

**THESE MINUTES REMAIN DRAFT UNTIL FORMALLY APPROVED AT  
THE 22 SEPTEMBER 2014 LOCAL COMMITTEE MEETING**

Minutes of the meeting of the  
**Reigate AND BANSTEAD LOCAL COMMITTEE**  
held at 2.00 pm on 9 June 2014  
at Reigate Town Hall, Castlefield Road, Reigate, Surrey RH2 0SH.

**Surrey County Council Members:**

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

**Borough / District Members:**

- Cllr Victor Broad
- \* Cllr Julian Ellacott
- Cllr Ms Sarah Finch
- Cllr Norman Harris
- \* Cllr Roger Newstead
- \* Cllr Graham Norman
- Cllr David Powell
- \* Cllr John Stephenson
- \* Cllr Mrs Rachel Turner

\* In attendance

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**17/14 APOLOGIES FOR ABSENCE (AGENDA ITEM ONLY) [Item 1]**

Apologies for absence were received from Mr Bob Gardner, Cllr Ms Sarah Finch and Cllr Norman Harris.

**18/14 MINUTES OF PREVIOUS MEETING (AGENDA ITEM ONLY) [Item 2]**

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

**19/14 DECLARATIONS OF INTEREST (AGENDA ITEM ONLY) [Item 3]**

None received.

**20/14 PETITIONS (AGENDA ITEM ONLY) [Item 4]**

None received.

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### **21/14 FORMAL PUBLIC QUESTIONS (AGENDA ITEM ONLY) [Item 5]**

None received.

### **22/14 FORMAL MEMBER QUESTIONS (AGENDA ITEM ONLY) [Item 6]**

None received.

### **23/14 LOCAL COMMITTEE CO-OPTED MEMBER SUBSTITUTES [AGENDA ITEM ONLY] [Item 6a]**

The Committee **AGREED** not to co-opt substitutes from Reigate and Banstead Borough Council in the municipal year 2014-15.

### **24/14 PRESENTATION: SURREY AND SUSSEX HEALTHCARE: "OUR CLINICAL STRATEGY - A VISION OF BETTER HEALTHCARE" [INFORMATION ONLY] [Item 7]**

The Committee received a presentation by Michael Wilson, Chief Executive; Des Holden, Medical Director, and Dr Ben Mearns, Clinical Lead for Acute and Elderly Medicine, Surrey and Sussex Healthcare NHS Trust. The presentation slides are attached to the minutes as **Appendix A**.

During discussion with the Committee, the following key points were raised:

- Members were pleased to hear that more cancer treatment would be taking place at East Surrey Hospital in future, as the need to travel to the Royal Surrey County Hospital in Guildford for such treatment was a major concern for many residents.
- Members expressed concerns regarding the possibility that the hospital may not be granted the highest category of Accident and Emergency cover in relation to its proximity to Gatwick Airport and the M25/M23. This also led to serious concerns regarding the future of stroke care; Members were concerned to hear that there was a possibility that stroke patients would have to be taken to hospitals up to 30 minutes away in future.
- Discussion took place regarding appropriate use of the Emergency Department by residents and out of hours GP care.
- Members raised concerns regarding the variable levels of funding per head of population allocated to the two Clinical Commissioning Groups (CCGs) covering the borough of Reigate and Banstead. The Chairman indicated that she would like representatives of the CCGs to attend a future meeting.
- Members noted that the Trust was due to find out the outcome of its recent inspection by the Care Quality Commission in July. If the Trust was graded "Good", it would be able to take further steps towards achieving Foundation Trust status; should this be successful, Foundation Trust status would be granted in early 2015.

The Chairman thanked the representatives of the Trust for their attendance.

**25/14 CREATING OPPORTUNITIES FOR YOUNG PEOPLE: LOCAL RE-COMMISSIONING FOR 2015 - 2020 [FOR DECISION - EXECUTIVE FUNCTION] [Item 8]**

