

Agenda

Tandridge
Local Committee

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

Discussion

On Street Parking Enforcement report
2016/17 and 2017/18

Alleged right of way between Bluehouse
Lane and Silkham Road, Oxted

A25 Godstone Road, Bletchingley- Speed
Limit Review



Venue

Location: Tandridge District

Council offices, Station
Road East, Oxted, RH8
0BT

Date: Friday, 22 June 2018

Time: 10.15 am



SURREY

You can get involved in the following ways

Get involved

Ask a question

If there is something you wish know about how your council works or what it is doing in your area, you can ask the local committee a question about it. All local committees provide an opportunity to raise questions. 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.



Attending the Local Committee meeting

Your Partnership officer is here to help.

Email: sarah.woodworth@surreycc.gov.uk

Tel: 01737737422 /07580793902 (text or phone)

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



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This is a meeting in public.

Please contact **Sarah Woodworth, Partnership Committee Officer** using the above contact details:

- If you would like a copy of this agenda or the attached papers in another format, e.g. large print, Braille, or another language
- If you would like to attend and you have any **additional needs, e.g. access or hearing loop**
- If you would like to talk about something in today's meeting or have a local initiative or concern.



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Surrey County Council Appointed Members

Mrs Rose Thorn, Godstone (Chairman)
Mr Cameron McIntosh, Oxted (Vice-Chairman)
Mr Chris Botten, Caterham on the Hill
Mr David Hodge CBE, Warlingham
Mr David Lee, Caterham Valley
Mrs Lesley Steeds, Lingfield

District Council Appointed Members

District Councillor Pat Cannon, Chaldon
District Councillor Nick Childs, Godstone
District Councillor Michael Cooper, Harestone
District Councillor Martin Fisher, Oxted North and Tandridge
District Councillor Simon Morrow, Warlingham East, Chelsham, Farleigh
District Councillor Sir Nicholas White, Dormansland & Felcourt

Chief Executive
Joanna Killian

MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE

Those attending for the purpose of reporting on the meeting may use social media or mobile devices in silent mode to send electronic messages about the progress of the public parts of the meeting. ***To support this, the District Council has wifi available for visitors – please ask at reception for details.***

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.

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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.

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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 Community Partnerships Team at the meeting.

1 APOLOGIES FOR ABSENCE

To receive any apologies.

2 MINUTES OF PREVIOUS MEETING

(Pages 1 - 10)

To approve the Minutes of the previous meeting as a correct record.

3 DECLARATIONS OF INTEREST

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter:

- (i) Any disclosable pecuniary interests and / or
- (ii) Other interests arising under the Code of Conduct in respect of any item(s) of business being considered at this meeting

Notes:

- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest
- 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)
- Members with a significant personal interest may participate in the discussion and vote on that matter unless that interest could be reasonably regarded as prejudicial.

4 PETITIONS

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.

Two petitions have been received.

Petition 1: Liz Lockwood on behalf of Felcourt FAST submitted a petition asking for Surrey County Council to carry out further traffic calming measures along Felcourt Road in the Division of Lingfield.

Petition 2: Janine Marks submitted a petition asking to maintain the present 30 mph speed limit in the area of Sunnybank Villas and Chevington Villas.

5 FORMAL PUBLIC QUESTIONS

To answer any questions from residents or businesses within the Tandridge District 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 four working days before the meeting.

6 MEMBERS QUESTIONS

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

7 DECISION TRACKER (FOR INFORMATION)

(Pages 11 - 16)

This item provides an update on previous decisions and actions agreed by the Committee. The Committee is asked to agree that the items marked as closed are removed from the tracker.

(Report attached)

8 ALLEGED PUBLIC RIGHTS OF WAY BETWEEN BLUEHOUSE LANE AND SILKHAM ROAD, OXTED (OTHER COUNTY COUNCIL FUNCTION)

(Pages 17 - 38)

The County Council has a duty under Section 53 of the Wildlife and Countryside Act 1981 (WCA1981) to modify the Definitive Map and Statement (DMS) if it discovers evidence which can be reasonably alleged to support a modification. Two applications have been received for Map Modification Orders (MMO) to add public footpaths on land north of Bluehouse Lane, Oxted to the Surrey County Council DMS.

(Report and 3 annexes attached)

9 OXTED CHALKPIT, CHALKPIT LANE, OXTED (DECISION - SERVICE MONITORING AND ISSUES OF LOCAL CONCERN)

(Pages 39 - 46)

Oxted Chalkpit ("the Chalkpit") is an operational chalkpit where there has been chalk extraction for a considerable number of years. The Chalkpit was originally granted planning permission in 1947 with the most recent planning permission being granted in 1995 (TA93/0765). There is no condition imposed on this planning permission restricting the number of lorry movements to/ from the Chalkpit.

Under the requirements of the Environment Act 1995, conditions imposed on planning permissions are required to be reviewed every 15 years. The applicant for the Chalkpit, Southern Gravel, have submitted a planning application (TA12/902) seeking to review the conditions imposed on planning permission TA95/0765.

(Report attached)

10 A25 GODSTONE ROAD, BLETCHINGLEY, SPEED LIMIT REVIEW (DECISION -EXECUTIVE FUNCTIONS)

(Pages 47 - 60)

The speed limit on the A25 Godstone Road in Bletchingley was reduced from 50mph to 30mph in 2012. Concerns have been expressed by Surrey Police that a section of the 30mph speed limit is

not effective. Therefore, a speed limit assessment has been carried out following the process set out in Surrey's policy "Setting Local Speed Limits". As a result of this assessment it is proposed that the existing 30mph speed limit in a section of Godstone Road and also in the un-named service roads fronting Chevington Villas and Sunnybank Villas, be increased to 40mph.

This report seeks approval for the changes to the speed limit in accordance with Surrey's policy.

(Report and 3 annexes attached)

11 HIGHWAYS SCHEMES UPDATE (INFORMATION - SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) (Pages 61 - 72)

To inform the Local Committee on the progress of the 2018/19 Integrated Transport and highways maintenance programmes in Tandridge.

(Report and annex attached)

12 ON STREET PARKING ENFORCEMENT UPDATE (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) (Pages 73 - 96)

Local Committees have a scrutiny role for the on street parking enforcement service in their area and a share of any surplus income that is raised.

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

(Report and 4 annexes attached)

13 LOCAL COMMITTEE COMMUNITY SAFETY FUNDING AND REPRESENTATION ON TASK GROUPS AND EXTERNAL BODIES (EXECUTIVE FUNCTION)) (Pages 97 - 106)

The local committee has a delegated budget of £3000 for community safety projects in 2018/19. This report sets out the process by which this funding should be allocated to the Community Safety Partnership and/or other local community organisations that promote the safety and wellbeing of residents. The report also seeks the approval of Local Committee task group members and the appointment of representatives to external bodies.

(Report attached)

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Minutes of the meeting of the
Tandridge LOCAL COMMITTEE
 held at 1.30 pm on 20 April 2018
 at Tandridge District Council offices, Station Road East, Oxted, RH8 0BT.

Surrey County Council Members:

- * Mrs Lesley Steeds (Chairman)
- * Mrs Rose Thorn (Vice-Chairman)
- Mr Chris Botten
- Mr David Hodge CBE
- * Mr David Lee
- * Mr Cameron McIntosh

Borough / District Members:

- * Mr Pat Cannon
- * Mr Nick Childs
- * Mr Michael Cooper
- * Mr Martin Fisher
- * Mr Simon Morrow
- * Mrs Maureen Young

* In attendance

1/18 APOLOGIES FOR ABSENCE [Item 1]

Apologies received from Mr David Hodge and Mr Chris Botten.

2/18 MINUTES OF PREVIOUS MEETING [Item 2]

The minutes from the previous meeting on the 8 December 2017 were agreed as a true record and signed by the Chairman.

3/18 DECLARATIONS OF INTEREST [Item 3]

None received.

4/18 CHAIRMAN'S BUSINESS [Item 4]

The Chairman wished to highlight the new quarterly e-newsletter that has been put together by the Community Partnership Team. It included updates on Cabinet decisions which will impact Tandridge and also highlights Local Committee decisions and matters. The newsletter has been sent to all Parishes and District Members and should anyone have any feedback please contact the Partnership Committee Officer.

5/18 PETITIONS [Item 5]

Declarations of Interest: None

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Officers attending: Zena Curry, Area Highways Manager

The lead petitioner, Alice Humphrey was unable to attend the meeting to present the petition. The Divisional Member, Rose Thorn spoke of her support of this petition as do many residents in the area of Blindley Heath. Mrs Thorn raised concerns that 150 people had signed an online petition on change.org but many who she knew as local residents had their addresses logged as other places in the UK or even overseas so initially not included in the count.

The Area Highways Manager advised that the speeds on the A22 at Blindley Heath are too fast for a zebra crossing. However as stated in the written response, a scheme to provide a signalised pedestrian crossing on the A22 will be added to the Integrated Transport Schemes list for consideration for future funding. However, given current funding levels such a scheme is unlikely to be progressed for many years.

Cllr Cannon raised concerns that although Surrey County Council recognise that a crossing is needed the problem still exists that there is no money to fund the scheme.

The Parish Council advised that the traffic island bollards are no longer there. The Area Highway Manager will arrange for the bollards to be inspected.

The Local Committee (Tandridge)

i) NOTED the officer's response

6/18 FORMAL PUBLIC QUESTIONS [Item 6]

Five formal public questions had been received. The responses were provided in the supplementary papers.

- 1) Roundabout at The Square, Caterham, from Caterham Valley Parish Council

Cllr Cherie Callender, Parish Councillor expressed the Parish Council's disappointment in the response and they would like to have a detailed brief/design to discuss this item at the next Parish Council Meeting.

The Area Highways Manager advised that she would take this forward with the design team. Surrey wish to work together with the Parish on this matter and Officers have spoken with Councillors regarding the roundabout. As this roundabout is included in the area of the Caterham Master Plan care needs to be taken to ensure the right solution is found so that it provides good value for money.

The Divisional Member, David Lee advised he was also disappointed with the time that this has taken to resolve.

Resolution

The Local Committee NOTED the response.

- 2) Request for a crossing on the A22 Godstone Road, Whyteleafe, from Mr Jeffrey Gray.

Mr Gray thanked Officers for the response and asked how Surrey prioritised schemes.

The Area Highways Manager advised that it was based on a system called CASEE. (Congestion, Accident, Safety, Environment and Economic) that is a guide for Members to decide. With regards to this particular road there is no safe place for a crossing to be installed due to driveways and sight lines.

In general, the cost for a zebra crossing is between £20,000 to £50,000 and the capital budget for the Local Committee for the year is £36,000 so crossings would exceed the total budget. Although works on the Highway are not included in the criteria for CIL at District, it could meet the criteria for the Parish for neighbourhood CIL. The Parish Councils could also make a contribution to top up funds.

Resolution

The Local Committee NOTED the response.

- 3) Part Night street lights, from Annette Evans.

Mrs Evans asked what processes are in place to take advantage of local funds from parishes?

Cabinet Member Colin Kemp advised that there were concerns when considering if Parishes could pay to keep the lights on all night and it was felt that there could be a gap between smaller areas. It was decided District or Borough's could pay for the whole area. Surrey County Council are working with the police and will switch lights on when and where they have requested.

Resolution

The Local Committee NOTED the response.

- 4) Lay-by on A25 Nutfield outside cemetery, from Nutfield Parish Council

Cllr Stephen Hall thanked the Committee for their response and would like to accept the offer of a meeting with an officer at Highways, and also to improve the road markings in the lay-by. It was asked if anything could be done to stop HGV's using the lay-by. The Area Highways Manager advised that, she is happy for an officer to attend the site with the Parish Council, however Surrey cannot prevent HGV's using the layby, but traffic orders could be looked at if required.

The Divisional Member, Rose Thorn, advised that there is a lot of rubbish at the site which is not a pleasant environment for people

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attending the cemetery. When she spoke to a lorry driver he advised that due to his tachograph he could not move the HGV. Mrs Rose Thorn advised that she would like to arrange a meeting with BIFFA to discuss this matter.

Resolution

The Local Committee NOTED the response.

- 5) Crossing point on Farleigh Road, Warlingham, from Mr Gellender-Mills.

Mr Gellender-Mills asked if it would be possible to look at options to allow him to safely cross Farleigh Road with his horses to the field opposite his house. A verbal response was provided by the Area Highways Manager at the meeting to advise that following a previous speed survey the speeds are not low enough to reduce the speed limit. There would also not be a suitable place to erect signs due to sight lines. The Highways Manager advised that the wooded area next to the field has branches which overhang. She would be happy to assist him in finding out who owned these to ask that they be cut back to improve sight lines for him to cross the road. Mr Gellender-Mills advised that now the chicane had been removed he felt that traffic speeds had increased.

Cllr Simon Morrow, agreed it would be helpful to slow traffic down there as there are a number of horses in the area. He is keen to work with the Divisional Member, David Hodge, on this matter to see if anything could be done.

Resolution

The Local Committee NOTED the response.

7/18 MEMBERS QUESTIONS [Item 7]

No formal Member questions received.

8/18 DECISION TRACKER (FOR INFORMATION) [Item 8]

Declarations of Interest: None

Officer attending: Sarah Woodworth, Partnership Committee Officer

Petitions, Public Question, Statements: None

The Chairman introduced the item explaining that this would be a public document that would monitor progress against the decisions that the Local Committee has made.

Members Discussion – Key Points

Chalkpit Quarry

- 1) The Chairman advised the Committee had received a response following the Committee's letter to the Secretary of State, the response from Therese Coffey MP was disappointing.
- 2) Mr Cameron McIntosh advised he was equally disappointed with the response from the Secretary of State. He advised that he had recently met with the MP for East Surrey and the Chairman of Surrey's Planning and Regulatory Committee to which he found of no benefit and expressed frustration at lack of progress on this matter. Mr McIntosh also expressed concern that the Committee needs support from the local MP to lobby the Government to make changes to the ROMP legislation and this was not fully understood by the MP.
- 3) Cllr Fisher, shared Mr McIntosh's comments and he has been campaigning on this matter since 2007. He had been frustrated that there had been no consultation from the Environment Agency on doubling the tonnage and now this is in place and cannot be over turned. Cllr Fisher expressed great concern over the lack of joined up working with regards to the increase in HGV vehicles being allowed to and from the quarry, yet complete lack of consideration for Oxted residents. Once the lorry leaves the quarry and travelling on the road it becomes a highway matter for Surrey County Council to deal with. The current legislation allows for Southern Gravel Ltd to contest any restrictions put in place, siting it would affect their business however no consideration is given to local residents or the cost to Highways. The Local Committee and residents need the support of the MP to lobby for a change to this.

The Committee requested that the On Street Parking Enforcement report remained on the tracker as will be discussed at the June meeting. The road safety outside of Burstow School and information on riparian ownership be logged as closed and would be removed from the tracker.

Resolution

- i) The Local Committee (Tandridge) NOTED the contents of the report.

9/18 COLIN KEMP - HIGHWAY MEMBER FOR HIGHWAYS - UPDATE [Item 9]

Declarations of Interest: None

Cabinet Member in attendance: Surrey County Council Cabinet Member for Highways, Cllr Colin Kemp

Petition, Public Questions, Statements: Parish Council Representatives in attendance for this item

The Cabinet Member, highlighted key areas in the report.

- 1) This was a follow up meeting. Colin Kemp had with Local Committee Members in November to update on the overall highways programme for the Tandridge area. This was to discuss the process for identifying

the schemes for the 2018/19 future programmes and to start discussions on individual roads.

- 2) This year has seen a huge rise in the number of pot holes that have been reported and need to be repaired. In the previous two years, February and March have had on average 3500 and 3800 pot holes respectively. In 2018 February saw 6500 pot holes being reported and March 8300 potholes across Surrey. There is also a large amount of structural damage to the roads. Resources have been increased with the number of crews carrying out repairing pot holes in April from 8 crews to 27 crews to repair the roads as quickly as possible. The County is trying to manage risk so carrying out repairs to priority 1 and 2's first to make it safe rather than carry out all potholes in a road as they may only be a priority 3. As Government funding is allocated on length of road rather than usage, it is essential that risk is managed with the resources available.
- 3) It was understood that there was not enough funding to do everything that members and residents wanted to do, but that the increased local committee funding, and the additional £5million to help address the impacts of the cold weather was helpful. The Cabinet was keen to ensure that some of the increase in residents Council Tax was given back to the Local Committee to spend in their area.
- 4) In addition, local county councillors were being given £7,500 to spend on local highways items to empower them to support local residents. The criteria for this was currently being finalised and would be with members as soon as possible, with a menu of prices for different types of highways items.

Parish Council representatives had been invited to raise questions with the Cabinet Member on this item, the following were the key points:

- 1) A representative from Chaldon Village Council advised they had spoken to the contractor and they find it frustrating that they are unable to fill in all the potholes in the same area. The Cabinet Member advised that the way the contractor manages risk is their operational decision, but would note and take away with him.
- 2) A representative from Caterham on the Hill Parish Council is keen that Parishes work with the County. He raised concerns regarding illegal banners that are being put up in the Parish. Cllr Orrick advised that the Parish has a warden that could assist in removing such banners rather than wait for a Highways officer to remove.
- 3) Vice Chairman, Oxted Parish Council highlighted concerns over the speed in which vehicles travel along Wolfs Hill. Following a petition to the Local Committee a number of years ago nothing more has been carried out. The Divisional Member advised he would discuss outside of the meeting to take forward.
- 4) Representatives from Dormansland Parish Council raised concerns regarding the clearing of gullies and that the contractor may have reported that a clearance had been carried out when the gully was still not functioning correctly and there may have been evidence to suggest that the job had not been carried out. The Area Highways Manager advised that improvements are being made. However silt is going back into the drains and this was an issue in February. Regular

audits are carried out and the contractor has to go back to carry out the job if not carried out correctly. She thanked the Parish for making them aware of this matter and she would ask that an audit be carried out on this particular road.

- 5) Representatives from Nutfield Parish Council raised concerns that two HGV's cannot pass on parts of the A25 and car parking an issue in some parts. The Cabinet Member advised that it might be helpful to speak to the Divisional Member, Rose Thorn to see if they can do anything through the parking review.

Member discussion- Key points

- 1) Members thanked Colin and the Highways team for all the work during the snow and the winter service updates.
- 2) Cllr Morrow asked if would be possible for Surrey to put 'halos' on lights at crossing points. The Area Highways Manager advised that the cost of the halos are approximately £7500. These have been installed in other areas, and could be installed subject to funding availability.
- 3) Mr Lee raised concerns as part of the Wider Network Benefits' Intelligent Transport Systems Project, a new Highway 'Variable Message Sign' new sign had been erected in his division and a letter sent to residents without his prior knowledge. Mr Lee expressed that it would be helpful to ensure that members are aware of what is happening in their division before communication is sent to residents.
- 4) A discussion was had by the Committee on the condition of the roads compared with other areas of the country and the number of insurance claims. Members felt that the Government should be doing more to improve funding for Councils to improve the condition of the roads. The Cabinet Member advised he was lobbying the Government to look at changing the funding structure to be based on usage not road length. Surrey is trying to manage risk and expectations with the funding available to ensure essential work is carried out on a deteriorating network.
- 5) It was suggested that perhaps the temporary fill could be a different colour so residents could see that a permanent repair would be carried out later.

10/18 HIGHWAYS SCHEMES UPDATE REPORT (EXECUTIVE FUNCTION FOR INFORMATION) [Item 10]

David Lee left the meeting

Declarations of Interest: None

Officer attending: Zena Curry, Area Highways Manager

Petition, Public Questions, Statements: None

Members discussions – Key points

- 1) Cllr Maureen Young referred to item 2.10 of the report which referenced a junction improvement for High Street/Plough Road/Dormans Road/Hollow Lane and asked as CIL funding was not available to this project when would it take place. The Area Highways Manager advised that although the design has been completed the funds are not available in the capital budget, it is likely to remain on the list for some time until funding becomes available.
- 2) Cllr Simon Morrow asked if it would be possible for the Members to see what schemes are noted on the Integrated Transport Schemes list. The Area Highways Manager advised this would be available to Members shortly.
- 3) It was asked if the Community Gang could carry out patching. It was advised that they are not able to carry out this task, but they can carry out minor maintenance work such as cutting back hedges and vegetation and siding out verges.

Resolution

The Local Committee (Tandridge) NOTED the contents of the report.

Reason for recommendation

To update the Local Committee on the outcome of the 2017/18 highway works programme in Tandridge.

