental basis, as shown on the drawing at Annex A to the report submitted.</li> <li>(iii) <b>AGREED</b> that officers submit a further report to the Local Committee to seek a decision on whether to make the experiment permanent or to reinstate the existing one-way working arrangement in the Central Car Park Service Road, Horley.</li> </ul>

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NOTES	Rev.	Description	Date
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Scale 1:250			

**Reigate & Banstead**  
**BOROUGH COUNCIL**  
Banstead | Horley | Redhill | Reigate

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Surrey County Council LA 076872 1996.

Drawn by CA	Sig. —	Date 20—11—12
Approved by —	Sig. —	Date —

Project	Horley Central Car Park Reversal of Service Road
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Drawing

Outline Design

Original Size-A1

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**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (REIGATE & BANSTEAD)****DATE:** 27 April 2015**LEAD OFFICER:** Kelly Saini Badwal, Library Sectors Manager**SUBJECT:** Library Service Review 2015**DIVISION:** Reigate & Banstead**SUMMARY OF ISSUE:**

- (i) 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.
- (ii) In addition to other elements, the review looked at the opening hours for all the community libraries, which include Reigate and Merstham. Libraries are currently divided into three levels of service offer:
  - Group A – main town libraries
  - Group B – town libraries
  - Group C – community libraries

Across the 17 Group C community libraries there is a huge disparity of opening hours. The review aims to address this by standardising opening hours in three tiers. The number of hours for each library has been determined by size, issues, visits, activities, services offered and location.

- (iii) The opening hours of the Community Partnered Libraries (CPLs) are out of scope, as opening hours are set by local steering groups, within an agreed framework with local committees.

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

1. Reigate library increase its hours from 35.5 hours per week to 42 hours per week to bring it into line with the Group B libraries. This means that Reigate library offers a wider service to local users. The library will close on Mondays in line with other Group B libraries but the number of hours open will increase overall, including opening on Wednesdays (when the library is currently closed). Please see attached Appendix 1 for opening hours.
2. The number of hours Merstham library opens does not change but the opening times will be altered. Please see attached Appendix 1 for opening hours.
3. The overall change in hours in Reigate and Banstead is an increase of 6.5 hours per week.

### **REASONS FOR RECOMMENDATIONS:**

- Customer feedback, including from “lapsed user” surveys, shows that it is easier for residents to remember standardised hours across libraries. There was positive feedback after introducing standardisation at Group A and B libraries in 2008. (Please see Appendix 2 for further details about Group A, B and C libraries).
- The majority of Group C community libraries’ opening hours have not altered for many years, and historically were originally based on local circumstances that no longer exist. Across the community libraries there is a huge disparity of hours so the approach has had to be to standardise within three levels of opening hours according to size and use.
- Standardisation allows the library service to implement new standardised staffing structures and staffing allocations across the County. This will ensure the library service has sufficient, cost effective, frontline cover across libraries, with relevant staff in the right place at the right time.
- The library service review identified changes in the patterns of use in Group C community libraries. The recommended changes to opening hours reflect how local residents are now using these libraries. The Library review identified patterns of use in the group C community libraries and have retained the most well used opening periods as a core of the new proposed opening hours.

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

- 1.1 The public library service in Surrey is part of the everyday lives of those living, working or studying in Surrey. The library service is a pivotal service for Surrey County Council – not least because of increasing demands due to changing demographics and diminishing resources. The library service will continue to support the council’s priorities such as wellbeing, economic prosperity and resident experiences. The library service’s overall objective continues to be to develop effective and cost efficient services with which increased numbers of residents will engage, and to increase the variety of ways in which it touches and supports their lives. To do this the library service is doing four things:
- a) Continuing to provide an excellent core library service with a strong emphasis on reading, literature and literacy in all its forms.
  - b) Providing increasing opportunities for residents to access or participate in cultural experiences of all kinds, in and through the library service.
  - c) Developing the service’s role further in supporting wellbeing, ageing well and combating social and technological exclusion. Working more with the county council to provide cost effective services in or through libraries, which support the council’s efforts to cope with rising social care and education costs. Increasingly the library service works collaboratively with partners, to face and manage these challenges.
  - d) In the complex environment within which the library service needs to operate successfully in order to survive, the service needs to re-focus resources from a functional delivery model to one which emphasises place and locality, and become even more integrated and seamless with the wider agendas of Surrey.

