

# 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

- Highways Forward Programme  
2016/17 – 2017/18
- Early Education and Childcare &  
Children's Centre Services
- East Surrey Community Safety  
Partnership Update



## Venue

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

**Date:** Monday 14 December  
2015

**Time:** 2.00 pm

# You can get involved in the following ways

# Get involved

## ***Ask a question***

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

## ***Write a question***

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

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

## ***Sign a petition***

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

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

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

Email: [sarah.quinn@surreycc.gov.uk](mailto:sarah.quinn@surreycc.gov.uk)

Tel: 01737 737695

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



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**SURREY**



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

Mrs Dorothy Ross-Tomlin, Horley East (Chairman)  
Ms Barbara Thomson, Earlswood and Reigate South (Vice-Chairman)  
Mrs Natalie Bramhall, Redhill West and Meadvale  
Mr Jonathan Essex, Redhill East  
Mr Bob Gardner, Merstham and Banstead South  
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

### **Borough Council Appointed Members**

Cllr Michael Blacker, Reigate Central  
Cllr Dr Lynne Hack, Banstead Village  
Cllr Norman Harris, Nork  
Cllr David Jackson, Horley West  
Cllr Frank Kelly, Merstham  
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

**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 Susan Briant / Sarah Quinn, Community Partnership and Committee Officers on 01737 737695 or write to the Community Partnerships Team at Reigate Town Hall, Castlefield Road, Reigate, Surrey RH2 0SH or [susan.briant@surreycc.gov.uk](mailto:susan.briant@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.**

## MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE

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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 the **Community Partnerships Team** at the meeting.*

			
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		

For councillor contact details, please contact Susan Briant/ Sarah Quinn, Community Partnership and Committee Officer, ([susan.briant@surreycc.gov.uk](mailto:susan.briant@surreycc.gov.uk) / [sarah.quinn@surreycc.gov.uk](mailto:sarah.quinn@surreycc.gov.uk) Tel: 01737 737695)

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

For councillor contact details, please contact Susan Briant / Sarah Quinn, Community Partnership and Committee Officer ([susan.briant@surreycc.gov.uk](mailto:susan.briant@surreycc.gov.uk) / [sarah.quinn@surreycc.gov.uk](mailto:sarah.quinn@surreycc.gov.uk) Tel: 01737 737695)

## **OPEN FORUM**

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

### **PART ONE - IN PUBLIC**

#### **1 APOLOGIES FOR ABSENCE (AGENDA ITEM ONLY)**

To receive any apologies for absence.

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

(Pages 1 - 12)

To approve the minutes of the previous meetings (14 September 2015 and 19 October 2015) 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.

##### **4a THREE ARCH ROAD TRAFFIC LIGHT JUNCTION**

(Pages 13 - 16)

To consider a petition from Mr Brian Mayne.

*Response attached*

**4b STATION ROAD ROUNDABOUT, REDHILL**

(Pages 17 - 22)

To consider a response to a petition presented by Ms Emma McCarthy at the 14 September 2015 meeting.

*Response attached*

**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 LOCAL COMMITTEE DECISION TRACKER [FOR INFORMATION]**

(Pages 23 - 28)

To note progress against decisions taken at previous meetings.

*Report attached*

**8 EPSOM AND BANSTEAD SUSTAINABLE TRANSPORT PACKAGE [FOR DECISION]**

(Pages 29 - 52)

This paper is to brief Members on the Epsom-Banstead Sustainable Transport Package (STP) which is being developed into a business case for submission to the Coast to Capital (C2C) Local Enterprise Partnership (LEP) in a bid for funding from the Local Growth Award. The project spans Epsom & Ewell and Reigate & Banstead boroughs, and requires the formation of a joint Member Task Group to support the development of schemes for the project and reporting process through the Local Committee cycle.

*Report and Annexes 1-3 attached*

**9 HIGHWAYS SCHEMES UPDATE [EXECUTIVE FUNCTION FOR INFORMATION]**

(Pages 53 - 70)

At the 1 December 2014 Local Committee, Members agreed a programme of revenue and capital highway works in Reigate & Banstead. An amended programme of works was agreed on 2 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.

*Report and Annex 1 attached*



- 10 HIGHWAYS FORWARD PROGRAMME 2016/17 - 2017/18 [EXECUTIVE FUNCTION FOR DECISION]** (Pages 71 - 80)
- This report seeks approval of a programme of highway works for Reigate & Banstead funded from the Local Committee's delegated capital and revenue budgets.
- Report and Annex 1 attached*
- 11 ON STREET PARKING ENFORCEMENT UPDATE [EXECUTIVE FUNCTION FOR INFORMATION]** (Pages 81 - 92)
- Local Committees are responsible for installing and reviewing on street parking restrictions. Committees have a scrutiny role of the enforcement operation and a share of any surplus income.
- This report sets out the background for these arrangements and provides an overview of the enforcement operation.
- Report and Annexes 1 and 2 attached*
- 12 EAST SURREY COMMUNITY SAFETY PARTNERSHIP - UPDATE [FOR INFORMATION]** (Pages 93 - 98)
- This report updates the Local Committee on the priorities and work of the East Surrey Community Safety Partnership.
- Report attached*
- 13 EARLY EDUCATION AND CHILDCARE SERVICES AND CHILDREN'S CENTRE SERVICES [FOR INFORMATION]** (Pages 99 - 120)
- This report provides an overview of early education and childcare services and children's centre services in the borough of Reigate & Banstead.
- Report and appendix attached*
- 14 BUCKINGHAMSHIRE AND SURREY TRADING STANDARDS WORK IN REIGATE & BANSTEAD 2015 [FOR INFORMATION]** (Pages 121 - 130)
- To provide an update on the work of Buckinghamshire and Surrey Trading Standards Service, particularly within the borough of Reigate & Banstead in 2015.
- Report attached*
- 15 LOCAL COMMITTEE TASK GROUPS [FOR DECISION]**
- To appoint a Borough Councillor to the vacancy on the Greater Redhill Sustainable Transport Package Task Group (please note that this item was originally considered at the 19 October 2015 meeting).
- Agenda Item Only*

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**THESE MINUTES REMAIN DRAFT UNTIL FORMALLY APPROVED AT  
THE 14 DECEMBER 2015 LOCAL COMMITTEE MEETING**

Minutes of the meeting of the  
**Reigate and Banstead Local Committee**  
held at 2.00 pm on 14 September 2015  
at Reigate Town Hall, Castlefield Road, Reigate, Surrey RH2 0SH.

**Surrey County Council Members:**

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

**Borough / District Members:**

- \* Cllr Michael Blacker
- Cllr Richard Coad
- \* Cllr Dr Lynne Hack
- Cllr Norman Harris
- Cllr David Jackson
- \* Cllr Roger Newstead
- \* Cllr Jamie Paul
- \* Cllr Tony Schofield
- Cllr Bryn Truscott
- \* Cllr Mrs Rachel Turner

\* In attendance

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**19/15 APOLOGIES FOR ABSENCE (AGENDA ITEM ONLY) [Item 1]**

Apologies were received from Councillors Coad and Truscott.

**20/15 MINUTES OF PREVIOUS MEETING (AGENDA ITEM ONLY) [Item 2]**

The following corrections were made to the minutes:

Minute 16/15:

The Chairman encouraged Members to support the 'Magna Carta Needlework Fund' and the '**Bursary Fund for Looked After Children in Surrey**'. The Local Support Assistant to contact the Cabinet Member to offer support **for the latter**.

## ITEM 2

### **21/15 DECLARATIONS OF INTEREST (AGENDA ITEM ONLY) [Item 3]**

None received.

### **22/15 PETITIONS (AGENDA ITEM ONLY) [Item 4]**

A petition (containing 81 signatures) to 're-install the pedestrian guardrail on Princess Way, Redhill, from the traffic lights to the train station' was received. The petitioner addressed the committee and expressed her concerns about the removal of the guardrails. Paul Fishwick referred to his report (Item 4) and said an independent Road Safety Audit had yet to be carried out and a full report would be presented to the Local Committee at its December meeting. Cllr Essex welcomed the petition and asked for a 'walkability survey' to make sure all changes in Redhill are safe following their implementation. He requested follow up from Paul and said he looked forward to the report in December. Mrs Bramhall pointed out that the balanced network was not yet complete. She said the crossings were on a raised table which is designed to slow the traffic down but she was surprised that so much of the guardrail had been taken away. The Chairman thanked the petitioner for attending the meeting and invited her to come to the December meeting to hear the full report on the matter.

### **23/15 FORMAL PUBLIC QUESTIONS (AGENDA ITEM ONLY) [Item 5]**

None received.

### **24/15 FORMAL MEMBER QUESTIONS (AGENDA ITEM ONLY) [Item 6]**

None received.

### **25/15 SURREY FIRE AND RESCUE SERVICE - LOCAL UPDATE AND PERFORMANCE REPORT (FOR INFORMATION) [Item 7]**

Declarations of Interest: None

Officers attending: Steve Schooling, Assistant Group Commander, SFRS

Petitions, Public Questions, Statements: None

Member Discussion – key points:

Steve stated that there had been a reduction in most fire and incident types and there had been no fatalities due to fire in the borough over the period. There had also been a reduction in the number of deliberate fires across the borough. Whilst the number of false alarms had risen, work was continuing with East Surrey Hospital to look at ways of reducing this. There had also been a small increase in fires in non-domestic premises. Steve said the target this year had been to work with partners to improve ways to get to the 'at risk' members of the community.

The Committee congratulated the Surrey Fire and Rescue Service on the excellent job they were doing, in particular in view of decreasing budgets.

Members asked for more information on the following:

- why the target number of fatalities due to primary fires was 7 rather than zero;
- a breakdown on the statistics on households at risk;
- what factors had been taken into account to produce the statistics for the report?

It was noted that the fire station at Banstead was a temporary solution but was working well and the SFRS had responded quickly to incidents in the Chipstead area. In general the configuration had worked and was benefiting the north side of the borough. The fire station in Salfords had been delayed due to a legal matter and in the meantime the SFRS were using the Horley station.

Thanks were extended to all those who attended the SFRS Open Day.

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

- (i) recognise the achievements of the Surrey Fire and Rescue (SFRS) teams within the borough of Reigate & Banstead.
- (ii) support the borough team's commitment to deliver initiatives to reduce risk and make the Reigate & Banstead borough safer through the delivery of the Borough/Station Plan.
- (iii) note the targets and initiatives set within the Reigate & Banstead Borough Plan for 2014/5 and support the Fire and Rescue Service in the delivery of this plan.

**26/15 HIGHWAYS SCHEMES UPDATE (EXECUTIVE FUNCTION FOR INFORMATION) [Item 8]**

Declarations of Interest: None

Officers attending: Zena Curry, Anita Guy, Highways SCC

Petitions, Public Questions, Statements: None

Member Discussion- key points:

Zena mentioned that work would only be completed on part of Harewood Close Reigate, this year and the remainder would be completed next year (page 35 refers). It was noted that the second project itemised on page 39 should read Epsom Lane North and not Epsom Road North.

It was noted that the consultation on Pendleton Road, Redhill closed on 14 September and that there had only been one response and that response had been positive. It was confirmed that funding had been secured and the project would go ahead.

It was noted that the variable speed limit introduced outside St John's School was not currently enforceable as one of the signs was missing. A replacement sign has been ordered.

## ITEM 2

The junction of Warren Road with Fir Tree Road junction was discussed. Anita agreed to make a site visit and take appropriate action in consultation with the divisional Member.

Members asked how long it might take to resolve outstanding matters concerning the footway improvements at Outwood Lane Chipstead. Officers reported that the application to Natural England would be made shortly and once that had been submitted, Natural England had a fixed time in which to respond.

The shortage of resources in the Highways Department was noted. Officers mentioned that a wide and extensive recruitment drive would take place week commencing 21 September 2015. The design team were currently using consultants.

### **The Local Committee (Reigate & Banstead):**

Noted the report.

## **27/15 GREATER REDHILL SUSTAINABLE TRANSPORT PACKAGE (EXECUTIVE FUNCTION FOR DECISION) [Item 9]**

**Declarations of Interest:** None

**Officers attending:** Paul Fishwick, Programme Manager SCC (LTS and Major Schemes) and Neil McClure, Project Manager SCC

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

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

Neil stated that a six week public engagement exercise was carried out between 19 June and 31 July 2015, including an exhibition at East Surrey Hospital. He said that they had received approx 350 visitors on staffed days (i.e. Thursday and Saturday). Fifty nine responses to the questionnaire had been received and they were drawing on other related scheme engagement alongside the STP responses. Neil said the responses received indicated overall support for the bus/cycle/walk measures within the scheme. The Officer Project Board has evaluated the consultation feedback and prioritised the scheme delivery programme for 2015/16. Neil said they were continuing to identify the scheme delivery programme for 2016/17 and 2017/18 and details would be presented at a future Local Committee for approval.

It was noted that a large number of respondents would like bus services extended for longer hours, particularly to East Surrey Hospital. Neil said that bus journey time reliability and information improvements were also the key items people are asking for within the consultation feedback, and they were working in partnership with the bus operators to deliver improvements. Neil highlighted that the county council has also recently completed a Local Transport Review and this has meant some changes to bus services in the area. Officers are now working on the feedback from the Local Transport Review and the Greater Redhill Sustainable Transport Package (STP) to develop the bus corridor schemes further. The programme of bus corridor

improvements is at the feasibility design stage and is expected to form part of the scheme delivery from 2016/17.

Neil said it was not possible to distinguish whether the SCC consultation website hits were from individual persons or from one person several times. Further, a joint response submitted from an organisation may include individual responses from 20 – 30 people but would only show as one response within the feedback figures. The Committee asked if leaflets had been sent to the homes on which the scheme would have an impact? Neil said leaflets had been sent to businesses and local interest groups based on SCC's Local Transport Plan consultee list. Reigate and Banstead Borough Council also sent out notification to their respective consultee lists rather than individual houses.

The state of the footpath between Perrywood/Monotype Business Park was noted and Neil agreed to contact Cllr Hammond outside the meeting.

It was noted by Councillor Essex, that the real time passenger information (RTPI) screen at Redhill bus station was not working correctly. Neil said he was aware of recent ongoing problems with this particular sign. It was his understanding that the majority of these issues had now been resolved by the contractors involved but he would flag this issue to colleagues in passenger transport. Neil advised that RTPI improvements form part of the bus corridor measures currently being planned along the corridors connecting Redhill/Reigate and Horley/Gatwick within the scope of this Greater Redhill STP scheme.

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

- (i) to note the results of the high level analysis of the public engagement on the proposed schemes (Annex 1 of the report).
- (ii) to approve the scheme delivery programme for 2015/16 including improvements to National Cycle Route 21 (NCR21, see Annex 2a of the report, consultation map 'off-road' cycle routes), and widening the existing shared-use, unsegregated cycle and pedestrian route along the A2044 Woodhatch Road between Maple Road and Pendleton Road (see Annex 2a of the report, consultation map cycle route section 4).
- (iii) that feasibility and design work continues on the walking, cycling and bus improvement schemes as set out in the exhibition panels (Annex 2a & 2b of the report) for delivery during 2016/17 and 2017/18. A detailed programme for delivery of these schemes will be developed and brought to a later committee for approval.
- (iv) to note that the Local Committee will be updated on a regular basis during the life of the project.

ITEM 2

**28/15 LOCAL COMMITTEE FORWARD PLAN 2015 - 16 (FOR INFORMATION)  
[Item 10]**

It was noted that a report on the 'Annual Parking Review' was scheduled for the December Local Committee and that a meeting of the Parking Task Group needed to be arranged prior to the December meeting.

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

Noted the report.

**29/15 DECISION TRACKER (FOR INFORMATION) [Item 11]**

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

Note the report.

Meeting ended at: 3.05 pm

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**Chairman**



**THESE MINUTES REMAIN DRAFT UNTIL FORMALLY APPROVED AT  
THE 14 DECEMBER 2015 LOCAL COMMITTEE MEETING**

Minutes of the meeting of the  
**Reigate AND BANSTEAD LOCAL COMMITTEE**  
held at 1.00 pm on 19 October 2015  
at Old Council Chamber, Reigate Town Hall, Castlefield Rd, Reigate, Surrey  
RH2 0SH.

**Surrey County Council Members:**

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

**Borough / District Members:**

- \* Cllr Michael Blacker
- \* Cllr Dr Lynne Hack
- \* Cllr Norman Harris
- Cllr David Jackson
- Cllr Frank Kelly
- \* Cllr Roger Newstead
- \* Cllr Jamie Paul
- \* Cllr Tony Schofield
- Cllr Bryn Truscott
- \* Cllr Mrs Rachel Turner

\* In attendance

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**30/15 APOLOGIES FOR ABSENCE (AGENDA ITEM ONLY) [Item 1]**

Apologies were received from Mrs Hammond, Mr Harrison, Mr Truscott and Mr Kelly

**31/15 DECLARATIONS OF INTEREST (AGENDA ITEM ONLY) [Item 2]**

None received.

**32/15 PETITIONS (AGENDA ITEM ONLY) [Item 3]**

None received.

**33/15 FORMAL PUBLIC QUESTIONS (AGENDA ITEM ONLY) [Item 4]**

## ITEM 2

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

### **34/15 FORMAL MEMBER QUESTIONS (AGENDA ITEM ONLY) [Item 5]**

None received.

### **35/15 CHANGES TO THE COMMUNITY YOUTH WORK SERVICE IN REIGATE & BANSTEAD BOROUGH [Item 6]**

Declarations of Interest: None

Officers Attending: Jeremy Crouch, Ciaran Cleasby, SCC Services for Young People

Petitions, Public Questions, Statements: One public question (see Appendix A).

Member Discussion – Key Points

Members were advised that there had been a 11% funding reduction for Community Youth Work in Surrey. An assessment of the level of need across the county had been undertaken and the proposals were based on a whole range of statistical data and information from partner organisations. A public consultation had been carried out (as outlined in section 4 of the report), and the initial proposals revised to take the feedback from the consultation into account.

It was noted that there was a lot of dissatisfaction in the Banstead area. The revised proposals would increase the youth work delivery at Banstead Youth Centre from the 3 hours per week originally proposed to 6 hours per week with a further 6 hours per week delivered by YMCA East Surrey (any preparation and planning would be done outside the 12 hours). A joint programme between the Banstead Youth Centre and the Phoenix Youth Centre will be developed and the Youth & Community Worker based at Phoenix Youth Centre will line manage Community Youth Work staff at Banstead Youth Centre. The new proposals were outlined in Table 3 of the report. The criteria had not changed.

Members commented that the new strategy of delivering youth work in areas of greatest need had resulted in a greater proportion of the overall funding being allocated to Reigate and Banstead. Members commended the Youth Work Service for directing available resources to areas in the borough that need it the most.

Concerns were expressed that Merstham and Redhill would not be penalised as a result of the revised proposal and it was agreed that 50% of the borough wide offer will be defaulted to the Hub unless exceptional circumstances apply, which will be agreed in conjunction with the Chairman and Vice Chairman of the Local Committee.

Concerns were also expressed that previous issues that may have been addressed in a particular area do not reoccur, and that the best use was made of community resources such as buildings.

The Chairman requested a vote on the recommendation and the majority of Members agreed the proposals.

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

- (i) The proposals set out in Table 3 in Section 3.1 as formal guidance for the Community Youth Work Service.
- (ii) **50% of the borough wide offer will be defaulted to the Hub unless exceptional circumstances apply which will be agreed in conjunction with the Chairman and Vice Chairman of the Local Committee.**

Reasons:

To enable the Community Youth Work Service (CYWS) to better support the Council's strategic goal of employability for young people, and implement a County Council Cabinet steer to allocate more of our resources to the areas of greatest need, and respond positively to an overall funding reduction of 11% for Community Youth Work across Surrey.

**Following the revision of proposals as set out in Table 2, to compensate for the reduction in hours for Merstham and Redhill.**

Mr Bob Gardner left the meeting at 1.30pm.

**36/15 ANNUAL PERFORMANCE REPORT FROM SERVICES FOR YOUNG PEOPLE [Item 7]**

Declarations of Interest: None

Officers attending: Sally Warnke, YSS Team Manager, Reigate & Banstead

Petitions, Public Questions, Statements: None

Member Discussion – Key Points:

The Local Committee was advised that in 2014-15, Surrey had the second lowest proportion of young people who were not in education, employment or training (NEET) in the country. In March 2015, 81 young people were NEET compared to 56 in March 2014 but in August 2015 the numbers of NEET had reduced. The Youth Support Service has developed an in-house re-engagement programme 'Ready for Work' to assist young people to participate in a group setting by undertaking activities such as art, bowling, cookery and D of E expedition planning. The cafe at the Horley Young People's Centre was being used as a training venue and it was planned to extend the activities to the Phoenix centre when it opens. Work with families to keep them together was ongoing and currently there were no sixteen and seventeen year olds in B&B accommodation. A parenting course had started and was proving popular. A mediation service was also available. It was noted that the work in Horley had been very successful.

## ITEM 2

It was also noted that the change in the 2013 -14 figures (as shown on page 15 of the report) may be due to the way Job Centre Plus record young people as NEET.

### **The Local Committee (Reigate and Banstead) noted:**

(i) How Services for Young People has supported young people to be employable during 2014/15, as set out in the appendix to the report.

Reasons:

The Local Committee has an important part to play in supporting the local development of Services for Young People, ensuring that we are providing the right support to young people in local communities. In particular they have an important formal role in relation to the Local Prevention Framework and Centre Based Youth Work.

### **37/15 LOCAL COMMITTEE TASK GROUP REPRESENTATION AND YOUTH TASK GROUP TERMS OF REFERENCE [Item 8]**

Declarations of Interest: None

Officers attending: Sue Briant, Community Partnerships Team

Petitions, Public Questions, Statements: None

Member Discussion – Key points:

**Greater Redhill Sustainable Transport Package Task Group**  
It was noted that due to a change in membership of the Local Committee (Reigate and Banstead) there was now one vacancy for a Borough Member on the Greater Redhill Sustainable Transport Package Task Group. As a number of Borough Members were not present at the meeting and no one put themselves forward for the position it was decided to refer to the matter again at the December meeting.

**Youth Task Group**

The Local Committee reviewed the terms of reference of the Youth Task Group to increase its membership to include up to four County Councillors and up to four Reigate and Banstead Borough Councillors. Mrs Ross-Tomlin was appointed as the additional County Member and Councillor Blacker was appointed as the replacement for the Borough Member who had left the Local Committee, leaving one vacancy for a Borough Member.

### **The Local Committee (Reigate & Banstead) agreed the:**

(i) membership of the Greater Redhill Sustainable Transport Package Task Group and the Youth Task Group for 2015-16.

- (ii) terms of reference of the Youth Task Group for 2015 – 16, as set out in Appendix 1 to the report.

Reasons:

The appointment of Members of the Local Committee to the Task Groups facilitates the representation of the Local Committee on these bodies. The Task Groups meet to review, advise and make informed recommendations to the Local Committee on matters that may affect the lives of the residents of Reigate and Banstead.

**38/15 DATE OF NEXT MEETING [Item 9]**

The next meeting will be held on Monday 14 December 2015 commencing 2pm in the Old Council Chamber, Reigate Town Hall, Castlefield Road, Reigate RH2 0SH.

Meeting ended at: 2.02 pm

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**Chairman**

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**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (REIGATE & BANSTEAD)**

**DATE: 14 DECEMBER 2015**



**SUBJECT: PETITION – CHANGE THE POSITION OF THE GIVE WAY SIGN AND ROAD MARKINGS ON THE JUNCTION OF THREE ARCH ROAD TRAFFIC LIGHT JUNCTION**

**DIVISION: EARLSWOOD AND REIGATE SOUTH**

**SUMMARY OF ISSUE:**

To consider a petition containing 26 signatures – by Mr Brian Mayne.