11/18 HIGHWAYS FORWARD PROGRAMME 2018/19- REVENUE (EXECUTIVE FUNCTION FOR DECISION) [Item 11]

Declarations of Interest: None

Officer attending: Zena Curry, Area Highways Manager

Petition, Public Questions, Statements: None

Resolution

The Local Committee (Tandridge) resolved to:

- (i) Approve the revised allocation of the Local Committee's devolved revenue maintenance budget as set out in para. 2.2 of this report;
- (ii) Note the Members Local Highways Fund as detailed in para. 2.7 and 2.8 of this report; and
- (iii) Agree that the revenue maintenance budget and the Members Local Highways Fund be managed by the Tandridge Maintenance Engineer on members' behalf.

Reason for recommendation:

To agree the allocation of the Tandridge Local Committee's devolved revenue maintenance budget and how works are going to be managed on Members' behalf.

12/18 EARLY HELP PRIORITIES FOR TANDRIDGE (EXECUTIVE FUNCTION FOR DECISION) [Item 12]

Declarations of Interest: None

Officer attending: Jan Smith, Family Services Manager

Petition, Public Questions, Statements: None

The Family Services Manager highlighted key areas of the report. He advised there had been some changes to the timeframes since the report was published. This included a change to the Early Help commissioning process will be held at the same time as the Children's Centre consultation which will be June – September 2018. The report for approval will go to Cabinet in November for the new contracts to start in September 2019.

The Early Help Advisory Board has met three times this year, and the decision has been taken in the group to have two separate meetings focusing on the north of the M25 and the south of M25 rather than whole District meetings, this is to ensure resources are being used effectively.

Members discussion – key points

- 1) It was asked if there was a similar 'Early Help' intervention for adults. The Family Services Manager advised that there is no similar service for adults.
- 2) A question was raised regarding the current waiting times for Child and Adolescent Mental Health Services (CAMHS). It was advised although not in the remit of Early Help the current waiting times are 1 week for the acute need up to 5 months. The family support services are currently looking at helping provide support to those dealing with an autistic spectrum disorder.
- 3) Mrs Rose Thorn said that as Chairman of the Early Help Advisory Board she see's first-hand the support that is available and the difference that it can make to a young person's life. The Family Services Manager advised that he would like to introduce a mentoring programme in Tandridge in the future and would be looking at ways to implement this locally.
- 4) Members raised concerns that pupils in Tandridge had a lowest educational achievement level for key stage 5 compared with other Districts and Boroughs in Surrey. The Family Support Manager advised that a contributing factor in this is the rural nature of Tandridge and its services that are provided in the District as young people are not able to access the services due to location and travel availability. Tandridge has the same level of at risk young people as in Reigate and Banstead however not the same support services as Reigate and Banstead which puts Tandridge at a disadvantage.
- 5) The Family Services Manager stated that he would like to come back to the Committee on a regular basis to inform the Committee

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on the work of his team and for the opportunity for Members to feed into the work of the Early Help Advisory Board.

The Local Committee (Tandridge) is agreed to:

- (i) Provide feedback on the latest early help developments in Tandridge, including proposed early help priorities for re-commissioning and the location of Local Family Partnerships
- (ii) Endorse **MRS ROSE THORN and MR CHRIS BOTTEN** to the local Early Help Advisory Board, for the remainder of 2017/18 and 2018/19

Reason for recommendation

We want Local Members to be informed about the proposals that we have been developing in partnership for the early help system in Surrey. We believe these proposals will help us realise better outcomes for children and young people within the early help resources we have available. We also know however that early help is most effective when it is planned and delivered locally, so we are seeking the advice of the Local Committee to inform our identified local priorities.

Meeting ended at: 4.30 pm

Chairman

Local Committee Decision Tracker

This tracker monitors progress against the decisions that the Local Committee has made. It is updated before each committee meeting. (Update provided at 12/06/18).

- Decisions will be marked as 'open', where work to implement the decision is ongoing.
- When decisions are reported to the committee as complete, they will also be marked as 'closed'. The Committee will then be asked to agree to remove these items from the tracker.
- Decisions may also be 'closed' if further progress is not possible at this time, even though the action is not yet complete. An explanation will be included in the comment section. In this case, the action will stay on the tracker unless the Committee decides to remove it.

Meeting Date	Item	Decision	Status (Open / Closed)	Officer	Comment or Update
11 Dec 2015	5	Public Questions – Question 1 Residents at Le Personne requested a crossing point on Banstead Road, and could section 106 money be used. The Committee agreed Highways would discuss with the divisional Member and if appropriate when costings established write a letter to Tesco to ask if they could contribute. SCC could also ask the Parish and District Councils to do the same to strengthen the request.	Open	Area Highway Manager	Section 106 funding was collected from the Oak Grove (Oaklands Hospital) site to provide improvements to pedestrian crossing facilities in the vicinity of the development. A meeting was held with the divisional Member at the time Cllr Orrick to look at a number of locations where improvements to pedestrian crossing facilities have been requested. Following this meeting the provision of a pedestrian crossing facility in Banstead Road has been designed and the divisional Member (Cllr Botten) and District Councillor (Cllr Webster) consulted on the proposed crossing. Consultation with residents and detailed design work on this scheme will continue shortly, once S106 funding for construction of the crossing is transferred from Tandridge District Council.
23 September 2016	6	Member question – speeds on Woodhurst Lane, Oxted Chairman requested consideration be given to Woodhurst Lane for future scheme in 2017-18	Open	Area Highway Manager	It was proposed to carry out a speed survey in Spring 2017. Unfortunately the available funding for speed surveys in 2017/18 is less than anticipated. This survey has been added to the speed survey request log and will be carried out in 2018/19.

3 March 2017	5	<p>Public Question: Kings Cross Lane, South Nutfield The committee agreed to undertake a speed survey and report the results to the Chairman, Vice-Chairman and Divisional Member</p>	Closed, subject to future funding	Area Highway Manager	The results of the survey showed that the eastern section of Kings Cross Lane between its junction with Coopers Hill Road and the existing 30mph speed limit complies with SCC's speed limit policy for a reduction to 30mph. A scheme for this reduction in speed limit has been added to the ITS list for possible future funding.
22 Sept 2017	7	<p>Tandridge Parking Review The Committee agreed the proposed parking changes in the report Annex.</p>	Open	Parking Manager	The report for the 2017 review was presented to the local committee on 22 September. Quite a bit of fine tuning of the proposals took place, particularly in relation to waiting restrictions connected to the closure and redevelopment of the Ellice Road car park in Oxted. The parking review proposals were advertised in the County Border News on 30 May and the Kent and Sussex Courier on 1 June. Notices were put up in the streets where changes are proposed during the week commencing 28 May, notifying the public about the proposed changes and where they can send any comments regarding the proposals. Also cards, advertising where changes are proposed, were sent to all properties immediately adjacent to them during the week commencing 4 June. The period for people to comment on the proposals ends on 28 June.

8 Dec 2017	6	<p>Member Question</p> <p>Concerns regarding the condition of the road on Rook Lane, Chaldon.</p> <p>The Local Committee requested the material used to repair the road by the utility company be tested to ensure it meets the correct standard, and if necessary, action be taken.</p>	Open	Area Highways Manager	A verbal update will be provided about this tracker item at the meeting.
23 June 2017 / 8 Dec 2017	7	<p>Decision tracker – Chalkpit Quarry, concerns regarding HGV's.</p> <p>The Local Committee agreed the Chairman writes to the Secretary for the Environment to express frustration with regards to the number of HGVs travelling to Chalk pit Quarry. Following further discussion, a letter to the Chairman of the Planning and Regulatory Committee, if required.</p>	Open	Partnership Committee Officer	<p>A letter was sent to Therese Coffey MP, Secretary of State for Environment inviting her to see the concerns, however due to her parliamentary schedule she was unable to visit.</p> <p>The County Planning Authority are in ongoing dialogue with the applicant with regards to the current planning application which is for a review of modern conditions for Oxted Chalkpit. A report containing the background information can be found in Item 9 of the June 2018 Committee Papers.</p>

8 Dec 2017	11	<p>On Street Parking Enforcement report.</p> <p>The Local Committee ask that the report is rewritten and be presented at the next meeting to include the key performance indicators, accounts and the trends for the on street parking.</p>	Closed	Parking Manager	The revised report is available in the June Committee Papers and will be discussed alongside the 2017/18 report.
20 April 2018	5	<p>Petition – Crossing on the A22 Blindley Heath</p> <p>Crossing added to the ITS list for consideration for future funding.</p>	Closed, subject to funding	Area Highways Manager	Due to current levels of funding, this scheme is unlikely to be progressed for many years.
20 April 2018	6	<p>Roundabout at The Square, Caterham</p> <p>The Parish Council asked if it would be possible to have a design brief/design for the roundabout.</p>	Open	Area Highways Manager.	Site meeting held with Parish Council and feasibility design work is ongoing.
20 April 2018	6	<p>Layby on A25 outside cemetery.</p> <p>Parish Council requested a site meeting with a highways officer to look at the matter. The Divisional Member would also try to arrange a meeting with BIFFA to discuss the drivers use of the site.</p>	Open	Area Highways Manager/ Divisional Member	A site meeting is being arranged with the Parish Council.
20 April 2018	6	<p>Crossing point on Farleigh Road, Warlingham</p> <p>SCC would find out who owned the wooded area adjacent to the field entrance.</p>	Closed	Area Highways Manager	A land search has been carried out and the wooded area is unregistered, therefore officers are unable to identify a landowner. A highways officer has met with the resident who asked the question and updated them.



SURREY

SURREY COUNTY COUNCIL

LOCAL COMMITTEE (TANDRIDGE)

DATE: 22 JUNE 2018

LEAD OFFICER: DEBBIE PRISMALL, SENIOR COUNTRYSIDE ACCESS OFFICER

SUBJECT: ALLEGED PUBLIC RIGHTS OF WAY BETWEEN BLUEHOUSE LANE AND SILKHAM ROAD, OXTED

DIVISION: OXTED

1 SUMMARY OF ISSUE

- 1.1 The County Council has a duty under Section 53 of the Wildlife and Countryside Act 1981 (WCA1981) to modify the Definitive Map and Statement (DMS) if it discovers evidence which can be reasonably alleged to support a modification. Two applications have been received for Map Modification Orders (MMO) to add public footpaths on land north of Bluehouse Lane, Oxted to the Surrey County Council DMS as shown on the attached drawing 3/1/31/H11 (**Annex A**)
- 1.2 It is considered that the evidence is sufficient to allege that public footpaths subsist over the claimed routes. As such a legal order to modify the DMS should be made.

RECOMMENDATIONS:1.3 **The Local Committee (Tandridge) is asked to agree that:**

- (i) Public Footpath rights are recognised over the routes shown on Drawing no. 3/1/31/H11a as:
- a) Claimed footpath no. 612 between points A – A1 - B – C – D – E – L – M – K – N - F
 - b) Claimed footpath no. 613 between points G – H – D and E – I – I1 - J
 - c) Claimed footpath no. 614 between points H – C and B – I

and that a MMO under sections 53 and 57 of the Wildlife and Countryside Act 1981 be made to modify the Definitive Map and Statement for Surrey.

- (ii) In the event of the County Council being directed to make a MMO by the Secretary of State following an appeal by the claimant, the County Council as surveying authority will adopt a neutral stance at any Public Inquiry or Hearing, making all the evidence available to help the inspector determine the case.

REASONS FOR RECOMMENDATIONS:

- 1.4 The County Council has a duty under Section 53 of the Wildlife and Countryside Act 1981 (WCA1981) to modify the Definitive Map and Statement (DMS) if it discovers evidence which on balance supports a modification.
- 1.5 In this instance the evidence submitted in support of the application is

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considered sufficient to establish that public footpath rights are reasonably alleged to subsist over the claimed route, having been acquired by virtue of use by the public on foot under statutory deemed dedication (under s.31(6) of the Highways Act 1980). Evidence suggests that landowners have not sufficiently challenged users or taken sufficient actions to demonstrate their lack of intention to dedicate during the relevant period.

2. INTRODUCTION AND BACKGROUND

2.1 The County Council received two applications, dated 20 November 2013, from Mr Peter Giles on behalf of the Oxted and Limpsfield Residents Group (OLRG) under the provisions of the WCA 1981 for a Map Modification Order (MMO) to modify the DMS by the addition of public footpaths on the land to the north of Bluehouse Lane, Oxted. Claim application no. 563 (alleged footpath no. 612) was supported by 33 user evidence forms (UEF) and claim application no. 564 (claimed footpaths nos. 613 and 614) was supported by 49 UEFs. Twenty-nine of the users are the same for both claims. Two of the UEFs (CP 563 – UEF 24 & CP 564 – UEF 34) also claim use of the alleged paths on bicycle. The use is not considered sufficient to acquire any higher right than footpath. The footpaths claimed in the applications are shown on Drg. No. 3/1/31/H11a at **Annex A**.

2.2 Alleged footpath no. 612

The path commences at point A at its junction with Bluehouse Lane and runs in a northerly direction along a driveway to a gate at point A1 and then enters a field at point B. It continues along the field edge to point C, cuts across the field to point D and then continues along the field edge to point E. The path goes through woodland to point L and then continues around a field edge to points M and K where it then runs along a track through woodland. It then turns south-westerly along a field edge to a gate at point N and then continues along a tarmaced path to join Silkham Road at point F.

2.3 Alleged footpath no. 613

The path commences at point G at its junction with Chichele Road in a north-easterly direction along a track to point H and then continues along a field edge to its junction with claimed footpath no. 612 at point D. It then recommences further north from point E and runs in an easterly direction along the field edge to point I, where it turns north-easterly through woodland to point I1 at the parish boundary where it then continues to meet Public footpath no. 75, Limpsfield at point J.

2.4 Alleged footpath no. 614

The path commences at point H in a south-easterly then north-easterly direction along a field edge to point C to meet claimed footpath no. 612. It then recommences further south from point B in a generally north-easterly direction following the field edge to point I and its junction with claimed footpath no. 613.

3. ANALYSIS

3.1 Section 31 of the Highways Act 1980 provides that the claimant's evidence must show that the route has been enjoyed by the public for a 20-year period, calculated retrospectively from the point at which that use was first challenged. The use must have been without force, secrecy or permission. Public use can

also lead to the acquisition of public rights at common law. For a public right of way to become established at common law it is necessary for there to have been a dedication by the landowner and acceptance by the public. A dedication may be inferred if either: a) landowners show acquiescence by knowing about and ignoring use by the public or b) the use is so great that the landowners (whoever they are) must have known and taken no action. There is no minimum time period over which use must have occurred for rights to be established at common law. Alternatively, documentary or historical sources may be sufficient evidence to show that the map should be modified.

- 3.2 For the whole of the length of alleged footpath 612 there are two dates of challenge to public use. In January 2012, Mr and Mrs Berryman, the owners of the section L – M – K - N, made a Deposit of a Statement and Plan and a Statutory Declaration to Surrey County Council under section 31(6) of the Highways Act 1980 declaring that there were no existing public rights of way and that they did not recognise any public rights of way across their land. At the same time they also erected new barbed wire fencing and notices saying 'Private Land No Public Right of Way Court Farm'. For the northern section of the alleged footpath (between points L - N) the relevant 20-year period is therefore 1992 – 2012. A year later in March 2013, the owner of the land south of point L erected gates and hoarding across the entrances to the fields at points N, G and B. The relevant 20-year period is therefore 1993 – 2013. However, for the purposes of this report the evidence is considered as a whole for all of the path for many of the claimants for both applications are the same.
- 3.3 Section 31 provides no minimum level of user for the establishment of a public right of way. Instead a route must have been used by a "sufficient number of people who together may sensibly be taken to represent the people as a whole/ the community in general". The House of Lords has ruled that the amount of user must be such as might have been reasonably expected if the route in dispute was an undoubted public highway. The necessary level of use must therefore be considered on a case by case basis. In this instance the people that have completed UEFs and given evidence are residents from the local area and it is appropriate therefore to consider that they represent the people as a whole/the community in general. The background to the legislation relating to Map Modification Orders is attached at **Annex B**.

PUBLIC USER EVIDENCE FOR THE ROUTE

Alleged Footpath no. 612

- 3.4 Thirty-three user evidence forms have been completed showing use of the route on foot between 1971 and 2013. Nine of the claimants have used the route for both full 20-year periods (i.e. 1992 – 2012 & 1993 – 2013). All of the users in their evidence forms have completed their forms for the whole path A – F. For clarification, the evidence will be examined for the whole route.
- 3.5 Frequency of use and reason for use
Use by walkers varies between 5 times a year to every day. The total use in a year adds up to 3585 with an average of 108 times a year. This equates to users on average walking the path twice a week. Thirteen users walk the path over a 100 times a year. The reasons for using the alleged footpath have been stated as: exercise & scenery, dog walking, collecting kids from school, shopping, leisure and fitness, seeing friends in Gordons Way, Central Way and Bluehouse Lane from Chichele Road, walking for fun/ enjoyment, fresh air and exercise, for a run, for getting to the North Downs, visiting family, running on the North Downs, exploring the surrounding areas and nature observing.

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3.6 Gates and fences

It is understood that historically there have always been gates at points N and A1. All of the claimants in their UEFs have ticked 'yes' on the form to the question asking whether they have ever seen any stiles or gates across or beside the way? Nineteen of the users have commented on the gates saying for example, 'general access to side of gates' (UEF 6), 'both beside the path so not impeding access' (UEF 12), 'gates with paths around them' (UEF 7), 'there have always been gates with gaps next to them' (UEF 9), 'open gates with used paths at the side' (UEF 10), 'gates easy to bypass or pass through' (UEF 18), 'there has been an open gateway from the Silkham Road end..' (UEF 22) and 'all gates seen have well used gaps beside them' (UEF 25). When interviewed, Mrs Jackie Wren (UEF 33) confirmed "There were no restrictions at the gate at point N – either the gate was open or I walked around it as there was no fencing across at the side."

3.7 Width of alleged path

The width described in the UEFs ranges from 1 to 6 metres. The different sections of alleged paths will have differing widths depending on whether they are enclosed by boundaries, run across open land or along field edges. In this instance, walkers will have had access to a greater width along the driveway to Hazelwood School, which ranges between 4 – 5 metres. The rest of the alleged footpath is unrestricted around the field edges, and across land between points C – D. The UEFs describe a trodden path of generally 1 – 3 metres. In this instance it is appropriate to record a width of 4.0 metres for the section A – B, 2.0 metres for the field edge paths and section C – D.

Alleged Footpaths nos. 613 & 614

3.8 Forty – nine UEFs have been completed showing use of the alleged footpaths on foot between 1971 and 2013. Eleven of the claimants have used the routes for the full 20-year period, 1993 – 2013. Users in their evidence forms have specified their use of 3 different circuits and the years for that use.

3.9 Frequency of use and reason for use

Use by walkers varies between twice a year to every day. Ten of the users have only used one or two of the three circuits. The reasons for using the alleged paths have been stated as: exercise & scenery, recreation, dog walking, to link up with walk to Titsey Estate, school drop off, keeping fit, leisure and fitness, as a short cut, visiting friends, exercise on the North Downs and nature walks.

3.10 Gates

All users state in their UEFs there have been gates across but none that prevented use: "Chichele Road has one, two are on Bluehouse Lane exit" (UEF 2), "gates either open or a path around the gate" (UEF 8), "these were open or openable gates, or paths around the gates" (UEF 10)," there have always been gates as field originally had cows in it" (UEF 11), "gates either in disrepair or open" (UEF 13), "gates open throughout the years I walked there" (UEF 17), "always a gate but always access" (UEF 28), "there was never any need to open a gate until barricades erected in 2013" (UEF 36).

3.11 Fences

All of the users state there were no fences across the paths until 2013: "Not until 2013 and short time in 2004" (UEF 8), "Building contractors working for St Mary's school erected security fencing across Chichele Road entrance to field during summer 2004 while using area as project office/ for storage" "March 2013 hoarding, fencing and barbed wire across entrances to field at Chichele Road and north of All Saints Church (Blue House Lane)" (UEF 11) temporary fence

during building for short period in 2004 “Not before footpaths were obstructed in 2013” (UEF 36)

3.12 Width of alleged paths

The width described in the UEFs ranges from 1 to 6 metres. The different sections of alleged paths will have differing widths depending on whether they are enclosed by boundaries, run across open land or along field edges. In this instance, walkers will have had access to a greater width along the former entrance beside St Mary’s School and the entranceway beside Silkham Road. The rest of the alleged footpath is unrestricted around the field edges. The UEFs describe a trodden path of generally 1 – 3 metres. In this instance it is appropriate to record a width of 4.0 metres for the section G – H and 2.0 metres for the other sections.