Since the last library service restructure in 2008/9 much has changed within libraries and the county council. Savings and efficiencies are a part of the review, but not the main purpose.

A reduction in the staffing establishment has not been the main driver of the review although some roles are significantly affected. The main emphasis has been to look at what the library service is doing and see if it is fit for the future, to ensure the right arrangements are in place to develop an even stronger and better integrated service. While the recommendations of this report concentrate on the front line, the review also took the opportunity to look across the whole of the library service staffing, also implementing changes and efficiencies in other teams which deliver the work of the library service, including the stock and digital teams, and the team which delivers the council's priorities through the library service e.g children's services, avoiding digital exclusion, and helping people live and age well. From the local perspective, the two key changes are a new way of managing and staffing libraries, and proposed new opening hours, in order to increase efficiencies in how the service staffs libraries on a daily basis. Libraries will be grouped into clusters of 6 - 8 geographically close libraries, under the management of a Cluster Manager. This will help ensure the service has sufficient frontline cover across libraries, with relevant staff in the right place at the right time. Please see Appendix 3 for details of clusters.

For day to day management, and to support and provide continuity to close shared local relationships with users, partners and stakeholders, libraries are then managed in sub-cluster of 3-4 libraries by small teams of duty managers who will be the key contacts for those libraries, with stakeholders, partners and local organisations including schools, Friends groups and Local History groups having a named local contact.

In line with the library services' strategy, self-service terminals will be installed in Reigate library. Currently 38 libraries have had self-service terminals installed and the customer experience has proved to be positive especially when supported by proactive visible staff. Self service frees up more time for staff to directly help library users

In carrying out these changes the library service followed the council's managing change procedures closely, starting with a substantial staff engagement exercise in which staff were able to feed back their views on what they thought were the strengths and areas for development for the current service and its structure. Staff were given opportunities to express preferences for where they work, and the service also takes into account caring responsibilities and health issues. However it must be recognised that any period of major change can be stressful and every effort has been made to support staff through this.

The impact of the review on customers is expected to be very positive. The library service is developing in order to build resilience and flexibility, to deliver new services and provide a better customer experience. The alterations in opening hours – and the infrastructure behind them – is part of this change.

## **2. ANALYSIS:**

- 2.1 Efficiencies and cost savings through standardisation of hours and an altered infrastructure.

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

- 2.2 Better customer care through standardised processes and new roles that focus on the customer experience, supported by training.
- 2.3 Retaining and developing good quality staff.

### **3. OPTIONS:**

- 3.1 Option 1 :Make the proposed changes to the opening hours of Reigate and Merstham libraries. The changes will enable the library service to manage local timetables and staffing across the service, within the budget, to ensure cover. This will also help residents with standardised hours which are easier to remember.

Efforts will be made to minimise inconvenience for users in the change period. This will be mitigated as much as possible by communicating widely to library users using all media available and making clear the availability of online renewals and requests, drop-boxes at libraries, and other ways of helping users settle into the new patterns of hours

- 3.2 Option 2: Leave the opening hours as they are currently. The impact of this is that the local community will not benefit from increased hours; the current confusion over opening hours will continue; the library service will not be able to make the necessary staffing changes across the board; and the target cost savings will not be achieved.

### **4. CONSULTATIONS:**

- 4.1 Staff, Unison and GMB were engaged in line with the council's 'Change Management' policy, and the library service is working closely with HR. A succession of staff engagement sessions and workshops has been held throughout the review period.
- 4.2 Library service "lapsed user" surveys, and our ongoing customer satisfaction surveys in libraries have also informed this work.

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

- 5.1 Across the service the new structure and ways of working resulting from the library review will achieve annual staffing savings of £227,000.
- 5.2 The increase in opening hours recommended by this report, were costed into the library review funded by the overall savings achieved. There is therefore no financial pressure created by the recommended increase in opening hours.
- 5.3 The proposed staffing budget has been agreed with the Section 151 Officer and included within the 2015/20 Medium Term Financial Plan.