**Details of petition:**

Currently when cars are travelling southbound along the A23 approach the traffic lights for the Three Arch Road junction realise they are red turn left drive around the grass island then rejoin the A23. This probably saves them 45 seconds rather than waiting for the lights to go green. In the mean time they have stopped several cars from leaving the Three Arch Road as they have to wait at the give way junction. This petition is to get the Give Way markings moved so that the cars on the Three Arch Road have priority also a yellow box to be painted in front of the junction so that when cars are queuing at the red light from Three Arch Road they leave a space for other cars coming from Maple Road who want to turn right. This will reduce the number of cars queuing to get onto the A23 and stop the congestion on the roundabout by the hospital where I have witnessed ambulances struggle to get into the hospital during rush hour.

**RESPONSE:**

Existing layout

The existing layout is shown in the below image for reference.



The existing junction layout provides limited traffic movements eastbound on Maple Road towards the junction where right-turn movements are prohibited. All traffic is required to turn left. Traffic for both Three Arch Road and the A23 southbound then use the right-turn filter lane to turn onto Three Arch Road. Traffic for the A23 southbound uses the loop back towards the traffic lights where the left turn onto the A23 southbound may be made. The current arrangements at the loop provide Give Way markings which require the westbound traffic on Three Arch Road to give way to the traffic making the turning movement on the loop back towards the traffic lights.

The existing layout also provides limited movements southbound on the A23 Horley Road towards the junction where right-turn movements are prohibited. Traffic for both Three Arch Road and Maple Road is required to turn left onto Three Arch Road. Traffic for Maple Road westbound uses the loop back towards the traffic lights where the ahead movement onto Maple Road may be made.

The movement described by the petitioner (A23 southbound traffic turning left onto Three Arch Road, using the loop back towards the traffic lights to rejoin the A23 southbound) is not prohibited. However the petitioner reports that the current behaviour by some drivers causes delay to the westbound traffic on Three Arch Road which is required to give way at the loop.

### Actions

Surrey County Council is currently undertaking studies which include the junction of the A23, Three Arch Road and Maple Road.

The 'Wider Networks Benefits Package' project is looking at journey time reliability on A roads in the east of the county. The 'Greater Redhill Sustainable Transport Package' project is looking at improvements between Redhill, Reigate, Horley and Gatwick, primarily for pedestrians, cyclists and bus routes.

These are medium-term projects of two to three years. The projects include junction



review and traffic modelling, with consideration of potential impact on congestion and access to East Surrey Hospital. Therefore it is not currently possible to make any changes to the Three Arch Road junction without potentially compromising the outcomes of the works.

As the projects are in the early stages, it is not possible to confirm whether the junction arrangements will be altered. The concerns raised by the petitioner have been discussed with members of the project board overseeing both projects and the issues will be considered as works continue.

**Contact Officer:**

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

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**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (REIGATE & BANSTEAD)****DATE: 14 DECEMBER 2015****LEAD OFFICER: NEIL MCCLURE, PROJECT MANAGER, TRANSPORT POLICY****SUBJECT: PETITION – STATION ROAD ROUNDABOUT REDHILL****DIVISION: REDHILL EAST****Summary of issue**

A petition containing 81 signatures was submitted for consideration at the Local Committee meeting on 14 Sept 2015. Residents are asking for the reinstatement of pedestrian guard railing in the Station Road Roundabout area.

**Wording of the petition:**

“Today I decided to meet my girl in town after they finished school; I waited at the bus station. What I saw over the span of 10 minutes made stomach do flips and I began to get very nervous watching the children. I have to state now, I love the renovated town centre, however I am failing to see why the pedestrian guardrail from the traffic lights in Princess way to the train station was removed. Also the pedestrian guardrail around the Bus stop. The children are dangerously Jaywalking and I truly feared for their life's watching them cross the road today and I'm sure many of you have witnessed it yourself. I hoping this petition will help get the pedestrian guardrail Re-installed before it's too late”.

**Officer comment at Local Committee meeting 14 Sept 2015:**

The Redhill Balanced Network project has recently been completed and part of the process after a short initial 'settling down' period is to carry out an independent Road Safety Audit at stage 3 (post construction).

The points raised within this petition will be taken into account during the Road Safety Audit which is expected in September 2015, and a full report will be presented to the next available meeting of this committee.

**Officer response – Local Committee meeting 14 Dec 2015:**

An independent Road Safety Audit at stage 3 (post construction) was carried out on the Redhill Balanced Network (RBN) during October/November 2015. The safety audit included the Station Road roundabout site and traffic signal controlled pedestrian crossing across Princess Way between Redhill rail station and the bus station, connecting to Redhill Town Centre. An assessment of the pedestrian movements crossing Princess Way without the guard railing in place formed part of the safety audit.

## ITEM 4b

Following completion of the Road Safety Audit, and after review of the recommendations made within the report, the Reigate & Banstead Local Committee are asked to note:

- 1 the proposal to make changes to the traffic signal 'on crossing' detectors at the Princess Way toucan crossing as recommended by the independent Road Safety Audit.
- 2 the intention to undertake a further assessment of the site with an independent Road Safety Audit at stage 4 (monitoring) to be carried out to assess the effectiveness of the changes made to the traffic signals crossing, as noted above.
- 3 the requirement to complete a 'walkability' survey of the Redhill Balanced Network with visually impaired and other disability groups, which will include a review of the Station Road roundabout site and Princess Way toucan crossing facilities.

This report summarises the key issues and reasoning behind the removal of guard railing in Redhill Town Centre and the decision to implement the proposed changes to the traffic signals at the Princess Way Crossing and undertake further monitoring of the site with an independent Road Safety Audit at stage 4.

### **Reasons for recommendations**

#### **1. Introduction and background**

- 1.1 The Redhill Balanced Network scheme is a series of link and junction improvements in Redhill town centre for the benefit of vehicles, cyclists and pedestrians. The scheme was designed to unlock the potential for economic growth in Redhill, by improving journey time reliability and access to jobs, and providing opportunity for development sites that will offer a greater range of facilities to employees and residents.
- 1.2 The removal of pedestrian guard railing in Redhill town centre formed part of the package of highways and public realm improvements. The Balanced Network project went through an 8 week public consultation exercise during November 2012 to January 2013. Along with engaging members of the public, separate engagement took place with transport operators, local businesses and utility companies to gain views on the proposals and shape the schemes for subsequent delivery.
- 1.3 Results from the consultation were presented to delegated Local Committee Members. Approval was gained to proceed with the project. Comments received through the public consultation were taken into account whilst carrying out the detailed scheme design.
- 1.4 Construction of the Redhill Balance Network took place during 2014 and 2015. The switchover of the 1 way to 2 way traffic flows in the town centre happened during February 2015. This effectively marked the end of the majority of planned works, with a number of smaller schemes left to complete.
- 1.5 However, two larger self contained schemes for Redhill town centre that were

expected to take place at the same time as the other Balanced Network changes were delayed. This included development of Redhill Rail Station and the introduction of a right turn for buses only from Princess Way into Ladbroke Road. Both these schemes are underway now with new timescales.

- 1.6 The redevelopment plans for Redhill Rail Station is central to the Balance Network design decisions that have been taken for the area outside the existing rail station entrance, and location of the toucan crossing on Princess Way. A start date for the construction works at Redhill Rail Station is not yet known. Surrey CC Officers are currently in discussion with the developer involved to agree a start date and remaining legal arrangements.

## **2. Removal of guard railing**

- 2.1 One of the key objectives of both the Redhill Balanced Network and Redhill Rail Station redevelopment proposals was to try and reconnect the station with the town centre area. There are a number of measures that have or will be introduced to do this. Firstly the visual link between the two areas has been improved by closing off Station Road East and making changes to the roundabout, making the town more visible from the rail station entrance. The guard railing immediately outside the station provided a visual and physical barrier here. The overall improvement to the public realm now provides better connections between the station and the town centre.
- 2.2 Secondly, the Rail Station redevelopment plans significantly change the entrance area to the existing station. When complete this will mean people exit the station more centrally, nearer to the new configuration of the crossing on Princess Way. This whole area will be redesigned and mean that the pedestrian 'desire line' will align with the crossing. New retail units planned for the improved Rail Station entrance area will further push people this way. Once complete the area outside the rail station entrance will provide a continuous shared cycle/pedestrian route along Princess Way and under the rail bridge from Noke Drive, and into the town centre.
- 2.3 The purpose of the improvements around the rail station was to soften the look of the road, making it feel less like a busy dual carriageway causing severance through the town. The effect of this softening has also been designed to lower vehicle speeds and heighten driver awareness of pedestrians. Guard railing has been found to do the opposite, as drivers are fully separated from pedestrians and cyclists using the shared footways and tend not to pay full attention to them.
- 2.4 The areas immediately outside the rail and bus station are particularly busy with pedestrians, especially at peak time meaning that the guard railing caused a 'kettling' effect for people, resulting in queues for crossing the road and contributing to the area feeling generally unattractive. The addition of cyclists along these busy stretches of shared footway adds further space pressures and potential conflict when people are contained within the railings. Railings can reduce the available useable footway surface area by almost 1 metre as the railings themselves need to be set back by 450mm from the kerb line, and people then leave additional space between themselves and the metal barriers.
- 2.5 At the bus station exit, the cage between the bus station and McDonald's restaurant served to elongate people's walk to the town centre. The exit road from the bus station is a low speed road with less regular traffic and used by professional drivers. Removal of the guard railings here has enabled people to

cross directly on the desire line between the town centre and these important transport interchange sites. Improved accessibility and connectivity were key objectives for the works undertaken for Redhill town centre.

### **3. Independent Road Safety Audit (RSA) at stage 3 (post construction)**

3.1 The Road Safety Audit provides an independent assessment of safety issues highlighted. The audit at stage 3 was completed during October / November 2015. The site visit observed the Princess Way crossing pedestrian movements during the school finish time. The steady flow of school children from the nearby secondary school (The Warwick School) walking towards the bus station and Redhill town centre by crossing Princess Way was observed by the audit team during this peak time. Other non school related pedestrian and commuter flows were observed at the same time.

3.2 Taken directly from the RSA stage 3 report, the issue raised by the petition in the safety audit was as follows:

**PROBLEM** (Location: Princess Way toucan crossing – opposite bus and train station)

Summary: risk of pedestrian conflict.

Observations indicate that pedestrians wishing to cross the A23 Princess Way at the toucan crossing do not always cross within the controlled crossing area / between the crossing studs. Pedestrians were observed to cross diagonally to the central reserve and then cross in between the crossing studs (or between crossing studs and stop line). As a result pedestrians are not detected by the 'on crossing' detectors and hence an extension to allow large numbers of pedestrians to cross during a green man or blackout period is not made. This increases the risk for pedestrians crossing to the central refuge (and being unable to cross the full carriageway width) to be at risk of conflict with north and southbound vehicles who have been given a green signal.

3.3 Taken directly from the RSA stage 3 report, the following recommendation is made to overcome the safety issue identified above:

#### **RECOMMENDATION**

Adjust the 'on crossing' detectors to allow a wider field of view to be made, to allow pedestrians crossing outside the pedestrian crossing studs to be detected, which could allow an extension to the pedestrian crossing period. Consult with Surrey CC Traffic Systems.

3.4 As recommended in the Road Safety audit report consultation has since taken place with Surrey CC Traffic Signals Team to implement the changes recommended by the safety audit. These changes are outside what you would normally have in place at a crossing point. Additional work with the traffic signals contractor has been necessary to identify requirements and provide a solution before making these changes to the traffic signals.

3.5 Further consultation has also taken place with Surrey CC Road Safety colleagues to identify if any pedestrian/cyclist incidents have occurred since the guard railing has been removed. Available 'personal injury and casualty data' does not include any recorded incidents during the last 12 months. Road Safety colleagues are continuing to keep this site under regular review and monitoring

the situation should any changes occur.

- 3.6 Further to this it has been agreed that a Road Safety Audit at stage 4 (monitoring) should be completed to provide an independent assessment of the site to monitor and review the changes made to the Traffic signal crossing at Princess Way.
- 3.7 An additional requirement from the Redhill Balance Network Project is to complete a 'walkability' survey of Redhill Town Centre with local visually impaired groups. This action was agreed at the Dec 2014 Reigate and Banstead Local Committee to take place after completion of the Balanced Network changes. Later agreement was made to complete the Road Safety Audit at stage 3 first. Now this is complete the walkability survey can be arranged.

#### **4. What happens next**

- 4.1 Surrey CC Traffic Signals Team will instruct their contractors to complete the changes outlined above to widen the field of vision for the traffic light on-crossing pedestrian detectors. At the time of writing this report the Traffic Signal contractor is currently providing costs to complete this work. These costs will be met through the Redhill Balanced Network project. On current timescales the changes to the traffic signals are expected to be operational by Feb 2016.
- 4.2 A period of monitoring by Surrey CC Traffic Signals Team will follow to review the changes and monitor effectiveness at the Princess Way crossing site.
- 4.3 In addition to making these safety changes to the traffic signals the Road Safety Audit at stage 4 will be arranged at a suitable time after the new signals operation has been confirmed as working correctly. This is expected to take place next year.
- 4.4 Arrangements will be made to schedule and complete a 'walkability' survey of Redhill Town Centre with local visually impaired groups. Contact has been made with 'Sight for Surrey' in Reigate and Banstead to participate in the survey. The walking audit will include a review of the Station Road roundabout site and Princess Way toucan crossing facilities, which should take place after the traffic signals changes have been made.

**Contact Officer:** Neil McClure

Job title: Transport Strategy Project Manager, Transport Policy, Surrey County Council  
Contact number 03456 009 009

**Consulted:**

Road Safety Audit team – including SCC and RBBC Officers, Surrey Police.  
Marc Woodall Surrey CC Sustainability Manager.  
Zena Curry, Anita Guy, Surrey CC Local Area Highways Management team.  
Paul Fishwick, Surrey CC Programme Manager, Transport Policy (Redhill Balanced Network Project Manager)

**Sources/background papers:**

Surrey CC Road Safety Audit report, stage 3  
Surrey CC Road Safety Team, PIC data (personal injury and accident data)

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# Local Committee Decision Tracker

This Tracker monitors progress against the decisions that the local committee has made. It is updated after each committee using the 'RAG' (red, amber, green) ratings below.

**Green:** Actions are on track and progressing as expected towards the agreed deadline.

**Amber:** Action is off track but corrective measures are in place to meet the original or updated deadline.

**Red:** Action has not been progressed and is off track. Deadline will not be met.

NB. Once actions have been reported to the committee as complete, they are removed from the tracker.

Page 23

Meeting Date	Item	Decision	Due By	RAG	Officer	Comment or Update
14 Sept 2015	4	Full report to be brought to the 14 December 2015 Local Committee meeting	14 December 2015	Green	Neil McClure	Report on agenda
14 Sept 2015	7	(i) To recognise the achievements of the Surrey Fire and Rescue (SFRS) teams within the borough of Reigate & Banstead.  (ii) To support the borough team's commitment to deliver initiatives to reduce risk and make the Reigate & Banstead borough	N/A	Green  Green	Steve Schooling	Complete  Complete

ITEM 7

		safer through the delivery of the Borough/Station Plan.  (iii) To note the targets and initiatives set within the Reigate & Banstead Borough Plan for 2014/5 and support the Fire and Rescue Service in the delivery of this plan.		Green		Complete
14 Sept 2015	8	To note the report	N/A	Green	Zena Curry	Complete
14 Sept 2015	9	(i) To note the results of the high level analysis of the public engagement on the proposed schemes (Annex 1 of the report).  (ii) To approve the scheme delivery programme for 2015/16 including improvements to National Cycle Route 21 (NCR21, see Annex 2a of the report, consultation map 'off-road' cycle routes), and widening the existing shared-use, unsegregated cycle	N/A  N/A	Green  Green	Paul Fishwick Neil McClure	Complete  Complete

		and pedestrian route along the A2044 Woodhatch Road between Maple Road and Pendleton Road (see Annex 2a of the report, consultation map cycle route section 4).				
		(iii) That feasibility and design work continues on the walking, cycling and bus improvement schemes as set out in the exhibition panels (Annex 2a & 2b of the report) for delivery during 2016/17 and 2017/18. A detailed programme for delivery of these schemes will be developed and brought to a later committee for approval.	Update on the project to be included within Highways Update Report on 15 Dec meeting agenda.	Green		Report on agenda
		(iv) To note that the Local Committee will be updated on a regular basis during the life of the project.	As above	Green		Report on agenda

14 Sept 2015	10	It was noted that a report on the 'Annual Parking Review' was scheduled for the December Local Committee and that a meeting of the Parking Task Group needed to be arranged prior to the December meeting.	Annual Parking Review is due in September 2016. Parking Task Group meeting held 02.10.15. Next meeting of the Parking Task Group scheduled for 18.02.16	Green	David Curl	Complete
19 Oct 2015 Special Local Committee	6	(i) The proposals set out in Table 3 in Section 3.1 as formal guidance for the Community Youth Work Service were agreed.  (ii) That 50% of the borough wide offer will be defaulted to the Hub unless exceptional circumstances apply which will be agreed in conjunction with the Chairman and Vice Chairman of the Local Committee.	N/A  N/A	Green	Jeremy Crouch	
19 Oct 2015 Special Local Committee	7	Noted how Services for Young People has supported young people to be employable during 2014/15, as set out in the appendix to the report.	N/A	Green	Jeremy Crouch	Complete

19 Oct 2015 Special Local Committee	8	(i) Membership of the Greater Redhill Sustainable Transport Package Task Group and the Youth Task Group for 2015-16 was agreed.	One Borough Member vacancy to be agreed at 14 Dec meeting.	Green	Sarah Quinn/Susan Briant	Agenda Item
		(ii) Agreed the terms of reference of the Youth Task Group for 2015 – 16, as set out in Appendix 1.	N/A	Green		Complete

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**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (REIGATE & BANSTEAD)****DATE: 14 DECEMBER 2015****LEAD OFFICER: NEIL MCCLURE, PROJECT MANAGER, TRANSPORT POLICY****SUBJECT: EPSOM-BANSTEAD SUSTAINABLE TRANSPORT PACKAGE****DIVISIONS: BANSTEAD, WOODMANSTERNE & CHIPSTEAD; NORK & TATTENHAMS; TADWORTH, WALTON & KINGSWOOD; MERSTHAM & BANSTEAD SOUTH****SUMMARY OF ISSUES:**

This paper is to brief members on the Epsom Banstead Sustainable Transport Package (STP), which is being developed into a business case for submission to the C2C Local Enterprise Partnership (LEP) in a bid for funding from the Local Growth Award.

The project area spans Epsom & Ewell and Reigate & Banstead Boroughs and requires the formation of a joint Member Task Group to support the development of schemes for the project and reporting process through the Local Committee cycle.

**RECOMMENDATIONS:**

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

- (i) To note the project content being developed for inclusion in the business case submission.
- (ii) To the establishment of the proposed joint Member Task Group and the proposed members from the Reigate & Banstead Local Committee, to support this project (Task Group membership, Annex 1)
- (iii) To approve the Terms of Reference for the above Member Task Group (Annex 2)

**REASONS FOR RECOMMENDATIONS:**

The Epsom Banstead STP scheme was approved by the C2C LEP for inclusion in the Strategic Economic Plan (SEP) during 2014. The Expression of Interest project document (Annex 3) for the scheme was submitted to the LEP during April 2014 and provides the supporting case for developing the scheme into a business case to bid for funding from the LEP Local Growth Award.

An Officer Project Board has been formed including Officers from Surrey CC, Epsom & Ewell BC, and Reigate & Banstead BC to develop the package of sustainable transport schemes for inclusion in the business case. The business case is due to be

submitted to the LEP during early 2016 (date to be confirmed by the LEP).

Early stakeholder involvement is being drawn on for assisting the business case development, with a full public consultation on the proposed transport schemes due after the business case submission, expected during Spring/Summer 2016.

The joint Member Task Group is needed to support the Project Board in the development of the business case bid to the LEP, and beyond this for the approval of scheme construction and delivery after award of LEP Local Growth Award funding.

Similar Member Task Groups are in place for other current and recent Surrey County Council Major Schemes and sustainable transport projects in development and delivery stages.

A joint meeting has been held to brief the chairmen of the Epsom & Ewell and Reigate and Banstead Local Committees on the Epsom Banstead STP scheme and outline the proposal for the formation of a joint Member Task Group. The Chairmen proposed the names of two members of each Local Committee and a substitute in the event that a member is unable to attend, to form the Task Group, with one of these Members acting as Task Group Chairman. This has allowed a project briefing for the newly appointed Task Group Members, prior to the formal ratification of the Group at the December Local Committees.

The proposed Task Group Membership will consist of the following Council Members:

- 1) Eber Kington (E&E Local Committee)
- 2) John Beckett (E&E Local Committee)
- 3) Dorothy Ross-Tomlin (Reigate & Banstead Local Committee)
- 4) Bob Gardner (Reigate & Banstead Local Committee)

Substitute Members:

- 1) Michael Arthur (E&E Local Committee)
- 2) Barbara Thomson (Reigate & Banstead Local Committee)

The Terms of Reference for the Task Group (Annex 2) set out the roles and responsibilities of the group. Similar Terms of Reference are in place for other Member Task Groups supporting the development and delivery of transport projects across the county.

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

- 1.1 The scheme is currently at the project planning stage to identify and agree the suitable package of cycle/walk/bus and highways related transport measures with stakeholders to include in bid for C2C LEP funding.
- 1.2 The key LEP project objective is to provide for economic growth. LEP investment in transport schemes should provide transport infrastructure to unlock growth in jobs, homes and employment space; reduce car journeys through sustainable



transport improvements, thereby reducing carbon emissions; and improve resilience to transport disruptions.

- 1.3 Sustainable Transport Packages specifically should regenerate areas by tackling congestion and improving journey quality and reliability, and provide alternative sustainable transport improvements to the car, to reduce carbon emissions.
- 1.4 The Expression of Interest for the Epsom Banstead STP was submitted to the LEP in April 2014 and is included in the C2C Strategic Economic Plan (SEP, July 2014). The scheme has been given internal SCC approval for a total scheme funding bid value of up to £4.8m. Scheme delivery will be from 2016/17 through to 2017/18.
- 1.5 The LEP requires a 25% local contribution for all STP schemes. This means we require a sum of £1.2m to be included as local contribution/match funding in order to secure the remainder as grant funding from the LEP.
- 1.6 The full package of sustainable transport schemes for inclusion within the funding bid STP is now being developed with stakeholders. An Officer Project Board has been formed to take this forward, including Borough Council and SCC Officer Membership.
- 1.7 The formation of a dedicated joint Member Task Group will support the development of the scheme and business case bid to the LEP, and beyond this provide the approval through the Local Committee process for scheme construction and delivery after award of LEP Growth Award funding.

## **2. ANALYSIS:**

### **Epsom Banstead Sustainable Transport Package**

- 2.1 The Epsom Banstead STP scheme is a package of walking, cycling and quality bus improvements within the C2C East Surrey M25 strategic growth corridor.
- 2.2 The aim of the scheme is to provide improved connections from residential areas to key economic and employment areas such as Epsom town centre, to facilitate new housing development and to encourage economic prosperity and increased employment, particularly in areas of deprivation, such as Preston.
- 2.3 The scalable package of measures between Epsom and Banstead 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

## ITEM 8

- reduced vehicle operating costs
- increase accessibility to economic centres and railway stations
- reduce road casualties
- deliver increased bus reliability and patronage to major employment sites, town centres, hospitals and education centres.
- Support regeneration of Preston Estate in Reigate & Banstead

2.4 Relief from congestion would be encouraged through a modal shift away from the private car. Shared pedestrian and cycle routes will give commuters the choice to travel by bicycle or by foot on improved pedestrian routes. Improved public transport reliability and infrastructure will improve access to jobs and employment opportunities. The proposed schemes will provide residents and commuters with a wider choice of transport modes.