3.13 A bar chart showing a summary of the years of use is attached at **Annex C**.

User Interviews

3.14 Some of the users, generally those that had used the paths for the greatest number of years, were contacted and offered the opportunity to take part in an interview to learn more about their knowledge and use of the claimed paths. Ten of those responded and have been interviewed providing more detailed evidence:

3.15 Mr and Mrs Parfremont : “In 1975we had a garage in the block near point N...The gate at point N led to farmland/ grassland behind and it was the obvious place to start exploring the countryside...In the 1970s the fields were generally open. At times cattle (approx.30) were kept there and sometimes the fields were cultivated but nothing intensively...The cattle were driven through points H – G to Chichele Road and then down Bluehouse Lane to the milking sheds...In the summer the cattle were kept in the lower field. The cattle were there up to about 1975/76..Once the cattle had left we had access to the fields. There have always been gates at points G and N. At point N there was a gap beside the gate...We always kept to the Country Code of keeping to the edges. Nobody ever complained about us being there and there were no ‘Keep Out’ signs. The paths were always well walked and we frequently saw other people using them.”

3.16 Mr and Mrs Giles: “There was never any fencing across the alleged footpaths. The land was open and there was no way you ever had to enter the land illegally by breaking anything down or climbing over anything. The paths were well used.”

3.17 Mr Bunce: “I have walked all of the alleged paths using them, for example, to walk up to the Downs. I always saw other people using them. They were open routes like bridleways, well-trodden with no notices or fences across. No one ever challenged me walking the routes so I assumed the landowner was happy with the public’s use. I always thought I had a public right to use them. There was nothing to prevent people going onto the land at any point. There was an open exit at point J. At point N there was no restriction or signage; it was always open.”

3.18 Mrs Cole: “At point G there was a clear path around a field gate. From there it was a very well defined path and wasn’t overgrown like it is now. When I got in there I found other routes and saw other people using them. They were very well worn paths...There were no restrictions on the land and any gates were always open.”

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- 3.19 Mrs Wren: "In all the many years I have walked the paths I have never been challenged. There have never been any obstructions and there have always been clear routes of access across the land."
- 3.20 Mrs Keeson: "I don't remember any fences across the routes...At point G there was an open trackway. Children who went to St Mary's School would walk back from school that way if it was a nice day and dry."
- 3.21 Mr Sweeting: "I discovered the alleged footpaths from walking around as I was always looking for routes to run, which I do 3 times a week. I used the routes every week normally at 7am for about an hour, going a little later at weekends...The paths were very well trodden around the edges of the fields and the only one that cut across was the section C – D...There was a gap in the top NE corner of the field near point I, which was never blocked by a fence...I occasionally used the entrance at point N. I think there was always a gate there and I don't think it was ever locked. I certainly didn't have to climb over it. There were no fences across any of the routes – most definitely not. I can say absolutely categorically that the routes were completely open with no barriers across in the period I used them. There were never any notices denying access. I always considered them as public rights of way."
- 3.22 Mrs Grimes: "When we first moved here the fields were completely free. I used to walk from point A, which was completely open, around the fields and up to the Downs...The gate at point N was open most of the time but I didn't walk that way very often...I hadn't noticed any fencing before the new fencing was put up in 2013. In some places there was rusty wire in the overgrown grass in the wooded area but we didn't walk over any barbed wire. I am a farmer's daughter and would never have broken down fencing...Lots of people used the paths and I always met someone when I was there."

LANDOWNERS' EVIDENCE

- 3.23 The land affected by the applications is owned by three separate landowners:
- 3.24 Tandridge District Council own the section F – N shown on the drawing at **Annex A**. Mark Bristow, Infrastructure & Partnerships Officer, has stated "As landowners we are adopting a neutral response and neither support or object." He confirms "I have no historical evidence before me which would suggest or deny public access has taken place at any of these points for a period of 20 years." Tandridge District Council has never taken action to prevent public use of their section of land.
- 3.25 Mr and Mrs J Berryman of Flint Hall Farm, Godstone own the section N – K – M - L. They bought the land in January 2012 from Mr P Tory. They say the land had previously been part of a dairy farm but had been derelict for about 10 – 20 years when they purchased it. Mr and Mrs Berryman state that when they bought the land the gate off Silkham Road at point N was locked with a broken down barbed wire fence across the gap beside it. There was also a barbed wire fence across where it exits their land at point L. They say someone had put rubber sheathing on it to make it easier to climb through. When they purchased the land, Mr and Mrs Berryman replaced the broken down barbed wire with new barbed wire fencing, and put up notices on site saying no public access. They say the notices have since been continuously torn down. Mr and Mrs Berryman also made a Statutory Declaration and Deposit under the Highways Act 1980 in

January 2012 confirming they recognised no public rights of way across the land.

- 3.26 Mr C Tory has confirmed that his family had previously farmed the land since approximately 1952 as tenants, the land being bought by his father in the 1970's. He states that fences were continually erected and repaired but cut continually within a few hours or days. Permission was never given for anyone to trespass or use the 'alleged' paths. Whenever a trespasser was spotted on the land they told them they could not use the paths, however not being resident on site this was not possible to do all the time. Mr Tory states that the gate at N was locked and fenced alongside but continually cut. He states that the land was used for livestock until the mid to late 1990's when they were forced to abandon due to trespassing and dog fouling. It was then used for arable/ set aside. Mr Tory says he was aware that walkers were using the land but the land was regularly ploughed and the fences repaired when what he describes as vandalism was noticed. The alleged footpath between points G to H was completely closed by industrial fencing when used as a construction site to expand St Mary's school and before and after the gates were locked and wrapped in barbed wire and side panels fenced but regularly cut. Mr Tory has confirmed that the Tory family hold 50% of the shares in Oxted Residential Limited.
- 3.27 Oxted Residential Limited own the sections A – B – C – D – E – L, G – H – D, H – C, B – I – E & I – J. They bought the land in January 2008 from Sunley Estates Limited who had purchased it in 1987 from Eric Tory, Alan Everitt and Christopher Hodges. They strongly object to the applications and the claims that footpaths have been created over their land. Their Counsel's opinion is that it is clear from the evidence that any alleged use cannot have created rights of way and that the landowners have sufficiently rebutted dedication. Significant weight ought to be afforded to the actions of the landowners in fencing, cultivating the land and turning trespassers away.
- 3.28 They state that according to the evidence from Mr Tory and Mr Rapoport that:
- Fences were continually erected on the Land and repaired during the 20 year period, but were, equally continually, cut down within a few hours or days.
 - Permission was never given for anyone to trespass or use the alleged paths on the Land
 - Whenever trespassers were spotted on the Land, they were told to leave.
 - When harvesting contractors were employed to plough the field comprised by the Land they were instructed to plough anything that looked as though it might be used as a footpath and to inform anyone seen that in it that it was private property and that they were trespassing.
 - The field was continuously ploughed up until around 2010.

"In short, the relevant evidence is to the effect that residents entered on to the Land to use the alleged paths (insofar as they were in fact used...) by a combination of force and stealth, and not 'as of right'."

- 3.29 In addition, they state there are important inconsistencies in the residents' evidence as to whether the field was "ploughed/ cultivated" at various times or from time to time. Some commenting that it was nonetheless still accessible whilst others state that it was not. Mr Tory's and Mr Rapoport's evidence is that it was continuously ploughed and cultivated during that time up until 2010. They say that the only plausible explanation is that some residents did not in fact use

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the field for dog-walking or for any other purpose, or did so only infrequently. “This consideration bears out the proposition that the OLRG’s applications amount to a blatant attempt to obstruct the development of the Land, rather than to preserve any public rights of way which its members and/or supporters genuinely believe to exist.”

- 3.30 Their Counsel states that there are discrepancies in a number of the UEFs as regards the period in which the persons who did so claim to have used the alleged paths, and the details of their address according to the Land Registry. In her view the Council should not place any weight on the evidence contained in the UEFs in question.
- 3.31 Furthermore, she states that a significant number of claimants have either expressly stated that they would not be prepared to attend a public inquiry, or declined to confirm they would. No weight should be placed on these forms.
- 3.32 Their Counsel also states that there are other anomalies in the UEFs relating to dates of use, reason for use and width.
- 3.33 Finally, “as a matter of law, a right of way is required to have fixed termini and to follow a defined route: there is no ‘right to wander’...Accordingly, unless it can be established, on the balance of probabilities, that residents... habitually walked from point A to point B, rather than simply meandering about or taking different routes.... the requirements for recognition of a public right of way over the Land will not be met.”
- 3.34 Mr W Peters, Farms Manager, Pitchfont Farms has submitted a Statement dated 24/1/18 saying “I have been involved with the management of the enclosure known as “school field” under various arrangements with the Tory family and their associates for about the last fifteen years. During that time, whenever I have found members of the public walking in this field I have told them that there was no public right of way. Many would choose to continue on their way ignoring my advice.”
- 3.35 Mr D Rapoport, Director of Oxted Residential Ltd has submitted a Statement dated 30/1/18. He says he obtained some of the information from Charles Tory who was unable to make a statement at the time. Mr Rapoport has submitted aerial photographs taken in September 1999, August 2005 and May 2008 claiming they show the land as cultivated. He states Mr Tory has advised him “that in or around 2004, the land adjacent to the illegal access way at Chichele Road was used as a works site for improvements to St Mary’s School. This completely closed up access to the field. Once the works had been completed, the gate and fence were secured with barbed wire fencing. The top of the gate was wrapped with barbed wire, the gate was locked with a chain and padlock and an earth bund at the field end of the entrance was left as a supplementary barrier.” He says since their ownership they have continued to try and maintain the fences and mend them when torn down. ORL has carried out some research of Land Registry records and the Electoral Roll. They have identified people who are not shown on official records as having owned or been registered to vote at the address on their UEF. This casts some doubt on the veracity of their evidence.
- 3.36 Mr Rapoport also refers to the OLRG as a local protest group and political party whose principal aim appears to be to fight against new building and development in the district.

- 3.37 Mr M Lyons has written saying that during the years 2007 – 2015 he had permission from the farmer Charles Tory to shoot over the land from the M25 to Chichele Road. He states “Mr Tory advised that he had had problems with damage to fences and people trespassing on the land and asked me to advise these people to leave the land when I saw them, which I did. As I was living in Barnett Shaw very close to the land and shot there very frequently and often approached people pointing out that they should not be there and asked them to leave, with mixed results.”
- 3.38 Sunley Estates Limited has been written to for any information regarding the alleged footpaths during the period of their ownership, 1987 – 2008, but no response has yet been received.

DOCUMENTARY EVIDENCE

- 3.39 *Definitive Map*: No public rights appear on the Definitive Map or in the Definitive Statement. It does not appear on any earlier versions of the Definitive Map dating back to 1952 nor has it ever been put forward for inclusion on any of these maps.

4. OPTIONS:

- 4.1 The Committee may agree or disagree with the officer’s recommendation that footpath rights have been acquired. Alternatively, they may decide that the evidence submitted shows that the routes should be of different status to that recommended or along different lines. Decisions can only be made on the basis of the evidence available. The recommendation is based upon the evidence discovered and interpreted under the current legislation. Matters such as convenience, amenity, security or safety are irrelevant (see **Annex B**)
- 4.2 Where the County Council decides not to make an order, the decision can be appealed to the Secretary of State. If such an appeal resulted in a Public Inquiry or Hearing the County Council would normally take a neutral stance.

5. CONSULTATIONS:

- 5.1 Tandridge District Council, Oxted Parish Council, Limpsfield Parish Council, County Councillor Cameron McIntosh, SCC Legal services and the Ramblers.
- 5.2 Oxted Parish Council responded in January 2018 saying that at a Parish Council Planning meeting, Councillors confirmed that, to their knowledge, the area in question has been used as a public footpath, without interruption, for many years although none of the councillors could confirm if this was in excess of 20 years. Tandridge DC’s response is in 3.14 above. Limpsfield Parish Council has responded verbally saying it does not affect them. No response has been received from the Ramblers.

6. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 6.1 The cost of making an order is not a relevant factor in this decision. The County Council is under a duty to make a MMO to add a route to the DMS where evidence is discovered which, taken as a whole, is sufficient to reasonably allege the existence of a right of way.
- 6.2 The cost of advertising a Map Modification Order would be approximately £1200, which would be met from the County Council’s Countryside Access budget. If objections are received and a Public Inquiry held, additional costs of around £4000 will also be met from the same budget. Most costs are fixed by our duties under Schedule 15 of the WCA 1981.

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7. EQUALITIES AND DIVERSITY IMPLICATIONS

7.1 There are no equalities and diversity implications. In any event these are irrelevant factors under the current legislation.

8. LOCALISM

8.1 This issue is not relevant and cannot be considered under the current legislation.

9. OTHER IMPLICATIONS

Area assessed:	Direct Implications:
Crime and Disorder	None of these are relevant considerations under the current legislation
Sustainability (including Climate Change and Carbon Emissions)	
Corporate Parenting/Looked After Children	
Safeguarding responsibilities for vulnerable children and adults	
Public Health	

10. HUMAN RIGHTS ACT 1988

10.1 Local Authorities are required to act to uphold European Convention rights which are now enforceable in British courts as a result of the Human Rights Act 1988. Primary legislation, of which the WCA 1981 is an example, may require the County Council to act in a different way. While the Council must interpret primary legislation in a way that is compatible with Convention rights that duty does not apply if the County Council could not have acted differently. In this instance it is first necessary to consider whether the action recommended to members touches on a Convention right. The making of this order may affect the rights of the landowner/ occupier under Article 8 of the Convention, the right to a peaceful enjoyment of one's possessions. The Act makes it clear that such rights may only be interfered with in a way that is in accordance with the law. Here the action by the County Council as surveying authority is prescribed by law and as such the recommendation to Members is not considered to be in breach of the Act.

11. CONCLUSION AND RECOMMENDATIONS

11.1 Any decision must be made on the legal basis set out in **Annex B** to this report. The only relevant consideration is whether the evidence is sufficient to raise a presumption that a public right of way exists. Other issues such as security, privacy, safety or convenience are irrelevant.

11.2 Under Section 53 of the WCA 1981 the "authority shall make such modifications to the Definitive Map and Statement as appear to them to be requisite in consequence of the discovery of evidence which (when considered with all other relevant evidence available to them) shows that a right of way not shown on the DMS subsists or is reasonably alleged to subsist over land in the area to which the map relates".

STATUTORY TEST

11.3 Section 31 of the Highways Act 1980 states that "Where a way over any land

other than a way of such character that use of it by the public could not give rise at common law to any presumption of dedication has actually been enjoyed by the public as of right and without interruption for a full period of 20 years, the way is deemed to have been dedicated as a highway unless there is sufficient evidence that there was no intention during that period to dedicate it. The period of 20 years referred to in sub-section (1) above is to be calculated retrospectively from the date when the right of the public to use the way is brought into question whether by a notice...or otherwise”.

- 11.4 Calling into question: It is necessary to establish under Section 31 when the public's use was first brought into question and whether sufficient time has passed (20 years) since any previous challenge. As set out in section 3.2, the Deposit of the Statement and Plan and Statutory Declaration in 2012 for the land now owned by Mr and Mrs Berryman and the erection of fences in 2013 for the land owned by ORL had the effect of calling any public rights into question. It appears that a section of claimed path no. 613 from the Chichele Road end (point G) was blocked in 2004 for a few months whilst work was carried out at St Mary's School. However, this is not seen as an action by the landowner (the school do not own the land) to block the route to prevent public access but simply action taken by the building company to make use of the land to facilitate their works. Access onto the land was still available at points A, F and J.
- 11.5 Public Use: Section 31 provides no minimum level of user for the establishment of a public right of way. Instead a route must have been used by a sufficient “number of people who together may sensibly be taken to represent the people as a whole/the community in general”. It is not necessary for all, or indeed any, of the claimants to have used the route for the whole 20-year period but the cumulative effect must be considered. All of the users that have completed UEFs live in the Oxted/ Limpsfield area. This would be considered as use by the public. Any claims that the address details on the UEFs are inaccurate need to take into account that Land Registry documents only provide a “snap shot” of the title at a particular date. They do not show the history or background. For instance, a property in joint ownership will be changed when the ownership then transfers to one of the parties. The Land Registry will not show the name of a person renting a property or indeed if it is being let. In relation to the electoral register any voters can elect not to be on the published copy. A change of surname or a property move locally would mean previous details would have to be investigated. It is considered that there is no evidence to show that any of the UEF address details misrepresent use of the alleged paths.
- 11.6 Use 'As of Right': Under the legislation use of the way must have been ‘as of right’, which means without force, secrecy or permission. It is not necessary for the user to have a belief that their use is ‘as of right’. The current landowner and one of the previous owners/ tenant claims that fences were erected at entrance points and continuously broken down. If this did occur at various times it could indicate that there has been an element of force used in order to use the claimed paths. However, it has not been identified who undertook any forced entry onto the land. This contrasts with all of the users stating there were never any fences across the paths they were using. In section 3.10 users refer to gates as either being open or with gaps beside them. Any cultivation or ploughing of the land does not appear to have prevented public use. In addition, there does not appear to have been any secrecy involved in the use of the path. Users indicated that they were doing so openly. Furthermore, no users or landowners have stated that anybody was individually granted specific permission to use the claimed paths. Therefore, there is no evidence

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to suggest that use of the paths was with force, secrecy or permission.

- 11.7 Lack of intention to dedicate: A landowner wanting to rebut a claim for a public right of way through long use must be able to demonstrate that they have done something that has brought their lack of intention to dedicate home to the users. The land south of point L was owned by Sunley Estates between 1987 and 2008. This equates to 15 years of the 20-year period. There is no evidence that they, as landowners, took any steps to prevent public use of the land. However, Mr Peters and Mr Tory claim they had tenancy agreements during that time and took action by way of erecting fences and verbal challenges to public use. Similarly, whatever action was taken on the land north of point L during the ownership of the Tory family it does not appear to have been made clear to the public that the landowner was taking steps to prevent public access. In answer to the question on the UEF "Did you ever met the "landowner, his employees or family", all of the users for all of the alleged paths have said "No". None of the users mention being restricted in any way. Therefore, it is concluded that the landowners have not demonstrated a sufficient lack of intention to dedicate to negate the use made by the public of the claimed paths over the relevant 20-year period.
- 11.8 Motive of applicant: The ORL claims that the OLRG are a protest group/ political party opposed to development in Oxted and that the applications amount to an "orchestrated attempt to frustrate any such development". In response, the OLRG has stated that they are a legitimate residents association with over 2,000 members. The County Council has a statutory duty to examine the evidence presented to it and the motive of the applicant is not relevant to its consideration.
- 11.9 Attendance at Public Inquiries and weight given to evidence: Only 2 of the 33 users for CP 563 and 9 of the 49 for CP 564 have stated on their forms that would not be prepared to give evidence in person at a Public Inquiry. All of the UEFs are completed, signed and dated. It is considered that the evidence contained in their forms should not be treated any differently to those who have ticked 'yes'. The inspector will invariably give less weight to the evidence of those who do not attend to be cross examined. The weight given is a matter for the inspector.
- 11.10 Sufficiency of use: It is considered that there is sufficient evidence of the volume and frequency of use during the relevant 20 year period to reasonably allege that there has been a deemed dedication of the alleged footpaths.
- 11.11 Common law: An inference that a way has been dedicated for public use may also be drawn at common law where the actions (or lack of) by the landowner indicate they intended a way to be dedicated as a highway and where the public have accepted it. Dedication may be express or implied from evidence of use by the public and of acquiescence to that use by the landowner. The period of use required to give rise to dedication at common law has never been defined and will depend upon its own facts.
- 11.12 Notwithstanding the view that rights have been acquired under section 31 of the Highways Act 1980, due to the period and frequency of use officers would also submit that the facts imply that the landowners have dedicated the routes as public rights of way under common law.

12. CONCLUSION

- 12.1 In light of the above, it is the Officer's view that public footpath rights have been acquired over the routes under section 31 of the Highways Act 1980. Notwithstanding this it is also argued that rights have also been acquired at common law.
- 12.2 This being the case the Officer would submit that it can be reasonably alleged that rights have been acquired and that the routes should be recorded on the Definitive Map and Statement for Surrey as public footpaths.

13. WHAT HAPPENS NEXT:

- 13.1 If Committee decide that an order should be made and objections are maintained to that order, it will be submitted to the Secretary of State for confirmation.
- 13.2 If Committee decides that no order be made, the applicant will have the opportunity to appeal to the Secretary of State for Environment, Food and Rural Affairs against this decision.
- 13.3 If the Committee resolution is different to the officer's recommendation the reasons and evidence for the decision should be recorded. This will explain the Council's actions should the matter proceed to Public Inquiry or appeal.
- 13.4 All interested parties will be informed about the decision.