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

- 6.1 An Equality Impact Assessment (EIA) has been carried out. The change in pattern at Reigate will impact on users not being able to use the library on a Monday but other local libraries (Redhill, Epsom and Dorking) are open. Library renewals, fines and fees will reflect Monday closures. There is also a wide range of digital transactions and information which can be accessed 24/7.

- 6.2 Reigate and Merstham libraries will not be open at exactly the same time as before but opening hours overall will increase (+6.5 hours).
- 6.3 Currently, rhymetime runs on Mondays and Thursdays at Reigate library and the proposed closure on Mondays will necessitate a change of day. Local consultation with current users will be undertaken to ascertain the best time to run a replacement session. Rhymetime will be run every day across libraries within the borough (Banstead, Horley, Merstham, Redhill, Reigate and Tattenhams).
- 6.4 There may be an impact on staff whose individual timetables and location may need to change. The library service is consulting with individual staff to manage any change in hours or location of work. Clusters and sub-clusters have been set up to minimise travel and make use of public transport networks where possible.

## **7. LOCALISM:**

- 7.1 There will be impact on the local Reigate and Merstham communities, but research shows that library users tend to access more than one local library. Although Reigate library will be closed on Mondays, an increase of 6.5 hours per week will extend the access for commuters, busy parents, students and those users who want to use local community Group C libraries on a Wednesday.
- 7.2 For Merstham, the impact will be minimal and users will benefit from an increase in opening hours on Mondays and Thursdays. An earlier closure (reduction of one hour) on Tuesdays will have minimal impact on the community, as anecdotally and statistical data shows that libraries are less busy before 10am and after 5pm.
- 7.3 The library service has been hugely successful in doubling its online digital use, and users will continue to benefit from a wide range of digital services including online renewals.

## **8. OTHER IMPLICATIONS:**

Area assessed:	Direct Implications:
Crime and Disorder	No significant implications arising from this report
Sustainability (including Climate Change and Carbon Emissions)	Continuing accessible provision of libraries locally will reduce possible travel to other libraries
Corporate Parenting/Looked After Children	Continuing accessible provision of library services to children and carers locally will support the council's aim of giving every child a good start in life.
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report
Public Health	Continuing accessible library provision locally will allow libraries to continue to contribute to health and well being as they do now

<b>9. CONCLUSION AND RECOMMENDATIONS:</b>
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- 9.1 It is recommended that Reigate library increase its hours from 35.5 hours per week to 42 hours per week. This means that Reigate library becomes a Group B library offering a wider service to local users. The library will close on Mondays in line with other Group B libraries but the number of hours open will increase overall, including opening on Wednesdays (when the library is currently closed).
- 9.2 The number of hours Merstham library opens does not change but the opening times be altered.
- 9.3 The overall change in hours in Reigate and Banstead is an increase of 6.5 hours per week.

<b>10. WHAT HAPPENS NEXT:</b>
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- 10.1 The new library staff structure will be in place by 1 May, with the proposed changes to opening hours being implemented for 1 September 2015.
- 10.2 The library service will give at least six weeks' notice to customers of amended opening hours. Staff will be briefed and notices will be put up locally and online. Emails and social media will be used to alert users to the change. All of the Council's communication channels will be used to positively communicate the recommended changes. Any concerns raised by residents will be addressed.

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**Contact Officer:**

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M: 07968 832372

**Consulted:**

Library Service Staff  
HR

**Annexes:**

Appendix 1 – Group A, B and C libraries  
Appendix 2 – Reigate and Merstham library opening hours – current and proposed  
Appendix 3 – Cluster models

**Sources/background papers:**

Library Service Review Consultation Report

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### Group A, B and C Libraries