**Declarations of Interest:** None

**Officer(s) attending:** Jeremy Crouch, Lead Youth Officer (Commissioning) for East Surrey

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

**Member Discussion – key points:**

- Members wished to know what the level of funding was likely to be in the future. The Lead Youth Officer explained that the position was to have a “stand-still” budget with the flexibility in commissioning to manage budget pressures.
- The achievements of Services for Young People over the past two years were recognised and welcomed; Members were interested to know how much involvement young people had in relation to the Youth Task Group and commissioning. The Lead Youth Officer reported that young people were members of the Youth Transformation Board (alongside Members and officers) and played an integral part in the recommissioning process. The Youth Task Groups had worked hard to ensure that young people were able to access them and contribute. A member of staff worked with young people to support their contribution and provide training, and they had made an important contribution to the most recent recommissioning process in Reigate and Banstead.
- A question was asked regarding the commissioning outcomes and their alignment to the three newly defined categories for delivery. The Lead Officer informed Members that feedback had shown that the separation between centre-based youth work and prevention (via the Local Prevention Framework) was felt to be unhelpful, as preventative work needed to work hand in hand with youth centres. Under the Early Help strand, youth centres and the Local Prevention Framework could be seen as one resource.
- Concerns were raised regarding transport, lack of income and homelessness, and how the commissions would tackle these issues. The Lead Officer reported that work was taking place with bus companies to tackle the transport issues faced by young people; the Individual Prevention Grant also meant that young people received help to purchase bikes. The Youth Support Service was responsible for dealing with homelessness amongst young people, which was now at an all time low across Surrey.

**Resolution:**

The Committee:

- (i) **SUPPORTED** increased delegation of decision-making to include the current Centre Based Youth Work so that it can be re-commissioned alongside the current Local Prevention Framework.

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- (ii) **AGREED** that local priorities for the newly delegated commissions within Services for Young People will be decided by the Local Committee (Reigate and Banstead) informed by the work of the constituted Youth Task Group.

### **26/14 ANNUAL PERFORMANCE REPORT FROM SERVICES FOR YOUNG PEOPLE [INFORMATION ONLY] [Item 9]**

**Declarations of Interest:** None

**Officer(s) attending:** Jeremy Crouch, Lead Youth Officer (Commissioning) for East Surrey

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

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

- Discussion took place regarding some of the terminology used in the performance report, for example Not in Education, Employment or Training (NEETs) and Participating in Education, Training or Employment (PETEs). Members requested that a glossary of term be included in future reports.
- Members asked if it was possible to include the performance of voluntary sector run youth clubs in future reports. The Lead Youth Officer explained that the report was designed to focus on the performance of services commissioned by Services for Young People; however the Youth Task Group would be looking at all provision, including voluntary sector, and mapping this at a future meeting.
- A question was asked regarding the Leader's Ready for Work Programme and why Reigate and Banstead appeared to have a low number of young people helped by it compared with other parts of Surrey. The Lead Youth Officer explained that the programme was still growing and developing, and as further links were made with employers, it was expected that a more equal distribution would occur. The scheme was on a referral basis, and in Reigate and Banstead there were a number of providers offering similar support, so it may be that young people were being referred to other, similar schemes. The Chairman suggested that the Youth Task Group should work with the Borough Council's business portfolio holder when discussing links with employers.
- Concerns were raised regarding the performance of the Sovereign Centre. The Lead Youth Officer reported that a number of measures were being taken to address the issues, including working with staff to increase capacity and a package of measures with Raven Housing Trust (the managing agent). An action plan would be put in place and the officer agreed to keep the Local Member informed on progress. He explained that as the Sovereign Centre was a satellite provision, it was not currently subject to the same targets as full-time provision, but this was likely to change after recommissioning. The Chairman agreed to write to the Cabinet Member to express the Committee's concerns about performance at the Sovereign Centre.
- The Chairman agreed to write to the Cabinet Member regarding the lack of statutory youth provision in Redhill, which has the highest number of NEETs in the borough.

**Resolution:**

The Committee **NOTED** the progress Services for Young People has made during 2013-14 to increase participation for young people in education, training or employment, as set out in the appendix to the report submitted.

**27/14 LOCAL COMMITTEE TASK GROUPS 2014-15 [FOR DECISION] [Item 10]****Resolution:**

The Local Committee **AGREED**:

- (i) The terms of reference of the Youth Task Group and the Local Sustainable Transport Fund Task Group and the Redhill Parking Task Group as set out in Annex 1 to the report submitted.
- (ii) The membership of these task groups for 2014-15 as follows:
  - Youth Task Group – Mrs Natalie Bramhall, Mr Jonathan Essex, Ms Barbara Thomson plus three Borough Council vacancies.
  - Local Sustainable Transport Fund Task Group – Mrs Natalie Bramhall, Mr Jonathan Essex, Mr Bob Gardner, Dr Zully Grant-Duff plus three Borough Council vacancies.
  - Redhill Parking Task Group – Mrs Natalie Bramhall, Mr Jonathan Essex plus two Borough Council vacancies.
  - The Chairman and Vice-Chairman to be ex-officio Members of each task group (where they are not an ordinary Member).

[Borough Council vacancies to be appointed at the 22 September 2014 meeting of the Local Committee.]