Lead & Contact Officer:

Debbie Prismall, Senior Countryside Access Officer, Tel. 020 8541 9343

Consulted:

See Section 5

Annexes:

- A Drawing No. 3/1/31/H11a
 B DMMO Background information
 C UEF bar chart

Sources/background papers:

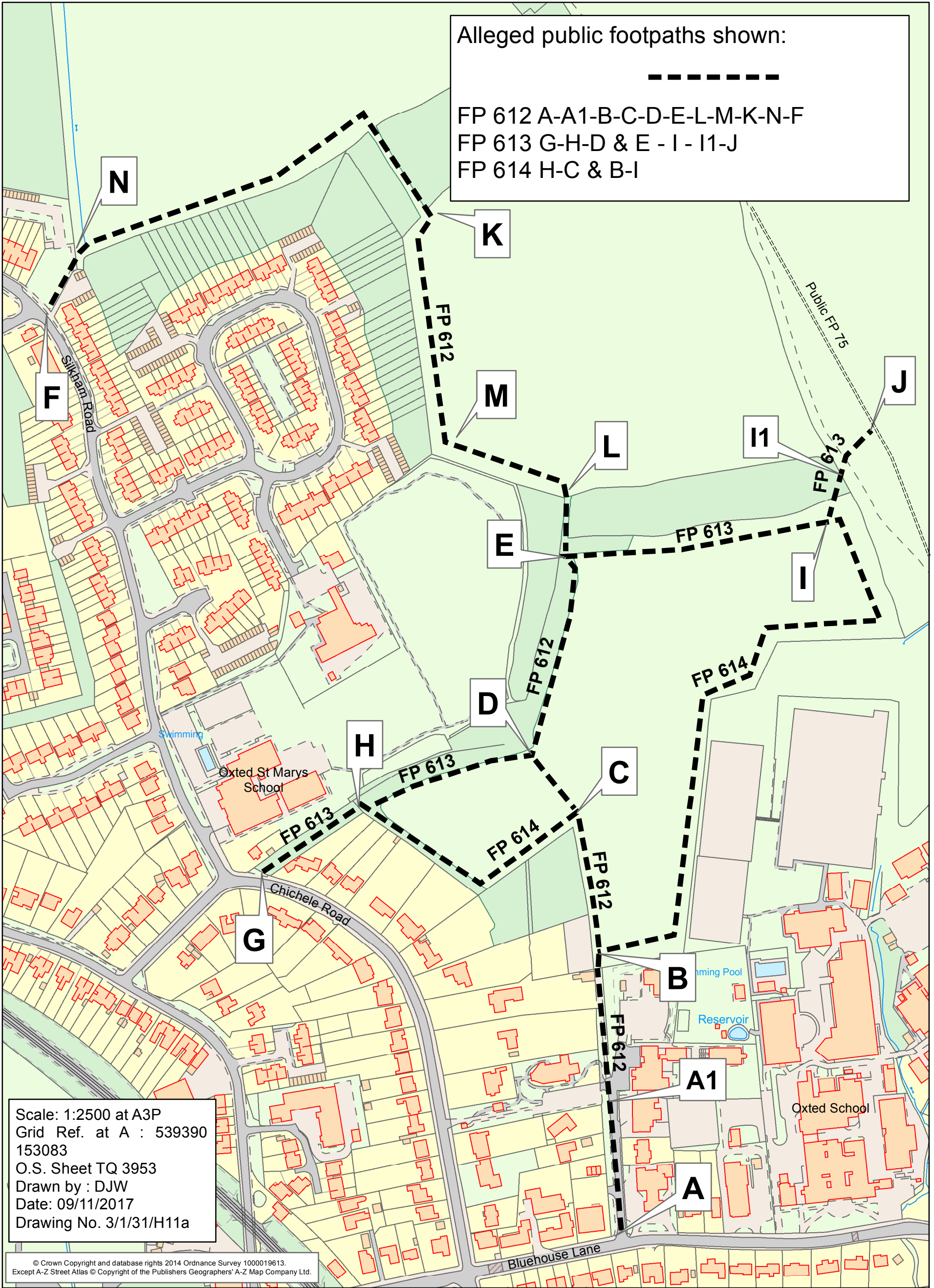
File 'CP564 & 564' including all relevant correspondence and documents can be viewed by appointment at SCC Countryside Access Merrow Office

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Alleged public footpaths shown:



- FP 612 A-A1-B-C-D-E-L-M-K-N-F
- FP 613 G-H-D & E - I - I1-J
- FP 614 H-C & B-I



Scale: 1:2500 at A3P
 Grid Ref. at A : 539390
 153083
 O.S. Sheet TQ 3953
 Drawn by : DJW
 Date: 09/11/2017
 Drawing No. 3/1/31/H11a

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**WILDLIFE AND COUNTRYSIDE ACT 1981
 MAP MODIFICATION ORDER
 DISTRICT OF TANDRIDGE
 PARISHES OF OXTED & LIMPSFIELD**

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Map Modification Orders - General

The National Parks and Access to the Countryside Act 1949 placed a duty on all Surveying Authorities in England and Wales to produce a definitive map and statement, indicating and describing public rights of way within their areas.

The '49 Act also required Surveying Authorities i.e. County Councils, to keep their definitive map and statement under periodic revision. The Wildlife and Countryside Act 1981 completely changed the way in which the definitive map and statement is updated. Under this Act Surveying Authorities have a duty to keep their map and statement under continuous review.

Certain specified events can trigger that process and one of these is an application under Section 53 of the Act for a map modification order (MMO). Section 53(5) enables any landowner, occupier or user to apply for a Map Modification Order to modify the definitive map. Landowners and occupiers may believe for example that a right of way should never have been shown on the definitive map at all, or is shown on the wrong line or that its status is incorrectly shown, for example, as a bridleway instead of a footpath.

Claims may also be made for routes to be added on the basis of evidence from historical documents or of evidence of public use, either for a continuous period of 20 years, as provided for by the Highways Act 1980 (s31) or for a shorter period under Common Law.

Both at common law and under Section 31 of the Highways Act 1980 the public's enjoyment of the way must have been "as of right" in order to form the basis of implied dedication. "As of right" was interpreted in Merstham Manor v Coulsdon and Purley UDC (1937) as acts done openly, not secretly, not by force and not by permission from time to time given. The House of Lords has held in R v Oxfordshire CC ex p Sunningwell Parish Council (1999) that subjective state of mind of the user does not have to be proved. Users over a long period may have been "subjectively indifferent as to whether a right existed".

Deciding who "the public" are can sometimes be difficult. In general it should be people other than those working for the landowner(s) concerned or who had the permission or licence of the landowner(s) to use the route. The period of 20 years is counted back from the date on which the public's right to use the way was first brought into question or from the date at which an application is made to modify the Definitive Map and Statement. In order to bring the public's right into question, the landowner must challenge it by some means sufficient to bring it home to the public, for example, through the erection of a fence or locking of a gate across the way, however long ago that date was.

Statute Law

"Section 31 of the Highways Act 1980 provides that the claimants' evidence must show that the route has been actually enjoyed for a 20-year period. The use must be without force, without secrecy and without permission".

Although 20 years uninterrupted use by the public establishes a presumption that the way has been dedicated to the public, this can be contradicted by evidence showing that the landowner did not intend to dedicate public rights during that time. Evidence of interruption of the public's use of the way, would have to be shown to have been both effective in preventing public use and clearly known to the public. The turning back of the occasional stranger will not be a sufficiently positive act - at least where the way continues to be used by locals. Notices clearly displayed and maintained on the way, indicating that it was private, or plans deposited with the surveying authority or its predecessors can prove sufficient evidence of an intention by an owner not to dedicate. Section 31(6) of the Highways Act 1980 enables landowners to protect themselves against claims based solely on use by the public. Page 33

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declaration with the surveying authority showing which rights of way they acknowledge to be public on their land.

It is not possible to claim a route by presumed dedication over Crown Land such land being exempt from the provisions of the Highways Act 1980. Byelaws for some National Trust Land and other open spaces may also prevent the acquisition of rights.

Under Section 53c (i-iii), documentary evidence alone, may be sufficient to establish the existence of public rights and however old the document, the rights recorded will still exist unless there is evidence of a subsequent legally authorised change.

In May 2006, the Natural Environment and Rural Communities Act was brought into commencement. The main effect of sections 66 and 67 of this act was to significantly curtail the scope for recording further public rights of way for mechanically propelled vehicles (MPVs) on the definitive map and statement. This was done in two ways. Firstly, any existing unrecorded public rights of way for MPVs (with certain exceptions) were extinguished, so that they cannot then be added to the definitive map and statement as byways open to all traffic (BOATs). Secondly, the act also ensures that no further public rights of way for MPVs can be acquired unless expressly created or constructed. Typically, where such rights had been acquired but were thereafter extinguished, this results in a restricted byway.

Common Law

A highway is created at Common Law by the dedication by the owner of a right of passage across his land for the use by the public at large coupled with acceptance and use by the public as of right. Dedication may also be inferred at Common Law where the acts of the owner conclusively point to an intention to dedicate. In Poole v Huskinson (1843) it was held that "2 things to be made good, that the user has been sufficient in its duration and character and that the presumption then arising has not been rebutted. The length of user evidence is also important but there is no fixed minimum or maximum period of use which must be proved in Order to justify an inference of dedication. Under Common Law it is possible to claim a route by presumed dedication over Crown Land.

Schedule 14 Applications For Definitive Map Orders

The procedures for the making and determination of an application are set out in Schedule 14 of the 1981 Act. Anyone making an application must serve notice on every owner and occupier of land affected by the application. In cases of difficulty in tracing the owner or occupier, the authority has the power to direct that a notice be placed on the land instead. The procedures include the right for applicants to appeal to the Secretary of State for the Environment against the surveying authority's refusal to make an Order. In such cases the Secretary of State can direct the authority to make the Order even when the authority considers the evidence does not support the making of the Order.

Once the authority has received the certificate of service of notice it has a duty to investigate the application and consult with every local authority concerned, i.e. District, Parish/Town Council. The authority should make a decision on the application as soon as reasonably practicable. Where the authority has not come to a decision within 12 months of receiving an application, the applicant can appeal to the Secretary of State for the Environment, Transport and the Regions who can direct the authority to determine it within a specified time.

An authority can act on evidence without a Schedule 14 application being made and should do so on discovery of relevant evidence. There is no requirement to investigate the claim within 12 months and no right of appeal to the Secretary of State for the Environment, Transport and the Regions in these cases.

If it is established that, on the balance of probabilities, public rights have been acquired, a MMO is published and advertised on site and in a local newspaper. If no objections are received the Order can be confirmed by the County Council. If there are unresolved objections it must be referred to the Secretary of State who will probably decide to hold a Public Inquiry to resolve the matter.

If the authority has been directed by the Secretary of State to make a MMO after it has decided not to do so and objections are made which result in a Public Inquiry being held, the authority may adopt a neutral stance or oppose the Order.

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SURREY COUNTY COUNCIL

LOCAL COMMITTEE (TANDRIDGE)

DATE: 22 JUNE 2018



SURREY

LEAD OFFICER: SAMANTHA MURPHY, PRINCIPAL PLANNING OFFICER

SUBJECT: OXTED CHALKPIT, CHALKPIT LANE, OXTED

DIVISION: OXTED

SUMMARY OF ISSUE:

Oxted Chalkpit (“the Chalkpit”) is an operational chalkpit where there has been chalk extraction for a considerable number of years. The Chalkpit was originally granted planning permission in 1947 with the most recent planning permission being granted in 1995 (TA93/0765). There is no condition imposed on this planning permission restricting the number of lorry movements to/ from the Chalkpit.

Under the requirements of the Environment Act 1995, conditions imposed on planning permissions are required to be reviewed every 15 years. The applicant for the Chalkpit, Southern Gravel, have submitted a planning application (TA12/902) seeking to review the conditions imposed on planning permission TA95/0765.

RECOMMENDATIONS:

The Local Committee (Tandridge) is asked to:

- (i) Note the contents of the report.
- (ii) Agree to add a feasibility study to the Integrated Transport Schemes (ITS) list for consideration for future funding. The feasibility study would investigate the possibility of installing a physical width restriction on Chalkpit Lane between the chalkpit entrance and The Ridge.

REASONS FOR RECOMMENDATIONS:

A planning application has been submitted to the County Planning Authority for a first periodic review of conditions under the Review of Old Mineral Permissions process. The planning application is to be reported to the Planning and Regulatory Committee however further information is awaited from the applicant.

1. INTRODUCTION AND BACKGROUND:

Planning History

- 1.1 Oxted Chalkpit has a long planning history being originally granted planning permission in 1947 under an Interim Development Order (IDO). There has been chalk extraction at the site for a considerable number of years. The

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road leading to the site is called Chalkpit Lane, indicating that the lane to the chalkpit probably predates most other land uses. The current application is not a standard planning application but a 'ROMP' (Review of Old Minerals Permissions) submission. ROMPs were introduced under the Planning and Compensation Act 1991 for planning permissions granted between 1943 and 1948 and the scope extended under the Environment Act 1995 for planning permissions up to and including the 1970s. The ROMP legislation's aim is to bring conditions on old mineral permissions up to modern day practices.

- 1.2 There is a requirement under Schedule 14 of the Environment Act 1995 that there be periodic reviews to be carried out of mineral permissions. These reviews should take place no less than every 15 years from the date of the most recent planning permission.
- 1.3 Planning applications submitted under the ROMP process cannot be granted or refused. The applications are purely for the approval of new planning conditions taking into account material considerations, changes in policy and best practice. The applicant submits the conditions that they propose and the planning authority either accepts them and grants permission as applied for or grants the permission with amended conditions.
- 1.4 The most recent planning permission for the site is TA93/0765 and was a review of conditions under the ROMP legislation mentioned above. This permission set out a number of conditions for the working of the site. This permission did not impose a condition restricting the number of lorry (Heavy Goods Vehicles (HGV)) movements to/from the application site or the route the HGVs should take to/ from Oxted Chalkpit. The applicant, Southern Gravel, is currently operating in accordance with that planning permission.

Environmental Permit

- 1.5 The only restriction currently in place to limit any activity at the site is the Environmental Permit granted by the Environment Agency. The Environmental Permit limits the volume of inert waste that can be deposited at the site and when originally granted in 1997 was for 40,000 tonnes per annum (tpa). In 2006 the Environmental Permit was increased to 100,000 tpa. Then more recently the Environmental Permit was varied in September 2016 to increase the amount of waste that can be deposited to 200,000 tpa.
- 1.6 Members will be aware of this matter and the issues that surround it, from the 20 April 2018 Tandridge Local Committee Item 8 and 23 June 2017 Item 117.
- 1.7 National Planning Policy set out in the National Planning Policy Framework is clear that the planning and environmental permitting regimes, whilst complementary, are separate regimes and planning authorities should assume that the permitting regime will operate effectively. Planning permission determines if the development is an acceptable use of the land. Permitting determines if an operation can be managed on an ongoing basis to prevent or minimise pollution. A range of environmental issues are considered when planning applications and environmental permits are determined. However, the range is generally wider for planning than it is for

permitting. For example, the planning authority will take into account off site traffic implications, not the Environmental Permit.

- 1.8 As such whilst the Environmental Permit is a material planning consideration and that both the Environmental Permit and the planning application needs to take into account environmental risks and impact; the Environmental Permitting regime does not prescribe or dictate to the planning process.

Appeal Procedure and Monetary Compensation

- 1.9 Where a ROMP application is determined with conditions imposed by the Mineral Planning Authority that differ in any respect from the proposed conditions set out in the planning application by the applicant, the applicant may appeal to the Secretary of State within a period of 6 months from the determination of the application.
- 1.10 Under Schedule 14 of the Environment Act 1995, the applicant can claim compensation from the County Council if:
- the conditions the County Council impose on the mineral permission relating to the site differ from the conditions submitted by the applicant
 - if the conditions the County Council impose restrict working rights in respect of the site. The asset value is the value of the mineral deposit – chalk in this case.
- 1.11 Paragraph 213¹ of the National Planning Policy Guidance (NPPG) also states that the applicant can claim compensation as a result of any reviews of planning conditions where:
- the mineral planning authority determines conditions different from those submitted by the applicant; and
 - The effect of new conditions, other than restoration or aftercare conditions, is to prejudice adversely to an unreasonable degree either the economic viability of the operation or the asset value of the site, taking account of the expected remaining life of the site.
- 1.12 If the asset value is affected, the County Council could end up paying compensation to the applicant, which could run into millions of pounds.

2. ANALYSIS:

Current Situation

- 2.1 The applicant has submitted planning application TA12/902 for a periodic review of the conditions imposed on TA93/0765 under the ROMP process. This includes a list of conditions which they wish to see imposed. The County Planning Authority (CPA) has not accepted the conditions as proposed and has indicated a desire to attach additional conditions including some relating to a limitation on the number of HGV movements; a prohibition on vehicle

¹ Paragraph: 213 Reference ID: 27-213-20140306

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movements during school drop off and pick up times; and a requirement for regular road surveys to determine any damage caused by the operation. The applicant is strongly resisting these.

- 2.2 The original transport work submitted in support of the application was based on the maximum yearly average of 56 infilling HGV movements per day, which occurred in 2008. No work was undertaken in respect of the peaks, with the absolute peak being 362 HGV movements on April 12th 2010. With no other analysis, the County Highway Authority (CHA) considered that 56 HGVs per day was acceptable but, with no other evidence available, was unable to agree that any higher figure could be satisfactorily accommodated. The CHA initial response recommended a condition limiting the site to 56 infilling HGV movements per day. As a result of this, the applicant undertook further work in order to demonstrate that an average of 56 HGV movements per day with a maximum in any one day of 362 was acceptable. The CHA did not agree that the work undertaken demonstrated that 362 HGV movements was acceptable.
- 2.3 The CPA and CHA Officers have carried out a study of the environmental impact of the HGV traffic on Chalkpit Lane to determine if there was a level at which HGVs could be limited. That work indicated that, for noise reasons, the number of HGVs should not exceed 150 in any one day but no other indicator (severance, fear and intimidation, vibration etc) resulted in a lower number. After some discussion and negotiation, the applicant and CHA reached agreement on an average of 56 infilling HGV movements per day, with a maximum in any one day of 150 infilling HGV movements. Counsel's advice was sought and this confirmed that the CPA could legitimately limit the number of HGVs.
- 2.4 A revised Transport Statement was submitted by the applicant in May 2017, attempting to justify an average of 100 infilling HGVs per day and a daily cap of 200 HGVs. The CPA do not accept the analysis in the report. The County Council stands by the 150 cap in movements and is now considering including the chalk exports within the cap.
- 2.5 On reviewing the further submission and the noise assessment information, the CPA is now looking to restricting the number of all HGVs - infilling and chalk export - unless the applicant is able to demonstrate that such a restriction will affect their asset value or economic viability of the application. The CPA wrote to the applicant in January 2018 setting out their opinion on highway matters. The CPA has requested this analysis, recent weighbridge data, data on chalk exports and clarification on other matters but is still awaiting the information. Recent communication between the Case Officer and the applicant's solicitor indicates that the areas of disagreement remain.

Committee Date

- 2.6 A Committee date has not yet been set as additional information (as set out above) is still awaited from the applicant. The CPA has to be reasonable in allowing the applicant to submit any further information to support the application as it is likely that any additional conditions attached by the County Council, particularly any that restrict the infilling operation by way of a limitation on the number of HGVs, will be appealed by the applicant and therefore it is important that all conditions can be objectively justified and robustly defended.

- 2.7 If the applicant submits further information in support of the application, the CPA may have to formally re-consult on this information in accordance with the Environmental Impact Assessment (EIA) Regulations 2011. If this is the case, the date for committee would also be postponed to allow for this consultation which is required by the EIA Regulations.

Traffic count - HGVs are avoiding the traffic counter by turning left and not going through it.

- 2.8 The traffic counter has not been installed by Surrey County Council and Surrey County Council have no knowledge of who has installed the counter.

3. OPTIONS:

ROMP planning application

- 3.1 The ROMP planning application has to adhere to the provisions set out in the Environment Act 1995 alongside the NPPG. The CPA has to be mindful of the applicant's right to appeal and to compensation as set out above and also be reasonable in allowing the applicant to provide further information in response to comments raised with them in January 2018.