Borough	Library	Group A	Group B	Group C	CPL
Elmbridge	Cobham		Proposed	✓	
	Dittons		✓		
	Esher		✓		
	Hersham			✓	
	Molesey		✓		
	Walton	✓			
	Weybridge		✓		
Epsom & Ewell Borough	Epsom	✓			
	Ewell		✓		
	Ewell Court				✓
	Stoneleigh				✓
Guildford	Ash			✓	
	Guildford	✓			
	Horsley			✓	
Mole Valley	Ashted			✓	
	Bookham			✓	
	Dorking	✓			
	Leatherhead		✓		
	Surrey Performing Arts Library	n/a	n/a	n/a	n/a
Reigate and Banstead	Banstead		✓		
	Horley		✓		
	Merstham			✓	
	Redhill	✓			
	Reigate		Proposed	✓	
	Tattenhams				✓

Borough	Library	Group A	Group B	Group C	CPL
Runnymede	Addlestone		✓		
	Chertsey			✓	
	Egham		✓		
	New Haw				✓
	Virginia Water				✓
Spelthorne	Ashford		✓		
	Shepperton			✓	
	Staines	✓			
	Stanwell			✓	
	Sunbury		Proposed	✓	
Surrey Heath	Bagshot				✓
	Camberley	✓			
	Frimley Green			✓	
	Lightwater			✓	
Tandridge	Caterham Hill			✓	
	Caterham Valley		✓		
	Lingfield				✓
	Oxted		✓		
	Warlingham				✓
Waverley	Bramley				✓
	Cranleigh		✓		
	Farnham	✓			
	Godalming	✓			
	Haslemere		✓		
Woking	Byfleet				✓
	Knaphill			✓	
	West Byfleet			✓	
	Woking	✓			

## Community 'C' Library opening hours – Current and Proposed

### Reigate and Banstead Borough Council

#### Merstham Library

	Mon	Tues	Wed	Thurs	Fri	Sat	Hours Open
<b>Current</b>	2.30pm to 5pm	10am to 6pm	Closed	2.30pm to 5pm	10am to 1pm	10am to 1pm	<b>19</b>
<b>Proposed</b>	2pm to 5pm	10am to 5pm	Closed	2pm to 5pm	10am to 1pm	10am to 1pm	<b>19</b>

<b>Daily change in hours</b>	<b>+ 0.5 hours</b>	<b>- 1 hour</b>	<b>No change</b>	<b>+ 0.5 hours</b>	<b>No change</b>	<b>No change</b>	<b>No change</b>
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#### Reigate Library - change to Group B Library

	Mon	Tues	Wed	Thurs	Fri	Sat	Hours Open
<b>Current</b>	9.30am to 1pm	9.30am to 7pm	Closed	9.30am to 5pm	9.30am to 5pm	9.30am to 5pm	<b>35.5</b>
<b>Proposed</b>	Closed	9am to 7pm	9am to 5pm	9am to 5pm	9am to 5pm	9am to 5pm	<b>42</b>

<b>Daily change in hours</b>	<b>- 3.5 hours</b>	<b>+0.5hours</b>	<b>+ 8 hours</b>	<b>+ 0.5 hours</b>	<b>+ 0.5 hours</b>	<b>+0.5 hours</b>	<b>+ 6.5 hours</b>
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## Library Service Cluster Models

East 1		East 2	
Ashted (C)	Bookham (C)	Horley (B)	Caterham Valley (B)
Banstead (B)	Dorking (A)	Lingfield (C)	Caterham Hill (C)
Epsom (A)	Horsley (C)	Merstham (C)	Oxted (B)
Ewell (B)	Leatherhead (B)	Redhill (A)	Warlingham (CPL)
Ewell Court (CPL)		Reigate (B)	
Stoneleigh (CPL)			
Tattenhams (CPL)			

North 1		North 2	
Ashford (B)	Addlestone (B)	Cobham (B)	Dittons (B)
Staines (A)	Chertsey (C)	Weybridge (B)	Esher (B)
Stanwell (C)	Egham (B)	Walton (A)	Hersham (C)
Sunbury (C)	New Haw (CPL)		Molesey (B)
	Shepperton (C)		
	Virginia Water (CPL)		

West 1		West 2	
Bramley (CPL)	Ash (C)	Byfleet (CPL)	Camberley (A)
Cranleigh (B)	Farnham (A)	Knaphill (C)	Frimley Green (C)
Godalming (A)	Haslemere (B)	West Byfleet (C)	Lightwater (C)
Guildford (A)		Woking (A)	

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**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (REIGATE & BANSTEAD)**



**SURREY**

**DATE:** 8 JUNE 2015  
**LEAD OFFICER:** JOANNA LONG, COMMUNITY PARTNERSHIP AND COMMITTEE OFFICER

**SUBJECT:** LOCAL COMMITTEE TASK GROUP REPRESENTATION 2015-16 and COMMUNITY SAFETY FUNDING

**DIVISION:** ALL REIGATE & BANSTEAD DIVISIONS

**SUMMARY OF ISSUE:**

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.