2.5 The project 'dovetails' with the current Epsom Plan E scheme delivering highway and public realm improvements for Epsom town centre, and the Greater Redhill STP providing similar sustainable transport connectivity improvements between Reigate/Redhill and Horley/Gatwick areas.

2.6 Failure to deliver this project would represent a lost opportunity to promote sustainable transport in the area as well as to link up employment centres with residential areas of deprivation encouraging increased employment.

2.7 The proposed scheme is in the early stages of pre feasibility project planning. Defining the package of measures for inclusion in the bid, and the subsequent appraisal of benefits is still being prepared. Full details of the final scheme are expected to be presented to the March Local Committees, with Joint Member Task Group briefings before this as the project develops.

### **3. OPTIONS:**

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

### **4. CONSULTATIONS:**

4.1 A condition of the C2C LEP after award of funding is for a full public consultation of the scheme to be carried out. On current timescales a 6 week consultation period is expected to take place during spring/summer 2016.

4.2 The consultation will be online, with leaflets available at locations within project improvement area where hard copy questionnaires will be available. Details of the consultation process will be prepared at a later stage.

4.3 Analysis of the consultation feedback will follow. The results of this and any subsequent changes to the proposed schemes required will be presented to the Member Task Group and Local Committee.

- 4.4 Existing public engagement results and analysis from existing schemes, including Epsom Plan E and Preston Regeneration will also be used for determining the appropriate package of transport improvements measures for the Epsom Banstead scheme.

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

- 5.1 The detailed business case for the scheme is being prepared which includes a value for money section.
- 5.2 The estimated total cost for this project is £4.8 million, comprising £3.6m LEP Grant funding, and a 25% local contribution of £1.2m.
- 5.3 Confirmation of available local contribution funding is being progressed with County and Borough Council partners, and potential 3<sup>rd</sup> party private sector match funding. Details will be confirmed after the final list of schemes for inclusion in the bid is known.

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

- 6.1 It is the objective of the County Council to 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 Epsom Banstead 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
  - deliver increased bus reliability and patronage to major employment sites, town centres, hospitals and education centres.
  - Support regeneration of Preston Estate in Reigate & Banstead

**8. OTHER IMPLICATIONS:**

.Area assessed:	Direct Implications:
Crime and Disorder	Improve access to rail stations and other passenger transport interchange facilities, 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 Local Committee (Reigate & Banstead) is asked to note the project content being developed for inclusion in the business case submission. This work will continue to be progressed through the Officer Project Board for submission to the C2C LEP in early 2016 (date TBC by the C2C LEP).

- 9.2 The Local Committee is asked to agree the establishment of the proposed joint Member Task Group and the proposed members from the Reigate & Banstead Local Committee, to support this project (Task Group membership, Annex 1). The joint Member Task Group is needed to support the Project Board in the development of the business case bid to the LEP.
- 9.3 The Local Committee is asked to approve the Terms of Reference for the above Member Task Group (Annex 2) to inform this process.

<b>10. WHAT HAPPENS NEXT:</b>
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- 10.1 The project business case will be developed for planned submission to the C2C LEP in early 2016.
- 10.2 The Member Task Group will be kept informed of progress as the scheme detail develops.
- 10.3 A report will be presented to the March 2016 Local Committees with details of the proposed schemes for inclusion in the project business case, prior to the final bid for C2C LEP project funding being submitted.
- 10.4 A public engagement exercise for the scheme will be developed for a planned 6 week consultation period during spring/summer 2016.
- 10.5 The C2C LEP Grant funding award decision for the project is expected to be announced around June/July 2016.

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**Contact Officer:** Neil McClure

Job title: Transport Strategy Project Manager, Transport Policy, Surrey County Council  
Contact number 03456 009 009

**Consulted**

Epsom Banstead STP Project Board Membership

**Annexes:**

Annex 1 – Joint Borough Task Group Membership  
Annex 2 - Terms of Reference for the Member Task Group  
Annex 3 – C2C LEP Expression of Interest project document

**Sources/background papers:**

C2C LEP Expression of Interest project document, Apr 2014 (included as Annex 3)

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## Epsom Banstead Sustainable Transport Package (STP)

### Joint Borough Member Task Group

#### Group membership - Nov 2015

Epsom & Ewell Local Committee			Reigate & Banstead Local Committee		
	Name	Divison/Ward		Name	Divison/Ward
1	Eber Kington	Ewell Court, Auriol and Cuddington	1	Dorothy Ross-Tomlin	Horley East
2	John Beckett	Ewell	2	Bob Gardner	Merstham and Banstead South
	Substitute:			Substitute:	
	Michael Arthur	Ewell		Barbara Thomson	Earlwood and Reigate South

Note: Task Group Chairman to be agreed during initial briefing meeting (scheduled 2 Dec15)

Surrey County Council Transport Policy Team.  
24 Nov 2015

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## **Epsom Banstead Sustainable Transport Package (STP) joint Member Task Group**

### **Draft Terms of Reference - Nov 2015**

1. The Task Group will advise the Epsom & Ewell and Reigate & Banstead Local Committees on the progress of the Epsom Banstead STP scheme within both boroughs during the next two years and subject to obtaining funding next year.
2. Officers supporting this Task Group will consult that Group and will give due consideration to the Group's reasoning and recommendations prior to the officer writing their report to the Local Committee.
3. The Task Group will consist of a total of four appointed Members. This should include two Members from each Borough Council Local Area Committee. One Member will be elected as Task Group Chair by the group.
4. The role of the Task Group is primarily strategic. The Task Group members will act in the interests of the scheme as a whole, rather than representing the interests of their divisions or wards.
5. The Task Group will take into account the results of previous and new consultations in determining future programmes.
6. Any recommendations to the Local Committee will be supported by a summary of the reasoning behind the Task Group's position and reflect any professional advice from officers.
7. The Task Group will meet in private, at appropriate times during the year (at a suitable time before a Local Committee) and actions from the meetings will be recorded.

Surrey County Council Transport Policy Team.  
24 Nov 2015

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## Strategic Economic Plan – Intervention Programme

### Strategic Economic Plan – Intervention Programme

The Strategic Economic Plan sets out the ambitions for economic growth of the Coast to Capital area, along with a range of investments and proposals for realising these ambitions, the shape of the proposed **Growth Deal** with Government and the **Local Growth Fund** investment that will be sought.

The draft plan sets out proposals for a six year programme of private and public sector investment of around £5 billion, which will create 42,000 new jobs, 28,000 homes and 445,000 sq metres of employment space. Government are being invited to invest around £550m of Local Growth Fund to support the programme. The draft SEP can be found [here](#).

A list of all the projects, investments, schemes and programmes included in the SEP for each area has now been finalised and agreed.

Detailed information now needs to be pulled together for each project/intervention on the agreed list such that it can be included within a draft Intervention Programme, which will be submitted to Government as part of the Strategic Economic Plan by end March 2014.

Please complete the following information for each project\*. All projects should have the “two tests” applied to them by 14<sup>th</sup> February. Then, for those that pass BOTH tests, project information forms should be completed as soon as possible, but by 5<sup>th</sup> March at the latest.

Please see guidance at the end of this template for the Tests and the information form.

Project Name:

**Banstead-Epsom&Ewell sustainable transport package**

Project Lead/Contact:

Lyndon Mendes: [Lyndon.Mendes@surreycc.gov.uk](mailto:Lyndon.Mendes@surreycc.gov.uk)

Key Tests

Test 1: Can this project be started in the six year period from April 2015 to March 2021.

Yes

Test 2: Can you credibly show how this project will deliver (or indirectly with a credible link) jobs, additional housing and/or hectares/sqm of employment space.

Yes

If you have answered ‘Yes’ to both questions, please also complete the a Project Information form (attached)

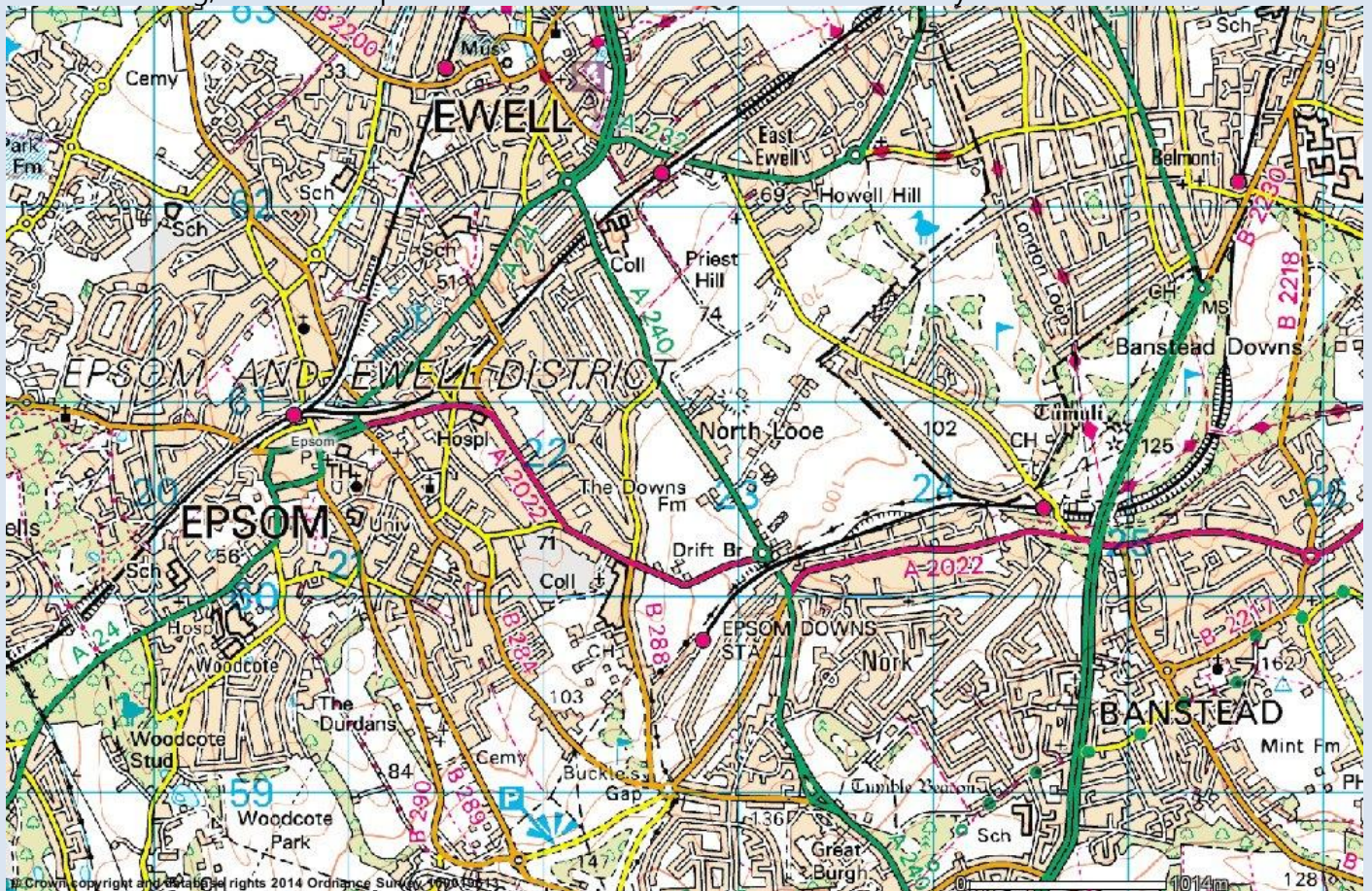
For those projects where the answer is ‘No’ to one or both questions, the project may still be referenced in the SEP as strategically important, but it will not form part of the first round Intervention Plan.

## 1. Project Description

Epsom and Ewell is an area well established to support economic growth. The borough contributed £1.3 billion GVA to Britain's economy in 2011. However, it is performing well below its potential. It is categorised as a Coast to Capital latent town.

Epsom and Kiln Lane Estate are categorised in C2C SEP as 'latent locations' for successful business growth.<sup>1</sup> It is also located on both the 'primary' and 'secondary' strategic growth corridors.<sup>2</sup> Its Longmead and Kiln Lane business parks are key enterprise assets for the Local Transport Body. NEScot and the University of the Creative Arts are key education assets.

This scalable scheme would facilitate sustainable travel between residential and employment areas in and around Banstead, Epsom and Ewell promoting links between these towns, including the Preston Regeneration Area in the borough of Reigate and Banstead, which is one of the most deprived wards in Surrey earmarked for up to 825 additional homes. Relief from congestion would be encouraged through a modal shift away from the private car. Improved public transport reliability and infrastructure will improve access to jobs and employment opportunities. Based upon our experience in Surrey's successful Large Bid for LSTF funding, we would expect this scheme to achieve a BCR comfortably above 2.



The scheme's links to SEP priorities can be summarised as:

**Successful Growth Locations:** - The scheme will tackle congestion and promote non car based travel, through an integrated transport package. This will reduce delays in the area and lessen the cost of congestion impact on the local economy, facilitating successful growth.

**Attract investments from private sector:** - The interventions around Epsom will improve the appeal of Epsom town centre as a place to do business. Epsom is a popular retail town and accessibility

<sup>1</sup> C2C Draft Strategic Economic Plan, December 2013. p36-38;

<sup>2</sup> C2C Draft Strategic Economic Plan, December 2013. p 42-43.

improvements and congestion reduction will help to maximise the attractiveness of the town centre for private investors, both for retail and office based companies.

**Successful business community:** - Greater links to higher education will be provided by this integrated transport package. It will facilitate links to Nescot and the University of the Creative Arts from residential areas such as Preston.

**Improve access to opportunities:** - The scheme will link the residential area of Preston to the employment opportunities available in Epsom and Banstead. Preston has been identified as a one of the most deprived wards in Surrey and greater transport links, particularly non car based travel will contribute to lowering unemployment and improving quality of life in this area.

Housing and infrastructure: -

This scheme will deliver infrastructure measures to support key housing developments within the wider Epsom and Ewell- Banstead area.

There is a plan for 800+ houses to be built as part of the regeneration of Preston. Though this housing development is in Reigate & Banstead, it will be enabled by the proposed intervention.

The Epsom and Ewell Core Strategy (2007) states a need to provide 3620 between 2006 and 2026. This equates to 181 homes per annum. The local plan identifies three strategic sites which are the former hospital sites -- West Park, St Ebbas and Horton B.

## 2. Proposed Intervention/Investment

The aim of the intervention is to connect residential areas to key economic and employment areas such as Epsom town centre, to facilitate new housing development and to encourage economic prosperity and increased employment, particularly in areas of deprivation, such as Preston.

The proposed intervention will encompass a variety of sustainable travel improvements between Banstead and Epsom.

- Improved public transport reliability and infrastructure
- Shared pedestrian and cycle routes
- Bus priority and corridor improvements
- Support Preston regeneration

A rationale for the scheme is evidenced by the scale of rail usage at Epsom and the provision of parking space at the station, the paucity of which contributes to congestion in the area.

Epsom is the 3<sup>rd</sup> busiest station in Surrey, with Southern Rail recording 3.6m entries/ exits in 2010/2011. Yet despite these numbers of commuters/ travellers, the station has only 25 parking spaces, in contrast with Woking [2<sup>nd</sup> busiest with 590 parking spaces] and Redhill [4<sup>th</sup> busiest with 367 parking spaces].<sup>3</sup> Due to the limited parking spaces, commuters who need to park at the station, drive around the surrounding area, looking for parking spaces, thus adding to the congestion.

The proposed intervention will provide residents and commuters with a wider choice of transport modes.

## 3. Costs

Total Scheme Cost:- £4.37m

Anticipated LGF Contribution:- £3.8m

## 4. Outputs

The package will improve connectivity between railway stations and surrounding areas, linking residential areas with the employment areas of Epsom, Ewell and Banstead. The 2001 Census found that 3% of Epsom and Ewell Borough residents work in Reigate and Banstead and 4% of Reigate and Banstead residents work

<sup>3</sup> Surrey Rail Strategy [draft], Dec 2012. Ove, Arup & Partners Ltd.

## ITEM 8

in Epsom and Ewell. These are the second most common commuter routes within Surrey. Given the short geographical distance between Epsom and Ewell and Banstead, this is an opportunity for a significant modal shift which would improve accessibility for areas, including to:

- the relatively deprived housing growth area of Preston,
- to areas of employment and education such as Epsom Town Centre; Longmead and Nonsuch industrial estates and the Pitwood Park Industrial Estate in Tadworth.

With the proposed transport intervention, Epsom as one of C2C's latent location for business growth,<sup>4</sup> has the potential to create the following number jobs and thereby contribute the proposed GVA to the economy. The potential jobs have derived from the utilisation of current vacant space in Epsom, using specific formulae for the type of office, industrial or retail space.<sup>5</sup> In turn, the GVA has been computed using the 2011 ONS data published March 2014 for the average GVA contribution per person in employment in Surrey.<sup>6</sup>

**Office Floor space:** Epsom has 11,044 sqm of vacant office floor space,<sup>7</sup> that can potentially provide 920 FTE jobs,<sup>8</sup> generating an additional £47.2m GVA.<sup>9</sup>

**Industrial Floor space:** Epsom has 5,215sqm of vacant industrial floor space that can potentially provide 145 FTE jobs, generating an additional £7.4m GVA. [References given for above apply to these figures]

**Retail Floor space:** Epsom has 2,322sqm of vacant retail floor space that can potentially provide 122 FTE jobs, generating an additional £6.3m GVA. [References given for above apply to these figures]

Thus, the proposed scheme would facilitate the revitalisation of Epsom- Ewell, which based upon full utilisation of the currently vacant floor space could result in **1187 additional jobs**, contributing **an additional £60.9m GVA** to C2C's economy.

**Construction jobs:** The scheme would provide 24 construction related jobs<sup>10</sup>, contributing an additional £1.2 GVA.

Plan E Policy E3<sup>11</sup> states that the amount of retail growth in the town centre will be guided by the following:-

Convenience goods: there is capacity for an additional 2,466 sq m by 2026.

This is broken down into:

1,448 sq m by 2013

1,767 sq m by 2018 and

2,466 sq m by 2026.

Comparison goods: there is capacity for an additional 7,730 sq m by 2026.

This is broken down into:

<sup>4</sup> C2C Draft Strategic economic Plan, Dec 2013; p36

<sup>5</sup> Floorspace per employee Source: OffPAT/HCA and Driver Jonas Deloitte (2010) Employment Densities Guide, 2nd Edition, available at: [www.homesandcommunities.co.uk/download-doc/6155/10397](http://www.homesandcommunities.co.uk/download-doc/6155/10397).

<sup>6</sup> Source: Surrey Average GVA per head: <http://www.ons.gov.uk/ons/publications/re-reference-tables.html?edition=tcm%3A77-352590>.

<sup>7</sup> CoStar UK - Commercial Real Estate Information - Feb 2014 - [www.costar.co.uk](http://www.costar.co.uk),

<sup>8</sup> OffPAT/HCA and Driver Jonas Deloitte (2010) Employment Densities Guide, 2nd Edition, available at: [www.homesandcommunities.co.uk/download-doc/6155/10397](http://www.homesandcommunities.co.uk/download-doc/6155/10397).

<sup>9</sup> [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/271502/Sub-national\\_and\\_business\\_performance\\_data\\_table\\_2.xls](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/271502/Sub-national_and_business_performance_data_table_2.xls)

<sup>10</sup> <https://www.gov.uk/government/news/nearly-10000-jobs-supported-by-road-investment-in-2014>

<sup>11</sup> <http://www.epsomewell.gov.uk/EEBC/Planning/Planning+Policies/Local+Development+Framework/Epsom+Town+Centre+Area+Action+Plan.htm>

1,676 sq m by 2018 and  
7,730 sq m by 2026.

This package will create vibrant and viable places. It will increase accessibility between residential areas and places of employment; Preston is primarily residential, while Epsom and Banstead offer significant scope for employment. Preston is a residential area outside of Tadworth and has been identified as the most deprived ward within the borough of Reigate and Banstead. The regeneration proposals include the construction of a village centre as well as a community hub and up to 800 additional homes. The pedestrian access, cycle routes and public transport are included in this process to increase the accessibility of residents to surrounding areas. The package will link Preston to areas of employment, which will increase job opportunities for residents living in this area. The scheme will support the initiatives to regenerate and provide additional housing for Preston.

The package will relieve congestion through promotion and facilitation of alternative modes of travel. Shared pedestrian and cycle routes will give commuters the choice to travel by bicycle or by foot on improved pedestrian routes. Public transport improvements will facilitate a modal shift and encourage travellers not to travel by private car. It includes bus priority and corridor improvements throughout the transport package area. By influencing people's behaviour, a greater proportion of shorter trips will be undertaken by walking and cycling thereby enhancing journey time reliability and easing congestion. Improvements to bus corridors and services will be delivered through improving bus infrastructure and providing facilities in locations where existing infrastructure/services are considered poor. The Preston Regeneration Area is located approximately 2-3 miles equidistant from Epsom and Reigate and currently has a poor level of rail connectivity.

Congestion on local roads is an issue for Preston residents particularly where additional housing is planned. The package will enable travel across the two boroughs and importantly will facilitate access to employment opportunities and will generally support the plans for housing growth and regeneration in the Preston area.

Plan E Policy E2<sup>12</sup> identifies that Epsom has the capacity to deliver at least 635 new residential units within the Town Centre during the period between 2010 and 2026. The Borough Council's Local Plan Annual Monitoring Report (AMR) monitors the performance of the key Local Plan Policies, including housing delivery. The data contained within recent AMRs suggests that there is potential capacity for more housing to come forward within the Town Centre in the form of windfall sites. Examples of this source of supply include time-expired office accommodation located above high street shops. The re-use of such sites for housing is supported through Plan E Policy E5, which provides some flexibility for such sites to come forward where they are demonstrated as being surplus, or no longer fit for purpose.

There will be improved sustainable travel corridors between Epsom and Ewell and Banstead with neighbouring London boroughs of Kingston and Sutton.

Based upon our experience in Surrey's successful Large Bid for LSTF funding, we would expect this scheme to achieve a BCR comfortably above 2.

## 5. Additionality

Failure to deliver this intervention would represent a lost opportunity to promote sustainable transport in the area as well as to link up employment centres with residential areas of deprivation encouraging increased employment.

Epsom is currently a 'latent town' and does not reach its economic potential. Without improved transport

<sup>12</sup><http://www.epsom-ewell.gov.uk/EEBC/Planning/Planning+Policies/Local+Development+Framework/Epsom+Town+Centre+Area+Action+Plan.htm>  
\$fykcvytm.docx

links the town centre will not reach is potential of a vibrant retail and employment centre. It is of economic importance to improve and promote Epsom as an economic centre.

This intervention will link up the potential workforce across two boroughs [Epsom & Ewell and Reigate & Banstead, enabling a wider pool of employment opportunities as well as a richer potential workforce for employers. Without this intervention some residents will be limited to employment opportunities within a smaller area, possibly stifling growth and opportunity.

The planned for growth and regeneration of Epsom Town Centre during the period between 2011 until 2026 is set out in [Plan E Epsom Town Centre Area Action](#) (April 2011). This development plan document includes policies that set out the quantum of housing, retail and employment development planned for the Town Centre during this period. It also contains site specific policies that allocate the scale of different uses to sites across the Town Centre.

Although some of the development set out within Plan E (for example, the redevelopment of Epsom Station) has already come forward, it must be emphasised that the successful delivery of Plan E is predicated on the implementation of the highway improvements also contained within that document. These are the same improvements that are the subject of one of the Major Scheme submissions.

Plan E Policy E2 identifies that the Town Centre has the capacity to deliver at least 635 new residential units and 10,196 sq m of retail floor space growth during the period between 2010 and 2026 which would benefit from the proposed intervention.