To add a feasibility study into a physical width restriction on Chalkpit Lane to the ITS list

- 3.2 No feasibility study into traffic calming measures has been undertaken. An initial assessment by officers is that traffic calming measures on Chalkpit Lane would be unsuitable due to the road layout and the number of HGVs using Chalkpit Lane. Experience elsewhere has shown that traffic calming may not be acceptable to the nearby residents. This is due both to concerns about noise of HGVs going over any measures such as road tables, and also the ongoing maintenance of such measures. Road tables and speed cushions can deform over time if they are trafficked by HGVs.

An option that the Local Committee could consider, would be a physical width restriction at the north end of Chalkpit lane. The Local Committee could consider adding a feasibility study into a physical width restriction to the ITS list if funding became available in the future. It should be noted that Chalkpit Lane is within the Surrey Hills Area of Outstanding Natural Beauty (AONB). Access for large vehicles such as refuse collection vehicles and removal lorries will need to be maintained to the properties to the north of the chalkpit. It is likely that any physical width restriction will require a turning area to enable larger vehicles to avoid reversing away from the width restriction.

If a width restriction were found to be feasible then the likely cost of such a measure is unlikely to be achievable from the current Local Committee capital budget. As this is a ROMP planning application there is no scope to require the operator to fund this proposal as part of the application.

4. CONSULTATIONS:

- 4.1 None

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 None

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

6.1 It is an objective of the CPA to treat all planning applications equally and with understanding.

7. LOCALISM:

The CPA is mindful of the localism agenda and carries out notification and publicity of planning application (including the receipt of amending/ amplifying information) in accordance with the CPA's Statement of Community Involvement and the EIA Regulations 2011.

8. OTHER IMPLICATIONS:

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

9. CONCLUSION AND RECOMMENDATIONS:

- 9.1 This report sets out that the CPA have a current planning application (TA12/902) which has been submitted as a first periodic review under the ROMP process. The planning application is due to be reported to the Planning and Regulatory Committee for a resolution.
- 9.2 The CPA are aware of the local concerns and these are known and understood, as is the frustration that a decision has not yet been reached. However, the site already has the benefit of a planning permission (TA93/0765) and the applicant is operating in accordance with that planning permission. The County Planning Authority cannot refuse the ROMP application and officers have to be mindful not to prejudice adversely to an unreasonable degree either the economic viability or the asset value of the site. The County Council does not have the resources to compensate the owner of the site. The determination of the application is not going to make the Chalkpit or the lorries travelling to and from it cease.
- 9.3 The CPA are aware that the Environmental Permit has been increased from 100,000tpa to 200,000tpa and understand the concerns surrounding this. The CPA will treat this as a material consideration in the decision making process for planning application TA12/902.

10. WHAT HAPPENS NEXT:

10.1 The CPA will progress with planning application TA12/902 and await a response from the applicant. The CPA has to give a reasonable time for the applicant to respond and anticipates reporting this planning application to the Planning and Regulatory Committee later in the summer of 2018.

Contact Officer:

Samantha Murphy, Principal Planning Officer, 0300 200 1003

Sources/background papers:

- “Guidance for developments requiring planning permission and environmental permits”, Environment Agency, 2012
- The Environment Act 1995
- National Planning Policy Guidance (NPPG), <https://www.gov.uk/government/collections/planning-practice-guidance>
- Planning permission TA93/0765

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SURREY COUNTY COUNCIL

LOCAL COMMITTEE (TANDRIDGE)

DATE: 22 JUNE 2018



LEAD OFFICER: ZENA CURRY, AREA HIGHWAY MANAGER

SUBJECT: A25 GODSTONE ROAD, BLETCHINGLEY
SPEED LIMIT REVIEW

DIVISION: GODSTONE

SUMMARY OF ISSUE:

The speed limit on the A25 Godstone Road in Bletchingley was reduced from 50mph to 30mph in 2012. Concerns have been expressed by Surrey Police that a section of the 30mph speed limit is not effective. Therefore, a speed limit assessment has been carried out following the process set out in Surrey's policy "Setting Local Speed Limits". As a result of this assessment it is proposed that the existing 30mph speed limit in a section of Godstone Road and also in the un-named service roads fronting Chevington Villas and Sunnybank Villas, be increased to 40mph. This report seeks approval for the changes to the speed limit in accordance with Surrey's policy.

The report has been deferred from the meeting on 9 December 2016 pending completion of the residential development in Knights Way.

RECOMMENDATIONS:**The Local Committee (Tandridge) is asked to:**

- (i) Note the results of the speed limit assessment undertaken;
- (ii) Agree that, based upon the evidence, **the speed limit be increased from 30mph to 40mph** in the section of the A25, Godstone Road between the existing 30mph speed limit terminal signs in line with the property boundary between 14 Sunnybank Villas and Waterhouse Villa and a point 15m north-east of the north-eastern building line of the property Avalon; in the un-named service road fronting the properties Laburnums, Moorings, Dormers and Longacre; and in the un-named service road fronting the properties Somerstone, Pennyacre, Tonbridge and Waterhouse Villa and nos. 9 – 14 Sunnybank Villas, in accordance with Surrey's policy "Setting Local Speed Limits";
- (iii) Authorise the advertisement of a notice in accordance with the Road Traffic Regulation Act 1984, the effect of which will be to implement the proposed speed limit change, revoke any existing traffic orders necessary to implement the change, and, subject to no objections being upheld, that the order be made;

(iv) Authorise delegation of authority to the Area Highway Manager in consultation with the Chairman, who is also the local divisional Member and the Vice-Chairman of the Local Committee to resolve any objections received in connection with the proposal.

REASONS FOR RECOMMENDATIONS:
To enable changes to the speed limit on the A25 Godstone Road and un-named service roads fronting Chevington Villas and Sunnybank Villas in accordance with Surrey's policy "Setting Local Speed Limits". The concerns of the Police are that the speed limit on this section of the A25 has been set too low. If a speed limit is set too low and is ignored then this can result in the majority of drivers criminalising themselves and can bring the system of speed limits into disrepute.

1. INTRODUCTION AND BACKGROUND:

- 1.1 In November 2012 a speed limit order was made to decrease the 50mph speed limit on the A25 Godstone Road in Bletchingley and the un-named service roads fronting Chevington Villas and Sunnybank Villas from 50mph to 30mph. This order was made following agreement by Tandridge Local Committee at their meeting in December 2011 that the speed limit be reduced. Whilst the speed limit policy in force in 2011 indicated that the speed limit should remain at 50mph, it was considered that due to the site location within Bletchingley village the speed limit should be reduced to 30mph to tie in with the location of the village gateway.
- 1.2 Following representations from Surrey Police that the 30mph speed limit has not been effective as the majority of motorists are not complying with the 30mph limit, it was agreed that Officers would carry out a speed limit assessment in the A25 Godstone Road. The existing speed limits are shown in **Annex 1**.
- 1.3 Surrey's policy for determining speed limits was updated in July 2014. The aim of Surrey County Council is to set speed limits that are successful in managing vehicle speeds and are appropriate to the main use of the road. The policy states that after a scheme is implemented, surveys should be carried out to check whether the scheme has been successful in reducing vehicle speeds towards compliance with the new lower speed limit. If the scheme has not been successful in reducing vehicle speeds then a further report should be brought to the Local Committee. Consideration should either be given to any further engineering measures that may be possible to encourage greater compliance with the speed limit or alternatively the new lower speed limit could be removed and the road returned to the original or different higher speed limit. It should be noted that some forms of traffic calming will not be appropriate on major routes with large traffic flows and heavy vehicles such as the A25.
- 1.4 The policy also states that the length of road over which a speed limit change is being considered should be at least 600m. This is to ensure against too many speed limit changes that could be confusing to the motorist within a short stretch of road. However in some cases a slightly shorter length may

be suitable where the existing highway or roadside feature provides a natural threshold which may complement a change in speed limit.

- 1.5 An improved gateway feature and dragons teeth road markings were implemented when the speed limit order was made in December 2012.
- 1.6 A report recommending a reduction in the speed limit on the A25 Godstone Road in Bletchingley was considered by Tandridge Local Committee at their meeting on 23 September 2016. At that meeting Officers were asked to carry out consultation with affected residents. The results of this consultation are outlined in section 4 of this report.

2. ANALYSIS:

2.1 A seven day automatic survey of vehicle speeds was carried out during July 2016 on Godstone Road. This survey was carried out before the utility works in Godstone Road commenced. The location of the speed survey is shown in **Annex 1**.

2.2 A Speed Detection Radar (SDR) survey to measure vehicle speeds was carried out by the Police between 31 January 2018 and 7 February 2018. The location of this survey is shown in **Annex 1**.

2.3 The results of both surveys show that the improved gateway feature and dragons teeth that were implemented in 2012 have not resulted in changing driver behaviour and reducing vehicles speeds.

Existing mean speeds have been compared with the new speed limit, as requested by the Police. The speed limit policy sets thresholds below which speed limits can be changed by signs alone. For a rural village speed limit change to 40mph, the threshold is set at 46mph. If the measured existing mean vehicles speeds are above the threshold then a lower speed limit cannot be implemented without consideration of supporting engineering measures.

2.4 Table 1 records the results of the speed survey, compares these with the current limit and the new limit requested by the Police and states whether they comply with the policy to change a speed limit by signs alone.

Survey Dates A25 Godstone Road	Existing speed limit	Measured mean speeds		Requested speed limit	Complies with policy
		Northeast bound	Southwest bound		
July 2016	30mph	42mph	39mph	40mph	Yes
January/February 2018	30mph	41mph	37mph	40mph	

Table 1: Comparison of Measured Speeds with Speed Limit

2.5 A plan detailing the proposed new limit is attached as **Annex 2**.

- 2.6 It should be noted that as previously it is also proposed that the un-named service roads fronting Chevington Villas and Sunnybank Villas be included as part of the speed limit order.
- 2.7 The proposed 40mph speed limit in Godstone Road will slow westbound traffic on the approach to Bletchingley, acting as a buffer between the 50mph and the 30mph sections of Godstone Road.
- 2.8 The length of the proposed 40mph speed limit is approximately 400m. It is acknowledged that this is a shorter length than 600m as stated in the policy "Setting Local Speed Limits". However the northern boundary of Sunnybank Villas provides a natural threshold that complements the change in speed limit.
- 2.9 Recorded personal injury collisions on the roads under consideration have been investigated. During the 3 year period between March 2015 and February 2018, the latest period for which data is available, there have been no reported personal injury collisions.

3. OPTIONS:

3.1 OPTION 1

Increase the speed limit of the following roads from 30mph to 40mph to comply with Surrey's speed limit policy:

A25, Godstone Road between the existing 30mph speed limit terminal signs in line with the property boundary between 14 Sunnybank Villas and Waterhouse Villa and a point 15m north-east of the north-eastern building line of the property Avalon

The un-named service road fronting the properties Laburnums, Moorings, Dormers and Longacre

The un-named service road fronting the properties Somerstone, Pennyacre, Tonbridge and Waterhouse Villa and nos. 9 – 14 Sunnybank Villas

3.2 OPTION 2

Members refer the decision as to whether to Increase the speed limit of the following roads from 30mph to 40mph to comply with Surrey's speed limit policy to the portfolio holder:

A25, Godstone Road between the existing 30mph speed limit terminal signs in line with the property boundary between 14 Sunnybank Villas and Waterhouse Villa and a point 15m north-east of the north-eastern building line of the property Avalon

The un-named service road fronting the properties Laburnums, Moorings, Dormers and Longacre

The un-named service road fronting the properties Somerstone, Pennyacre, Tonbridge and Waterhouse Villa and nos. 9 – 14 Sunnybank Villas

4. CONSULTATIONS:

Residents

4.1 In October 2016 a total of 54 letters and questionnaires were delivered to residents of the A25 Godstone Road, Bletchingley between Candlestick Cottage and Waterhouse Villa.

4.2 Copies of the consultation letter and questionnaire are attached as **Annex 3** 39 responses have been received giving a response rate of 72%.

4.3 The results of the questionnaire are summarised as follows:

- **13% AGREED** with the proposal to change the speed limit from 30mph to 40mph (5 responses)
- **87% DISAGREED** with the proposal to change the speed limit from 30mph to 40mph (34 responses)

Table 2 below gives a summary breakdown of the comments made on the questionnaires returned

Comments	Number of respondents
Difficulty crossing to bus stops	7
Lack of enforcement of speed limit	7
Concern about increased speeds should proposal go ahead	11
Requests for traffic calming	3
Concern about noise	3
Difficulty entering/exiting service roads or drives	9
Defer decision on speed limit until after development at Knights Garden Centre site complete	3
Reduce speed on 50mph section of A25 between Bletchingley & Godstone to 40mph	3
Concern about HGVs	3

Table 2: Residents comments on consultation

It should be noted that some residents made several comments on their questionnaires and some residents made no comments.

Tandridge District Councillors

4.4 A copy of the letter and questionnaire was forwarded to the three Tandridge District Councillors for the Bletchingley and Nutfield Ward. All three Councillors had similar comments which are summarised below:

- Speed limit was decreased to address a genuine issue affecting the residents of that part of Bletchingley
- Concerns about increased traffic speeds if the speed limit is increased to 40mph
- Reduce speed limit on 50mph section of A25 between Bletchingley & Godstone to 40mph
- Defer decision on speed limit until after development at Knights Garden Centre site complete
- Concerns about lack of enforcement of current speed limit

Parish Councils

4.5 Bletchingley Parish Council was consulted, and Godstone Parish Council contacted Officers, both Parish Councils had similar comments which are summarised below:

- Consider additional traffic calming measures
- Carry out a speed survey of 50mph section of A25 between Godstone & Bletchingley
- Defer a decision until both development at Knights Garden Centre site, and additional car parking site in Godstone have been completed

Police

4.6 Consultation has been carried out with Surrey Police, who fully support the proposed speed limit increase as set out in Option 1.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 The cost of changing any speed limit includes legal advertisement costs associated with the statutory process, together with the costs of design and implementation.

5.2 The cost of these works will be in the region of £12,000. If the Committee support Option 1 as set out in paragraph 3.1, it is suggested that the works be added to ITS schemes list to be prioritised for funding in 2019/20.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

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

7. LOCALISM:

7.1 The Highway Service is mindful of the localism agenda which has been taken into account when writing this report.

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/ Set out below.
Corporate Parenting/Looked After Children	No significant implications arising from this report/ Set out below.
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report/ Set out below.
Public Health	No significant implications arising from this report/ Set out below.

8.1 Crime and Disorder implications

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

9. CONCLUSION AND RECOMMENDATIONS:

9.1 This report sets out the speed limit assessment conducted on the A25 Godstone Road. It is recommended that Option 1 is implemented, in accordance with Surrey's Speed Limit Policy, as set out in paragraph 3.1.

9.2 The recommendations have been made based upon existing policy, in consultation with Surrey Police.

10. WHAT HAPPENS NEXT:

10.1 Subject to approval and funding being allocated from the 2019/20 ITS budget, the proposal to make a Speed Limit Order is advertised in the local press during 2019/20. Following the making of the Order, the contractor is instructed to install the necessary signing.

10.2 In line with Surrey's Policy "Setting Local Speed Limits", Officers will monitor this change in speed limit. Should the increased speed limit prove not effective, it may be necessary to bring a further report to the Local Committee, and the speed limit may need to be changed.

Contact Officer:

Philippa Gates, Traffic Engineer, 03456 009 009

Consulted:

Surrey Police

Annexes:

Annex 1 - Plan showing Speed Limit Proposals

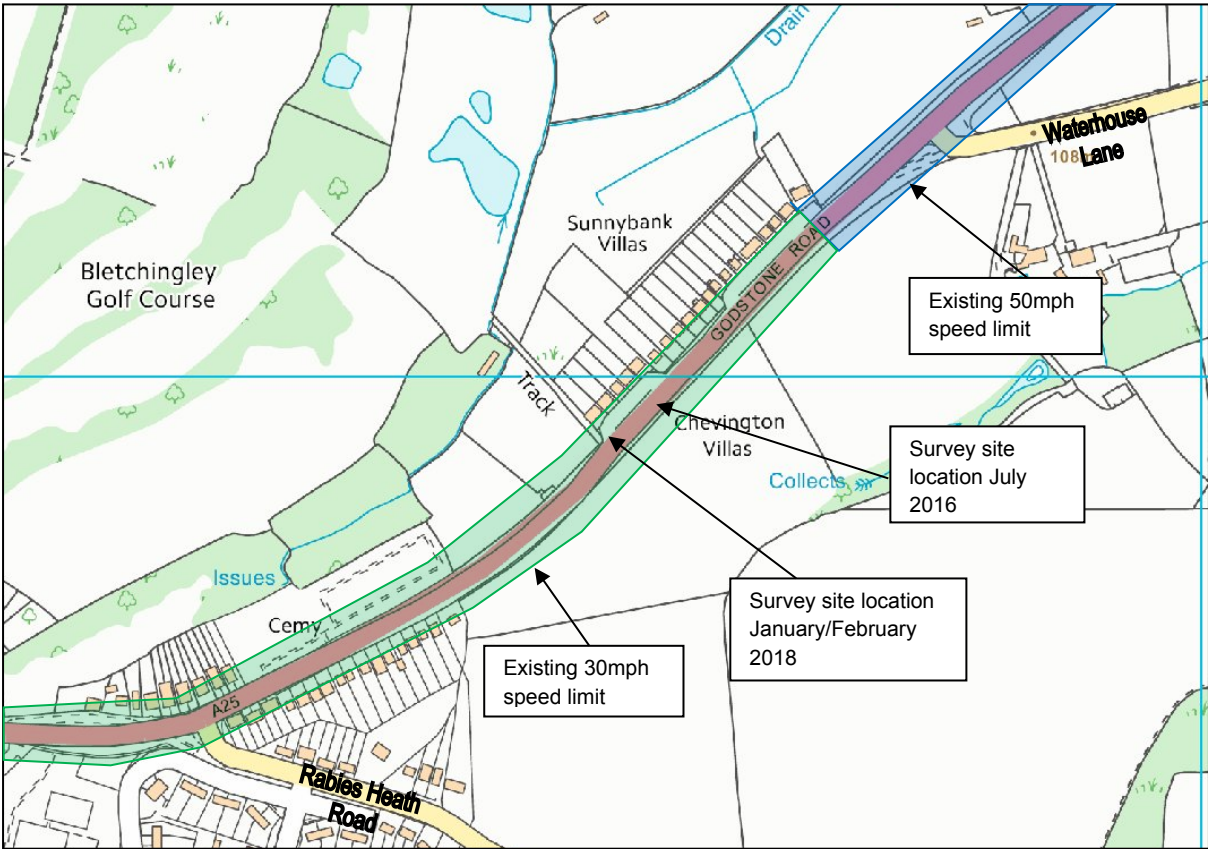
Annex 2 – Plan showing Proposed New Speed Limits

Annex 3 – Consultation Letter and Questionnaire

Sources/background papers:

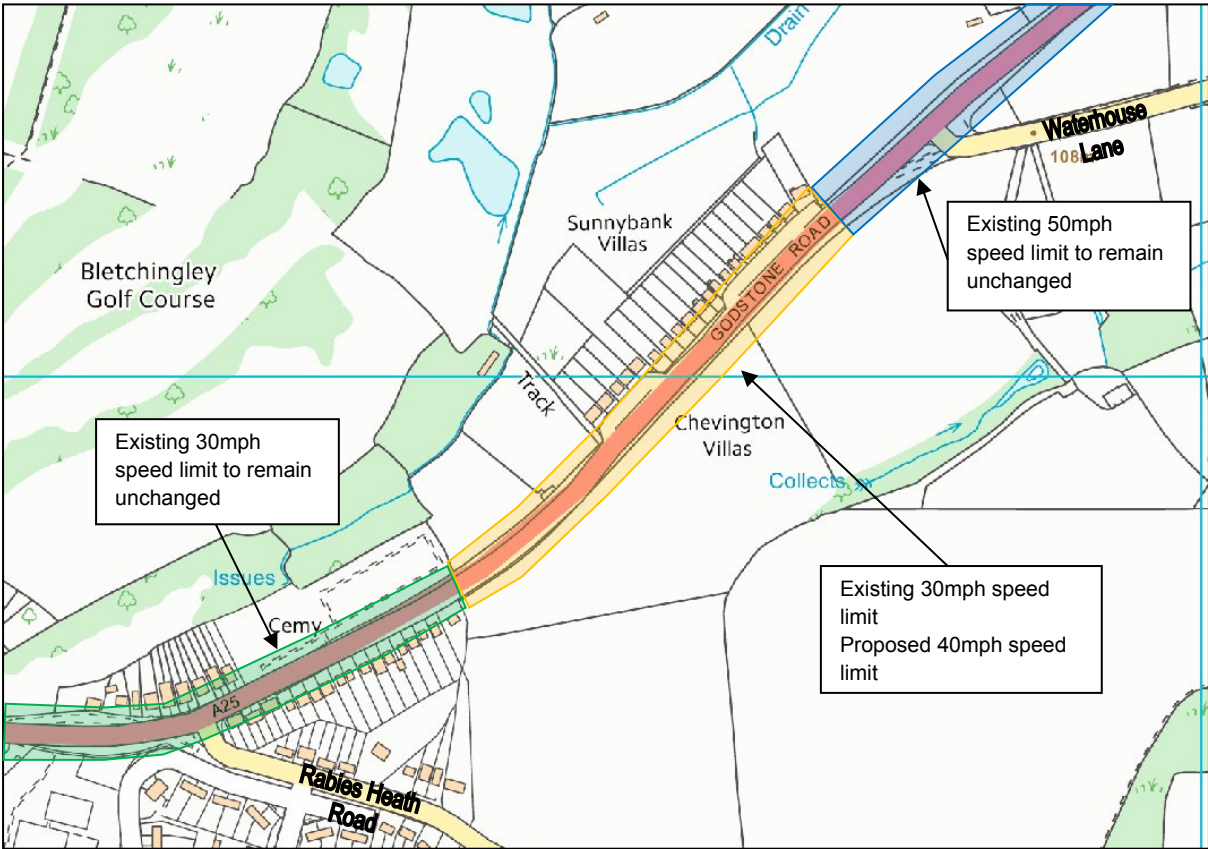
- Data from speed assessments carried out during July 2016 in A25 Godstone Road
- Surrey Police response to consultation
- Surrey County Council's Policy Setting Local Speed Limits (July 2014)
- Report to Tandridge Local Committee, A25 Godstone Road, Bletchingley – Speed Limit Assessment, 9 December 2011
- The Surrey County Council ((Various roads in Tandridge and Mid Sussex) (Restricted roads 20mph 40mph speed limit and 50mph speed limits) Order 2003) (Amendment No. 4) Order 2012

Annex 1
A25 Godstone Road – Speed Limit Assessment
Existing Speed Limits & Survey Site Locations



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Annex 2
A25 Godstone Road – Speed Limit Assessment
Proposed Speed Limits



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Tel: 03456 009 009
Fax: 01372 832650
Email: highways@surreycc.gov.uk
Contact: Mrs P Gates

This is not a circular
Residents of Godstone Road
Bletchingley

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

Our ref: A25/PG

21 October 2016

Dear Resident

Proposed speed limit change A25 Godstone Road, Bletchingley

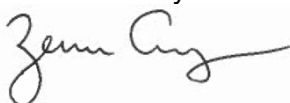
I am writing to seek your views on a proposed speed limit change from 30mph to 40mph on the section of the A25 Godstone Road in Bletchingley detailed on the attached plan. You may be aware that a report about this matter was taken to the meeting of Tandridge Local Committee on 23 September 2016. The summary of that report is reproduced below.