**RECOMMENDATIONS:**

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

- (i) The terms of reference of the Youth Task Group, the Greater Redhill Sustainable Transport Package Task Group and the Parking Task Group, (included in the Parking Review report) as set out in Annex 1.
- (ii) The membership of these task groups for 2015-16.
- (iii) Agree that the community safety budget of £3,294 that has been delegated to the Local Committee be transferred to the East Surrey Community Safety Partnership for the purpose of addressing the criteria and monitoring requirements detailed in [paragraphs 1.5 and 10.2] of this report; and that the Community Partnership Manager authorises its expenditure in accordance with the Local Committee's decision.

**REASONS FOR RECOMMENDATIONS:**

The Local Committee's task groups enable the Local Committee to carry out its work in an efficient and expedient manner.

Surrey County Council is a Responsible Authority on Community Safety Partnership and has a responsibility to be represented at their meetings. Contributing delegated funding will help to ensure that there is a sufficient budget to fund projects aimed at

reducing crime and anti-social behaviour within the borough.

The Local Committee has delegated authority over a small budget of £3,294 of Surrey County Council funding. The purpose of this funding is to address local areas of concern in relation to community safety.

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

- 1.1 The Local Committee is asked annually to consider the work that should be considered at formal meetings and the relevant task groups that should be established to support the Committee in its work.
- 1.2 In 2011-12, the Local Committee established a Youth Task Group and a Local Sustainable Transport Fund Task Group (LSTF), the LSTF group is discontinuing.
- 1.3 The terms of reference were last reviewed and the task groups re-established on 9 June 2014
- 1.4 The Committee also established a Redhill Parking Task Group on 17 June 2013 which is discontinuing and will be replaced with the Parking Task Group.
- 1.5 The Local Committee Community Safety Fund is designed to support projects and initiatives in Surrey that:
  - Are evidence based
  - State aims and objectives clearly and concisely
  - Clarify project outputs and outcomes
  - Demonstrate wider benefits to the community
  - Demonstrate how they support the delivery of local Community Safety Partnership plans
  - Document proposed evaluation mechanisms
  - Demonstrate value for money

## **2. ANALYSIS:**

- 2.1 The Local Committee's task groups have been successful and contributed to efficient decision making in a range of areas. Due to this success, the recommendation is to re-establish the task groups for 2015-16 with the terms of reference set out in **Annex 1**.
- 2.2 The number of Members required for each task group is as follows:
  - Youth Task Group – 3 County Councillors and 3 Borough Councillors
  - Greater Rehill Sustainable Transport Package Task Group – 4 County Councillors and 3 Borough Councillors
  - Parking Task Group – 3 County Councillors and 3 Borough Councillors
- 2.3 Following negotiations between Reigate & Banstead, Mole Valley and Tandridge CSPs, a merger was agreed to form a single ES CSP. The inaugural meeting was held in September 2014 where priorities for the

coming year were agreed based on commonalities across the area based on the previous Strategic Assessments. These were: Serious Acquisitive Crime, Domestic Abuse, Substance Misuse, Antisocial Behaviour and Rural Crime. Local delivery of location specific issues continue through the current structures of borough based Community Incident Action Groups (CIAGs) and Joint Action Groups (JAGs).

2.4 The Community Safety Partnership Priorities for 2014/15 were as follows:

1. Reduce Anti social behaviour (with an increased focus on victims)
2. Tackling substance misuse (Alcohol and drugs)
3. Reducing domestic burglary
4. Tackling domestic abuse

### **3. OPTIONS:**

3.1 It is recommended that the Local Committee agrees to establish the task groups, in order to continue the successful work carried out in previous years.