Plan E Policy E3 identifies the Town Centre as maintaining its position in the wider sub-regional as a secondary regional centre, with its offer reflecting that of quality retail market town. The proposed highway improvements will ensure that this objective will be achieved.

It is expected that the following sites in the area could be taken forward for intensification:-

- Utilities Site
- East Street North Frontage
- East Street South Frontage
- Wilson's site
- Nonsuch Industrial Estate
- Dagenham Motors site
- Kings Church Site
- Longmead Depot
- Surrey Waste Management
- Howdens Trading Estate

Intensification of these sites could deliver between 51,046- 116,992 sqm of additional floorspace, equating to between 5,369-11,391 additional full time jobs in the area.

Although Ewell Village Centre has no site specific development allocation, the Local Plan does identify its Local Centre Boundary, within which a mix of appropriate town/ local centre uses will be encouraged and delivered. These typically comprise a mix of retail, commercial, community and higher density residential developments. The Village's Local Centre Boundary was recently the subject of public consultation under the aegis of the [Other Sites Consultation Paper](#).

**6. Match funding & leverage**

Surrey will commit to providing 20% contribution for each scheme. For some schemes, this may be greater, depending on the scale of S106 developer contribution. Surrey's cost of preparing each scheme [ranging from 10% - 15% of the total scheme costs] will form part of the 20% or more contribution towards the costs.

**7. Timescales**



The scheme is currently in the mid stages of feasibility assessment, with consultation on possible design options being undertaken with local Councillors.

Start date:- 2016/17

End date:-2017/18

Key Milestones:-

- Scheme identification
- Identification and assessment of options
- Economics & modelling
- Business case submission
- LEP funding decision (provisional)
- Detailed design & consultation
- Procurement
- Final LEP decision
- Construction
- Monitoring & evaluation

## 8. Dependencies

The project is not reliant on other schemes taking place, however local contribution funding may be dependent on development coming forward in Epsom and Ewell and Reigate and Banstead.

There is known public acceptance of the scheme proposals which have been included in Surrey's development plans.

## 9. Evidence

Evidence in support of the scheme can be found in the following documents:

[Cycle Woking End of Programme Report](#) July 2008 – March 2011 (June 2011). Summarises the achievements of the Cycle Woking project, part of the National Cycling Towns initiative, and reports an increase in both cycling and walking over the period of the initiative (more details in Box 10 Options Considered below).

[The Effects of Smarter Choice Programmes in the Sustainable Travel Towns: Summary Report to the Department for Transport](#) February 2010. The report provides an overview of the effects of the Sustainable Travel Towns initiative implemented between 2004 and 2008, the findings of which support the case for implementing sustainable travel packages. See Box 10 Options Considered below for more detail.

The overall context for this package is provided by the [Surrey Transport Plan](#) - LTP3 2011

[Epsom and Ewell LDF Core Strategy](#) 2007.

“Maintaining the vitality and attractiveness of the town centre is key to delivering sustainable development and to maintaining and improving the quality of life of the Borough’s residents.”

“Traffic congestion is a key concern amongst residents, and is reflected by its inclusion as a key priority area in the Community Strategy Action Plan. Traffic congestion costs Surrey’s businesses hundreds of millions of pounds each year, with other detrimental economic, environmental and social consequences.”

Further supporting evidence is provided in [Epsom Town Centre, Area Action Plan](#) ‘Plan E’ April 2011. Objective 9 (page 11) states “Make alternatives to the private motor car such as cycling and public transport more attractive (e.g. through improving accessibility and convenience)”

[Epsom & Ewell District-Wide Local Plan](#) May 2000

“The Borough Council considers that further removal of motor traffic from Epsom High Street and other

shopping areas in the Borough would enhance the environment significantly, reduce vehicle-pedestrian conflict, add greatly to the attractiveness of the centres to visitors and aid economic development.” Pg 196.

[Reigate and Banstead Local Plan 2005](#),

“Policy Mo 13-The Borough and County Councils will seek to improve conditions for cyclists by identifying potential segregated routes and facilities to meet their needs in highway and traffic management schemes”

[Reigate and Banstead Core Strategy Pre-Adoption Version February 2014](#) (adoption expected April 2014), pg 42

“Regeneration: Preston is the focus for regeneration in this area. As a designated regeneration area, a variety of social, economic and environmental improvements will be made. Working with Raven Housing Trust and Surrey County Council, an estimated 330 housing units will be delivered by 2022, along with improved community and leisure facilities, enhancements to the public realm and improved accessibility.”

[National Planning Policy Framework \(NPPF\)](#) promotes a sustainable approach to planning and future development across the country. It states that priority and encouragement should be given to walking, cycling and public transport which is exactly what this sustainable package aims to achieve.

[EU Urban mobility package](#) highlights the importance of road safety as political priority and crucial aspect of a high quality urban mobility system. It suggests investments in safer infrastructures to overcome this challenge.

As the proposed scheme/ intervention is still in early stages of feasibility/ design, modelling of the impact of the scheme is still being prepared. As such, it not possible to give any specific details of the scale of impact. However, inferences of the impact and benefit of the scheme can be drawn from the following context, regarding the scale of congestion in Surrey.

With its proximity to London, Heathrow and Gatwick, Surrey experiences considerable congestion on its road network, resulting in unreliable journey time. The cost of congestion in Surrey [in 2008/9] had been estimated to cost Britain’s economy around £550m per year.<sup>13</sup> Less than 4% of the road network in Surrey is managed by the Highways Agency. Thus, the cost of congestion on roads managed by Surrey CC was approximately £528m per year [96%]. Extrapolating to 2014 and taking account of population growth,<sup>14</sup> these numbers would be higher. It therefore follows that any reduction in congestion and improvements in journey time reliability can result in sizeable savings to the economy.

## 10. Options Considered

The scheme is currently in the mid stages of feasibility assessment, with consultation on possible design options being undertaken with local Councillors.

The case for sustainable transport packages – bid for across a number of towns in Surrey – is based on the national evidence of initiatives such as the Cycling Demonstration Towns, and the Sustainable Travel Towns (originally Darlington, Peterborough and Worcester). Options considered for implementation as part of the sustainable transport packages are therefore based on the [Summary Report](#) for the Effects of Smarter Choice Programmes in Sustainable Travel Towns (2010), which reports some key findings which support the case for sustainable travel packages:

<sup>13</sup> Transport Statistics for Surrey: Movement Monitoring Report 2008/9; Surrey Future: Congestion Programme [draft], March 2013. <http://www.surreycc.gov.uk/environment-housing-and-planning/development-in-surrey/surrey-future/congestion-programme>

<sup>14</sup> Population in Surrey is predicted to grow by 9% over the next 20 years. Oxford Econometrics, 2010.

Car travel: Car driver trips per resident of the three towns taken together fell by 9% between 2004 and 2008, whilst car driver distance per resident fell by 5%~7% (p.24)

Bus travel: In two of the pilot towns, bus use is reported to have grown substantially, in contrast to a national decline of bus trips in similar sized towns nationally (p.28)

Cycling: cycle trips per resident of the three towns taken together increased by 26~30%, whereas, according to the National Travel Survey, there was a national decline of cycle trips in medium-sized towns over an approximately similar period (p.30)

Walking: According to the household travel survey data, between 2004 and 2008, walk trips per resident of the three towns taken together increased by 10%~13%, whereas, according to the National Travel Survey, there was a national decline in walk trips in medium-sized towns of at least 9% over an approximately similar period (p.33)

At a local level, SCC has experience of working in partnership to deliver the Cycle Woking project which saw Woking become one of 11 towns/cities nationally to be granted Cycling Town status for three years from 2008, as part of the Cycling Town initiative. Within the Cycling Town period, [Cycle Woking](#) delivered: improvements and extensions to the Woking Cycle Network; 12.9km of widening and resurfacing works along the Basingstoke Canal towpath; increased cycle parking at all stations across Woking borough, local shopping area and community facilities; 60% increase in dedicated cycle facilities.

The results of the Cycle Woking project were encouraging and supports the case for rolling out other cycling initiatives across the wider area, including in towns such as Epsom: the [Cycle Woking End of Programme Report](#) (p.6) revealed that the completion of the Basingstoke Canal towpath lead to a dramatic increase in both cycling (75%-213%) and walking (89%), as the quality of routes and their appeal have improved.

Since the Cycle Towns and Sustainable Travel Towns initiatives, Surrey's successful bid to the DfT for funding through the LSTF resulted in over £18m being secured to deliver sustainable travel infrastructure and travel marketing and promotion through Surrey's Travel SMART initiative. Development of a sustainable travel package in Dorking will be based on this extensive experience.

Notes:

**\*Project:** Please complete one form per **Project** (i.e. the activity/set of activities that will deliver the outputs) – a single project may have a series of proposed interventions/investments.

**Test 1:** The level of certainty must be high – well over 51%. If the answer is no – then it comes out of the LGF and Growth Deal proposal, but it might still be strategically important and remain in the SEP narrative.

**Test 2:** This should be housing, jobs, employment space that **would not happen** in the absence of the intervention. Other benefits and impacts are of interest, but only after one of these three have been satisfied.

Project Information Sheet

**Project Description:** provide an outline description of the project's aims and objectives, including link to SEP priorities. Include information about the barriers

**Proposed Intervention/Investment:** provide details about the 'ask' highlighting any related/dependent projects (i.e. one 'intervention' may relate to more than one project).

**Costs:** include information about the cost of project as a whole and also anticipated costs associated with the proposed interventions/investments if applicable. Costs must be 'firmed up' wherever possible, particularly for those projects which are due to start within the first three years. Where possible, please complete the table in Annex 1.

**Outputs:** provide quantified information about the impact in terms of jobs, additional housing, amount of employment space/land, plus a summary of other direct or indirect impacts/benefits. Set out clearly the

## ITEM 8

outputs associated with both the intervention/investment and the wider project as a whole. **You must show how the project will lead directly or indirectly to the outputs.**

**Additionality:** outline what the Local Growth Fund/Strategic Economic Plan would unlock which would not have happened in its absence.

**Match funding & leverage:** outline who else is investing in the project – both public and private sector. Provide named organisations for those projects proposed for the early part of the programme, along with specified amounts of money. Please make clear the source of any proposed funding. If it is through developer contributions, please show 106 and CIL separately.

Be clear about the “*zoom level*” – ie the flood defences at Shoreham are part of a wider harbour and airport project – that is the right zoom level, so the investment in housing which is unlocked by the flood defences counts as leverage, not just the cost of the civil engineering of the defences themselves.

For the revenue projects like business support or business finance, ‘people’ costs and similar are acceptable as long as they are dedicated to that project and have a clear costs to some organisation. General staffing will not be sufficient. So, for example, a person employed to deliver supply chain benefits in the Sussex Energy Saving Programme clearly has a cost to someone and should be treated as match funding.

Government are looking for a ratio 1:5 and above (preferably closer to 1:10) but this needs to be judge at the right zoom level and at least in the main, relate to specific projects. It is not anticipated that a “whole SEP” leverage figure will be acceptable.

**Dates:** outline when this project will start, how long it is expected to take and what the key milestones are. For those projects that are expected to start in the first three years, a more detailed programme is required.

**Dependencies:** please explain if this project is related to and/or dependent on other things happening/being started/being completed.

**Evidence:** please provide an outline of what evidence you have to support the need for this project and/or for the impact it will have. This might include Transport Plans, feasibility studies, local plan evidence, strategic studies, Strategic land assessments, route based studies, option analysis, research reports, customer/citizen/business surveys, evaluation studies, national evidence. Where possible, please provide links to key documents.

**Options:** outline what other options were considered and explain why this option was chosen.

Annex 1: Spending & Funding Profile

Project Spend and Funding Profile	2015/16 £	2016/17 £	2017/18 £	2018/2019 £	2019/2020 £	2020/2021 £	Beyond	Total £
Intervention/Investment cost (Local Growth Fund)		£1.84m	£1.7m					£3.54m
Local Authority Contributions		£0.46m	£0.37m					£0.83m
Other Public Sector Contributions								
Private Sector Contributions								
<b>Total Project Cost</b>		<b>£2.3m</b>	<b>£2.07m</b>					<b>£4.37m</b>

Notes:

Where a project is dependent on more than one SEP Intervention/Investment, please add a line for each one in the above table.  
Add a line in the above table for each separate funding contribution and clearly identify the source

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

**DATE:** 14 DECEMBER 2015  
**LEAD OFFICER:** ZENA CURRY, AREA HIGHWAY MANAGER  
**SUBJECT:** HIGHWAY SCHEMES UPDATE  
**DIVISION:** ALL REIGATE & BANSTEAD DIVISIONS

**SUMMARY OF ISSUE:**

At the 1 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 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 has a small countywide budget which is used, on a priority basis, to address sites with an identified collision problem. Funding has also been secured through the Coast to Capital Local Enterprise Partnership (LEP) for works in Reigate and Banstead. An update of progress on the Greater Redhill Sustainable Transport Package is included as part of this report.

## **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 **Greater Redhill Sustainable Transport Package (STP):** Progress for delivery of the bus, cycle and walking improvements along routes connecting Redhill/Reigate and Horley/Gatwick continues. This includes improvements to sections of the National Cycle Route 21 (NCR21) for delivery during 2015/16. Tree works and vegetation clearance started on 20 Oct, in preparation for further cycle/pedestrian improvements scheduled to take place throughout winter, including widening of some sections of route and surface treatments. Disruption for cyclists and pedestrians will be kept to a minimum with alternative diversion routes signed where possible during the works. A further 'phase 2' of NCR21 schemes is being considered by the Project Board which includes officers from both County and Borough, for delivery during 2016/17. Phase 2 is likely to include adding a sealed surface to some sections of route and further potential enhancements, subject to available funding.
- 2.3 Other works due for completion before the end of the current financial year include widening of the shared cycle and pedestrian footway along Woodhatch Road between Pendleton Road and Maple Road junctions. Improvements to this busy section of footway will provide better connectivity by bike and on foot to East Surrey Hospital and the wider area. Improvements to all other cycle/pedestrian routes that were identified during the consultation exercise are being progressed through the design process for delivery during 2016/17.
- 2.4 Feasibility design work is being completed for the quality bus corridor improvements planned for delivery during 2016/17. Analysis of the recent Surrey Transport Review outcomes is being used to identify the specific bus stop locations and measures that will be introduced to provide improved facilities and services to encourage more people to use buses.
- 2.5 A further progress report on this project will be brought to the March 2016 Local Committee. This will include a provisional programme of schemes for delivery during 2016/17 for committee approval. Interim updates on scheme progress will be provided to the Member Task Group.
- 2.6 **Customer Enquiries:** The total number of enquiries received by Surrey Highways in the third quarter of the year is lower than in either of the first two quarters of the year, but is consistent with the summer months, when



enquiries tend to reduce slightly. However, the number directed to the Local Area Office increased slightly.

2.7 All enquiries are categorised at the point of logging, either automatically through the website or by officers. Safety defects are directed to Kier with the remainder passed to the SCC local office for further investigation. During 2014 the average split was 44% SCC and 56 % Kier; for the year to date this split has shifted to 36% and 64% respectively. This can be partly attributed to improvements to the online reporting and additional information available to customers on Surrey's roadwork web page.

2.8 **Table 1** shows the number of enquiries received during the first nine months of 2015.

<b>Period (2015)</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
April - June	30,254	4,062	1,387
July – Sept	28,164	3,827	1,493
<b>Total</b>	<b>93,885</b>	<b>12,832</b>	<b>4,552</b>

**Table 1: Customer Enquiries**

Of the enquiries received by the local area office, 96% have been resolved, a rate that is in line with the countywide average.

2.9 The number of complaints received in the first nine months of 2015 is shown in **Table 2**. The main reasons for complaints were roadworks and lack of contact. Eleven of the Stage 1 complaints in the South East Area were taken to Stage 2. Of these, following independent investigation, the service was found to be at fault in four of them. Officers continue to work closely with the corporate customer relations team and have created corrective action plans for all outstanding actions.

<b>Period (2015)</b>	<b>Surrey Highways: Complaints (no.)</b>	<b>South East Area: Stage 1 Complaints (no.)</b>
Jan-March	110	28
April – June	178	24
July - Sept	89	33
<b>Total</b>	<b>377</b>	<b>85</b>

**Table 2: Complaints**

### **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.

**10. WHAT HAPPENS NEXT:**

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.

**Contact Officer:**

Anita Guy, Principal 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, 1 December 2014, Highways Forward Programme 2015/16 – 2016/17
  - Report to Reigate and Banstead Local Committee, 2 March 2015, Revised Highways Forward Programme 2015/16 – 2016/17
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<b>CAPITAL ITS IMPROVEMENT SCHEMES</b>			
<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> The scheme involves widening of the existing footway between Hazlewood Lane and the Ramblers Rest and improving access to it. Land adjoining the highway has been 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. Information has been submitted to Natural England and the works are being priced. Method of working key to obtaining approvals for work to proceed.			
<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. Completed.  A feasibility study into the safety implications of removing the existing traffic islands in Gatton Park Road has been completed, the findings of which are to 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> Removal of existing kerb build-out/priority give-way and introduction of a zebra crossing south of Headley Drive. Completed. Stage 3 Road Safety Audit to be carried out end November 2015.			

<b>CAPITAL ITS IMPROVEMENT SCHEMES</b>			
<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> Provision of a pedestrian refuge with localised carriageway widening in Lee Street west of Mill Close. Improvements to nearby uncontrolled pedestrian crossing facilities across junctions leading to the new facility incorporated into the scheme as recommended by the safety audit. Scheme being priced by the contractor for delivery in 2015/16.			
<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. Substantially completed. Snagging and Stage 3 Road Safety Audit to be carried out.			
<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> Feasibility design of signal controlled crossing near Consort Way. Work on design only schemes to commence towards the end of 2015/16.			

## CAPITAL ITS IMPROVEMENT SCHEMES

**Project: Tattenham Crescent, Epsom Downs**

**Detail:** Upgrade of existing pedestrian refuge

**Division:** Nork and Tattenhams

**Allocation:** £4,000

**Progress:**

Width of existing pedestrian refuge too narrow to provide adequate protection to pedestrians and mobility scooter users. Work on design only schemes to commence towards the end of 2015/16.

**Project: Slipshatch Road, Reigate**

**Detail:** Speed reducing feature

**Division:** Earlswood and Reigate South

**Allocation:** £4,000

**Progress:**

Measures to reduce eastbound vehicle speeds at the change in speed limit from derestricted to 30mph. Work on design only schemes to commence towards the end of 2015/16.

**Project: Small Safety Schemes**

**Detail:** As set out below

**Division:** See below

**Allocation:** £20,050

**Woodmansterne Primary School – Merrymeet, Woodmansterne**

Banstead, Woodmansterne and Chipstead

Provision of a kerb build-out to assist pedestrian crossing movements and associated footway improvements. The land required to progress this scheme is in the ownership of Surrey County Council and is being acquired through appropriation. Works to be programmed by the contractor for delivery in 2015/16.

**Bletchingley Road, Merstham – Zebra Crossing Remedial Works**

Improvements to the zebra crossing in Bletchingley Road, Merstham, were completed in 2014/15. The Stage 3 Road Safety Audit has identified remedial works that need to be carried out. Completed.

**Sandcross School – Sandcross Lane, Reigate**

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. These works were completed in May/June 2015.

## CAPITAL ITS IMPROVEMENT SCHEMES

### Small Safety Schemes (cont.)

A Road Safety Outside Schools assessment has been carried out and the report will be issued to the Chairman, Vice-Chairman and divisional Member. A speed survey has been carried out. Measured average speeds do not comply with the speed limit policy to enable the implementation of a 20mph speed limit by signing alone.

#### **St John's School - Pendleton Road, Redhill**

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 and a replacement sign has been ordered. Arrangements are being made to provide an electrical supply to the post.

<b>Project:</b>	<b>Signs and Road Markings</b>		
<b>Detail:</b>	To be identified	<b>Division:</b>	All
<b>Progress:</b>			
<b>Project:</b>	<b>Stage 3 Road Safety Audits</b>		
<b>Detail:</b>	To be carried out as required	<b>Division:</b>	All
<b>Progress:</b>			



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

### CAPITAL ITS MAINTENANCE SCHEMES (DRAINAGE)

Project	Division	Update
Maple Road, Earlswood - new kerbs and drainage system	Earlswood and Reigate South	Completed
Canons Lane, Burgh Heath - carriageway patching to remove flooding	Walton and Kingswood	Completed
Church Lane, Hooley - soakaway linkage scheme	Merstham and Banstead South	Completed Snagging outstanding
Rocky Lane, Merstham - new gully	Merstham and Banstead South	Completed
Radstock Way, Merstham - enlarge pipe near school entrance	Merstham and Banstead South	Being monitored as flooding issue may have been resolved
Yew Tree Close - new gullies and localised resurfacing	Horley West, Salfords and Sidlow	Completed

### POTENTIAL DEVELOPER FUNDED SCHEMES

<b>Project:</b> A23 High Street, Merstham	
<b>Detail:</b> Convert existing zebra to signal control	<b>Division:</b> Merstham and Banstead South
<p><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.</p>	

## POTENTIAL DEVELOPER FUNDED SCHEMES

**Project:** Tadworth Street, Tadworth

**Detail:** Localised road widening

**Division:** Tadworth, Walton and Kingswood

**Progress:**

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

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

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

**Detail:** Junction Improvement

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

**Progress:**

Expansion of activities on the Salbrook industrial site (Police Holding Centre, new Fire Station, waste recycling centre) will increase traffic movements at the existing priority junction, which already has a poor safety record. 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.

**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-going.

<b>POTENTIAL DEVELOPER FUNDED SCHEMES</b>		
<b>Project: A217 Brighton Road/A2022 Fir Tree Road/Bolters Lane, Banstead (Banstead Crossroads)</b>		
<b>Detail:</b> Junction Improvement	<b>Division:</b> Banstead, Woodmansterne and Chipstead/Nork and Tattenhams	
<b>Progress:</b> Investigation into provision of pedestrian crossing facilities on A217 at signalised junction. Design brief issued.		
<b>Project: A240 Reigate Road/A2022 Fir Tree Road (Drift Bridge junction), Epsom Downs</b>		
<b>Detail:</b> Junction Improvement	<b>Division:</b> Nork and Tattenhams	
<b>Progress:</b> Review of existing traffic signal operation. Possible upgrading of signal equipment. Investigation being carried out by signals team.		
<b>Project: A217 Brighton Road, (north of The Drive), Nork</b>		
<b>Detail:</b> Vehicle restraint system	<b>Division:</b> Nork and Tattenhams	
<b>Progress:</b> 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: A217 Brighton Road, Burgh Wood</b>		
<b>Detail:</b> Pedestrian facility	<b>Division:</b> Nork and Tattenhams	
<b>Progress:</b> Investigate feasibility of providing an informal crossing facility similar to that in place on the A217 by Mill Road/The Warren. Design brief to be issued.		

## POTENTIAL DEVELOPER FUNDED SCHEMES

**Project: Preston Regeneration**

**Detail:** Various measures

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

**Progress:**

Regeneration of the Preston area, managed by the Borough Council, 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 is to be the subject of public consultation with residents directly affected. The consultation has been delayed until the New Year.

Extension of shared pedestrian/cycle path north of the traffic signal junction with Asda. Design brief to be issued.

**Project: Epsom Lane North, Epsom Downs**

**Detail:** Accident Remedial Scheme

**Division:** Nork and Tattenhams

**Progress:**

Agreed with divisional Member to investigate safety improvements at the southern end of Epsom Lane North at the bend by Kingswood Road. Design brief to be issued.

**Project: Chequers Lane, Walton on the Hill**

**Detail:** Priority give-way

**Division:** Tadworth, Walton and Kingswood

**Progress:**

Investigation of previous proposal to install measures to slow traffic entering the village from the west. Divisional Member to be consulted on requirements for this location.