“The speed limit on the A25 Godstone Road in Bletchingley was reduced from 50mph to 30mph in 2012. Concerns have been expressed by Surrey Police that a section of the 30mph speed limit is not effective. Therefore, a speed limit assessment has been carried out following the process set out in Surrey’s policy “Setting Local Speed Limits”. As a result of this assessment it is proposed that the existing 30mph speed limit in a section of Godstone Road and also in the un-named service roads fronting Chevington Villas and Sunnybank Villas, be increased to 40mph.”

The Local Committee deferred a decision about this matter until their meeting on 9 December 2016 to allow for residents to be consulted on the proposal. Should the proposal be approved by Tandridge Local Committee the County Council will carry out statutory consultation as part of the speed limit order making process.

I would be grateful if you could spare the time to complete and return the short questionnaire in the postage paid envelope by **Friday 11 November 2016**. Thank you in advance for your participation.

Yours faithfully



Zena Curry
South East Area Team Manager

**A 25 GODSTONE ROAD, BLETCHINGLEY
PROPOSED CHANGE IN SPEED LIMIT**

NAME:

ADDRESS:

.....

Views are being sought on the proposal to change the speed limit on the section of the A25 Godstone Road, Bletchingley detailed on the attached plan from 30mph to 40mph.

Please could you tick one box below to indicate your views.

Agree

Disagree

I/we support the proposed change of speed limit on the A25 Godstone Road, Bletchingley

Any other comments

(please use the space below for any comments you may wish to make)

SURREY COUNTY COUNCIL**LOCAL COMMITTEE (TANDRIDGE)****DATE: 22 JUNE 2018****LEAD OFFICER: ZENA CURRY, AREA HIGHWAY MANAGER****SUBJECT: HIGHWAYS UPDATE****DIVISION: ALL****SUMMARY OF ISSUE:**

To inform the Local Committee on the progress of the 2018/19 Integrated Transport and highways maintenance programmes in Tandridge.

RECOMMENDATIONS:

The Local Committee (Tandridge) is asked to note the contents of this report.

REASONS FOR RECOMMENDATIONS:

Programmes of work have been agreed in consultation with the Committee, and the Committee is asked to note the progress of the Integrated Transport Scheme programme and revenue maintenance expenditure. As well as work that is being carried out on the large scale, centrally funded maintenance schemes.

1. INTRODUCTION AND BACKGROUND:

- 1.1 In December 2017, Tandridge Local Committee agreed a programme of capital Integrated Transport Schemes (ITS) for 2018/19 to be funded from the Local Committee's devolved budget.
- 1.2 In March 2018, Tandridge Local Committee agreed a revenue maintenance expenditure for 2018/19, to be funded from the Local Committee's devolved budget, following the approval of the 2018/19 budget by full Council on 6 February 2018. Where it was agreed that the revenue allocation to Local Committees be increased, and a member Local Highways Fund be introduced.
- 1.3 In addition to the Local Committee's devolved budget, countywide budgets are used to fund major maintenance (Operation Horizon), drainage works and other capital highway schemes. Countywide revenue budgets are used to carry out both reactive and routine planned maintenance works.

- 1.4 Developer contributions can also be used in Tandridge to fund either wholly or in part, highway improvement schemes to mitigate the impact of developments on the highway network.

2. ANALYSIS:

2.1 Local Committee finance

The Tandridge Local Committee have delegated highway budgets for the current Financial Year 2018-19 as follows:

- Capital: £36,363
- Revenue: £168,182
- **Total: £204,545**

In addition to the above Council has approved an allocation of £7,500 per county member to address highway issues in their divisions. Guidance on uses for this funding has been provided to divisional members.

Members need to advise the Maintenance Engineer by the beginning of September 2018 what works they wish to be carried out in their divisions. This is to ensure that sufficient time is provided for the work to be ordered and implemented before the end of the financial year.

In addition to the delegated highway budgets above, highway officers within the local area office are continuing to look for other sources of funding for schemes that have been identified within the Integrated Transport Scheme Programme. As a result funding has been secured from Section 106 developer funding for improvements to pedestrian crossing facilities on Banstead Road, Caterham outside Le Personne retirement housing.

The budgets delegated to Local Committee are in addition to budgets allocated at County level to cover various major highways maintenance and improvement schemes, including footway/carriageway resurfacing, the maintenance of highway structures including bridges, culverts and embankments, and the maintenance of safety barriers.

2.2 Local Committee capital works programme

Progress on the approved Local Committee funded capital programme of highway works in Tandridge is set out in **Annex 1**. It also provides an update on schemes being progressed using developer contributions, and the Parking Review.

2.3 Local Committee revenue works programme

Under the “Highways Forward Programme 2018/19 – 2019/20” report presented to the Local Committee on 8 December 2017, the Local Committee agreed that the Area Highway Manager, in consultation with the Local Committee Chairman and Vice-Chairman, be able to vire the revenue maintenance budget between the revenue maintenance headings shown in **Table 1**.

Table 1 shows the agreed revenue maintenance allocation for 2018/19.

Item	Allocation
Parking	£2,500
Signs and road markings	£1,500
Speed Limit Assessments	£1,000
Minor Maintenance Works	£63,182
Revenue Maintenance Gang	£100,000
TOTAL	£168,182

2.4 Parking

An update on the parking review is provided in **Annex 1**.

Other highway related matters

2.5 Customer services

The total number of enquiries received in the first quarter of 2018, is 45,357, an average of 15,119 per month, this is a significant increase from the same period in the past 3 years.

For Tandridge specifically, 5,111 enquiries were received between January and March 2018 of which 1,874 were directed to the local area office for action, 90% of these have been resolved. This response rate is slightly below the countywide average of 92%.

Table 2 below shows the number of enquiries received between January-December 2018 compared to the number received during the same period in 2017.

Period	Surrey Highways: Total enquiries (no.)	Tandridge: Total enquiries (no.)	Local Area Office: Total enquiries (no.)
Jan – Mar 2017	37,104	3,587	1,335
Jan – Mar 2018	45,357	5,111	1,874

Table 2: Customer enquiries

In January to March 2018, 85 stage 1 complaints were received by Highways. For Tandridge specifically there were 5 stage 1 complaints, one of which was escalated to stage 2 of the complaints process. The service was not found to be at fault following independent investigation.

ITEM 11

2.6 Winter recovery program

The leader has announced, and this has been approved by Cabinet, that SCC is investing an additional £5m in highways to combat the effects of the winter weather on the highway condition. This work will be carried out on the B & C class roads. Members have had the opportunity to provide local priorities to assist in developing the program.

2.7 Major Schemes

Following the adoption of the Caterham Masterplan as a Supplementary Planning Document (SPD), Surrey County Council's South East Area highways team have been working with Tandridge District Council and other stakeholders to progress the proposals within the Masterplan document.

2.8 Centrally funded maintenance

The Operation Horizon Team programmes of major maintenance works for 2018-19 for the Tandridge area are now published on Surrey County Council's website here:

<https://www.surreycc.gov.uk/roads-and-transport/roadworks-and-maintenance/horizon-highway-maintenance-investment-programme>

2.9 Road Safety

The Road Safety Working Group meets every 6 months to review personal injury collision data provided by Surrey Police. The Road Safety Working Group is attended by Surrey County Council Road Safety Engineers, Surrey County Council Highway Engineers and Surrey Police. An update on road safety schemes that have been identified by the Road Safety Working Group and are being progressed by the Road Safety Team is provided in **Annex 1**.

2.10 Passenger Transport

There are no Integrated Transport Schemes that directly contribute to improvements in passenger transport.

However the provision of improved pedestrian crossing facilities in Banstead Road, Caterham which is a scheme being funded through developer contributions, will help improve pedestrian access to local bus stops. The feasibility report for this scheme is complete and consultation with the local member and district councillor has been carried out. Developer contributions for this scheme have been released by Tandridge District Council to Surrey Highways, and consultation with residents as well as detailed design work will continue shortly.

2.11 Other key information, strategy and policy development

No additional information at present

3. OPTIONS:

- 3.1 No options to consider at this stage. Officers will revert to the Chairman, Vice Chairman and Divisional Member or indeed the Committee as appropriate, whenever preferred options need to be identified.

4. CONSULTATIONS:

- 4.1 Not applicable at this stage. Officers will consult the Chairman, Vice Chairman and Divisional members as appropriate in the delivery of work programmes.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 The financial implications in regards to the of the Local Committee's delegated budget is detailed in sections 2.1 – 2.3 of this report.

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

6. WIDER IMPLICATIONS:

- 6.1 The Integrated Transport Scheme programme and the revenue maintenance programme does not significantly impact on any of the areas identified on the table below. The Integrated Transport Schemes and maintenance work is carried out in order to improve the road network for all users.

Area assessed:	Direct Implications:
Crime and Disorder	No significant implications
Equality and Diversity	No significant implications
Localism (including community involvement and impact)	No significant implications
Sustainability (including Climate Change and Carbon Emissions)	No significant implications
Corporate Parenting/Looked After Children	No significant implications
Safeguarding responsibilities for vulnerable children and adults	No significant implications
Public Health	No significant implications

7. CONCLUSION AND RECOMMENDATIONS:

- 9.1 Progress on the programme of Integrated Transport Schemes, the revenue works programme, road safety schemes, developer funded schemes and the parking review is set out in section 2 and **Annex 1** of this report.
- 9.2 Section 2 also summarises the customer enquiries that have been received, major scheme projects and centrally funded maintenance schemes.

10. WHAT HAPPENS NEXT:

10.1 The Area Team Manager will work with Divisional Members, the Chairman and Vice-Chairman to deliver this Financial Year's Divisional Programmes, as set out under section 2.1 to 2.3 of this report and detailed under Annex 1.

10.2 A further update report will be presented to the next meeting of the Local Committee.

Contact Officers:

Anne-Marie Hannam, Senior Traffic Engineer, South East Area Team, 03456 009 009

Consulted:

Not applicable

Annexes:

Annex 1: Summary of Progress

Sources/background papers:

- Report to Tandridge Local Committee, 8th December 2017 – Highways Forward Programme 2018/19-2019/20
- Report to Tandridge Local Committee, 2nd March 2018 – Highways Forward Programme Revenue Budget 2018/19.

CAPITAL ITS IMPROVEMENT SCHEMES		
Project: Roffes Lane, Chaldon		
Detail: Speed limit reduction	Division: Caterham Hill	Allocation: 4,000 (2018/19)
Progress: A request from residents to reduce the existing speed limit to 30mph was raised by the previous Divisional Member. Measured mean speeds comply with SCC's policy for a speed limit reduction from 60mph to 30mph. This reduced speed limit will be installed by the end of March 2019. Please note that in line with Surrey's Policy "Setting Local Speed Limits", Officers will monitor this change in speed limit. Should the reduced speed limit prove not effective, it may be necessary to bring a further report to the Local Committee, and the speed limit may need to be increased.		
Project: Halliloo Valley Road/Woldingham Road/Bug Hill		
Detail: Junction improvement	Division: Warlingham	Allocation: 15,000 (2018/19)
Progress: Design work on this scheme is continuing. Scheme construction will be carried out before the end of March 2019.		
Project: Buxton Lane/Salmons Lane, Caterham		
Detail: Pedestrian crossing improvements	Division: Caterham Hill	Allocation: £4,500 (2018/19) Design only
Progress: Design work is to be carried out in this financial year on options for informal pedestrian crossing improvements at this mini-roundabout junction. These improvements will benefit children enroute to and from Audley, St. Francis and De Stafford schools. Design work to be complete by the end of March 2019.		

CAPITAL ITS IMPROVEMENT SCHEMES		
Project: Wheelers Lane, Smallfield		
Detail: Extension of existing 20mph	Division: Lingfield	Allocation: £4,000 (2018/19)
<p>Progress: Following concerns raised by the school after a collision involving a pupil, the Divisional Member requested that the existing 20mph zone in Wheelers Lane be extended to include the entrance to Centenary Hall. The existing 20mph will be extended in Wheelers Lane by the end of March 2019. Please note that in line with Surrey's Policy "Setting Local Speed Limits", Officers will monitor this change in speed limit. Should the reduced speed limit prove not effective, it may be necessary to bring a further report to the Local Committee, and the speed limit may need to be increased.</p>		
Project: Haxted Road, Lingfield		
Detail: speed limit reduction	Division: Lingfield	Allocation: £6,000 (2018/19)

CAPITAL ITS IMPROVEMENT SCHEMES

Progress:

Following a member question to the Local Committee in September 2015, a speed survey was carried out to assess if the existing mean speeds complied with SCC’s policy for a reduction in the existing speed limit. The results of the survey showed that the recorded mean speeds complied with the policy for a reduction to 40mph. The existing 50mph speed limit on Haxted Road will be reduced to 40mph by the end of March 2019. Please note that in line with Surrey’s Policy “Setting Local Speed Limits”, Officers will monitor this change in speed limit. Should the reduced speed limit prove not effective, it may be necessary to bring a further report to the Local Committee, and the speed limit may need to be increased.

Project: Small Safety Schemes

Detail: As below	Division: As below	Allocation: £2,863 (2018/19)
-------------------------	---------------------------	--

Titsey Road, Titsey. – works to install red surfacing and speed limit roundels to encourage drivers to reduce their speed on the approach to the start of the existing 30mph speed limit. These works have been ordered, however there has been a delay in installing these measures due to weather conditions, works will be carried out as soon as weather permits.

Other schemes to be funded from this budget during this financial year are to be identified.

POTENTIAL DEVELOPER FUNDED SCHEMES

Project: Oak Grove (Oaklands Hospital Site)

Detail: Pedestrian Crossing Improvements **Division:** Caterham Hill

Progress:

Section 106 funding was collected from the Oak Grove (Oaklands Hospital) site to provide improvements to pedestrian crossing facilities in the vicinity of the development. A meeting was held with the divisional Member at the time Cllr Orrick to look at a number of locations where improvements to pedestrian crossing facilities have been requested. Following this meeting the provision of a pedestrian crossing facility in Banstead Road has been designed and the divisional Member (Cllr Botten) and District Councillor (Cllr Webster) consulted on the proposed crossing. Consultation with residents and detailed design work on this scheme will continue shortly, once S106 funding for construction of the crossing is transferred from Tandridge District Council.

Project: High Street, Dormansland

Detail: Pedestrian Crossing Points **Division:** Lingfield

Progress:

Work to construct pedestrian crossing points on High Street, Dormansland is now complete. Additional parking restrictions are to be installed on new build-out outside Post Office, restrictions are currently being advertised.

ROAD SAFETY TEAM SCHEMES

Project: Newchapel Road, Lingfield

Detail: New yellow-backed chevron signs

Division: Lingfield

Progress:

Works to install new yellow backed chevron signs and a yellow backed double bend warning sign are complete. However the existing posts that the chevron signs are attached to a rusted and too low. Therefore 4 new taller posts are to be ordered and installed before the end of March 2018.

Project: Tandridge Lane j/w Ray Lane, Blindley Heath.

Detail: High Friction Surfacing/Signs/Road Markings

Division: Godstone/Oxted

Progress:

Works to improve existing give-way signage in Tandridge Lane on the approach to the Ray Lane junction. Installation of high friction surfacing in Ray Lane on the approach to the junction with Tandridge Lane.

Project: Station Road East/Bluehouse Lane, Oxted

Detail: Belisha Beacon Halos

Division: Oxted

Progress:

Works to install Halo's on belisha beacons on existing 2 zebra crossings in Bluehouse Lane (between the junction of Station Road East and the junction of Gresham Road) and 2 zebra crossings on Station Road East.

PARKING

Progress:

The report for the 2017 review was presented to the local committee on 22 September. Quite a bit of fine tuning of the proposals took place, particularly in relation to waiting restrictions connected to the closure and redevelopment of the Ellice Road car park in Oxted. The parking review proposals were advertised in the County Border News on 30 May and the Kent and Sussex Courier on 1 June. Notices were put up in the streets where changes are proposed during the week commencing 28 May, notifying the public about the proposed changes and where they can send any comments regarding the proposals. Also cards, advertising where changes are proposed, were sent to all properties immediately adjacent to them during the week commencing 4 June. The period for people to comment on the proposals ends on 28 June.

Note: Information correct at time of writing (06/06/18)

SURREY COUNTY COUNCIL**LOCAL COMMITTEE (TANDRIDGE)****SURREY****DATE: 22 JUNE 2018**

LEAD OFFICER: David Curl – Parking Team Manager (SCC)
Frank Etheridge, Head of Recycling and Cleansing,
Reigate & Banstead Borough Council

SUBJECT: On Street Parking Enforcement Update Tandridge
DIVISION: All in Tandridge

SUMMARY OF ISSUE:

Local Committees have a scrutiny role for the on street parking enforcement service in their area and a share of any surplus income that is raised.

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

RECOMMENDATIONS:

The Local Committee is asked to:

- (i) Note the contents of the report.

REASONS FOR RECOMMENDATIONS:

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

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

The Local Committee can contribute towards these objectives in partnership with the enforcement team.

1. INTRODUCTION AND BACKGROUND:

- 1.1 Local Committees make decisions about new parking restrictions have an oversight role in terms of the enforcement of them.
- 1.2 The aim of parking enforcement is to achieve compliance with the restrictions that are in place across the district. Restrictions must be enforced fairly and in accordance with the operational guidance for Civil Parking Enforcement contained in the Traffic Management Act 2004.
- 1.3 Reigate & Banstead Borough Council (R&BBC) undertake parking enforcement within Tandridge District under an agency agreement with Surrey County Council. R&BBC is currently solely liable for any financial deficit. The current agreements ran between April 2013 and March 2018 and have been extended to 31 December 2018 whilst discussion take place about future arrangements.
- 1.4 R&BBC aim to achieve operational efficiency and value for money providing a fair and adequate enforcement service if possible at no net cost. i.e. the income from fines covers the cost of providing the service. This has proved difficult to achieve in recent years but under the agency agreement with the County Council the deficit is met by R&BBC.
- 1.5 Until recently R&BBC also enforced Tandridge off street car parks. However last year a procurement exercise was conducted by Tandridge District Council for the enforcement of their off-street car parks which resulted in Sevenoaks District Council being awarded a two year contract from the beginning of September 2017.

