

**THESE MINUTES REMAIN DRAFT UNTIL FORMALLY APPROVED AT
THE 16 SEPTEMBER 2013 MEETING**

Minutes of the meeting of the
Reigate AND BANSTEAD LOCAL COMMITTEE
held at 2.00 pm on 17 June 2013
at Reigate Town Hall, Castlefield Road, Reigate, Surrey RH2 0SH.

Surrey County Council Members:

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

Borough / District Members:

- Borough Councillor Victor Broad
- Borough Councillor Adam De Save
- * Borough Councillor Julian Ellacott
- * Borough Councillor Ms Sarah Finch
- * Borough Councillor Norman Harris
- * Borough Councillor Roger Newstead
- * Borough Councillor Graham Norman
- Borough Councillor David Powell
- * Borough Councillor John Stephenson
- * Borough Councillor Mrs Rachel Turner

24/13 APOLOGIES FOR ABSENCE (AGENDA ITEM ONLY) [Item 1]

Apologies for absence were received from Cllrs Broad, De Save and Powell.

25/13 MINUTES OF PREVIOUS MEETING (AGENDA ITEM ONLY) [Item 2]

The minutes were agreed as an accurate record of the previous meeting.

26/13 DECLARATIONS OF INTEREST (AGENDA ITEM ONLY) [Item 3]

There were no declarations of interest.

27/13 PETITIONS (AGENDA ITEM ONLY) [Item 4]

None.

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28/13 FORMAL PUBLIC QUESTIONS (AGENDA ITEM ONLY) [Item 5]

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

[Mr Long asked a supplementary question. He wished to know why the police felt it was appropriate for the speed limit to remain unchanged. The Area Highways Manager responded that the police would not advise a reduction in the speed limit if there was no means of enforcing it; the nature of Rocky Lane meant that there was no safe place to position a police car to monitor speeds. However, signage and other safety measures, such as vehicle activated signs could be considered. The Chairman advised the Local Member for Merstham and Banstead South to discuss this with the Area Highways Manager.]

29/13 FORMAL MEMBER QUESTIONS (AGENDA ITEM ONLY) [Item 6]

None.

30/13 LOCAL COMMITTEE TASK GROUP REPRESENTATION 2013-14 (NON-EXECUTIVE FUNCTION) [Item 7]

Resolution:

The Local Committee **AGREED**:

- (i) The terms of reference of the Youth Task Group and the Local Sustainable Transport Fund Task Group as set out in Annexes 1 and 2 of the report submitted.
- (ii) To establish a Redhill Parking Task Group according to the terms of reference set out in Annex 3 of the report as tabled (attached to the minutes as **Appendix B**).
- (iii) The membership of these task groups for 2013-14 as follows:
 - Youth Task Group – Mr Jonathan Essex, Mrs Dorothy Ross-Tomlin, Ms Barbara Thomson, Cllr Ms Sarah Finch, Cllr Mrs Rachel Turner plus one Borough Council vacancy.
 - Local Sustainable Transport Fund Task Group – Mrs Natalie Bramhall, Mr Jonathan Essex, Mr Bob Gardner, Dr Zully Grant-Duff, Cllr Julian Ellacott, Cllr Ms Sarah Finch plus one Borough Council vacancy.
 - Redhill Parking Task Group – Mrs Natalie Bramhall, Mr Jonathan Essex, Cllr Julian Ellacott, Cllr Ms Sarah Finch.
 - The Chairman and Vice-Chairman to be ex-officio Members of each task group (where they are not an ordinary Member).