<b>ROAD SAFETY TEAM SCHEMES</b>		
<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.		
<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> Reduction in the speed limit to 40mph to remove short sections of derestricted speed limits in Headley Common Road and Boxhill Road, together with improvements to signing. A short section of Headley Common Road in Mole Valley would be affected by this proposal. Speed Limit Order to be advertised and, subject to no objections being received and upheld, the scheme will be delivered in 2015/16.		

## PARKING

**Progress:**

The 2015 parking review proposals, including resident permit parking in the Redstone Hill area of Redhill, were advertised on 24 September with a closing date for objections of 22 October. The parking team are analysing and collating the responses prior to sharing with members for final decision.

**Note:** Information correct at time of writing (18/11/15)

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## SURREY COUNTY COUNCIL

## LOCAL COMMITTEE (REIGATE &amp; BANSTEAD)

DATE: 14 DECEMBER 2015  
 LEAD OFFICER: ZENA CURRY, AREA HIGHWAY MANAGER  
 SUBJECT: HIGHWAYS FORWARD PROGRAMME 2016/17 – 2017/18  
 DIVISION: ALL

**SUMMARY OF ISSUE:**

This report seeks approval of a programme of highway works for Reigate and Banstead funded from the Local Committee's delegated capital and revenue.

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

- (i) Note that the Local Committee's devolved highways budget for capital works has been reduced as set out in the Medium Term Financial Plan, to £390,338 in 2016/17 and to £334,575 in 2017/18, and that it has been assumed that the revenue budget for 2016/17 remains the same as for 2015/16, at £217,180;
- (ii) Note that a further report will be presented to the March 2016 meeting of the Reigate & Banstead Local Committee to agree a revised programme should the devolved budget vary from these amounts;

Capital Improvement Schemes (ITS)

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

Capital Maintenance Schemes (LSR)

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

Revenue Maintenance

- (vi) Authorise the Area Maintenance Engineer, in consultation with the Local Committee Chairman, Vice-Chairman and relevant local divisional Member, to use £67,180 of the revenue maintenance budget for 2016/17 as detailed in Table 2 of this report;
- (vii) Agree that £5,000 per County Councillor be allocated from the revenue maintenance budget for Highways Localism Initiative works, and that if bids for this funding have not been received by the end of May 2016, the monies revert to the relevant Member to use to fund Community Enhancement works;
- (viii) Agree that Members should contact the Area Maintenance Engineer to discuss their specific requirements with regard to any Community Enhancement allocation and arrange for the work activities to be managed by the Area Maintenance Engineer on their behalf;
- (ix) Agree that the remaining £100,000 of the revenue maintenance budget be used to fund a gang to carry out minor maintenance works throughout Reigate and Banstead, managed on Members' behalf by the Area Maintenance Engineer.

**REASONS FOR RECOMMENDATIONS:**

To agree a forward programme of highways works in Reigate and Banstead for 2016/17 – 2018/18, funded from the Local Committee's devolved budget.

**1. INTRODUCTION AND BACKGROUND:**

- 1.1 Reigate and Banstead Local Committee receives a devolved budget for highway works in the borough, comprising both capital and revenue allocations. At the time of writing this report, the County's budget for 2016/17 had not been set.
- 1.2 **Capital:** The Medium Term Financial Plan (MTFP) 2015 - 20 sets out a reduction in the projected countywide budget for capital Local Transport Schemes (ITS) from £4m in 2015/16 to £3.5m in 2016/17 and £3.0m in 2017/18. Assuming the reduced capital budget is ratified by Council and based on the formula used in previous years to allocate the budget between the 11 Districts and Boroughs, it is estimated that Reigate and Banstead will receive £390,338 in 2016/17 and £334,575 in 2017/18. It is proposed that this capital budget will be split equally between ITS improvement schemes and ITS maintenance schemes, as in previous years.
- 1.3 **Revenue:** This report assumes that the Local Committee will be receiving the same level of revenue funding in 2016/17 as in 2015/16 ie. £217,180.
- 1.4 Table 1 summarises the various funding streams together with the assumed budgets for 2016/17. It also refers to the relevant parts of the report which set out how it is proposed to allocate this funding and the recommendations relating to each funding stream.

<b>Funding Stream</b>	<b>Assumed Level of Funding 2016/17</b>	<b>Relevant sections of report</b>	<b>Relevant recommendations</b>
Capital Improvement Schemes (ITS)	£195,169	Paras. 2.1 – 2.3 Annex 1	(iii) – (iv)
Capital Maintenance Schemes (LSR)	£195,169	Paras. 2.4 – 2.6	(v)
Revenue Maintenance	£217,180	Para.2.7 Table 2	(vi) – (ix)
<b>Total</b>	<b>£607,548</b>		

**Table 1 – Summary of Local Committee Funding Levels 2016/17  
(based on MTFP and 2015/16 budgets)**

1.5 In previous years the Local Committee has agreed a series of delegated authorities to enable the highways programme to be delivered without undue delay, as summarised below. These were approved for the remainder of the current administration i.e. 2014/15 to 2016/17.

- (i) The Local Committee Chairman, Vice-Chairman and Area Team Manager, together with the relevant local divisional Member be able to progress any scheme from the Integrated Transport Schemes programme, including consultation and statutory advertisement that may be required under the Road Traffic Regulation Act 1984, for completion of those schemes. Where it is agreed that a scheme will not be progressed, this will be reported back to the next formal meeting of the Local Committee for approval.
- (ii) The Area Team Manager, in consultation with the Local Committee Chairman and Vice-Chairman, be able to vire money between the capital improvement schemes (ITS) and capital maintenance (LSR) budgets, if required.
- (iii) The Area Maintenance Engineer, in consultation with the Local Committee Chairman and Vice-Chairman, be able to vire the revenue maintenance budget between the identified work headings in Table 2.

1.6 In addition to the Local Committee's devolved budget, there are Countywide capital budgets which are used to fund major maintenance (Operation Horizon), surface treatment schemes, footway schemes, drainage works and safety barrier schemes.

1.7 Countywide revenue budgets are used to carry out both reactive and routine maintenance works. The local area team manages a centrally funded revenue budget to carry out drainage investigation and small repairs locally.

1.8 The Road Safety Team manages a small countywide budget to implement small safety schemes which are prioritised by the collision savings they provide. They also hold a small budget for the maintenance of Vehicle Activated Signs and Wig Wag signs at school crossing patrol sites.

- 1.9 Contributions collected from developers through s106 agreements, Planning Infrastructure Contributions (PIC) or Community Infrastructure Contributions (CIL) are used to fund, either wholly or in part, highway improvement schemes which mitigate the impact of developments on the highway network.
- 1.10 This report sets out the proposed programme of highway works for Reigate and Banstead funded from the Local Committee's devolved capital and revenue budgets.

## **2. ANALYSIS:**

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

- 2.1 The capital improvement budget is used to carry out Integrated Transport Schemes (ITS) which aim to improve the highway network for all users, in line with the objectives set out in the Local Transport Plan. It is projected that the budget capital improvement schemes will reduce to £195,169 in 2016/17 and £167,287 in 2017/18, in line with the budgets set out in the MTFP.
- 2.2 To improve the planning and delivery of ITS capital improvement schemes, a two year rolling programme has been developed. This will allow for scheme design to be carried out in year 1 with implementation in year 2. **Annex 1** sets out the suggested ITS forward programme for 2016/17 – 2017/18. It should be noted that funding has been allocated under the headings 'accessibility improvements', 'small safety schemes' and 'signs and road markings'. This will enable works to be carried out to address issues that arise during the year, subject to approval by the Chairman, Vice-Chairman and relevant divisional Member.
- 2.3 It is recommended that the allocation for ITS capital improvement schemes is used as set out in Annex 1. It is proposed that the Area Highway Manager, in consultation with the Chairman and Vice-Chairman, be able to vire money, if required, between the schemes listed in Annex 1.

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

- 2.4 The capital maintenance budget is used to carry out local structural repair (LSR) in roads that would not score highly under the County's prioritisation process but the condition of which are of local concern. It is projected that the budget capital improvement schemes will reduce to £195,169 in 2016/17, in line with the budgets set out in the MTFP.
- 2.5 As in previous years, it is suggested that the capital maintenance budget is divided equitably between County Members. It is proposed that schemes to be progressed will be identified by the Area Maintenance Engineer in consultation with the Chairman, Vice-Chairman and divisional Members.
- 2.6 It should be noted that this financial year each local committee was required to spend 25% of their capital maintenance budget on drainage works. It is not known at this stage whether a similar requirement will be placed on local committees in 2016/17.

### **Revenue Maintenance**

- 2.7 The revenue maintenance budget is assumed to remain at £217,180 in 2016/17. As in previous years, it is suggested a proportion of this budget

(£67,180) is used to fund revenue works under specific item headings, as shown in Table 2 below.

<b>Item</b>	<b>Allocation</b>	<b>Comment</b>
Drainage / ditching works*	£32,680	Level of proposed funding reflects the continuing pressure for drainage maintenance and repairs, and to allow for hiring additional jetting resource in Reigate & Banstead.
Tree works*	£12,000	Level of funding reflects demand for tree works, which includes tree felling, crown reduction etc.
Parking	£15,000	Contribution towards 2016/17 parking review in Reigate & Banstead
Signs and road markings**	£5,000	Allocation to enable urgent replacement of missing signs and provision of new signs.
Speed Limit Assessments**	£2,500	Reduced funding from 2015/16 to reflect cost of surveys and number undertaken this financial year.
<b>Sub-Total</b>	<b>£67,100</b>	
Localism Initiative/Community Enhancement	£50,000	£5,000 per County Member for Localism works in their divisions. If not allocated by end May 2016, will revert to the relevant Member to fund Community Enhancement works. Community Enhancement works to be managed by the Area Maintenance Engineer on Members' behalf.
Minor Maintenance Works	£100,000	Funding for minor maintenance works throughout Reigate and Banstead. Work to be carried out by a day work revenue maintenance gang, managed on Members' behalf by the Area Maintenance Engineer.
<b>Sub-Total</b>	<b>£150,000</b>	
<b>TOTAL</b>	<b>£217,180</b>	

\* Works to be identified by the Area Maintenance Engineer in consultation with the Chairman, Vice-Chairman and relevant divisional Member

\*\* Works to be agreed by the Area Highway Manager in consultation with the Chairman, Vice-Chairman and relevant divisional Member

**Table 2 – Suggested Revenue Maintenance expenditure for 2016/17**

### **3. OPTIONS:**

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

### **4. CONSULTATIONS:**

4.1 The proposed programme of highway works for Reigate and Banstead has been developed in consultation with the Chairman, Vice-Chairman and divisional Members of the Local Committee.

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

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

- 5.1 The Medium Term Financial Plan 2015 - 20 sets out a reduction in the projected countywide budget for capital Local Transport Schemes (ITS) from £4m in 2015/16 to £3.5m in 2016/17 and £3.0m in 2017/18. This report has used these reduced levels of capital funding to develop a programme of capital improvement and maintenance schemes in Reigate and Banstead.
- 5.2 It has been assumed that the Local Committee will receive the same level of revenue funding for 2016/17 as it received this financial year.
- 5.3 It is proposed that a further report be presented to the March meeting of the Local Committee should the devolved budget vary from the amounts set out in this report.
- 5.4 The Local Committee's devolved highways budget is used to fund works which are a priority to the local community. A number of virements are in place or suggested to enable the budget to be managed so as to enable the programme to be delivered in a flexible and timely manner.

**6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

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

**7. LOCALISM:**

- 7.1 The Highways Service is mindful of the localism agenda and engages with the local community as appropriate before proceeding with the construction of any highway scheme.
- 7.2 Specific funding is allocated from the Local Committee's devolved budget which allows Parish Councils and Residents' Associations to bid to the Local Committee for the funding of local revenue projects.

**8. OTHER IMPLICATIONS:**

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

**8.1 Crime and Disorder implications**

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

### 8.2 Sustainability implications

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

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

9.1 The report sets out the proposed programme of highway works for Reigate and Banstead for 2016/17 – 2017/18, to be funded from the Local Committee's devolved capital and revenue budgets. It is recommended that the Local Committee agree the programme as set out in section 2 of this report.

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

10.1 Officers will progress schemes and deliver works for 2016/17, and will update Members at future meetings.

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**Contact Officer:**

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

**Consulted:** Local Committee Members

**Annexes:**

Annex 1: Integrated Transport Schemes Programme 2016/17 – 2017/18

**Sources/background papers:**

None

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## ANNEX 1

**REIGATE & BANSTEAD  
INTEGRATED TRANSPORT SCHEME (ITS) PROGRAMME 2016/17 - 2017/18**

Scheme/Title	2016/17			2017/18			Comments
	D	C	Budget Allocation	D	C	Budget Allocation	
A217 Brighton Road, Lower Kingswood - uncontrolled pedestrian crossing in vicinity of Holly Lodge					•	£50,000	Design commenced 2015/16 to provide an informal crossing point near Holly Lodge. Work on-going to provide average speed cameras on this section of the A217. Installation of crossing point to be delayed until after introduction of cameras.
Victoria Road, Horley - pedestrian crossing near Consort Way		•	£50,000		•	£50,000	Design commenced 2015/16 to provide a signalised crossing. Proposal to include extending the existing raised junction table to accommodate new crossing. Funding be spread over two years.
Tattenham Crescent, Epsom Downs - upgrade of existing pedestrian refuge		•	£70,000				Options being developed 2015/16, with consideration being given to either an upgraded pedestrian refuge or a zebra crossing.
Slipshatch Road, Reigate - speed reducing feature at entry to 30mph speed limit		•	£30,000				Design commenced 2015/16 to introduce a kerb build-out/priority give-way to reduce eastbound vehicle speeds at the change in speed limit
Croydon Lane, Banstead - pedestrian crossing between Sutton Lane and Longcroft Avenue	•		£4,000				Facility to assist pedestrians crossing the A2022 to access bus stops and Banstead town centre. Timescale for implementation will depend on option developed.
Albert Road and Lumley Road, Horley - reinstatement of two-way working	•		£4,000		•	£15,000	Consultation to be carried out 2015/16 to determine support for returning both roads to two-way working throughout their lengths
Grovehill Road, Redhill - provision of pedestrian refuge in bellmouth with A23	•		£4,000		•	£15,000	Wide bellmouth at junction with A23 and only partial provision of dropped kerbs
Schemes to be agreed by Committee for design					•	£12,000	
Accessibility Improvements - dropped kerbs/tactile paving	•	•	£10,000	•	•	£5,000	Locations to be identified during the year.
Stage 3 Road Safety Audits			£5,000			£5,000	Post construction road safety audits of schemes implemented in 2015/16.
Small safety schemes	•	•	£13,169	•	•	£10,288	Schemes to be identified during the year.
Signs and road markings	•	•	£5,000	•	•	£5,000	Works to be identified during the year.
			<b>£195,169</b>			<b>£167,288</b>	

**NOTES:**

The programme for 2017/18 is indicative and subject to confirmation. Costs may change following design.

**KEY:**

• D = Design

• C = Construction

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**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (REIGATE & BANSTEAD)****DATE: 14 DECEMBER 2015**

**LEAD OFFICER: DAVID CURL – PARKING TEAM MANAGER (SCC)  
JACQUIE JOSEPH PARKING SERVICES MANAGER,  
REIGATE & BANSTEAD BOROUGH COUNCIL**

**SUBJECT: ON STREET PARKING ENFORCEMENT UPDATE****DIVISION: ALL REIGATE AND BANSTEAD DIVISIONS****SUMMARY OF ISSUE:**

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

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

**RECOMMENDATIONS:**

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

**REASONS FOR RECOMMENDATIONS:**

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

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

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

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

- 1.1 On the 23 October 2012, the Surrey Cabinet agreed the framework for new on street parking enforcement agency agreements with the majority of Surrey district and borough councils. This followed 2 years of discussion and negotiation about how enforcement could be carried out more efficiently and what should happen to any surplus income.
- 1.2 In terms of governance and scrutiny, the cabinet agreed that local committees would have an oversight role in terms of on street parking enforcement.
- 1.3 Local Committees already make decisions about new parking restrictions and this will continue. Parking reviews will involve a separate report.
- 1.4 The Reigate & Banstead Local Committee has established a task group convened to review parking matters.
- 1.5 On the 8 September 2015 a Councillor workshop was held to establish and clarify the enforcement challenges and the current demands. This also fed into a Parking Task Group which assisted in recognising the impact enforcement has in tackling anti social parking around schools and businesses.

## **2. ANALYSIS**

- 2.1 The aim of parking enforcement is to achieve compliance with the restrictions that are in place across the borough. However, in reality 100% compliance would be extremely difficult to achieve. Restrictions must be enforced fairly and in accordance with the operational guidance for Civil Parking Enforcement contained in the Traffic Management Act 2004.
- 2.2 The enforcement authority and the county council also aim to achieve operational efficiency and value for money. We aim to provide fair and adequate enforcement service to generally achieve compliance but at no net cost to the county council. This has been achieved under the agency agreement in place, with no costs met by the county council.
- 2.3 Enforcement officers are deployed across the borough, covering core enforcement hours from 08:00am until 6:30pm. Any enforcement activity outside of these hours is possible through staff overtime, which is at a higher cost.
- 2.4 The enforcement team benefits from the efficiencies of operating both on street and off street enforcement activity. In line with the agency agreement between the two Councils, the costs of these two activities are separated, as is the income received from penalty notices.

- 2.5 The County Council are responsible for maintaining parking restrictions in the borough. One area that has been identified for improvement is the timely maintenance of parking signs and lines when they are damaged or need replacing. It is planned to look at ways of joint working between county and borough teams to improve this process.

### **3. ENFORCEMENT ACTIVITIES**

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

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

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

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

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

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

3.9 As these areas do not have the same level of resource as the town centres, it is recognised that there is a perception that they are forgotten. Each area receives regular visits, as set out above, and the times and roads visited is logged by the enforcing officer. Additional targeted enforcement is also undertaken when evidence of any parking issues are reported to the team. However, it is important that resources are targeted where they are most effective, in order to increase income and minimise the cost of enforcement activities.

#### **Joint Enforcement Team**

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

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

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

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

#### **Schools**

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

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

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

enforcement outside every school, every day, due to other enforcement commitments. However, when there are issues that have been highlighted the enforcement team work with Surrey Council Council to identify wider solutions (e.g. travel plans or alternative transport measures).

### **Residential areas**

- 3.17 Parking restrictions in residential areas will be patrolled as required or in response to reported problems. Councillors and residents are encouraged to report any hot spots to the Council.
- 3.18 There are a small number of resident permit schemes in operation in Horley and Merstham. The Borough Council undertakes all administration in relation to these schemes, including applications, payment and issuing of permits.
- 3.19 The Council are working with Surrey County Council to strengthen communication to ensure that sufficient notice is given when introducing new permit schemes and using the parking task groups to facilitate this communication process.
- 3.20 Resident permit parking schemes will be patrolled as required or in response to reported problems.
- 3.21 Civil Enforcement Officers can enforce obstruction of 'official' drop kerb crossovers and pedestrian crossing points. This will require the permission of the property owner to request enforcement action. If the property owner does not contact the Council to request enforcement action, the Council is unable to take any action. The Council seeks to respond to these requests within 24 hours, however this will not apply to Sundays and bank holidays.
- 3.22 The Council have improved the communication with residents to ensure that they are clear what can be enforced by the Council and giving them the options to contact the Police where there may have greater or immediate powers of enforcement.

### **Suspensions and Waivers**

- 3.23 There may be occasions, such as utility works or home improvement schemes, where a company or individual requires an existing parking restriction to be suspended or waived for a fixed period.
- 3.24 The Borough Council undertakes all the administration in relation to these requests, including application, payment and issuing of suspensions and waivers. These are being processed in a timely manner and the Council are continually looking to improve the method in which customers apply, pay and have the approval for suspensions and waivers processed.

3.25 This is undertaken in accordance with the scale of charges set out in the county councils parking strategy.

3.26 In order to operate this process effectively a notice period is needed. The Council therefore requires a minimum period of 10 working days from request of application to allow processing and cleared payment prior to the suspension period.

**Events affecting the highway**

3.27 Where community events are arranged that will affect parking on the highway, the enforcement team will work with the organiser or highways to assist with traffic management arrangements.

3.28 Event organisers may be charged for this assistance if it requires out of hours working or distracts from the normal day to day enforcement activity in the borough. Clear requirements of the time required to assist in this is necessary to ensure adequate staff are available.

**Lines and Signs**

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

3.30 Enforcement activity cannot be undertaken if lines and signs are not clearly visible (i.e. not faded, or covered by detritus) and the signs are in accordance with the adopted Traffic Regulation Order. Where any issues are identified, the Councils seek to work together to resolve it as soon as possible to ensure enforcement activities can be resumed efficiently.

3.31 We have working in partnership with Surrey County Council to improve the lines and signs and rectify issues quickly that would otherwise have taken on average 6 months or more to be rectified via the Surrey County Council contractors. This is work in progress and can only be as effective as the accuracy of the TRO allows.

**4. LOCAL COMMITTEE TASK GROUP**

4.1 A Local Committee Task Group was established to review the on street enforcement activities within the borough. The Task group met on Friday 2 October 2015.

4.2 The Task Group welcomed the opportunity to discuss parking enforcement in greater detail and the challenges that the team face.

4.3 There was particular interest in the accommodation charges. Reigate & Banstead Borough Council recharge the property costs for operational buildings according to the frontline service staff within the organisation.



Within parking the costs are divided between on and off-street services dependant on the proportion of time spent in each.

- 4.4 As a result of the concerns mentioned at The Task Group the Borough Council was seeking to reduce the accommodation costs by releasing space that could be rented to other organisations. This work is on-going however, RBBC have also capped the corporate recharge which is lower compared with figures from last year.
- 4.5 In Reigate & Banstead there were lower salary expenditure than previous years. This was due to some vacancies during the year.
- 4.6 There was also discussion regarding the increased equipment and software charges. It was noted that the Council had introduced new handheld devices to improve the information available to Civil Enforcement Officers and improvements to the back office system. The new Online Case Management system enables customers to view their cases in real time. It also enables the customer to appeal on-line. These improvements were made to the improve customer experience and improve the back office processing, but has resulted in higher application costs to the service.
- 4.7 The Task Group noted that the total overheads charged by Reigate & Banstead Borough Council were consistent with those charged in other areas.
- 4.8 It was noted that the nature of on street restrictions meant the service was less efficient than an off street enforcement activity, where the vehicles display a ticket.

## **5. CONSULTATIONS:**

- 5.1 District and Borough Councils have been consulted widely in the development of new parking enforcement arrangements.
- 5.2 Feedback and intelligence from local Councillors is also extremely helpful in identifying enforcement priorities.

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

- 6.1 The purpose of enforcing waiting restrictions is to help achieve compliance. Similarly parking charges are intended to help enforcement and improve turnover of high demand spaces. Parking enforcement is not intended to raise surplus income; however it is reasonable to aim to carry out enforcement without operating at a deficit.
- 6.2 If a surplus is generated on the borough or district parking account it has been agreed that it will be split:

- 60% to the local committee
- 20% to the enforcement authority (district council)
- 20% to the county council

- 6.3 Any surplus generated from managing on street parking can only be used as defined under S55 of the Road Traffic Regulation Act 1984 (as amended). This restricts use of any surplus for the maintenance and/or improvement of the Highway including environmental works or additional parking provision.
- 6.4 The Local Committee can decide how the 60% share of any surplus income derived in their area can be used within the confines of legislation.
- 6.5 The Local Committee can request and fund (from budgets at their disposal) additional 'out of hours' enforcement if this is considered appropriate.
- 6.6 There was no surplus generated in 2014/15. The outturn summary for the on street parking account in Reigate and Banstead is shown in Annex 1.