**28/14 TRAVEL SMART BUS CORRIDOR IMPROVEMENTS AND PROGRAMME UPDATE [FOR DECISION - EXECUTIVE FUNCTION] [Item 11]**

**Declarations of Interest:** None

**Officer(s) attending:** Marc Woodall, Travel SMART Engagement Manager and Alison Houghton, Transport Officer (Projects)

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

**Member Discussion – Key Points:**

- Members sought clarification as to the difference between a 'bus cage' and a 'bus clearway'. The Transport Officer explained that the term bus cage referred to the painted markings on the road, and that these could not be enforced unless a bus clearway was in place. However, even without a bus clearway, a bus cage could still act as a deterrent and prevent inconsiderate parking.

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- Concerns were raised that the real time passenger information (RTPI) screen at Redhill Bus Station was not corresponding with the timetable. The Transport Officer reported that the reason for this was due to Metrobus using a different RTPI system to Surrey County Council. A real time upgrade was planned as part of the Travel SMART programme, and a new screen at Redhill Bus Station would address the issue.

### **Resolution:**

The Committee:

- (i) **AGREED** to the bus corridor improvements highlighted in Annexes A to D to the report submitted.
- (ii) **NOTED** the progress made in the Travel SMART programme to date and more detailed plans for the financial year 2014/15.

### **29/14 REDHILL BALANCED NETWORK [FOR DECISION - EXECUTIVE FUNCTION] [Item 12]**

**Declarations of Interest:** None

**Officer(s) attending:** Narendra Mistry, Principal Design Engineer

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

### **Member Discussion – Key Points:**

- Members welcomed the proposals and thanked officers for their hard work to date. It was noted that road users with disabilities were happy with the proposal to relocate the disabled parking bays from Station Road, and that Reigate and Banstead Borough Council had agreed a new location for Road Runners taxis to pick up passengers in the Marketfield Road car park.
- A question was asked regarding measures to ensure pedestrian safety at the entrance/exit to the proposed new station car park on Redstone Hill. The Principal Design Engineer agreed to forward the plans to Members.

### **Resolution:**

The Committee:

- (i) **NOTED** the update provided and the latest programme of works.
- (ii) **AGREED** the removal of clause 4(f) from the current 1991 Notice referred to in Annex B to the report submitted and authorised the advertisement of an appropriate notice.
- (iii) **AGREED** to revoke the existing disabled bays located in Station Road, adjacent to the Harlequin building, and the creation of new bays in the High Street as indicated in Annex C to the report submitted, and authorised the advertisement of an appropriate notice.

- (iv) **AGREED** the closure of Marketfield Road at its junction with High Street and Cromwell Road (Annex C to the report submitted) and authorised the advertisement of an appropriate Notice.
- (v) **AGREED** the proposed bus stop clearways as indicated in Annexes C and F to the report submitted.
- (vi) **NOTED** the bus stop clearway locations on the Balanced Network (Annex G to the report submitted).
- (vii) **AGREED** the shared footway/cycleway around Noke Drive/Redstone Hill that will join up with the proposed off road cycle facility being introduced by the Station development.
- (viii) **NOTED** the proposed layout of the Station Road Gateway (Annex H to the report submitted) and the continued dialogue with Surrey Police regarding the CCTV cameras.
- (ix) **AGREED** that if objections are received to advertisement of the legal notices and traffic orders, the Area Team Manager is authorised to try and resolve them in consultation with the Chairman, Vice-Chairman, Divisional Members and Project Manager, and decide whether or not they should be acceded to and therefore whether the orders should be made, with or without modification.

**30/14 INTRODUCTION OF BUS STOP CLEARWAYS IN TATTENHAM CORNER, GREAT TATTENHAMS AND WATERFIELD [FOR DECISION - EXECUTIVE FUNCTION] [Item 13]**

**Declarations of Interest:** None

**Officer(s) attending:** Peter Shimadry, Engineer, Highways

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

**Member Discussion – Key Points:**

- The Local Member for Nork and Tattenhams welcomed the proposal to introduce bus stop clearways.
- It was noted that the measures would enable the Joint Enforcement Team to take action against illegal parking in the area.

**Resolution:**

The Committee **AGREED** that:

- (i) A clearway be introduced at the existing bus stop in Tattenham Crescent opposite Tattenham Corner station, the restriction to be 6am to 8pm daily.
- (ii) Clearways be introduced at the existing bus stops in Tattenham Crescent adjacent to the shops, the restriction to be 6am to 8pm daily, and opposite the shops, the restriction to be at any time.

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(iii) Following the carriageway resurfacing works in Great Tattenhams, that clearways be introduced at existing bus stops 'as appropriate', the restrictions to be 6am to 7pm daily.