2. ON STREET ENFORCEMENT ACTIVITIES

- 2.1 R&BBC undertake a range of enforcement activities under the agency agreement including:
 - Waiting restrictions and parking bays
 - School Keep Clears
 - Pedestrian crossings
 - Loading, bus stops and taxi ranks
 - Temporary suspensions for events
 - Drop kerbs
- 2.2 Enforcement officers are deployed across the District, covering core enforcement hours from 8:30am until 6:00pm. Any enforcement activity outside of these hours is possible through staff overtime, which is at a higher cost.
- 2.3 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.
- 2.4 Limited waiting bays 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 (CEO) 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 for the CEO's.

- 2.5 There has been an increase in the CEO deployment to Tandridge District since March 2017 with three deployed on most days, focusing on the main towns throughout the core enforcement hours and ad-hoc weekends.
- 2.6 Patrols are undertaken at varying times of the day and week to reduce awareness about exactly when CEO's will be in the area.

Town centres (Oxted and Caterham Hill/Valley)

- 2.7 This is where the majority of enforcement is undertaken because there are a higher proportion of restrictions in the town centres and these consequently require a larger proportion of enforcement resource in the District.
- 2.8 Parking enforcement is carried out in the town centres to achieve compliance with parking and waiting restrictions that will help maintain traffic flows and support access to businesses and services. This service is particularly important to small business owners, as the restrictions ensure turnover in parking spaces along the main High Streets.

Villages and local shopping parades

- 2.9 Parking enforcement in outlying areas and villages is important; however the greater travelling time required means less frequent enforcement is possible.
- 2.10 As these areas do not have the same level of resources as the town centres, it is recognised that there is a perception that they are forgotten. Each area receives regular visits and the times and roads visited are logged by the enforcing officer. Additional targeted enforcement is also undertaken when evidence of any parking issues are reported to the team.
- 2.11 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. The ability to deploy staff more easily without having an impact of normal enforcement duties will assist in reducing the perception of lack of enforcement.

Schools

- 2.12 We work with schools, the Surrey Highways and Surrey Police whenever possible to target parking enforcement outside schools where it is needed.
- 2.13 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.

2.14 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 will work with Surrey County Council to identify wider issues and potential solutions (travel plans, alternative travel transport).

Residential areas

2.15 Parking restrictions in residential areas, including permit areas, will be patrolled as required or in response to reported problems. Councillors and residents are encouraged to report any hot spots to the enforcement team.

2.16 CEO's 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 enforcement team to request enforcement action, they will not take action. R&BBC seek to respond to these requests as soon as possible.

2.17 Both the Local Committee and enforcement team have improved communication with residents to ensure that they are clear what can be enforced and giving them the options to contact the Police where the use greater or immediate powers of enforcement are required.

Suspensions and Waivers

2.18 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.

2.19 R&BBC 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 we are continually looking to improve the method in which customers apply, pay and have the approval for suspensions and waivers processed.

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

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

Events affecting the highway

2.22 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.

2.23 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

2.24 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.

2.25 Enforcement activity cannot be taken if the lines and signs are not visible (i.e. faded or covered by detritus). This is particularly challenging in the autumn/winter when leaf fall or snow can be present.

3. ENFORCEMENT CHALLENGES AND IMPROVEMENTS

3.1 Extra CEO’s resources were allocated to enforce in Tandridge at the beginning of March 2017, providing 3 on most days, allowing for leave and staffing issues etc. There was initially a noticeable increase in the number of PCN’s issued in March 17 which tailed off through last summer. The snow and heavy rain during periods of February/March 18 also had an impact on enforcement activity with lying snow covering restrictions on the ground.

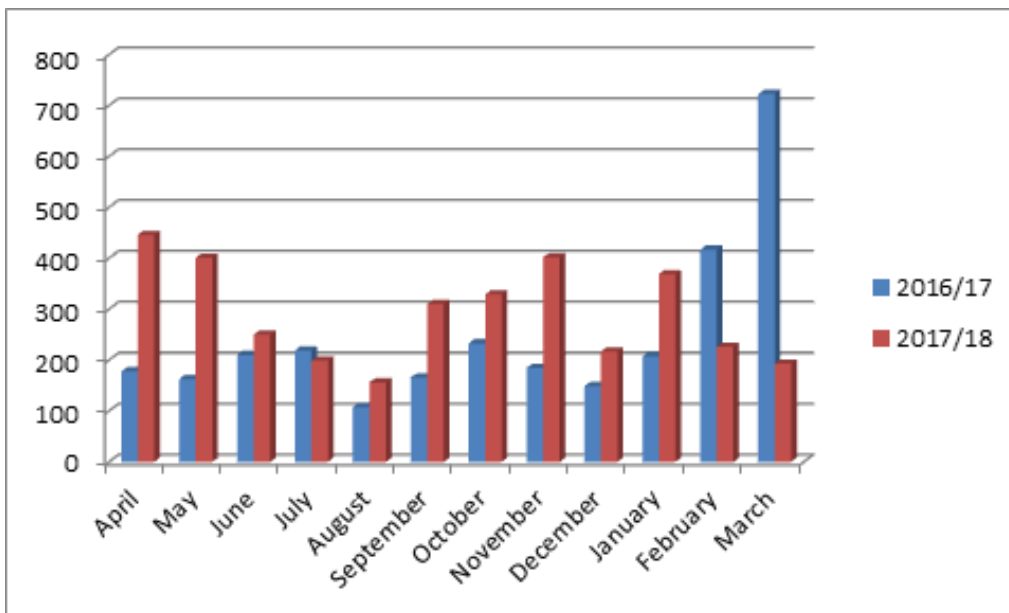


Table showing PCN's issued per month in Tandridge April 2016 to March 2017

3.2 The additional CEO’s were initially taken on as a trial in March 2017 but given the improved results has been continued.

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- 3.3 The additional PCN's provide increased income but there are additional associated costs. The overall service ran at a deficit of £19,000 in 2017/18 down from a deficit of £30,684 in 16/17. The annual accounts are shown in Annex 1.
- 3.4 In January 2018, the deployment of CEO's in Tandridge was changed so that instead of the CEO's patrolling in pairs and sharing the contraventions identified on-street, they will patrol separately and should therefore increase coverage and improve compliance with parking restrictions. The enforcement officers will cover both towns and rural areas daily.
- 3.5 A number of locations nominated by the committee have also been given priority:
- Caterham – Croydon Road (Wapses Lodge to The Square)
 - Caterham – Parking on roundabout/centre square
 - Caterham – Railway station (taxi parking)
 - A22 Blindley Heath – (between Smith & Western pub and j/w Ray Lane)
 - Godstone Green Forge Café
 - Bletchingley – A25 Barfields junction with Castle St (parked vehicles obstructing sight lines)
 - Warlingham Green
- 3.6 Further information is available in Annex 2 and 3 showing where PCN's were issued and for what type of offence. KPI's are shown in Annex 4.
- 3.7 A proposal has been put forward by Parish Councils in the north of the District to evaluate additional enforcement requirements and the likely costs. This could see additional CEO resources deployed in certain areas during evenings and weekends funded by Parish Councils.
- 3.8 Reigate & Banstead continue to seek new ways of improving the enforcement service they provide. This includes:
- Using additional enforcement officers as described above.
 - Purchasing new vehicles. This may include the introduction of small motorbikes to enable faster, more flexible deployment of enforcement resources.
 - Increasing the enforcement activity undertaken outside of 'normal' operating hours. This is in response to feedback that a number of double yellow line locations require enforcement in the early mornings and more frequently during the evenings. At present the effectiveness of the enforcement during these times are heavily dependent on whether people are willing to volunteer for overtime, but the additional resource referenced above will mean the service can respond more frequently and flexibly.
 - A review and improvement of the back office systems to enable a more efficient service. Improved information and guidance has been provided on the website

and the wording on penalty charge notices has been reviewed to promote online appeals above other channels. Reigate & Banstead also offer online and automated telephone payments services, which are available 24 hours a day.

- The online system enables customers to view their cases in real time and appeal on-line. It also enables the customer to appeal on-line. However, this has a higher application costs to the service.

- 3.9 The efficiency of the on street enforcement service would increase significantly if vehicles were required to display a ticket showing their arrival time, in the same way as parking in off street car parks. This would enable enforcement officers to immediately determine if vehicles had overstayed and carry out enforcement. At present at least two visits are required, and as stated earlier in the report, the process is resource intensive.
- 3.10 There is an ongoing review of the parking enforcement arrangement in the County that could also lead to cost savings. These could start to materialise during 2018/19 with the introduction of new parking enforcement agency agreements.

4. CONSULTATIONS:

- 4.1 Feedback and intelligence from local Councillors is extremely helpful in identifying enforcement priorities. The fastest way to report illegal or inconsiderate parking, and request enforcement activity, is through the online form, with information sent immediately to the parking enforcement team:
http://www.reigate-banstead.gov.uk/info/20150/parking/465/report_inconsiderate_parking

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 The purpose of enforcing waiting restrictions is to help achieve compliance with restrictions and not to raise income although we try to manage the service without operating at a deficit.
- 5.2 If a surplus is generated for the 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
- 5.3 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.
- 5.4 There was no surplus generated in 2017/18 although the deficit was reduced and it met by R&BBC. The outturn summary for the on street parking account in Tandridge District Council is shown in Annex 1.

- 5.5 There are a number of challenges that impact on the costs and income of on street enforcement in Tandridge, most significantly it is a large, rural district with towns spread across the District.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 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.

7. LOCALISM:

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

8. 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 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 Changes to the use of the highway network, the built environment and society mean that parking behaviour changes. It is necessary for a Highway Authority to carry out regular reviews of waiting and parking restrictions on the highway network and provide adequate enforcement. This will help to:
- Improve road safety
 - Increase access for emergency vehicles
 - improve access to shops, facilities and businesses
 - Increase access for refuse vehicles and service vehicles
 - Ease traffic congestion
 - Better regulate parking
 - Increase on-street compliance

9.2 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 operational performance during 2017/18. The committee is asked to note the report.

10. WHAT HAPPENS NEXT:

10.1 Local Committee can consider these arrangements and comment as appropriate.

Contact Officer: Frank Etheridge, Head of Service, Recycling and Cleansing, Reigate & Banstead Borough Council
David Curl, Team Manager, SCC Parking Team

Annex 1 – Annual accounts

Annex 2 – PCN's issued by town/village and contravention

Annex 3 – PCN's issued by street

Annex 4 - On Street Parking Key Performance Indicators

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Annex 1

Annual on-street car parking return

Summary

Authority name	Reigate & Banstead in Tandridge District
Financial year	2017/18

REVENUE EXPENDITURE	£155,255.54
REVENUE INCOME	£136,255.76

NET DEFICIT	<u>£18,999.78</u>
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Surplus share:		£
SCC	20%	N/A
Local Area committee	60%	N/A
Local Authority	20%	N/A

NET DEFICIT	18,999.78
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Annual on-street carparking return

Authority name

On-street enforcement
Tandridge District
Council

Financial year

2017/18

£

REVENUE EXPENDITURE

DIRECT COSTS

Staff costs

Enforcement staff 76118.83

Non-enforcement staff 23367.25

Contracted out enforcement staff 0

Contracted out cash collection staff 0

Operating costs

Contracted out services 0

Notice processing software and Handheld Computers 10285.76

Maintenance of equipment (pay and display) 0

Maintenance of signs and lines 0

Adjudication and debt registration 2454.34

Consumables (printing materials /stationary etc) 1709.68

other (please list) 2692.21

116628.07

OVERHEAD COSTS

Indirect staff 0.00

IT 8146.51

Office accommodation 10619.72

Depot accommodation 0

HR 6909.90

Audit 0

Finance 12951.34

Office services 0

Cashiers/Creditors/Debtors 0

Customer services 0

Legal 0

Vehicle Fleet 0

38627.47

TOTAL EXPENDITURE

155255.54

REVENUE INCOME*

Pay and Display	0	
Penalties	-130273.56	
Resident permits	-2356.36	
<i>Maintenance of signs and lines recharge</i>	0	
Suspensions and Waivers	-3625.84	
Visitor permits	0	
Other receipts	0	
	<hr/>	-136255.76
TOTAL INCOME		-136255.76
NET (SURPLUS)/DEFICIT		18999.78

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Town	Road	Count of PCN		Contravention		Year		2016 - 2017		2017 - 2018		2016 - 2017		2017 - 2018		2016 - 2017		2017 - 2018		2016 - 2017		2017 - 2018		2016 - 2017		2017 - 2018		2016 - 2017		2017 - 2018		Grand Total		
		01 - Yellow Lines 1 or 2	02 - Loading/Unloading	16 - Not displaying permit	21 - In suspended bay	22 - Return within time	24 - Incorrectly Parked	26 - Special enforcement at	27 - Adjacent dropped foot	30 - Parked longer permitt	40 - Disabled bay No Badg	45 - Parked in Taxi Rank	47 - Parked in bus Stop	48 - Outside school	99 - Pedestrian crossing																			
Bletchingley																																		1
Caterham		568	714	13	9		1	3	8	6	4																							2132
Caterham on the Hill		157	239	1					3																									505
Dormansland		6	10																															18
Godstone		4	12																															24
Hamsey Green		4																																4
Hurst Green		50	74																															124
Lingfield		47	109																															229
Nutfield		1	3																															4
Oxted		807	913	4		4	7	15	20	4		3	2	3	1	1	1	2	343	325	14	21	1	4	12		2						2508	
Smallfield		19	25																															61
Warlingham		42	53			20																												245
Whyteleaf		98	91	1		35	11	1		1																								530
Woldingham		50	18																															71
Grand Total		1853	2262	19	9	59	19	19	31	11	4	4	7	3	1	2	7	916	1014	35	72	2	30	61	2	5	3	6	6	6456				

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Penalty Charge Notices Issued for On Street Parking Contraventions and number of visits.					
Tandridge District comparison between financial year 2017/18 and 2016/17					
Street	Town	2017/18		2016/17	
		Visits	PCNs	Visits	PCNs
Church Lane	Bletchingley	8	0	2	0
Coneybury	Bletchingley	3	1	2	0
The Hawthorns	Bletchingley	7	0	9	0
Adair Gardens	Caterham	76	0	8	0
Beechwood Gardens	Caterham	27	13	6	4
Beechwood Road	Caterham	31	8	7	1
Burntwood Lane	Caterham	44	0	41	0
Buxton Lane	Caterham	12	0	4	0
Church Hill	Caterham	36	1	27	0
Church Walk	Caterham	33	16	16	13
Clareville Road	Caterham	75	9	33	3
Colburn Avenue	Caterham	11	0	3	0
Colin Road	Caterham	4	0	1	0
Colliers	Caterham	1	0	1	1
Commonwealth Road	Caterham	16	1	20	3
Crescent Road	Caterham	460	149	155	66
Cromwell Grove	Caterham	12	0	13	1
Cromwell Road	Caterham	37	6	38	12
Croydon Road	Caterham	1264	406	674	334
Dome Hill	Caterham	2	0	0	0
Eothen Close	Caterham	68	17	33	6
Farningham Road	Caterham	11	1	23	0
Foxon Lane	Caterham	4	0	6	2
Godstone Road	Caterham	636	67	388	83
Grange Road	Caterham	2	0	4	0
Greenhill Avenue	Caterham	7	1	5	2
Greenwood Gardens	Caterham	2	0	0	0
Harestone Hill	Caterham	148	9	104	15
Harestone Lane	Caterham	3	0	0	0
Harestone Valley Road	Caterham	124	7	86	5
Highfield Road	Caterham	8	1	3	0
Longsdon Way	Caterham	4	1	0	0
Markfield Road	Caterham	11	0	30	7
Markville Gardens	Caterham	3	0	3	1
Milner Approach	Caterham	2	0	2	0
Mount Pleasant Road	Caterham	207	56	124	73
Newstead Rise	Caterham	1	0	0	0
Portley Lane	Caterham	2	0	0	0
Rook Lane	Caterham	5	0	2	0
St Michaels Road	Caterham	2	0	3	0
Stafford Close	Caterham	10	0	1	0
Stafford Road	Caterham	51	16	34	7
Stanstead Road	Caterham	5	0	4	0
Station Avenue	Caterham	372	25	148	21
Station Road	Caterham	13	0	17	2
The Square	Caterham	326	32	74	21

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Tillingdown Hill	Caterham	14	0	5	3
Tillingdown Lane	Caterham	1	0	1	0
Timber Hill Road	Caterham	569	158	271	138
Tupwood Lane	Caterham	53	10	33	9
Underwood Road	Caterham	4	0	0	0
Unnamed Service Road between Croydon Road and Station Approach	Caterham	450	132	236	123
Waller Lane	Caterham	1	0	4	0
White Knobs Way	Caterham	8	2	0	0
Addison Road	Caterham on the Hill	41	0	11	0
Auckland Road	Caterham on the Hill	7	0	2	0
Avenue Road	Caterham on the Hill	6	1	3	0
Banstead Road	Caterham on the Hill	95	19	50	5
Birch Avenue	Caterham on the Hill	25	1	13	4
Campbell Road	Caterham on the Hill	2	0	1	0
Chaldon Road	Caterham on the Hill	205	32	150	25
Church Road	Caterham on the Hill	22	1	10	3
Coulsdon Road	Caterham on the Hill	130	13	86	27
Court Road	Caterham on the Hill	58	12	26	11
Eldon Road	Caterham on the Hill	2	0	11	7
Essendene Road	Caterham on the Hill	87	24	56	16
Francis Road	Caterham on the Hill	8	2	5	2
Heath Road	Caterham on the Hill	29	4	14	2
High Street	Caterham on the Hill	313	92	175	36
Homesdale Road	Caterham on the Hill	30	4	3	3
Homestead Road	Caterham on the Hill	35	14	21	5
Livingstone Road	Caterham on the Hill	7	0	0	0
Macauley Road	Caterham on the Hill	1	0	0	0
Milton Road	Caterham on the Hill	4	0	2	0
Money Road	Caterham on the Hill	4	1	0	0
Nelson Road	Caterham on the Hill	31	14	14	11
Oak Road	Caterham on the Hill	12	2	2	0
Park Road	Caterham on the Hill	48	6	16	2
Poplar Walk	Caterham on the Hill	158	47	56	33
Queens Park Road	Caterham on the Hill	1	0	0	0
Spencer Road	Caterham on the Hill	19	0	21	0
Stanley Street	Caterham on the Hill	2	0	1	1
Townend	Caterham on the Hill	111	8	94	14
Westway	Caterham on the Hill	97	8	83	15
Whyteleafe Road	Caterham on the Hill	32	0	7	0
William Road	Caterham on the Hill	3	0	2	0
Wood Lane	Caterham on the Hill	6	0	2	1
Clinton Hill	Dormansland	1	0	3	0
Dormans Station Road	Dormansland	59	7	47	4
High Street	Dormansland	48	1	77	4
Mutton Hill	Dormansland	10	0	0	0
Station Road	Dormansland	1	0	0	0
The Meades	Dormansland	3	0	4	0
West Street	Dormansland	11	2	0	0
Copthorne Road	Felbridge	5	0	0	0
Crawley Down Road	Felbridge	1	0	0	0
Godstone Green Road	Godstone	5	0	4	0
Godstone Hill	Godstone	15	0	0	0
Harcourt Way	Godstone	9	2	2	0
High Street	Godstone	161	8	79	4