**7. EQUALITIES AND DIVERSITY IMPLICATIONS:**

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

**8. LOCALISM:**

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

**9. CRIME AND DISORDER IMPLICATION:**

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	No significant implications arising

vulnerable children and adults	from this report
Public Health	No significant implications arising from this report)

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

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

- Improve TRO processing
- Improve lines/signs
- Introduce schedule of works
- 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
- Increase on-street compliance

10.2 This report provides a summary of the enforcement activities undertaken by Reigate & Banstead Borough Council, under agreement with the County Council. The report focuses on the performance during 2014/15 and the Local Committee is asked to note the report.

## **11. WHAT HAPPENS NEXT:**

11.1 Local Committee can note this report. The established task group can hold further meetings regarding parking enforcement as appropriate.

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

**Annexes:**

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

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

**Sources/background papers:**

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### Annex 1 - Annual on-street car parking return

Authority name

Reigate & Banstead

Financial year

2014/15

	£
REVENUE EXPENDITURE	422913.19
REVENUE INCOME	-312089.26

NET (SURPLUS)/DEFICIT

110823.93

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

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

KPI	Details	Result
Total cost to administer the on-street parking service – the overall net cost of operating the on-street enforcement element of the parking service.	These are set out in annexes 1 and 2 above	£110,823.93
Civil enforcement officer (CEO) deployment efficiency – this measures the number of hours deployed CEO time spent on-street or travelling to sites as a ratio of the total cost of the enforcement operation.	Total net enforcement cost is at £422,913  Total hours deployed on-street including travelling is estimated at 8,840.	£47.84
Penalty charge notices (PCN) issued per deployed hour – total number of PCNs issued as a ratio of the total number of CEO hours on-street.	The number of penalty charge notices issued on-street was 8825. The estimated time deployed was 8,840 combined including travelling time.	1.00
PCN cancellation rate - the total number of PCNs cancelled as a ratio of the total number of PCNs issued.	8825 PCNs were issued. 875 PCNs were cancelled	9.92%
PCN Appeal Rate - the total number of PCNs successfully appealed, as a ratio of the total number of PCNs issued.	Total number of PCNs issued was 8825. 28 PCN was successfully appealed at the formal appeal stage.	0.32%
Time taken to issue parking permits/ dispensations/ suspensions – measuring the average number of days taken to deal with general customer requests for service (excluding PCN appeals or comments on parking).		5 working days

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**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (REIGATE & BANSTEAD)**

**DATE: 14 DECEMBER 2015**



**LEAD OFFICER: GORDON FALCONER, SENIOR MANAGER – COMMUNITY SAFETY**

**SUBJECT: EAST SURREY COMMUNITY SAFETY PARTNERSHIP - UPDATE**

**DIVISION: ALL REIGATE & BANSTEAD DIVISIONS**

**SUMMARY OF ISSUE:**

This report updates the Local Committee on the priorities and work of the East Surrey Community Safety Partnership (CSP).

**RECOMMENDATIONS:**

**The Local Committee (Reigate & Banstead) is asked to note the development of the East Surrey CSP and the range of work it is delivering since the last update report in Spring 2015.**

**REASONS FOR RECOMMENDATIONS:**

To ensure that the Local Committee is aware of the priorities work of the East Surrey CSP.

**1. INTRODUCTION AND BACKGROUND:**

- 1.1 CSPs were set up under the Crime and Disorder Act 1998 and are statutorily responsible for reducing crime and disorder, substance misuse and anti-social behaviour in their area.
- 1.2 The East Surrey Community Safety Partnership (ESCSP) covering Tandridge, Mole Valley and Reigate & Banstead was established in June 2014 to build on existing collaborative work and provide a more effective and productive method for joint working.
- 1.3 The ESCSP provides an excellent opportunity to identify common themes and work collaboratively across East Surrey where appropriate, whilst still maintaining the ability for individual districts and boroughs to develop bespoke responses to address the needs of their local communities.
- 1.4 The current shared priorities for the ESCSP are:
  - Rural crime
  - Domestic abuse
  - Substance misuse
  - Anti-social behaviour

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

- Multi-agency working groups have been established for each priority.
- 1.5 The ESCSP works collaboratively with the countywide Community Safety Board (CSB) and other county groups to ensure effective strategic join up and also provides East Surrey with a greater ability to influence the countywide community safety agenda.
  - 1.6 Louise Round, Tandridge District Council Chief Executive, chairs the ESCSP and also represents East Surrey on the County Community Safety Board.

## **2. ANALYSIS:**

### **Review of the East Surrey Community Safety Partnership**

- 2.1 A recent review of the ESCP was undertaken, using an on-line survey to establish the views of partners. Feedback indicated that Members were generally positive about the partnership and identified numerous benefits around greater collaborative working, improved information sharing, increased funding opportunities and more effective use of resources.
- 2.2 The ESCSP, at its meeting on 15 September 2015, considered the feedback from the CSP survey. There was a conversation about the role of the group and how it fits in and crosses over a wide range of strategic agendas. The feedback from the group was largely positive; however, there was some concern that the group was not strategic enough, did not provide enough written information and whether the appropriate people were invited to present topics. It was also discussed that the group has an important role in sharing information and best practice. It was acknowledged that the group needed to strike the right balance between reporting on strategic issues and updating on local activity. It was concluded that it is important for the ESCSP to add value and be able to identify how it has contributed to the delivery of improved outcomes for residents.
- 2.3 A further review of the ESCSP will be undertaken in 12 months' time.

### **Recent Activity**

- 2.4 A brief overview of activity by the ESCSP against its priorities along with new and emerging issues is described below.
- 2.5 Anti-Social Behaviour: Fly-tipping has been raised as a concern by residents, businesses and public agencies, and as a direct result of this closer collaboration encouraged by the ESCSP a fly-tipping campaign across East Surrey has been developed and implementation begun. In conjunction with partners, roadside 'stop and check' operations took place aimed at identifying illegal waste carriers and sending out a clear message that 'fly-tippers' were not tolerated in the area. Further operations will take place in each district/borough on a quarterly basis. A funding submitted to the Office of the Police and Crime Commissioner (OPCC) for covert CCTV cameras and signage has received approval with work now underway, in collaboration with Environmental Services, to purchase and deploy the cameras.
- 2.6 Domestic Abuse: The East Surrey Domestic Abuse Working Group initiated the launch of an IRIS (Identification and Referral to Improve Safety) project in East Surrey. IRIS is a general practice-based domestic abuse training, support



and referral programme. It is aimed at women who are experiencing domestic violence/abuse from a current partner, ex-partner or adult family member. The Working Group has also recently commissioned a production of 'Hurried Steps', an hour-long play based on testimonies from real women followed by a discussion between the audience and a panel.

- 2.7 Additionally there is the involvement of the ESCSP in a key piece of work that impacts on both East Surrey and the county as a whole. The first element is the commissioning of the domestic abuse outreach services for the county, which involves ESDAS (East Surrey Domestic Abuse Service), who have the lead role on behalf of all the domestic abuse outreach providers in the county. The second element is the involvement and participation of one of the ESCSP community safety officers in developing the specification for the proposed new countywide service.
- 2.8 Rural crime: An external communications campaign will be launched in April 2016. Over 30 police officers have received training in relation to rural crime, and the definition for rural crime has now been signed off. The definition is: Any crime of an agricultural, equine, wildlife or heritage nature:
- Agricultural – working farms, farm machinery, farm buildings, smallholdings
  - Equine – working stables, tack thefts, equestrian centres
  - Wildlife – illegal hare coursing, poaching, interference with protected species
  - Heritage – lead theft from churches, ancient monuments, illegal metal detecting.
- 2.9 Data from the National Rural Crime Network highlights that a large proportion of rural crime goes unreported, so there is work to be done to increase confidence amongst the rural community to encourage reporting.
- 2.10 Substance misuse: The ESCSP jointly funds an Assertive Drug Outreach Worker to work with those individuals whose chaotic lifestyles impact on the local community.
- 2.11 Community Incident Action Group (CIAG)/Joint Action Group (JAG): These multi-agency groups, in each of the districts/boroughs, meet regularly to discuss individuals and places of concern due to associated anti-social behaviour (ASB). Following the recent anti-social behaviour, the membership of these groups has been reviewed and realigned, partners are more engaged, and there is a more pro-active role which will ensure ASB is dealt with in a timely and efficient manner. Increasingly, the focus of the interagency work is shifting from enforcement to early intervention, to prevent the escalation of ASB and specifically to deter young people from becoming involved in criminal activity.
- 2.12 South East Family Support Programme (SEFSP) Tandridge District Council (TDC) is working in partnership with Reigate & Banstead Borough Council (RBBC) and Mole Valley District Council (MVDC) to jointly operate the Surrey Family Support Programme. This aims to target interventions at those families who have and cause the most problems in their communities.
- 2.13 The countywide target for 2015/16 is for 664 families to be supported by the district and borough based FSP teams. The expected number of families for

## ITEM 12

SEFSP to work with during this period is 147. The majority of referrals have issues around education for at least one member of the family, and during a review into family progress that was undertaken earlier this year, it was found that:

- This holistic approach enabled families to better tackle attendance concerns
- As a result of their work with the programme, the home/school relationship improved in more than 82% of cases and attendance improved accordingly

Similar improvements have been found against the other main referral criteria of work and crime/ASB.

- 2.14 This co-ordinated approach to working with families, by offering intensive support, has undoubtedly improved the opportunity for families to become more self-reliant and less dependent on universal services.
- 2.15 During spring 2015, the referral criteria widened to include issues such as mental health, domestic abuse and substance misuse, allowing more families to access the intensive support offer. This had the effect of more than doubling the referral level from two to five per week.
- 2.16 There was also an increase in families who, although having multiple issues, needed less intensive support than that originally offered by the FSP. This has resulted in a new approach being taken called Early Help (EH). The EH approach provides less intensive support over a shorter period of time while still achieving positive outcomes for the families.
- 2.17 Early Help Pilot: The Early Help approach aims to identify and work with families at an earlier stage; to prevent their problems escalating and avoid them entering high cost acute services. The Early Help model is being developed in conjunction with Children's Services and other partners and piloted in East Surrey. Following evaluation, it is expected that this approach model will be rolled out across Surrey.
- 2.18 Emerging Issues: During this year a number of Public Protection/Safeguarding issues have come into the orbit of community safety partnerships. These include Prevent (Counter Terrorism), Child Sexual Exploitation (CSE), Modern Slavery and Serious Organised Crime. It is anticipated that these will impact increasingly on the time of the Partnership and partnership officers in the foreseeable future.

### **3. OPTIONS:**

- 3.1 Not applicable – report is for information.

### **4. CONSULTATIONS:**

- 4.1 Not applicable – report is for information.

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

5.1 Not applicable – report is for information.

**6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

6.1 Not applicable – report is for information.

**7. LOCALISM:**

7.1 Not applicable – report is for information.

**8. OTHER IMPLICATIONS:**

Area assessed:	Direct Implications:
Crime and Disorder	The work of the East Surrey Community Safety Partnership detailed in paragraph 2 of this report will have a positive impact on crime and disorder within Reigate & Banstead.
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 is asked to note the development of the East Surrey CSP and the range of work it is delivering since the last update report in Spring 2015.

**10. WHAT HAPPENS NEXT:**

10.1 Members will receive further updates on the work of the East Surrey CSP at future Local Committee meetings.

**Contact Officer:**

Gordon Falconer, Senior Manager – Community Safety 020 8541 7296.

**Sources/background papers:**

- East Surrey CSP – Terms of Reference
- Minutes of the East Surrey CSP

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**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (REIGATE & BANSTEAD)**

**DATE: 14 DECEMBER 2015**



**LEAD OFFICER: PHIL OSBORNE, HEAD OF EARLY YEARS AND CHILDCARE SERVICE**

**SUBJECT: EARLY EDUCATION AND CHILDCARE SERVICES AND CHILDREN'S CENTRE SERVICES**

**DIVISION: ALL REIGATE & BANSTEAD DIVISIONS**

**SUMMARY OF ISSUE:**

This report provides an overview of early education and childcare services and children's centre services in the borough of Reigate and Banstead.

**RECOMMENDATIONS:**

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

**REASONS FOR RECOMMENDATIONS:**

The report provides information and data on the quality and availability of early education and childcare services across the borough and provides an opportunity for the local committee to comment on this provision for residents. The report sets out a series of key indicators of high quality services as a measure of performance for services in this borough and the action that Surrey County Council's (SCC) Early Years and Childcare Service is taking to make improvements.

**1. INTRODUCTION AND BACKGROUND:**

1.1 Surrey County Council's (SCC) Early Years and Childcare Service (EYCS) operates within a legislative framework that places statutory duties on local authorities to:

- improve outcomes for all children up to age five and to reduce inequalities
- reduce inequalities by integrating early childhood services
- ensure sufficient childcare places for children under five and for those of school age for parents who need a place for their child
- ensure sufficient early education for three and four year olds and for eligible two year olds
- provide information to parents so they can access a full range of information they may need for their child
- ensure all settings and schools are implementing the Early Years Foundation Stage (EYFS)
- ensure there are sufficient children's centres to meet local needs and to consult on any significant change.

## ITEM 13

- 1.2 EYCS provides advice, guidance and support to the early years and childcare sector in order to meet these statutory duties and to ensure that children can access high quality provision. Access to high quality early education and childcare improves outcomes for children and sets the foundations for learning and development throughout a child's journey through education and into adulthood.
- 1.3 SCC does not directly provide any childcare, though a small proportion of childcare places for under fives are provided in schools and in children's centres managed by schools. Schools provide childcare places for school aged children and during school holidays. Borough and district councils providing Holiday Playschemes also support this latter aspect of childcare provision.
- 1.4 Consequently, the majority of childcare and early education places are provided by the private, voluntary and independent (PVI) sector in Full Day Care, group settings and with childminders. For any time required over and above the free early education entitlement for eligible two year olds and for all three and four year olds, parents have to pay and may receive financial assistance, through tax credits, the childcare voucher scheme or through specific grants linked to accessing employment or training.
- 1.5 The current average costs of childcare and payments made for the free entitlement are indicated in the table below:

Age	Average cost of childcare	Free entitlement payments
Under twos	£7.02	Nil
Two year olds	£6.68 *(£5.46)	£6.00
Three to Five Year Olds	£6.68 *(£5.46)	£4.15

\*Figures in brackets are for the cost of childcare with a childminder

## **2. ANALYSIS:**

- 2.1 This report provides details on the quality of the early education and childcare sector based on 4 key measures:
- Access and take-up of early education and childcare places
  - Outcomes at the end of Reception Year within the EYFS for Surrey including those for vulnerable groups
  - Ofsted inspection outcomes for childcare and early education settings
  - Levels of qualifications of staff in the sector
- 2.2 The report also provides information on the take-up and range of services provided by children's centres in the borough as follows:
- Registration and attendance rates
  - Percentage of children registered and supported
  - Parents and children attending or benefiting from children's centre activity in the last year
- 2.3 Full details of the data are contained in the appendix to this report.
- Access and take-up of early education and childcare places:** all three and four year old children are entitled to fifteen hours of free early education. Since September 2013, this entitlement has been extended to two year olds who meet certain criteria and, in September 2014, this will be further extended to approximately 40% of all two year olds where parents have a household

income below £16,000 (free school meals criteria). Parents can take-up their entitlement in a variety of settings that are registered to provide early education. Tables 1-4 in the appendix to this report contain details of the availability and take-up of places in the borough. The update reports on the Childcare Sufficiency Audit 2014 identifies that there are currently insufficient childcare places to meet the projected need for places in Merstham, Redhill West, Redhill East, Bletchingley and Nutfield, Horley West, Horley Central and Horley East. It is projected that there may not be sufficient childcare in Tattenhams and Hooley and Woodmansterne. To address insufficient places Early Years staff seek to identify new premises to tender and encourage existing provision to expand to meet need. The take-up of places is excellent and is slightly lower than the Surrey average for both three and four year olds. There are 116 settings offering free early education places for two year olds (FEET) and 212 children were funded in the 2015 summer term.

**2.4 Outcomes at the end of Reception Year within the Early Years Foundation Stage (EYFS) for Surrey including those for vulnerable groups** The EYFS is the statutory framework that sets the standards that all early years providers must meet to ensure that children learn and develop well and are kept healthy and safe. It promotes teaching and learning to ensure children are ready for school and gives children a broad range of knowledge and skills that provide the right foundation for good future progress through school and life. A new EYFS framework was implemented in September 2012. The EYFS framework governs teaching and learning for children up to the end of the Reception Year and at this point all teachers are required to assess each child's development in the following key areas:

- communication and language
- physical development
- personal, social and emotional development
- literacy
- mathematics

Children are considered to have reached a good level of development if they reach certain early learning goals in all these areas. The outcome of these assessments is provided in the EYFS profile at the end of the summer term and the first results on the new EYFS were published in 2013. Table 5 in the appendix to this report contains details of the outcomes at the end of EYFS. Outcomes for children in this borough are very good with an average result of 74.7% compared to the Surrey average of 72.5%.

**2.5 Ofsted inspection outcomes for childcare and early education settings:** Ofsted inspect all registered childcare and early education settings and table 6-8 contain details of the outcomes of these inspections for settings in this borough. Good and outstanding inspection outcomes for these settings are higher than the Surrey average (table 6), higher for non-domestic premises (table 7) and slightly higher for childminders (table 8).

**2.6 Levels of qualifications of staff in the sector:** the minimum requirement for a leader of a group setting is the equivalent of a level 3 qualification or above. 50% of staff in group settings are required to have the equivalent of a level 3 qualification and there are no minimum qualification requirements for childminders. The Department for Education (DfE) are supporting the sector to raise the levels of qualifications across the sector and EYCS provides support,

including bursaries, to improve performance in this area. Table 10 in the appendix to this report contains details of the levels of qualifications of staff in this borough. The levels of qualifications for group leaders are very good at 92% at level 3 and above and are good for other paid staff at 56%.

- 2.7 **Children's Centres** There are 8 children's centres covering this borough:
- The Red Oak Sure Start Children's Centre
  - Welcare Sure Start Children's Centre
  - Horley Sure Start Children's Centre
  - Epsom Downs Sure Start Children's Centre
  - Dovers Green Sure Start Children's Centre
  - Stepping Stones Sure Start Children's Centre
  - Banstead Sure Start Children's Centre
  - The Windmill Sure Start Children's Centre
- 2.8 **Partnership working:** Sure Start children's centres bring together services for young children from birth to five years and their families in a multi-professional way.
- They work with children and families across the community and also make direct contact with vulnerable families not accessing services.
  - In order to reach the neediest children, children's centres take services into family homes and community settings used by families as well as offering them from the centre.
  - Children's centres ensure that universal services are accessible to all but focus on supporting the neediest children and families.
  - Children's centres play a significant role in early intervention and prevention services and make an impact on the life chances of children and their families.
- 2.9 **Sure Start Children's Centre Statutory Guidance:** The DfE issued guidance in April 2013 which describes how the core purpose of children's centres is to improve outcomes for young children and their families and reduce inequalities between families in greatest need and their peers in:
- child development and school readiness
  - parenting aspirations and parenting skills; and
  - child and family health and life chances.
- 2.10 **Child development and school readiness:** Children's centres will:
- use the results of the Early Years Foundation Stage Profile for the centre reach area and provide activities to improve areas of development
  - provide play and learn sessions, focusing on the prime areas of the Early Years Foundation Stage for universal and targeted families
  - work with local schools and early years providers to focus on the developmental needs of young children in the area
  - provide or signpost to early education and childcare
  - promote the Free Entitlement for Early Education for eligible 2yr olds (FEET) and all 3 and 4 year olds
  - provide parenting support to families whose child is eligible for FEET
  - provide activities to promote the home learning environment
  - develop early language groups, supporting speech and language for children with developmental delay
  - promoting and link with Library sessions and programmes



- provide links to the Portage and Traveller Education Service.

**2.11 Parenting aspirations, self esteem and parenting skills:** Children's centres will :

- provide evidence based parenting programmes.
- deliver parenting support programmes
- deliver adult and family learning courses – for example, English for speakers of other languages (ESOL), GCSEs in literacy and mathematics
- provide employment support – for example, CV writing, Job Club, volunteering opportunities
- work with Job Centre Plus to promote job opportunities
- provide home visiting for vulnerable families referred by agencies or self referred
- provide parenting groups – for example, young parents and lone parents

**2.12 Child and family health and life chances:** Children's centres work in partnership with health services, adult learning, providers and others, to run:

- ante-natal and post-natal maternity services
- breastfeeding support - for example, Baby Cafe and support sessions
- cook and eat courses with parents/carers and their children
- cooking on a budget courses
- health, exercise and nutrition for the really young (HENRY)
- supporting health visitors 2.5 yr developmental checks held in the centre
- pram walks
- outdoor activity sessions and promoting use of local spaces and parks
- smoking cessation programmes
- adult learning courses - for example, first aid and safety in the home.

**2.13 Identifying and supporting target families in need of additional support:**

Children's Centres work with health visitors and other partners to identify those in need of support and offer targeted activities and home visits to improve children's outcomes. Target families could include:

- lone and/or young parents
- children on a child in need or child protection plan
- families suffering from domestic abuse, drug or alcohol problems
- families dependent on out of work benefits
- families on very low income.

**2.14 Working in partnership:** The new framework recognises that children's centres may work together collaboratively to achieve better outcomes for families and to provide more economical services. In Reigate and Banstead borough the children's centres work closely together to deliver services such as:

- Antenatal and postnatal maternity services, breastfeeding support and 2.5 year development checks in partnership with First Community Health and CSH Surrey
- In Woodhatch and Horley the centres offer breastfeeding support through 'Baby Cafes' in partnership with health, the National Childbirth Trust (NCT) and peer support volunteers. The Baby Cafes are run jointly in Redhill by Dovers Green, Welcare, The Red Oak and Stepping Stones and in Horley by Horley and The Windmill Children's Centres.
- Parent Infant Mental Health baby massage groups held at all centres on a rolling programme with health
- One Step at a Time group for Children with additional needs, working with Early Support and Portage run at Steppingstones Children's Centre.
- Adult learning courses run at different centre across the borough, which all centre can signpost to.
- Parenting programmes are run on a rolling programme across the borough from all centres.
- Centres take part in local events such as the Reigate and Banstead active week.

2.15 **Performance data:** Tables 12 and 13 of the appendix provide data on the number of children registered at the children's centres in the borough, including those in the disadvantaged areas. This data is important as a measure of the centres performance which would be deemed as achieving a good outcome where 65% of children in the centre's reach area are registered. All of the centres in the borough have achieved this benchmark. Only a proportion of centres have been inspected by Ofsted to date and this has been against an inspection framework that was introduced before many had been sufficiently prepared to meet the Ofsted requirements. The current Ofsted inspection outcomes for this borough are:

- The Red Oak Sure Start Children's Centre – Good
- Welcare Sure Start Children's Centre - Good
- Horley Sure Start Children's Centre – Good
- Epsom Downs Sure Start Children's Centre – Good
- Dovers Green Sure Start Children's Centre - Good
- Stepping Stones Sure Start Children's Centre - Good
- Banstead Sure Start Children's Centre – Requires Improvement
- The Windmill Sure Start Children's Centre - Good

### **3. OPTIONS:**

3.1 This is a report that is providing information to the local committee on early years and childcare services and consequently there are no options to consider.

### **4. CONSULTATIONS:**

4.1 This is a report that is providing information to the local committee on early years and childcare services and consequently there are no consultations to consider.

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

- 5.1 This is a report that is providing information to the local committee on early years and childcare services and consequently there are no financial implications to consider.

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

- 6.1 This is a report that is providing information to the local committee on early years and childcare services and consequently there are no implications to consider under the Equality Act 2010 as these have been addressed when the centres were first established.

## **7. LOCALISM:**

- 7.1 Children's centres provide services to families across the borough and their aim is to enable families to become more self-reliant.