3.2 The Committee may choose to approve or not approve the transfer of the budget of £3,294 to the East Surrey Community Safety Partnership. By delegating its Community Safety budget to the East Surrey Community Safety Partnership, the Local Committee can contribute to the reduction of crime and anti-social behaviour in East Surrey by funding activity aimed at delivering against the locally identified community safety priorities.

### **4. CONSULTATIONS:**

4.1 Consultation has taken place with relevant officers from Services for Young People and Environment and Infrastructure.

4.2 Consultation has taken place with the Community Safety Senior Manager, Surrey County Council.

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

5.1 There are no specific financial implications arising from the recommendations. Work to support the recommendations will be undertaken within current resources, and the task groups have no decision making powers.

5.2 The amount of delegated funding is £3,294. This funding is ring-fenced for use within East Surrey, and expenditure from this fund will be agreed by the members of the ES CSP and the Community Partnership Manager will authorise its expenditure in accordance with the Local Committee's decision. All bidders must provide detailed information about the purpose and aims of the proposed project and timescales. Decisions are taken with particular attention to value for money, and bids may be refused or further information sought if this is not evident.

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

- 6.1 Successfully tackling crime and anti-social behaviour is of benefit to the entire community.

## **7. LOCALISM:**

- 7.1 The establishment of task groups enables officers to draw upon the local knowledge of County and Borough Councillors, ensuring that specific local needs and priorities are considered.
- 7.2 If agreed, the recommendations will benefit all residents and businesses in East Surrey by helping to reduce crime and anti-social behaviour in the area.

## **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

The Youth Task Group is involved in the commissioning process for the Local Prevention Framework which is aimed at preventing young people from becoming NEETs (not in education or employment) or entering the Youth Justice system. The recommendations of the Parking Task Group should result fewer instances of obstructive parking.

### 8.2 Crime and Disorder implications

By contributing delegated funding and ensuring that the Local Committee is represented on the partnership, the Local Committee will contribute to the success of the East Surrey CSP in addressing the local priorities for the reduction of crime and disorder in the borough of Reigate and Banstead during 2015-16.

### 8.3 Sustainability implications

The Greater Redhill Sustainable Transport Package Task Group will monitor and review the greater use of sustainable methods of transport such as walking, cycling and public transport, reducing carbon emissions and encouraging economic growth.

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

- 9.1 The Parking Task Group will replace the Redhill Parking Task group. The task groups operated successfully in 2014-15.
- 9.2 The Local Committee (Reigate and Banstead) is asked to agree:

- (i) The terms of reference of the Youth Task Group and the Greater Redhill Sustainable Transport Package Task Group, as set out in Annexe 1.
- (ii) The membership of these task groups for 2015-16

9.3 Contributing delegated funding will help to ensure that there is a sufficient budget to fund projects aimed at reducing crime and anti-social behaviour within East Surrey.

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

That the community safety budget of £3,294 that has been delegated to the Local Committee be transferred to the East Surrey Community Safety Partnership for the purpose of addressing the criteria and monitoring requirements detailed in [paragraphs 1.5 and 10.2] of this report; and that the Community Partnership Manager authorises its expenditure in accordance with the Local Committee's decision.

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

10.1 The Local Committee will next be asked to review the task group terms of reference and membership in June 2016.

10.2 Community Safety Partnerships will be asked to report back to the Local Committee on how the funding was used and will be asked to provide the following information:

- A description of the project
- What was done
- The issue or need the project addressed and how it was identified
- The outcomes that were expected and if they were achieved
- How the project benefitted the wider community
- The objectives in the local Community Safety Partnership Plan that the project supported
- How the outcomes were monitored and evaluated

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### **Contact Officer:**

Joanna Long, Community Partnership and Committee Officer, 01737 737695

### **Consulted:**

Relevant officers in Services for Young People and Environment and Infrastructure

### **Annexes:**

Annex 1 – Terms of Reference (Youth and Greater Redhill Sustainable Transport Package Task Groups)

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

- Local Committee Task Group Representation 2014-15 - report to Local Committee (Reigate & Banstead), 9 June 2014.
  - Community Safety report 2014/15, 9 June 2014
-

## YOUTH TASK GROUP TERMS OF REFERENCE

### Objective:

The Local Committee (Reigate and Banstead) agreed on the 20 June 2011 that a Youth Task Group is established to assist and advise the Local Committee in relation to Youth Issues and the future delivery of Youth Provision locally.