(iv) A clearway be introduced at the existing bus stop opposite the health centre in Waterfield, the restriction to be 7am to 7pm, Monday to Saturday.

### **31/14 REVIEW OF WINTER SERVICE ARRANGEMENTS [FOR INFORMATION] [Item 14]**

**Declarations of Interest:** None

**Officer(s) attending:** Peter Shimadry, Engineer, Highways

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

#### **Member Discussion – Key Points:**

- Members wished to know what the current policy was regarding the refilling of grit bins. The officer agreed to find out and report back.
- A question was asked regarding the four year maintenance period for grit bins and what happened at the end of this. The officer agreed to find out and report back.
- Discussion took place regarding flooding and whether the winter flooding plan should be joined up with the winter service plan. The officer agreed to feed this back.
- *Post-Meeting Note:* The information requested above can be found on the following web page: <http://www.surreycc.gov.uk/roads-and-transport/road-maintenance-and-cleaning/salting-and-gritting/grit-bin-locations-in-surrey>

#### **Resolution:**

The Committee **NOTED** the current Winter Service provision and operations and will provide feedback, via the Local Committee Chairman, on any change requests.

### **32/14 HIGHWAYS SCHEMES UPDATE [FOR INFORMATION] [Item 15]**

**Declarations of Interest:** None

**Officer(s) attending:** Peter Shimadry, Engineer, Highways

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

#### **Member Discussion – Key Points:**

- Concerns were raised regarding the proposals for Sangers Drive Safe Routes to School; the Local Member for Horley West, Salfords and Sidlow reported that she had already funded dropped kerbs from her Member Allocation, and felt that the Highways funding should be spent on improving access to Meath Green Infant School where there was a lack of pavement. The officer agreed to feed this back.



- Discussion took place regarding parking for Woodmansterne School. The officer reported that parents previously parked in the rugby club car park but this had recently been withdrawn. He noted that the plan for road safety outside schools was due to be considered by Cabinet soon.
- Members wished to know if proposals could be made for new schemes. The officer informed Members that this was likely to be discussed in September; new schemes were still being logged and Members should continue to contact Anita Guy, Senior Engineer regarding this.
- Concerns were raised regarding the delay to the widening of Tadworth Street due to the need to relocate BT cables. The Chairman asked the officer to look into this issue. *Post-Meeting Note:* The cost of relocating utility companies' equipment varies greatly and needs to be considered as part of any scheme. The locations of proposed new equipment on the highway should be passed to the Streetworks Team by the utility companies. These are then assessed, including input from the local Maintenance Engineer where appropriate.

**Resolution:**

The Committee **NOTED** the contents of the report.

**33/14 COMMUNITY SAFETY IN REIGATE AND BANSTEAD [FOR DECISION - EXECUTIVE FUNCTION] [Item 16]**

**Declarations of Interest:** None

**Officer(s) attending:** Gordon Falconer, Community Safety Team Manager, Surrey County Council and Debbie Stitt, Community Safety Manager, Reigate and Banstead Borough Council

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

**Member Discussion – Key Points:**

- Members wished to know whether similar reports would be brought to the Mole Valley and Tandridge Local Committees. The Community Safety Team Manager confirmed that this was the case.
- Members requested that updates regarding the spending of funds be reported back to the East Surrey Community Safety Partnership.

**Resolution:**

The Committee:

- (i) **AGREED** that the community safety budget of £3,294 that has been delegated to the Local Committee be transferred to the Reigate and Banstead Community Safety Manager for the purposes of addressing community safety priorities, authorising the Community Partnerships Manager to carry out this transfer on the Committee's behalf.

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(ii) **NOTED** the formation of a new East Surrey Community Safety Partnership, which includes Reigate and Banstead, and the new way of working across East Surrey.

(iii) **NOMINATED** Mrs Kay Hammond to represent the Local Committee (Reigate and Banstead) on the East Surrey CSP in 2014-15, with Mrs Dorothy Ross-Tomlin as named substitute.

**34/14 LOCAL COMMITTEE & MEMBERS' ALLOCATION FUNDING - UPDATE [FOR INFORMATION] [Item 17]**

**Resolution:**

The Committee **NOTED** the report.

**35/14 CABINET FORWARD PLAN [FOR INFORMATION] [Item 18]**

**Resolution:**

The Committee **NOTED** the report.

**36/14 LOCAL COMMITTEE FORWARD PLAN [FOR INFORMATION] [Item 19]**

**Resolution:**

The Committee **NOTED** the report.

[The Local Member for Horley West, Salfords and Sidlow requested that a performance update report from Surrey Fire and Rescue be brought to the next Local Committee meeting.]

Meeting ended at: 4.48 pm

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**Chairman**