## **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	Set out below
Safeguarding responsibilities for vulnerable children and adults	Set out below
Public Health	Set out below

### 8.1 Corporate Parenting/Looked After Children implications

Looked After Children are a target group for children's centres and social workers are asked to liaise with children's centres to consider how children can benefit from these services.

### 8.2 Safeguarding responsibilities for vulnerable children and adults implications

Children Centres are required to follow Surrey Safeguarding Children's Boards procedures and comply with Ofsted inspection framework with regard to safeguarding children. Social workers are asked to liaise with children's centres to consider how children under five subject to Child Protection Plan can benefit from services provided by the children's centre. Children's centre staff act as the Lead Professional under the authorities Early Help arrangements.

8.3 Public Health implications

The Child Health Programme (CHP) is a core component of Public Health concerns and children's centres work in partnership with NHS services to implement all aspects of CHP.

**9. CONCLUSION AND RECOMMENDATIONS:**

9.1 This report provides an overview of the early years and childcare services in the borough of Reigate and Banstead and contains information on how services are supporting children and families to access early education and childcare services in order to improve outcomes and reduce inequalities. The report indicates that there is a high level of take up for services and that for most children the outcomes are good but there is a need to provide focussed support for vulnerable children, including those that live in areas of disadvantage.

**10. WHAT HAPPENS NEXT:**

10.1 Any comments made by the Local Committee will be considered by SCC's EYCS to improve the services provided by early education and childcare providers and children's centres in the borough.

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**Contact Officer:**

Phil Osborne, Head of Early Years and Childcare Service, 01372 833861.

**Consulted:**

Not applicable.

**Annexes:**

Appendix:     - Data set.  
                  - List of early education and childcare providers  
                  - List of out of school childcare providers

**Sources/background papers:**

The Childcare Act 2006.  
Apprenticeship, Skills, Children and Learning Act 2009  
DfE and Department of Health - Supporting Families in the Foundation Years 2011  
DfE Sure Start Children's Centre Statutory Guidance 2013  
Ofsted Framework for children's centre inspection 2013

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**APPENDIX – Data set:**

1. The population of children aged under five years in Reigate and Banstead is estimated at 9,251 (ONS Births by Postcode 2009/10 to 2012/13 academic years).
2. **Access to early education and childcare places across a variety of settings**

**TABLE 1:** Childcare settings and places in Reigate and Banstead  
 Top figure: Number of settings (including Ofsted unregistered settings)  
 Bottom figure: Number of places

	<b>Reigate and Banstead</b>	<b>Surrey totals</b>
Day nursery	20	189
	1,326	11,300
Extended day pre-school playgroup	17	150
	463	4,751
Pre-school playgroup	23	199
	602	5,454
Nursery units in independent schools	7	67
	298	3,100
Maintained nursery schools and classes	9	72
	470	3,807
<b>Total pre-school settings</b>	<b>76</b>	<b>677</b>
	<b>3159</b>	<b>28,412</b>
Before and after school settings Before school places After school places	38	295
	845	6,213
	857	7,893
Holiday playschemes	14	148
	877	8,111
<b>Total out of school settings</b>	<b>52</b>	<b>443</b>
	<b>2,579</b>	<b>22,217</b>
<b>Total group settings</b>	<b>128</b>	<b>1,120</b>
	<b>5,738</b>	<b>50,629</b>
Childminders	245	1,765
	1,227	8,812
Home child carers	87	803
	-	-
<b>Total groups and childminders</b>	<b>373</b>	<b>2,885</b>
	<b>6,965</b>	<b>59,441</b>

Data as at 10 April 2015

### Early education places for three and four year olds

**TABLE 2:** Number of early education places available to three and four year olds in Reigate and Banstead.

	<b>Number of places</b>	<b>Population of three and four year olds</b>	<b>*Density rate for early education places</b>
Reigate and Banstead	<b>2,608</b>	<b>3,709</b>	<b>70%</b>

At 10 April 2015

\*Places include those available in day nurseries, pre-school playgroups, extended day pre-school playgroups, nursery units of independent schools, maintained nursery schools and classes, and 29% of reception class places.

\*\*Density rate represents the number of early education places for every 100 children aged three and four years.

Population estimates based on ONS by Postcode 2009/10 – 2012/13

### 3. Take up of Free Early Education in the private, voluntary and independent (non-maintained) and maintained sectors in Reigate and Banstead

**TABLE 3:** Take up of Free Early Education for three and four year olds in Reigate and Banstead for the last three terms

	<b>3 year old children</b>			<b>4 year old children</b>		
	<b>Autumn 2014</b>	<b>Spring 2015</b>	<b>Summer 2015</b>	<b>Autumn 2014</b>	<b>Spring 2015</b>	<b>Summer 2015</b>
<b>Population</b>	1,878	1,878	1,878	1,831	1,831	1,831
<b>Number of children non-maintained</b>	1,408	1,437	1,447	235	558	869
<b>Number of children maintained</b>	415	315	229	1,699	1,302	998
<b>% children non-maintained</b>	75%	77%	77%	13%	30%	47%
<b>% children maintained</b>	22%	17%	12%	93%	71%	55%
<b>% children all sectors</b>	97%	94%	89%	106%	101%	102%
<b>% children all sectors Surrey</b>	<b>104%</b>	<b>100%</b>	<b>96%</b>	<b>108%</b>	<b>107%</b>	<b>111%</b>
<b>% children all sectors England (Spring 2015)</b>	<b>94%</b>			<b>99%</b>		

Population estimates based on ONS Births by Postcode 2009/10 – 2012/13

Take up rates for Reigate and Banstead are lower because Surrey resident children accessing Free early education in neighbouring Local Authorities are not included, nor are children living in neighbouring Local Authorities accessing free early education in Surrey. There are more children from neighbouring London Boroughs of

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

Croydon and Sutton accessing free early education in Surrey settings than Surrey children accessing free early education in Croydon or Sutton settings.

For every ten children living in Croydon accessing provision in Surrey there are four Surrey children accessing provision in Croydon. The ratio for Sutton is similar at 10:5.

Please note that children are eligible for free early education the term after their third birthday.

From a survey of parents of reception year children, it is estimated that 1% of children do not access free early education before entering school. For the 2013-14 cohort, this is equivalent to 174 children. Half of parents that have not accessed free early education prior to reception year wanted to but couldn't because the setting they used was not registered for free early education or because the 'free' hours were not flexible enough.

#### 4. Number of settings offering places for two year olds eligible for Free Early Education

**TABLE 4:** Number of settings offering places for two year olds in Reigate and Banstead

Top figure: Number of settings

Bottom figure: Total number of places offered

	Reigate and Banstead
Private, voluntary and independent (PVI)	54 2,030
Childminders	61 161
Maintained*	1 52
<b>Total</b>	<b>116</b> <b>2,213</b>

As at 10 April 2015

\* Separate Ofsted registrations for accommodating 2 year olds, or children admitted as 'rising threes' - total capacity given

PVI places – total capacity given

Childminder places – total capacity for children under five years given

In the 2015 summer term 212 two year olds in Reigate and Banstead accessed free early education.

## 5. Outcomes at the end of Reception Year within the Early Years Foundation Stage (EYFS) for Reigate and Banstead (2015 Provisional)

**TABLE 5:** Percentage of pupils achieving a Good Level of Development (GLD) by borough and district

<b>Borough/ District</b>	<b>% pupils achieving GLD</b>
Epsom and Ewell	75.1
Elmbridge	74.6
Guildford	70.0
Mole Valley	75.2
Reigate and Banstead	74.7
Runnymede	70.6
Surrey Heath	73.7
Spelthorne	67.0
Tandridge	74.7
Waverley	72.0
Woking	69.1
<b>Surrey</b>	<b>72.5</b>
<b>England</b>	<b>66.2</b>

Based on school level data; pupils attending schools in the borough/ district  
All data is provisional until DfE Statistical First Release

## 6. Ofsted inspection outcomes for childcare and early education settings

**TABLE 6:** Ofsted inspection outcomes for all active early years registered providers at their most recent inspection

<b>Outcome</b>	<b>Area</b>	<b>% Outstanding</b>	<b>% Good</b>	<b>% Satisfactory</b>	<b>% Inadequate</b>	<b>Total number</b>
Overall effectiveness: the quality and standards of the provision	Reigate and Banstead	19	76	5	0	<b>237</b>
	Surrey	19	72	8	1	<b>1,794</b>
	England	13	72	14	1	<b>61,935</b>

**TABLE 7:** Ofsted inspection outcomes for all active childcare on non-domestic premises at their most recent inspection

<b>Outcome</b>	<b>Area</b>	<b>% Outstanding</b>	<b>% Good</b>	<b>% Satisfactory</b>	<b>% Inadequate</b>	<b>Total number</b>
Overall effectiveness: the quality and standards of the provision	Reigate and Banstead	19	77	4	0	<b>70</b>
	Surrey	23	67	10	0	<b>626</b>
	England	17	70	12	1	<b>22,844</b>



**TABLE 8:** Ofsted inspection outcomes for active childminders at their most recent inspection

Outcome	Area	% Outstanding	% Good	% Satisfactory	% Inadequate	Total number
Overall effectiveness: the quality and standards of the provision	Reigate and Banstead	19	75	6	1	<b>167</b>
	Surrey	17	75	7	1	<b>1,168</b>
	England	11	73	14	1	<b>38,943</b>

EYFS Inspections: Borough and Surrey figures are as at 03 Aug 2015, England figures area as at 31 Mar 2015, England figures are provisional. Percentages may not equal 100 due to rounding.

Tables 7 – 9 Source: Borough and Surrey statistics from EMS ONE, Surrey EYCS; England statistics from Ofsted Dataview: Early years and childcare inspections and outcomes.

Note: For providers inspected under the previous EYFS framework between 1 September 2008 and 31 August 2012, overall effectiveness refers to the outcome 'How well does the setting meet the needs of children in the Early Years Foundation Stage?'. For providers inspected between 1 September and 31 August 2013, overall effectiveness refers to the outcome 'Overall effectiveness: the quality and standards of the provision'.

% Satisfactory includes outcomes of Requires Improvement

## 7. Level of qualifications of staff in the sector

In Reigate and Banstead there are approximately 860 practitioners working in group childcare settings, and 245 childminders.

**TABLE 9:** Childcare and early education practitioners in Reigate and Banstead

	% Un-qualified	% Qualified to level 2	% Qualified to level 3	% Qualified to level 4+
Leaders in group settings	4%	5%	57%	35%
Paid staff in group settings	32%	12%	44%	12%
Childminders	65%	2%	26%	5%

Percentages may not sum to 100 due to rounding.

As at May 2015

**Children's Centres****TABLE 10:** Children's centres with reach area names in Reigate and Banstead

Centre name	Reach area name
Banstead Sure Start Children's Centre	Banstead, Chipstead, Netherne & Woodmansterne
Dovers Green Sure Start Children's Centre	Woodhatch, Brockham & Betchworth
Epsom Downs Sure Start Children's Centre	Preston, Tadworth and Kingswood
Steppingstones Sure Start Children's Centre	Earlswood, Meadvale and Reigate
Horley Community Sure Start Children's Centre	Horley West
The Red Oak Sure Start Children's Centre	Merstham, Bletchingley & Nutfield
The Windmill Sure Start Children's Centre	Burstow, Horley East and Outwood
Welcare in East Surrey SureStart Children's Centre	Redhill

**TABLE 11:** Registration and attendance rates for children's centres in Reigate and Banstead

Children's centre	As at 01 September 2015			
	Pop of children (0-4) in CC reach area (I)	No. of children (0-4) registered	% of pop (0-4) registered at CC	Number of children seen in last year
Banstead Sure Start Children's Centre	1,306	949	73%	714
Dovers Green Sure Start Children's Centre	1,173	896	76%	1,307
Epsom Downs Sure Start Children's Centre	1,274	1,034	81%	1,057
Horley Community Sure Start Children's Centre	934	682	73%	650
Steppingstones Sure Start Children's Centre	2,026	1,822	90%	1,605
The Red Oak Sure Start Children's Centre	909	747	82%	876
The Windmill Sure Start Children's Centre	966	796	82%	403
Welcare in East Surrey Sure Start Children's Centre	1,653	1,351	82%	1,329

Population estimates based on ONS Births by Postcode 2009/10 – 2012/13  
 Children seen in the last year is for 01 September 2014 to 31 August 2015

**TABLE 12:** Percentage of children from disadvantaged areas in the borough registered and seen at a children's centre in Reigate and Banstead in the last year (Between 1 September 2014 and 31 August 2015)

	Population	Registered at 01 September	Seen in last year (1 Sept 2014 – 31 Aug 2015)
<b>Number</b>	923	767	596
<b>Percentage</b>	10%	83%	65%

Population estimates based on ONS Births by Postcode 2009/10 – 2012/13

**TABLE 13:** Parents, carers and children attending or benefitting from children's centre activity in Reigate and Banstead in the last year (Between 1 September 2014 and 31 August 2015)

Core Purpose	Activity / Event	Count of Carers	Count of Children
Child development and school readiness	Stay and Play	1,984	2,195
	Early education and integrated childcare	323	459
	Childminder Support	57	126
	Special needs support	97	98
Parenting aspirations and parenting skills	Family support and outreach	867	908
	Parents support group	497	396
	Adult Learning	362	N/A
	Structured parenting programme	173	99
	Community involvement	110	120
	Employment support	0	N/A
	Children Benefitting but not seen*	N/A	470
Child and family health and life chances	Crèche/ childminded children*	N/A	71
	Child and family health services	3,796	3,402
	Healthy lifestyles	833	1,015
	Breastfeeding	421	371
General information and advice	Baby development classes	250	243
	Information and advice	450	416

\*Children who used the crèche or were not seen, with carers attending adult courses or events

## 8. Childcare costs in Surrey

**TABLE 14:** Average childcare costs by setting type

The table below shows the average cost by setting type, for charging schemes used by more than 40% of that setting type

Carescheme type	Cost per hour	Cost per session	Cost per day	Cost per week
Childminder	£5.46			
Day nursery (Under 2 yrs)		£34.87	£61.41	£291.45
Day nursery (2 – 4 yrs)		£33.38	£58.99	£271.30
Extended day playgroup	£5.70	£18.18		
Nursery Unit of Ind School		£26.35	£48.58	
Pre-school playgroup		£14.95		
Breakfast club		£4.10		
After school club		£10.04		
Holiday playscheme			£25.20	

These figures are not comparable with those from previous years due to changes in the way that careschemes are classified. The average length of sessions or days provided may differ between careschemes

## Early education and childcare providers

(NUIS) Nursery Unit in Independent School  
 (EPG) Extended Day Pre-school Playgroup  
 (DN) Day Nursery  
 (MNSC) Maintained Nursery School and Class  
 (PG) Pre-school Playgroup

PROVIDER NAME	CARESCHEME TYPE	ADDRESS
Aberdour Early Years Department	NUIS	Aberdour School, Brighton Road, Burgh Heath, Tadworth, Surrey, KT20 6AJ
Banstead Bunnies Pre School	EPG	St Paul's Church Nork, Warren Road, Banstead, Surrey, SM7 1LG
Bobtails Pre-School	EPG	St Francis Church Hall, Balcombe Road, Horley, Surrey, RH6 9AY
Bobtails Pre-School	EPG	Horley Infant School, Lumley Road, Horley, Surrey, RH6 7JF
Brambly House Montessori School	DN	Rockshaw Road, Merstham, Redhill, Surrey, RH1 3BZ
Bramley School	NUIS	Chequers Lane, Walton-on-the-Hill, Tadworth, Surrey, KT20 7ST
Brooklands School and Nursery	MNSC	Brooklands School, 27 Wray Park Road, Reigate, Surrey, RH2 0DF
Burgh Wood Montessori Nursery School	EPG	St Ann's Church Hall, 4 Brighton Road, Banstead, Surrey, SM7 1BS
Busy Bees Day Nursery at Reigate	DN	Lesbourne Road, Reigate, Surrey, RH2 7JP
Caterpillars Pre-School	PG	Methodist Church Hall, The Drive, Banstead, Surrey, SM7 1DA
Chinthurst School	NUIS	Tadworth Street, Tadworth, Surrey, KT20 5QZ
Chipstead Pre-School	PG	Peter Aubertin Hall, Elmore Road, Chipstead, Coulsdon, Surrey, CR5 3SG
Co-operative Childcare	DN	The Childrens Trust, Tadworth Court, Tadworth, Surrey, KT20 5RU
Daisy Chain Montessori Nursery	DN	St Luke's Hall, New North Road, South Park, Reigate, Surrey, RH2 8LZ
Earlswood Infant and Nursery School	MNSC	Earlswood Infant School, St Johns Road, Redhill, Surrey, RH1 6DZ
East Horley Playgroup	PG	2nd Horley Scout Hut, Gatwick Metro Centre, Balcombe Road, Horley, Surrey, RH6 9GA
Epsom Downs Children's Centre Day Nursery	DN	St Leonard's Road, Epsom Downs, Epsom, Surrey, KT18 5RJ
Epsom Downs Primary School and Children's Centre	MNSC	Epsom Downs Primary School, St Leonards Road, Epsom Downs, Epsom, Surrey, KT18 5RJ
Fennies @ Albert Road	DN	Albert Road, Horley, Surrey, RH6 7HS
First Steps Nursery	DN	18 Albury Road, Merstham, Redhill, Surrey, RH1 3LS
Furzefield Primary Community School and Nursery	MNSC	Furzefield Primary School, Delabole Road, Merstham, Redhill, Surrey, RH1 3PA
Greenacre School for Girls	NUIS	Sutton Lane, Banstead, Surrey, SM7 3RA
Hightrees Nursery	EPG	Meadvale Hall, Somerset Road, Redhill, Surrey, RH1 6LT
Holmesdale Community Infant School and Nursery	MNSC	Holmesdale Infant School, Alma Road, Reigate, Surrey, RH2 0BY
Horley Community Pre-School	EPG	Strawson Hall, Albert Road, Horley, Surrey, RH6 7HZ

## Early education and childcare providers

Horley Row Community Pre-School	PG	St Wilfrids Church Hall, Horley Row, Horley, Surrey, RH6 8DF
Jack and Jill Pre-School Group	EPG	Banstead Baptist Church, 150 High Street, Banstead, Surrey, SM7 2NZ
Jellybeans Playgroup	PG	The Epiphany Church Hall, Mansfield Drive, Redhill, Surrey, RH1 3JP
Kidsunlimited Nurseries - Reigate	DN	64 Cockshot Hill, Reigate, Surrey, RH2 8AN
Kiwi's - Woodmansterne	PG	Woodmansterne Village Hall, Carshalton Road, Woodmansterne, Banstead, Surrey, SM7 3HU
Kiwi's Ltd	PG	Nork Community Centre, Nork Way, Banstead, Surrey, SM7 1JB
Kiwi's Playgroup and Pre-School	EPG	Old Reigate Baptist Church, 8 Copse Road, Redhill, Surrey, RH1 6NW
Langshott Ladybirds Nursery	PG	Langshott Infant School, Smallfield Road, Horley, Surrey, RH6 9AU
Lee Street Church Playgroup	PG	Lee Street Church Hall, Lee Street, Horley, Surrey, RH6 8ES
Lilliput Children's Centre	DN	West Avenue, Redhill, Surrey, RH1 5BA
Little Acorns Pre-School	EPG	The Old Pheasantry, Merrywood Grove, Lower Kingswood, Tadworth, Surrey, KT20 7HF
Little Acorns Pre-School (Kingswood)	EPG	Lower Kingswood Evangelical Church, 47 Smithy Lane, Lower Kingswood, Tadworth, Surrey, KT20 6UA
Little Green Hut Nursery	EPG	Tadworth Village Hall, Dorking Road, Tadworth, Surrey, KT20 5SA
Little Haven Nursery School	PG	The Guide Headquarters, The Drive, Banstead, Surrey, SM7 1DA
Little Jax Pre-School	EPG	Headley Drive, Epsom Downs, Epsom, Surrey, KT18 5RP
Manorfield Nursery	EPG	Manorfield Primary & Nursery School, Sangers Drive, Horley, Surrey, RH6 8AL
Manorfield Primary and Nursery School	MNSC	Manorfield Primary & Nursery School, Sangers Drive, Horley, Surrey, RH6 8AL
Merstham Primary School and Nursery	MNSC	Merstham Primary School, London Road South, Merstham, Redhill, Surrey, RH1 3AZ
Micklefield School	NUIS	10-12 Somers Road, Reigate, Surrey, RH2 9DU
Noah's Ark Pre-School	PG	Birchwood Place Community Hall, Tylehurst Drive, Redhill, Surrey, RH1 6EL
Priory School	NUIS	Bolters Lane, Banstead, Surrey, SM7 2AJ
Railway Children Kindergarten	EPG	Station House, Bunbury Way, Epsom, Surrey, KT17 4JP
Rainbow Pre-School	PG	Scout Hall, Baden Drive, Horley, Surrey, RH6 8SD
Redhill Baptist Church Pre-School	PG	Hatchlands Road, Redhill, Surrey, RH1 6AE
Reigate Day Nursery	DN	81 Holmesdale Road, Reigate, Surrey, RH2 0BT
Reigate High Street Playgroup	PG	Methodist Church Hall, High Street, Reigate, Surrey, RH2 9AE
Reigate Parish Play Group	PG	91 Blackborough Road, Reigate, Surrey, RH2 7DB

## Early education and childcare providers

Reigate Park Church Playgroup	PG	Reigate Park United Reformed Church, Park Lane East, Reigate, Surrey, RH2 8BD
Reigate St Mary's Preparatory School	NUIS	Chart Lane, Reigate, Surrey, RH2 7RN
Royal Earlswood Day Nursery	DN	Asylum Arch Road, off Princes Road, Earlswood, Redhill, Surrey, RH1 6GB
Sandcross Primary School and Nursery	MNSC	Sandcross Primary School, Sandcross Lane, Reigate, Surrey, RH2 8HH
Shapes Day Nurseries Limited	DN	11 Lynn Walk, Reigate, Surrey, RH2 7NZ
St John's Nursery Group	PG	c/o St John's Primary School, Pendleton Road, Redhill, Surrey, RH1 6QG
St Joseph's Pre-School Play Group	PG	122a Ladbrooke Road, Redhill, Surrey, RH1 1LF
St Matthew's Church of England Primary School	MNSC	St Matthew's C of E Primary School, Linkfield Lane, Redhill, Surrey, RH1 1JF
St Matthew's Pre-School	PG	St Matthew Parish Hall, 71 Station Road, Redhill, Surrey, RH1 1DL
Sticky Fingers Nursery	PG	Whitebushes Village Hall, Masons Bridge Road, Redhill, Surrey, RH1 5LE
Sunshine Day Nursery	DN	East Surrey Hospital, Canada Avenue, Redhill, Surrey, RH1 5RH
The Beeches Montessori Nursery School	EPG	Osier Way, Banstead, Surrey, SM7 1LL
The Horseshoe Community Pre-School	PG	Banstead Youth Centre, The Horseshoe, Banstead, Surrey, SM7 2BQ
The Lanes Kindergarten	EPG	Breech Lane Community Centre, Breech Lane, Walton On the Hill, Tadworth, Surrey, KT20 7SN
The Little School On The Green	EPG	St Peter's Church Hall, 3 Church Green, Walton Street, Walton on the Hill, Tadworth, Surrey, KT20 7SE
The Old Barn Day Nursery	DN	6 Woodmansterne Lane, Banstead, Surrey, SM7 3ES
The Old Barn Day Nursery (High Street)	DN	140 High Street, Banstead, Surrey, SM7 2NZ
The Orchard Pre-School	PG	Church Institute Hall, High Street, Banstead, Surrey, SM7 2NN
The Red Oak Children's Centre	DN	The Red Oaks Children's Centre, Radstock Way, Merstham, Redhill, Surrey, RH1 3NH
Tiddlywinks Nursery	DN	Mission Hall, Emlyn Road, Redhill, Surrey, RH1 6EW
Toad Hall Nursery	DN	19 Massetts Road, Horley, Surrey, RH6 7DQ
Willow Tree Montessori Kindergarten	DN	80 Lumley Road, Horley, Surrey, RH6 7JL
Wishing Willow Children's Day Nursery	DN	1 The Drive, Banstead, Surrey, SM7 1DF
Woodmansterne Village Pre-School	PG	Woodmansterne Primary School, Carshalton Road, Woodmansterne, Banstead, Surrey, SM7 3HU