The Youth Task Group is established jointly with Reigate and Banstead Borough Council.

### Membership

The Task Group will contain **six** appointees from the Local Committee - **three** County and **three** Borough Councillors. In addition the Task Group can invite up to four young people from the borough, all with equal status. The Task Group may also consult with other relevant members of the Committee.

### General

1. It is proposed to establish a Youth Task Group. The Task Group shall exist to advise the Local Committee. It has no formal decision making powers.  
The Task Group will:
  - A. Unless otherwise agreed, meet in private
  - B. Develop a work programme
  - C. Record actions,
  - D. Report back to the Local Committee on progress.
2. The Task Group's function is to assist and advise the Local Committee in relation to Youth Issues and the future delivery of Youth Provision locally.
3. Officers supporting the Task Group will consult the Group and will give due consideration to the group's reasoning and recommendations prior to the officer writing their report to the parent Local Committee.
4. The Task Group can, should it so wish, respond to an officer report and submit its own report to the Local Committee.
5. The Task Group terms of reference and membership is to be reviewed and agreed by the Local Committee annually.



## **GREATER REDHILL SUSTAINABLE TRANSPORT PACKAGE TASK GROUP TERMS OF REFERENCE**

### **Objective**

The Local Committee (Reigate and Banstead) is asked to consider that a Greater Redhill Sustainable Transport Package Task Group be established to advise the Local Committee on the progress of the Redhill Sustainable Transport Package during the year. It will achieve this through a process of monitoring and reviewing the the current Redhill Sustainable Transport Package programme considering the proposals in greater detail to ensure they both match the objectives of the programme and are right for the Greater Redhill area.

The Greater Redhill Sustainable Transport Package Task Group is established jointly with Reigate and Banstead Borough Council.

### **Membership**

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

### **General**

1. Each year the Local Committee will :
  - Determine the role and lifespan of the Task Group.
  - Review the operation of the Task Group over the previous year.
  - Agree criteria for consideration by the Task Group.
2. The Task Group will have no other formal decision making powers. Unless otherwise agreed, the Task Group will meet in private.
3. Officers supporting the Task Group will consult the Group and will give due consideration to the Group's recommendations prior to the officer writing their report to the parent Local Committee.
4. The Task Group may respond to an officer report and submit its own report to the Local Committee.
5. The Task Group terms of reference and membership is to be reviewed and agreed by the Local Committee annually.

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**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (REIGATE & BANSTEAD)****DATE: 8 JUNE 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 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.

**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 2015-20 Confident in Surrey's Future that highlights three themes which make Surrey special and which it seeks to maintain:
  - Wellbeing;
  - Economic prosperity;
  - Resident experience

- 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:

### **Horley Young People's Centre St George's Day**

Horley Young People's Centre sought funding to part in the St. George's Day Event in Horley. Using the idea of St. George's dragon, the young people wanted to open the centre's cafe and host a reptile petting zoo in the hall of the youth centre.

The Local Committee (Reigate and Banstead) provided £350 which covered the cost of the reptile petting zoo and stock for the cafe.

### **Surrey Search and Rescue – Digital VHF Project**

Surrey Search and Rescue sought funding to purchase two digital VHF radios. The radios will give Surrey Search and Rescue live GPS tracking and better coverage for communications to assist them in locating anyone who goes missing.

The Local Committee (Reigate and Banstead) provided £700 towards the cost of two radios.

**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.

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**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.