Hunters Chase	Godstone	24	0	5	0
Ivy Mill Lane	Godstone	1	0	0	0
Lagham Road	Godstone	6	1	5	0
Needles Bank	Godstone	27	0	15	0
Salisbury Road	Godstone	7	6	4	3
The Green	Godstone	3	0	1	0
Hamsey Green Gardens	Hamsey Green	4	0	0	0
Kingswood Lane	Hamsey Green	1	0	2	0
Limpsfield Road	Hamsey Green	14	0	3	0
Tithepit Shaw Lane	Hamsey Green	1	0	7	1
Greenhurst Lane	Hurst Green	77	8	32	10
Hallsland Way	Hurst Green	3	1	1	1
Holland Road	Hurst Green	6	0	12	1
Hurst Green Road	Hurst Green	58	6	40	4
Hurstlands	Hurst Green	34	10	9	1
Meldrum Close	Hurst Green	82	29	47	21
Mill Lane	Hurst Green	12	0	2	1
Paddock Close	Hurst Green	45	0	10	0
Paddock Way	Hurst Green	62	10	26	6
Pollards Oak Road	Hurst Green	7	3	1	1
Rockfield Road	Hurst Green	45	7	41	4
Tanhouse Road	Hurst Green	6	0	0	0
Unnamed Service Rd off Pollards Oak Road	Hurst Green	1	0	1	3
Wolfs Hill	Hurst Green	5	0	6	0
Wolfs Wood	Hurst Green	1	0	1	0
High Street	Limpsfield	15	0	0	0
Bakers Close	Lingfield	1	0	0	0
Bakers Lane	Lingfield	6	2	7	2
Blackberry Lane	Lingfield	9	0	7	0
Drivers Mead	Lingfield	23	0	4	0
East Grinstead Road	Lingfield	141	24	83	6
Godstone Road	Lingfield	139	44	17	1
Gray Close	Lingfield	2	0	1	0
Gun Pit Road	Lingfield	54	1	30	1
Headland Way	Lingfield	57	3	21	3
High Street	Lingfield	159	36	122	20
Jenny Lane	Lingfield	12	2	0	0
Newchapel Road	Lingfield	7	0	1	0
Newchapel Road Service Road	Lingfield	12	5	0	0
Pauls Mead	Lingfield	1	0	0	0
Plaistow Street	Lingfield	109	0	16	0
Rushfords	Lingfield	3	0	0	0
Saxby Hill	Lingfield	4	1	1	0
Selbys	Lingfield	1	1	1	0
Stanfords Place	Lingfield	4	4	2	0
Station Road	Lingfield	73	44	45	22
Talbot Road	Lingfield	4	0	0	0
The Square	Lingfield	3	0	0	0
Vicarage Road	Lingfield	45	7	21	0
Barfields	Nutfield	18	3	12	0
Bletchingley Road	Nutfield	199	0	62	1
Church Hill	Nutfield	1	0	1	0
High Street	Nutfield	24	0	24	0
Mid Street	Nutfield	4	0	0	0

ITEM 12

Nutfield Road	Nutfield	88	0	11	0
Amy Road	Oxted	339	84	263	64
Barrow Green Road	Oxted	20	0	32	1
Beadles Lane	Oxted	22	0	5	0
Beatrice Road	Oxted	204	41	188	70
Bluehouse Lane	Oxted	308	39	242	26
Brassey Road	Oxted	2	0	0	0
Chichele Road	Oxted	70	8	73	13
Church Lane	Oxted	254	29	230	45
Comforts Farm Avenue	Oxted	2	0	0	0
Detillens Lane	Oxted	27	5	4	1
East Hill	Oxted	25	0	8	0
East Hill Road	Oxted	42	11	44	11
Ellice Road	Oxted	19	1	33	1
Essendene Close	Oxted	25	1	20	4
Godstone Road	Oxted	49	0	53	1
Gordons Way	Oxted	6	0	8	0
Granville Road	Oxted	303	106	251	88
Gresham Road	Oxted	752	282	569	230
High Street (Old Oxted)	Oxted	65	23	40	18
Hoskins Road	Oxted	154	40	105	40
Hunters Chase	Oxted	24	2	6	0
Hurst Green Close	Oxted	1	0	0	0
Johnsdale	Oxted	281	73	217	87
New Lodge Drive	Oxted	6	2	5	6
Oak Close	Oxted	5	0	1	0
Padbrook	Oxted	1	0	0	0
Park Road	Oxted	3	0	1	1
Peter Avenue	Oxted	5	2	4	0
Silkham Road	Oxted	29	1	6	0
Snatts Hill	Oxted	61	4	41	2
St Mary's Close	Oxted	5	0	0	0
Stanhopes	Oxted	1	0	0	0
Station Approach	Oxted	415	101	269	132
Station Road East	Oxted	977	148	684	167
Station Road West	Oxted	640	276	299	173
Tandridge Lane	Oxted	27	0	14	0
Uvedale Road	Oxted	9	1	3	2
West Hill	Oxted	13	0	3	0
Westerham Road	Oxted	117	9	33	5
Wheeler Avenue	Oxted	28	9	17	10
Woodhurst Lane	Oxted	4	1	6	2
Woodland Court	Oxted	31	6	1	0
Bridgeham Way	Smallfield	10	3	4	0
Chapel Road	Smallfield	9	0	0	0
New Road	Smallfield	11	0	2	0
Plough Road	Smallfield	5	0	4	0
Redehall Road	Smallfield	94	7	91	11
Weatherhill Road	Smallfield	37	0	33	0
Wheeler's Lane	Smallfield	129	22	132	18
Church Hill	Tatsfield	3	0	0	0
Westmore Road	Tatsfield	1	0	1	0
Albert Road	Warlingham	2	0	0	0
Alexandra Road	Warlingham	2	0	0	0

Birch Way	Warlingham	4	0	1	0
Chapel Road	Warlingham	2	0	0	0
Chelsham Road	Warlingham	1	0	0	0
Church Road	Warlingham	13	3	6	0
Crewe's Avenue	Warlingham	1	0	0	0
Crowborough Drive	Warlingham	5	0	0	0
Eden Way	Warlingham	5	1	10	6
Eglise Road	Warlingham	4	0	0	0
Elm Close	Warlingham	10	0	1	0
Elm Road	Warlingham	9	1	1	1
Farleigh Road	Warlingham	76	8	41	2
Glebe Road	Warlingham	135	38	38	22
Gresham Avenue	Warlingham	18	0	3	0
Harrow Road	Warlingham	1	0	0	0
Hillbury Close	Warlingham	4	0	2	0
Leas Road	Warlingham	17	0	0	0
Limpsfield Road	Warlingham	142	25	97	19
Linden Grove	Warlingham	2	0	0	0
Marks Road	Warlingham	1	0	3	0
Mayes Close	Warlingham	1	0	0	0
Paddock Walk	Warlingham	2	0	0	0
Shelton Avenue	Warlingham	1	1	5	1
Sunny Bank	Warlingham	7	0	0	0
The Green	Warlingham	218	63	115	23
Westhall Road	Warlingham	34	2	36	7
Westview Road	Warlingham	5	0	0	0
Church Hill	Whyteleafe	7	0	0	0
Church Road	Whyteleafe	105	39	62	36
Court Bushes Road	Whyteleafe	5	3	13	5
Court Farm Road	Whyteleafe	49	5	76	35
Downsway	Whyteleafe	3	0	0	0
Godstone Road	Whyteleafe	234	43	214	46
Hillbury Road	Whyteleafe	81	8	105	22
Hillside Road	Whyteleafe	1	0	1	0
Hornchurch Hill	Whyteleafe	18	8	10	5
Johns Walk	Whyteleafe	1	0	1	0
Maple Close	Whyteleafe	4	0	0	0
Maple Road	Whyteleafe	6	0	0	0
Oakley Road	Whyteleafe	38	9	58	5
Old Barn Lane	Whyteleafe	1	0	0	0
Salmons Lane	Whyteleafe	14	0	5	0
Searchwood Road	Whyteleafe	23	2	49	18
St Lukes Road	Whyteleafe	9	0	2	0
Station Approach	Whyteleafe	32	0	98	39
Station Road	Whyteleafe	228	139	153	70
Tithepit Shaw Lane	Whyteleafe	3	0	7	4
West View Road	Whyteleafe	1	0	0	0
Westhall Road	Whyteleafe	29	1	38	2
Whyteleafe Hill	Whyteleafe	98	7	45	1
Church Road	Woldingham	104	17	87	48
Station Road	Woldingham	30	0	19	0
The Crescent	Woldingham	48	2	57	4
Woldingham Road	Woldingham	72	0	77	0
Totals		16,608	3,498	10,191	2,958

KPI's	Details	15/16	16/17	17/18
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.	£119,254.14	£137,639.20	£155,255.54
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 costs 2017/18 are £155,255.54 Total hours deployed on-street including travelling is estimated at 2600 each year however an additional 2600 estimated hours were completed by Agency CEOs in 2017/18 and 1300 estimated hours in 2016/17	£45.87ph	£35.29ph	£29.86ph
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 3,498 in 2017/18	0.92 (2383)	0.76 (2979)	0.67 (3498)
PCN cancellation rate - the total number of PCNs cancelled as a ratio of the total number of PCNs issued.	3,498 PCNs were issued. 144 PCNs were cancelled	7.68% (183)	8.29% (247)	4.12% (144)
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 3,498 31 PCN were successfully appealed at the formal appeal stage.	1.22% (29)	0.17% (5)	0.89% (31)
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	5 working days	5 working days

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SURREY COUNTY COUNCIL

LOCAL COMMITTEE (TANDRIDGE)

DATE: 22 JUNE 2018



SURREY

LEAD OFFICER: SARAH WOODWORTH, PARTNERSHIP & COMMITTEE OFFICER

SUBJECT: LOCAL COMMITTEE COMMUNITY SAFETY FUNDING AND REPRESENTATION ON TASK GROUPS AND EXTERNAL BODIES

DIVISION: ALL TANDRIDGE

SUMMARY OF ISSUE:

The local committee has a delegated budget of £3000 for community safety projects in 2018/19. This report sets out the process by which this funding should be allocated to the Community Safety Partnership and/or other local community organisations that promote the safety and wellbeing of residents. The report also seeks the approval of Local Committee task group members and the appointment of representatives to external bodies.

RECOMMENDATIONS:

The Local Committee (Tandridge) is asked to agree that:

- (i) The committee's delegated community safety budget of £3000 for 2018/19 be retained by the Community Partnership Team, on behalf of the Local/Joint Committee, and that the Community Safety Partnership and/or other local organisations be invited to submit proposals for funding that meet the criteria and principles set out at paragraph 2.4 of this report.
- (ii) Authority be delegated to the Community Safety Manager, in consultation with the Chairman and Vice-Chairman of the local committee, to authorise the expenditure of the community safety budget in accordance with the criteria and principles stated at paragraph 2.4 of this report.
- (iii) The committee receives updates on the project(s) funded, the outcomes and the impact it has achieved.
- (iv) The committee approves the nomination to the East Surrey Community Safety Partnership, as set out in paragraph 2.8.

REASONS FOR RECOMMENDATIONS:

The report sets out a process for allocating the committee's delegated community safety budget of £3000 to local organisations. It also proposes Local Committee representation on the East Surrey Community Safety Partnership for the forthcoming year. The appointment of councillors of the Local Committee to external bodies enables the committee's representation on and input to such bodies.

1. INTRODUCTION AND BACKGROUND:

- 1.1 Prior to 2016, the local committee had historically chosen to passport its delegated community safety funding to the local Community Safety Partnership (CSP) to assist in their efforts to tackle crime and anti- social behaviour on behalf of residents.
- 1.2 Following countywide analysis of the projects that were funded through CSPs and the outcomes achieved, the local committee agreed that its local CSP should firstly be invited to provide an outline of any prospective projects that could be supported from the committee's funding for approval. This aimed to provide greater oversight of the committee's expenditure. In the context of the County's Medium Term Financial Plan and the requirement upon all county services to contribute to significant savings, the process would also help to achieve better value for money from projects in support of the County Council's wider community safety priorities.
- 1.3 Representation on external bodies is decided and is reviewed and agreed by Local Committee members annually. The objectives of the East Surrey Community Safety Partnership (CSP) are contained in Annex 1 of this report. The committee is requested to make the appointments to the East Surrey CSP, as detailed in paragraph 2.8 of this report.

2. ANALYSIS:

- 2.1 In 2017/18, the committee awarded £3000 to:

Street Talk - £2000 (funding for two youth workers)

Autistic Specific Parenting Programme - £350

Safe Drive Stay Alive £650

Further details about the project(s) funded are contained in annex 2. A further update on the project's outcomes and achievements will be provided to the committee in November 2018.

- 2.2 As in the previous year, a clear and simple process designed to support CSPs will be adopted in order that funds can be processed efficiently this year.
- 2.3 Local CSPs will be invited to submit a brief outline of the projects that they would like to put the committee's funding towards, using a simple template

designed for this purpose.

- 2.4 To assist CSPs in identifying suitable projects, the following criteria will be provided as a guide:
- (a) Results in residents feeling safer
 - (b) Has clear outcomes that align with the priorities of the Local Committee and/or the CSP
 - (c) Is non recurrent expenditure
 - (d) Does not fund routine CSP activities (e.g. salaries, training)
 - (e) Is not subsumed into generalised or non-descript funding pots
 - (f) Does not duplicate funding already provided (e.g. domestic abuse services, youth work, transport costs, literature which could be co-ordinated across all CSPs)
- 2.5 To ensure funds can be utilised within the current financial year, it is suggested that a deadline of **14 September 2018** is imposed for the submission of outline projects by CSPs and/or local organisations. This deadline will be communicated widely to local CSPs and partner organisations.
- 2.6 To ensure that funds can be distributed speedily and efficiently, it is recommended that authority is delegated to the Community Safety Manager, in consultation with the Chairman and Vice-Chairman of the Local Committee, to authorise the expenditure of the committee's funds outside the formal quarterly committee meeting cycle. This should allow local organisations to obtain approval, initiate and implement projects with the minimum of delay.
- 2.7 Once implemented, the CSP and any other recipients of this funding will be required to provide the local committee with a short update on each project, outlining how the funding was used and the difference and impact it has made in the local community.
- 2.8 Surrey County Council is a Responsible Authority on Community Safety Partnership and has a responsibility to be represented at their meetings. It is recommended that the Local Committee are represented on the East Surrey Community Safety Partnership, in order to continue the successful work carried out in previous years.

3. OPTIONS:

- 3.1 All viable options were considered and appraised when forming the recommendations to the Local committee. The previous arrangement, whereby the committee transferred both its funding and the decision-making about how the funding could be used to the CSP was not considered to provide sufficient information on the impact that the funding or the outcomes it had achieved.

- 3.2 The recommended funding arrangements will employ a simple process for the commitment of funds by the committee to enable greater scrutiny over the use of this funding.
- 3.3 The committee can confirm the task groups and the corresponding terms of reference as set out in the report. Alternatively, it can establish new task groups, or dispense with previous task groups. If a new task group is established, provisional terms of reference should be agreed.
- 3.4 The committee can either make the appointments to external bodies, as set out within the report, or amend these appointments.

4. CONSULTATIONS:

- 4.1 Local committee chairmen were collectively consulted about the process for allocating community safety funding, as recommended in this report.
- 4.2 Local committee member views are being sought on the nominations for representatives on external bodies.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 The costs of the recommendations in this report are contained within existing revenue budgets. Early scrutiny of proposed projects by CSPs and local organisations will help to achieve better value for money for the Committee’s funding.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 There are no direct equalities or diversity implications. However, through its membership of the local CSP and external bodies, the County Council can help to ensure that local services are accessible to harder to reach groups. The CSP also maintains ongoing monitoring of hate and domestic abuse crimes.

7. LOCALISM:

- 7.1 The proposals contained in this report will enable CSPs and/or other suitable local organisations to submit projects that support the County Council’s strategic goal of enhancing resident experience. Membership of task groups and representation on external bodies allows local councillors to consider, recommend and influence policies and services in response to local residents’ needs.

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	Set out below
Sustainability (including Climate Change and Carbon Emissions)	No significant implications.

Corporate Parenting/Looked After Children	No significant implications.
Safeguarding responsibilities for vulnerable children and adults	No significant implications.
Public Health	No significant implications

8.1 Crime and Disorder implications

The county council's membership of local CSPs helps ensure the achievement of its community safety priorities. The committee's funding for local community safety projects enables the CSP and/or other local organisations to help to promote safety, reduce crime, and tackle antisocial behaviour and raise awareness of safer practices and behaviours.

9. CONCLUSION AND RECOMMENDATIONS:

9.1 The recommendations contained in this report are intended to secure greater oversight of the committee's community safety expenditure and achieve better value for money through projects that help to achieve the County's community safety priorities.

10. WHAT HAPPENS NEXT:

10.1 The CSP will be advised of the funding process agreed by the Local Committee and invited to access this funding.

Contact Officer:

Sarah Woodworth, Partnership and Committee Officer, Telephone 01737 737422

Consulted:

Surrey's local committee chairmen and local committee members.

Annexes:

Annex 1 –Community Safety Partnership Terms of Reference
Annex 2 – Details of Funded Projects

Sources/background papers:

Not applicable.

Annex 1

Purpose and Aims of the East Surrey Community Safety Partnership

Purpose

To provide strategic leadership to reduce crime and disorder through effective partnership working and to deliver measurable results across the area.

This will be achieved through the:

- Production of an annual strategic assessment to identify key crime & disorder issues across the ESCSP area.
- Development of a rolling 3-year ES Community Safety Plan with measurable outcomes.
- Robust monitoring of progress against Aims & Objectives.

Strategic Vision

“Working together to keep East Surrey safe”

Aims

- To promote integration of Community Safety priorities into mainstream policies and services.
- To ensure the strategic vision is translated into real change for East Surrey.
- To reduce alcohol and drug related harm and to reduce re-offending.
- To encourage closer collaborative working on shared concerns.
- To increase community reassurance through co-ordinated awareness-raising campaigns.
- To provide a voice for East Surrey at the Surrey Community Safety Board
- To identify funding opportunities and lead on relevant funding submissions.
- To contribute to and support the delivery of relevant County-wide strategies.

SCC LOCAL COMMITTEE (TANDRIDGE)

Annex 2

DETAIL OF FUNDED ORGANISATIONS

Name of Organisation:	YMCA (East Surrey)
Amount Awarded:	£2000
Project Aims & Purpose of Funding:	<p>Funding for 2 youth workers</p> <p>Street Talk is a detached youth work programme where youth workers go into the heart of a community, once a week for up to 3 hours, working with Police and other agencies to identify “hotspot” areas where vulnerable young people are at risk of being targeted with Child Sexual exploitation and/or maybe involved in crime and antisocial behaviour.</p> <p>The programme is expected to engage with approximately 50 young people.</p>
Outcomes to Date:	<p>Unfortunately there was a delay in starting the detached youth work due to difficulties in recruiting an assistant youth worker to work alongside the full time youth worker. This has now been achieved and work started in early June.</p> <p>An update on this project will be provided at the November Committee meeting.</p>

Name of Organisation:	Family Services Team
Amount Awarded:	£350 (total cost of programme £700) (part funding received through Members Allocations)
Project Aims & Purpose of Funding:	<p>Autistic specific parenting programme</p> <p>Tandridge Family Team have identified that they receive a large number of referrals that have been generated as a result of the police being called to homes where an assault/disturbance has been called that is directly related the autistic/ADHD driven behaviour of a young person and the parental response. There is currently no</p>

	<p>specific training that looks at providing parents with de-escalation techniques that focus on the specific needs of autistic young people.</p> <p>The funding will allow for a trainer to devise an autistic specific parenting programme that will focus on providing tools and support for parents who are experiencing violent behaviour in the home as a result of autistic behaviour. This will include a teaching pack and materials for a 4 session parenting programme, a staff training day on the programme for the Tandridge Family Team and the delivery of the parenting programme by the trainer with 2 members of staff in attendance to learn the delivery of the programme so the work can continue.</p> <p>The remaining cost of the project will be met through Members Allocation funding.</p>
Outcomes to Date:	<p>Development of bespoke training programme</p> <p>10 staff trained on programme</p> <p>Parenting programme is currently being delivered to 7 parents.</p> <p>The courses is going very well and we will be reviewing the course and then make a decision on when we will run the next course.</p>

Name of Organisation:	Surrey Fire and Rescue Service
Amount Awarded:	£650
Project Aims & Purpose of Funding:	<p>Safe Drive Stay Alive</p> <p>Safe Drive, Stay Alive is an emotionally engaging and thought provoking theatre based education production, coordinated by Surrey Fire & Rescue Service, working with emergency services partners and members of the public, which aims to raise road safety awareness amongst young</p>

	<p>people and positively influence their attitudes to driving. Performances are designed to engage an audience of new and novice young drivers who are a high risk group on the UK's roads. Safe Drive Stay Alive aims to make young people aware of their responsibilities as road users and the wide ranging and potentially devastating consequences should these not be taken seriously. The ultimate aim is to reduce the number of road traffic collisions involving young people and the number of deaths and injuries amongst this at risk driver group.</p> <p>The funding will allow for 650 pupils from Tandridge secondary schools to attend the production.</p>
<p>Outcomes to Date:</p>	<p>This funding help to fund student and teacher places from schools across Tandridge.</p> <p>Caterham School – 163 places Lingfield College – 84 Oxted School -178 Warlingham School -121 Woldingham School -67</p> <p>Total- 613</p>

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