(ASC) After School Care  
 (BSC) Before School Care  
 (BASC) Before and After School Care  
 (HS) Holiday Playscheme

## Out of School childcare providers

PROVIDER NAME	CARESCHEME TYPE	ADDRESS
Aberdour After School Club	ASC	Aberdour School, Brighton Road, Burgh Heath, Tadworth, Surrey, KT20 6AJ
Banstead Breakfast Club	BSC	YMCA Sure Start Children's Centre, Banstead Youth Centre, The Horseshoe, Banstead, Surrey, SM7 2BQ
Bobcats Playsafe Club	ASC	Banstead Community Junior School, The Horseshoe, Banstead, Surrey, SM7 2BQ
Bramley School (Discovery Club)	BASC	Bramley School, Chequers Lane, Walton on the Hill, Tadworth, Surrey, KT20 7ST
Camp Beaumont Day Camps (Dunottar School)	HS	Dunottar School, High Trees Road, Reigate, Surrey, RH2 7EL
Camp Glide at Wray Common School	HS	Wray Common Primary School, Kendal Close, Wray Common, Reigate, Surrey, RH2 0LR
Chinthurst School - Before and After School Club	BASC	Tadworth Street, Tadworth, Surrey, KT20 5QZ
Cranbrook Adventurers Holiday Scheme	HS	Coppingham Cottage, Balcombe Road, Horley, Surrey, RH6 9EF
Cranbrook Adventurers Out of School Club	BASC	Coppingham Cottage, Balcombe Road, Horley, Surrey, RH6 9EF
Dawn and Dusk Rangers at Wray Common	BASC	Wray Common Primary School, Kendal Close, Wray Common, Reigate, Surrey, RH2 0LR
Dovers Green Early Birds & Teatime Tigers Clubs	BASC	Dovers Green Infant School, Rushetts Road, Reigate, Surrey, RH2 7RF
E K Sports & Leisure	HS	Greenacre School for Girls, 16 Sutton Lane, Burgh Heath, Banstead, Surrey, SM7 3RA
Earlswood Infant & Nursery Out of School Club	BASC	Earlswood Infant & Nursery School, St Johns Road, Redhill, Surrey, RH1 6DZ
Earlswood Juniors Breakfast & After School Club	BASC	Earlswood Junior School, Brambletye Park Road, Redhill, Surrey, RH1 6JX
Epsom Downs Before & After School Club	BASC	Epsom Downs Primary School, St Leonards Road, Epsom Downs, Epsom, Surrey, KT18 5RJ
Epsom Downs Holiday Scheme	HS	Epsom Downs Primary School, St Leonards Road, Epsom Downs, Epsom, Surrey, KT18 5RJ
Fitness Express	HS	Legal & General Sports Centre, St Monica's Road, Kingswood, Tadworth, Surrey, KT20 6EU
Furzeffield Primary Breakfast & After School Club	BASC	Furzeffield Primary School, Delabole Road, Redhill, Surrey, RH1 3PA
Holmesdale Early Morning Club	BSC	Holmesdale Community Infant School, Alma Road, Reigate, Surrey, RH2 0BY
Langshott Out Of School Club	BASC	Langshott Infant School, Smallfield Road, Horley, Surrey, RH6 9AU
Lime Tree Breakfast Club	BSC	Lime Tree Primary School, Alexander Road, Reigate, Surrey, RH2 8ED
Manorfield Breakfast Club	BSC	Manorfield Primary & Nursery School, Sangers Drive, Horley, Surrey, RH6 8AL



Meath Green After School Club	ASC	Meath Green Infant School, Kiln Lane, Horley, Surrey, RH6 8JG
Meath Green Holiday Club	HS	Meath Green Infant School, Kiln Lane, Horley, Surrey, RH6 8JG
Meath Green Junior School Breakfast Club	BSC	Meath Green Junior School, Greenfields Road, Horley, Surrey, RH6 8HW
Oakwood Sports Centre Holiday Playscheme	HS	Oakwood Sports Centre, Balcombe Road, Horley, Surrey, RH6 9AE
<b>Out of School childcare providers</b>		
Oscabs Ltd	BASC	Yattendon School, Oakwood Road, Horley, Surrey, RH6 7BZ
OSCAHS Ltd Before & After School Club	HS	St Wilfrids Church Hall, Horley Row, Horley, Surrey, RH6 8DF
Priory Breakfast and After School Club	BASC	Sandcross School, Sandcross Lane, Reigate, Surrey, RH2 8HH
Reigate Holiday Club	BASC	Priory School, Bolters Lane, Banstead, Surrey, SM7 2AJ
Reigate Parish Church School Breakfast Club	HS	Holmesdale Community Infant School, Alma Road, Reigate, Surrey, RH2 0BY
Salfords Primary School Breakfast Club	BSC	Reigate Parish Church School, Blackborough Road, Reigate, Surrey, RH2 7DB
Salfords WASPS After School Club	BSC	Salfords Primary School, Copsleigh Avenue, Salfords, Redhill, Surrey, RH1 5BQ
Shawley Primary School Breakfast Club	ASC	Salfords Primary School, Copsleigh Avenue, Redhill, Surrey, RH1 5BQ
Soccer Coaching Ltd - Club Energy Reigate Parish	BSC	Shawley Community Primary School, Shawley Way, Epsom, Surrey, KT18 5PD
St Anne's Catholic Primary School Breakfast Club	ASC	Reigate Parish Church School, Blackborough Road, Reigate, Surrey, RH2 7DB
St John's Primary School Breakfast Club	BSC	St Anne's Catholic Primary School, Court Road, Banstead, Surrey, SM7 2PH
St Matthew's Breakfast Club	BSC	St John's Primary School, Pendleton Road, Redhill, Surrey, RH1 6QG
Sunrise / Sunset Club	BSC	St Matthew's C of E Primary School, Linkfield Lane, Redhill, Surrey, RH1 1JF
Super Camps - Aberdour School	BASC	Horley Infant School, Lumley Road, Horley, Surrey, RH6 7JF
T Club 6 Limited	HS	Aberdour School, Brighton Road, Burgh Heath, Tadworth, Surrey, KT20 6AJ
The Hokey Cokey Club	ASC	Reigate Priory Junior School, Bell Street, Reigate, Surrey, RH2 7RL
Trinity Oaks CofE School Breakfast Club	ASC	Holmesdale Community Infant School, Alma Road, Reigate, Surrey, RH2 0BY
Warren Mead Infant School Breakfast Club	BSC	Trinity Oaks CofE Primary School, Brookfield Drive, Horley, Surrey, RH6 9NS
Willows Playsafe Club	BSC	Warren Mead Infant School, Partridge Mead, Banstead, Surrey, SM7 1LS
Woodmansterne Primary School Breakfast Club	ASC	Woodmansterne Primary School, Carshalton Road, Woodmansterne, Banstead, Surrey, SM7 3HU
Y-Kids	BSC	Woodmansterne Primary School, Carshalton Road, Woodmansterne, Banstead, Surrey, SM7 3HU
Y-Kids Redhill - Holiday Scheme YMCA East Surrey	HS	Banstead Youth Centre, The Horseshoe, Banstead, Surrey, SM7 2BQ
	HS	Princes Road, Redhill, Surrey, RH1 6JJ

Y-Kids Redhill Out of School YMCA East Surrey  
YMCA Yippee After School Club  
YMCA Yippee Holiday Club

ASC Princes Road, Redhill, Surrey, RH1 6JJ  
ASC YMCA Sovereign Centre, Slipshatch Road, Reigate, Surrey, RH2 8HA  
HS YMCA Sovereign Centre, Slipshatch Road, Reigate, Surrey, RH2 8HA

**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (REIGATE & BANSTEAD)**

**DATE: 14 DECEMBER 2015**



**LEAD OFFICER: DAVID BULLEN  
SENIOR TRADING STANDARDS OFFICER**

**SUBJECT: BUCKINGHAMSHIRE AND SURREY TRADING STANDARDS  
WORK IN REIGATE & BANSTEAD IN 2015**

**DIVISION: ALL REIGATE & BANSTEAD DIVISIONS**

**SUMMARY OF ISSUE:**

A report to provide an update on the work of Buckinghamshire and Surrey Trading Standards Service, particularly within the borough of Reigate & Banstead in 2015.

**RECOMMENDATIONS:**

**The Local Committee (Reigate & Banstead) is asked to note that Buckinghamshire and Surrey Trading Standards Service:**

- (i) Reacts to any local issues specifically drawn to Buckinghamshire and Surrey Trading Standards in respect of Reigate and Banstead consumer issues.
- (ii) Responds to any Trading Standards and consumer issues highlighted by intelligence gathering and reporting. This routinely includes the Reigate and Banstead local area in any project and routine undertakings including test purchasing and sampling as appropriate.
- (iii) Responds to business enquiries and bespoke/chargeable requests from businesses based in the Reigate and Banstead focusing on Small/Medium Enterprises (SME) and national businesses. Buckinghamshire and Surrey Trading Standards actively promotes membership to the Better Regulation Delivery Office Primary Authority Partnership scheme.

**REASONS FOR RECOMMENDATIONS:**

This report is for information only and does not contain any recommendations.

**1. INTRODUCTION AND BACKGROUND:**

**1.1 Buckinghamshire and Surrey Trading Standards Joint Service:**

Following eighteen months of preparation and planning, Buckinghamshire Trading Standards and Surrey Trading Standards merged to form a new joint service on 1 April 2015 - Buckinghamshire and Surrey Trading Standards Service. Both Buckinghamshire County Council and Surrey County Council have a similar political, strategic and operational ethos, and whilst a common boundary is not shared, there are many similarities between the two counties in

## ITEM 14

terms of respective population profiles and the mix and profile of businesses. As such, both counties were ideal candidates for a Trading Standards joint service.

As a joint service we will:

- provide a better quality service to consumers, businesses and our partners,
- build on the strengths and successes of the current teams,
- provide additional expertise and capacity to create a stronger, more resilient service,
- have greater impact and influence locally, regionally and nationally,
- reduce our delivery costs, offering better value for money, and
- be more innovative in developing new services and protecting residents.

The central challenge for the year ahead (2015-2016) will be to enhance the services provided for residents and businesses, maximising the benefits from the creation of the new joint Trading Standards service. This will bring together the skills, experience and innovation of the existing services in Surrey and Buckinghamshire to create a stronger more effective service, whilst reducing the cost to residents. A growing challenge is also to work with others to tackle organised cross border consumer crime, rogue traders, scams, and the growth of internet crime. In doing so we need to ensure we protect the most vulnerable in our communities who are often deliberately targeted and exploited.

Our Trading Standards service exists to:

- protect individuals, communities and businesses from harm and financial loss,
- help business to thrive by maintaining a fair trading environment,
- improve the health and wellbeing of people and communities, and
- fulfil the council's statutory responsibilities to deliver consumer and public protection services.

### 1.2 **New website:**

Our new joint service has just launched a new website.

[www.bucksandsurreytradingstandards.gov.uk](http://www.bucksandsurreytradingstandards.gov.uk)

The website has been designed to be accessible and easy to navigate so that consumers and businesses can easily and quickly access the information they need. The website also includes many new innovations, not least a new landing page which will change to reflect upcoming campaigns/priorities.

### 1.3 **Checkatrade/Trading Standards Approved Trader Scheme:**

Buckinghamshire and Surrey Trading Standards Service are working with Checkatrade to ensure residents can easily find reputable traders in their area. Locally branded for each local authority, the Checkatrade/Trading Standards Approved, Buckinghamshire and Surrey partnerships include a large number of local businesses, meaning residents have a wide choice of reliable traders.



To become a Checktrade/Trading Standards Approved trader and to obtain our new 'double' accreditation, businesses must meet set standards and pass rigorous background checks.

When a consumer chooses a trader that has the County Council “Trading Standards Approved” logo they know that they will get a reputable, credible trader that has not only been vetted by Checktrade, but has also been approved by Trading Standards to ensure that they operate in a legal, honest and fair way. Surrey has 770 Checktrade/Trading Standards Approved members, of which 130 members are in Reigate and Banstead.

#### 1.4 **New Volunteer Scheme:**

Trading Standards are recruiting volunteers to enhance our service delivery and to connect further with local communities. The Volunteers initiative provides the opportunity to undertake a variety of tasks, allowing an individual to volunteer for an activity or activities that are most suitable for their own particular skills and circumstances. We will not ask volunteers to undertake active enforcement work and will design volunteering roles so that volunteers should not be required to give evidence in Court as a result of their activities.

Our volunteering opportunities are advertised on do-it.org and through local Volunteering Centres but we welcome local people contacting us directly too if they would like to know more about what we can offer.

This is a new and developing initiative but we already have one volunteer who lives in Reigate and Banstead and she volunteered with us at the Surrey Fire and Rescue Service open day at Reigate Fire Station and helped us talk to members of the public about illegal tobacco.

#### 1.5 **Scams Hub:**

Buckinghamshire and Surrey Trading Standards Service are signed up to a protocol with the National Trading Standards Scams Team (NTSST) in order to raise awareness of scams within the counties and to visit those found to be most vulnerable to them. We receive priority referrals which result from intelligence gathered by the NTSST and in some cases scam mail has been intercepted which contains money and cheques. When visiting victims of scams we provide advice and support to those identified as being at risk of financial abuse from scams and return any cheques or money which has been sent to the scammers which has been intercepted.

In appropriate cases we can arrange for call blockers to be installed in homes where residents have been scammed out of large amounts of money and have been upset by a large volume of scam phone calls

We are currently in the process of visiting just over 100 scam victims countywide and 18 of these people are residents of Reigate and Banstead.

## ITEM 14

### 1.6 **Social media:**

Buckinghamshire and Surrey Trading Standards issue regular information about our service on Facebook, Twitter, LinkedIn and through TS @lerts.

TS @lerts is a weekly email news bulletin that contains information and alerts about rogue traders, frauds, the latest scams, prosecutions taken, product safety recalls, new legislation and much more. We currently have around 2500 subscribers to TS@lerts.

Recent TS @lerts have included information for consumers and businesses about the changes the Consumer Rights Act 2015 has brought in and the results of testing carried out on Halloween costumes for flammability requirements.

Residents and businesses can subscribe to the newsletter via <http://scc.newsweaver.co.uk/trading-standards> and clicking subscribe.

### 1.7 **Eat Out Eat Well:**

The Eat Out Eat Well Award has been developed to reward caterers throughout Surrey who make it easier for their customers to make healthy choices when eating out. It has three levels – Bronze, Silver, and Gold, and is symbolised by an apple logo in the shape of a heart. The level of award is based on a scoring system that takes into account the type of food on offer, cooking methods, and how the meals are promoted to customers. This scheme benefits both caterers, by promoting their businesses, and consumers, by helping them make healthier choices when eating out.

The Eat Out Eat Well award is assessed and managed by Buckinghamshire and Surrey Trading Standards Service and the local Environmental Health Service.

There are 17 Eat Out Eat Well members in Reigate and Banstead out of 231 in Surrey. Members include:

- Chapters Cafe, Donyngs Leisure Centre
- Harvester, Salfords
- Toyota Head Office
- HMP Downview Prison

### 1.8 **Business Advice Service:**

Buckinghamshire and Surrey Trading Standards Service has extensive experience of advising a variety of businesses from small family companies to international blue-chip corporations. Our Trading Standards Officers provide advice to businesses to ensure that a business is fair, competitive and legal.

We operate a chargeable business advice service available to Surrey businesses. All businesses receive the first half hour of advice free of charge and after that it becomes chargeable and there are a range of charging options to suit business needs. We can be asked to advise businesses on a range of issues, for example:

- start-up advice for new businesses,
- face to face meetings to talk businesses through consumer protection legislation, statutory defences for criminal law, etc,
- provide information on changes to legislation,
- free signposting to other essential sources of information, including trader advice leaflets,
- detailed advice about printed and online marketing materials, including labels, to ensure businesses aren't misleading customers and breaking the law,
- compliance assessments to identify potential areas for improvement or ways to strengthen a business's procedures, and
- advice and information relating to animal health matters which remains free of charge.

There are 86 businesses in Reigate and Banstead that have registered with us for business advice out of 770 throughout Surrey.

We also promote the Better Regulation Delivery Office (BRDO) Primary Authority Partnership (PAP) scheme to businesses, which offers them the choice of more protection from inconsistent advice or even prosecution by other Authorities from around the country. Within Reigate and Banstead 9 businesses have entered into a Primary Authority Partnership with us, including Pfizer. Within Surrey there are a total of 63 Primary Authority Partnerships.

#### 1.9 **Reported Complaints:**

There were 1086 complaints reported to Buckinghamshire and Surrey Trading Standards Service by Reigate and Banstead residents between 1 November 2014 and 31 October 2015 and during the same period 648 complaints were made about businesses based within Reigate and Banstead.

Details of our latest court actions against rogue traders, the selling of counterfeit goods and other unlawful trading practices in Buckinghamshire and Surrey can be found on our website by visiting: <http://www.surreycc.gov.uk/business-and-consumers/trading-standards/news-from-trading-standards/prosecutions-and-other-court-actions>

#### 1.10 **Doorstep Crime/Rogue Trading:**

We are committed to protecting residents from being taken advantage of by rogue traders and also from feeling pressured on their doorsteps to make decisions that they would not otherwise make.

We have a Rapid Action Team made up of dedicated officers who respond to calls for help from consumers by attending the scene of doorstep crime incidents. We work closely with Surrey Police and other agencies to help reduce incidents of distraction burglary and rogue trading in Surrey. We normally ask Surrey Police to attend with us in order to avoid a breach of the peace and to carry out arrests if necessary. Our Rapid Action Team are on duty Monday to Friday from 9am until 5pm, and can offer residents a range of support from providing information and assistance, to intervening, disrupting activities and taking enforcement action against doorstep callers.

Buckinghamshire and Surrey Trading Standards Service have received 21 doorstep crime complaints from Reigate and Banstead residents between 1 November 2014 and 31 October 2015. 5 of the complaints resulted in our Rapid Action Team providing intervention.

1.11 **Food Quality Standards:**

Buckinghamshire and Surrey Trading Standards Service is responsible for enforcing food standards, for example the labelling and quality of food, to ensure consumers are not misled. We carry out this function in partnership with our colleagues in Environmental Health who are responsible for food hygiene and safety. As well as giving advice and dealing with enquires and complaints we also visit food businesses to ensure they are trading fairly.

Trading Standards and representatives of each of the 11 Districts and Borough Environmental Health Services meet quarterly to discuss issues of joint interest and to ensure consistency of approach etc. Included in this are areas such as Eat Out Eat Well, Food Hygiene Rating Scheme and Primary Authority. Public Health England and the Food Standards Agency (FSA) are also represented on the Group.

Matters which arise on a day to day basis requiring joint working or where we hope to assist each other are dealt with by officers making direct contact. We also worked with Environmental Health Officers (EHOs) across the County to develop and deliver an allergens training package to business and EHOs.

1.12 **Animal Health:**

Animal health legislation exists to protect both human, through the food chain, and animal health. This prevents the introduction of serious diseases such as Foot and Mouth and includes requirements for maintaining records and ensuring livestock are identified. Measures also exist to protect the welfare of livestock, whether on farms, in transit or at abattoirs. In the current financial year we have a target to complete 30 high risk animal health visits which will be combined with a feed hygiene inspection in many cases. So far in this financial year we have carried out 2 visits in Reigate and Banstead. We are also committed to advising all new keepers (including existing new keepers with new species) throughout the year; so far in this financial year we have advised 6 new keepers in Reigate and Banstead.

In the last year we have had two cases of note relating to animal health in Reigate and Banstead. One case involved the seizure (and return after quarantine) of a puppy in relation to a potential rabies risk that had been brought into the country by a third party and bought by a local resident. The other case related to a horse carcass, under Animal By Products legislation, where we successfully identified the landowner and ensured the carcass was properly removed.

1.13 **Underage Sales:**

Historically the focus of trading standards work was on test purchasing and enforcement, however since early 2013 we have increased the number of advice visits carried out at retail premises.



Premises are targeted for advice visits on the basis of intelligence and risk assessment. We aim to work closely with local businesses providing advice and support to assist them to comply with their legal responsibilities in relation to age restricted products. In addition, intelligence led test purchasing is carried out in partnership with Surrey Police in accordance with the Code of Practice for Regulatory Delivery for Age Restricted Products. Between 1 November 2014 and 31 October 2015 we have conducted 8 advice visits in Reigate and Banstead.

#### 1.14 **Fireworks:**

There have been 5 inspections carried out in October and November 2015 to premises in Reigate and Banstead who were storing and selling fireworks. The 5 Reigate and Banstead visits were undertaken in partnership with the Surrey Fire and Rescue Service.

#### 1.15 **Petroleum:**

Buckinghamshire and Surrey Trading Standards is responsible for ensuring that sites that store petrol for dispensing are storing it in accordance with legislation designed to prevent a risk of fire and explosion.

There were 8 petroleum inspections carried out at premises in Reigate and Banstead between 1 November 2014 and 31 October 2015.

#### 1.16 **Investment in staff:**

All relevant staff are now members of the Trading Standards Institute and are registered for their Continued Personal & Professional Development (CPPD) scheme. This helps us to ensure the continued competence of staff and enables us to demonstrate this competence to businesses, consumers and other key stake holders. All staff are required to complete a minimum number of hours of training each year to receive their CPPD certification.

#### 1.17 **Local Liaison and joint working:**

Officers from Buckinghamshire and Surrey Trading Standards participated in a joint roadside stop operation in Reigate and Banstead organised by the joint enforcement team and bringing together a range of partner organisations. This activity was carried out to coincide with the Anti Social Behaviour Awareness Week.

In the summer officers from Buckinghamshire and Surrey Trading Standards attended the Surrey Fire and Rescue Service open day at Reigate Fire Station.

Buckinghamshire and Surrey Trading Standards Service regularly liaise with the Reigate and Banstead Police Teams and work together to tackle issues, particularly relating to scams and doorstep crime.

**2. ANALYSIS:**

2.1 This report is for information only

**3. OPTIONS:**

3.1 This report is for information only

**4. CONSULTATIONS:**

4.1 This report is for information only

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

5.1 There are no financial implications in this report

**6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

6.1 There are no equality and diversity implications in this report

**7. LOCALISM:**

7.1 The purpose of this report is to update the Local Committee on our work taking Reigate and Banstead.

**8. OTHER IMPLICATIONS:**

Area assessed:	Direct Implications:
Crime and Disorder	The main areas that impact on community safety are age restricted sales and tackling doorstep crime and deception. We protect local residents in a range of ways and help to reduce the fear of crime
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	We have a dedicated vulnerable person's officer based in Surrey who works in partnership with the Adult Social Care Multi-Agency Safeguarding Hub.
Public Health	The main areas that impact on public health are age restricted sales, tackling doorstep crime and deception and promotion of the 'Eat Out Eat Well' healthy eating scheme. An officer also represents our joint service at Smoke Free Surrey and we carry out initiatives to tackle the supply of illicit tobacco.

**9. CONCLUSION AND RECOMMENDATIONS:**

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

**10. WHAT HAPPENS NEXT:**

10.1 This report is for information only.

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**Consulted:**

Officers of Buckinghamshire and Surrey Trading Standards Service.

**Annexes:**

None

**Sources/background papers:**

None

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