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**Sources/background papers:**

- All bid forms are retained by the Community Partnerships Team
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Reigate and Banstead Members' Allocations Expenditure - Balance Remaining 2015-2016  
County Councillors have £10,296 to spend on projects to benefit the local community

Natalie Bramhall	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
				£10,296.00	
	BALANCE REMAINING			£10,296.00	

Jonathan Essex	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
				£10,296.00	
BALANCE REMAINING				£10,296.00	

Bob Gardner	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
				£10,296.00	
	EF700277329	Lower Kingswood Bowls Cluk	Lower Kingswood Bowls Club	£1,500.00	
BALANCE REMAINING				£8,796.00	

Michael Gosling	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
				£10,296.00	
		Tadworth and Walton Reside	Trees in Tadworth	£3,500.00	
BALANCE REMAINING				£6,796.00	

Reigate and Banstead Members' Allocations Expenditure - Balance Remaining 2015-2016  
County Councillors have £10,296 to spend on projects to benefit the local community

Zully Grant-Duff	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
				£10,296.00	
BALANCE REMAINING				£10,296.00	

Ken Gulati	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
				£10,296.00	
BALANCE REMAINING				£10,296.00	

Kay Hammond	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
				£10,296.00	
	EF700273982	Horley Young People's Centr	Horley Young People's Centre St. George's Day	£350.00	24.04.2015
	EF700275154	Horsehills Group RDA	Horsehills Riding for the Disabled	£1,000.00	
BALANCE REMAINING				£8,946.00	

Nick Harrison	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
				£10,296.00	
BALANCE REMAINING				£10,296.00	

Barbara Thomson	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
				£10,296.00	
	EF700277012	Sticky Fingers Nursery	Resource Replacement	£1,000.00	
	EF700276100	Surrey Search and Rescue	Digital VHF Project - BT	£700.00	
	EF800269148	Magna Carta Embroidery Pro	Magna Carta Embroidery Project	£500.00	
	EF800271477	YMCA East Surrey	YMCA Sovereign Centre Wish List 2015	£2,000.00	

Reigate and Banstead Members' Allocations Expenditure - Balance Remaining 2015-2016  
County Councillors have £10,296 to spend on projects to benefit the local community

BALANCE REMAINING		£6,096.00
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Dorothy Ross-Tomlin REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
			£10,296.00	
BALANCE REMAINING			£10,296.00	

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

**DATE:** 8 June 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 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>

**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.

<b>KEY DECISIONS OF INTEREST TO THE LOCAL COMMITTEE:</b>
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**1 June 2015 - 30 September 2015 – Cabinet**

- **On Street Parking Review Process Update** - To approve the revised on street parking review process
- **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
- **Fair Access Protocol** - To agree the Primary and Secondary Fair access Protocols for 2015/16
- **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)
- **Highways Cold Weather Plan for 2015/16** - To agree the outcomes of the recommendations of the Environment and Transport Select Committee and to approve the Highways Cold Weather Plan 2015/16

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**Contact Officer:**

Joanna Long, Community Partnership and Committee Officer, 01737 737695

**Consulted:**

N/A

**Annexes:**

None

**Sources/background papers:**

- Cabinet Forward Plan 1 June 2015 - 30 September 2015
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**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (REIGATE & BANSTEAD)****SURREY**

**DATE:** 8 June 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.

<b>LOCAL COMMITTEE FORWARD PLAN 2015-16:</b>
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**Monday 14 September 2015 2.00pm, Reigate Town Hall**

Youth Local Prevention Annual Update
Advice from YTG on Youth Services locally for implementation
Early Years and Children's Centre Update
Highways Schemes Update
A23 Bonehurst/Salbrook Road/Lodge Lane Junction
Average Speed Cameras (Local Enterprise Partnership bid)
Surrey Fire and Rescue Service – Local Update and Performance report
Travel SMART Annual report
Member Allocations Report

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

Highways Schemes Update
Highways Integrated Transport Schemes Forward Programme
Annual Parking Review
Community Safety Annual report
Trading Standards Annual Update
Member Allocations Report

<b>MEETING DATES 2015-16:</b>
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**Formal Meetings (all 2pm at Reigate Town Hall) – All Members**

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 13 July 2015  
Monday 19 October 2015  
Monday 18 January 2016

**Contact Officer:**

Joanna Long, Community Partnership and Committee Officer, 01737 737695

**Consulted:**

Local Committee (Reigate & Banstead) Members

**Annexes:**

None

**Sources/background papers:**

None