**31/13 LOCAL PREVENTION FRAMEWORK - TASK GROUP
RECOMMENDATION (EXECUTIVE FUNCTION) [Item 8]**

Declarations of Interest: None

Officer attending: Jeremy Crouch, Contracts Performance Officer, Services for Young People

Petitions, Public Questions, Statements: None

Member Discussion – key points:

- Dr Zully Grant-Duff, Chairman of the Youth Task Group 2012-13, explained that the Task Group had met with officers from Surrey County Council and Reigate and Banstead Borough Council, along with three young people from the borough, to listen to presentations by the shortlisted organisations. Each bid was scored following a question and answer session, and the Task Group unanimously agreed that Reigate and Redhill YMCA was the preferred bidder, based on the variety of activities offered, including an outreach service, and the level of innovation demonstrated. She also noted the contribution of the young people to the discussion and the interesting and effective questions they asked.
- Clarification was sought regarding the areas of Horley covered, as “Horley East and West and Court Lodge” effectively covered the whole town. The officer replied that this was a recognition of the fact that young people in Horley moved around more than young people in other parts of the borough, and a need to make bidders aware that they would need to deliver in all parts of Horley. Court Lodge Road had been identified as a specific area of need for focused work.
- Members wished to know the criteria against which the bids had been scored. The officer highlighted paragraphs 2.4 and 2.5 of the report submitted, which set out the salient parts of the needs specification. He explained that bidders were asked to complete a logical framework, demonstrating the outcomes of the work offered. They also needed to meet the National Youth Agency Quality Mark.
- Mr Michael Gosling, speaking as Cabinet Member for Public Health, noted that the Public Health department had a contract with Virgin Care to provide support and advice on teenage pregnancy, and that the Health and Wellbeing Board had asked all providers to look at mental health needs; he stated that the Local Prevention Framework needed to be in alignment with this work. It was also noted that the borough council had provided core funding to an organisation providing counselling services in schools. The officer reported that a start-up pack was being produced for all providers, including details of other work taking place which they would need to be aware of. He expected that Local Prevention Framework providers would speak to other local providers to ensure that work is joined up and not duplicated.
- Clarification was sought regarding the current provider of the Local Prevention Framework. The officer informed Members that Redhill and Reigate YMCA currently delivered work in the borough alongside other providers as part of the Surrey Youth Consortium.

Resolution:

The Committee **APPROVED** the Youth Task Group recommendation to award a funding agreement for a twenty-four month period from 1 September 2013 to the following provider:

- Reigate and Redhill YMCA for 100% of the contract value (£139,500 p.a.) to prevent young people from becoming NEET (Not in Education, Employment or Training) in Reigate and Banstead.

32/13 SERVICES FOR YOUNG PEOPLE - COMMISSIONS IN REIGATE & BANSTEAD 2012-13 (INFORMATION ITEM) [Item 9]

Declarations of Interest: None

Officers attending: Jeremy Crouch, Contracts Performance Officer, Services for Young People and Mike Abbott, Chief Executive, Surrey Youth Focus (reporting to Members on the contract to deliver the Youth Small Grants Scheme on behalf of Services for Young People)

Petitions, Public Questions, Statements: None

Member Discussion – key points:

- Clarification was sought regarding some of the figures in Annex 1 under Key Achievements for the Year. The officer explained that the first bullet point referred to Services for Young People as a whole (including the Youth Support Service), and the second bullet point referred specifically to the Local Prevention Framework. It was also emphasised that these figures are not static as young people are constantly moving in and out of the NEET cohort.
- Members requested further information on the work taking place with young people who are difficult to engage with. The officer reported that they would receive intensive support and a package would be created around the young person. Some young people required up to two years of intensive work.
- Concerns were raised regarding the transition to adulthood post-18. The officer explained that services did continue post-18, and that the raising of the compulsory education age to 18 would have an impact on young people in that age category.
- Discussion took place regarding the provision of services in Redhill. It was noted that the Redhill Youth Consortium currently provided a voluntary-sector funded youth club in Redhill, and that Reigate and Redhill YMCA would be working intensively in Redhill under the Local Prevention Framework. Services for Young People would explore options for providing a statutory service, but budgetary constraints may be an issue. The officer agreed that Redhill was an area of need, and this had been reflected in the local specification for the Local Prevention Framework. Members representing Redhill requested that future funding be secured.
- Concerns were raised regarding the status of Merstham's youth centre, the Oakley, which had not received a Level 1 grading. The officer responded that the Oakley had been declared unfit for purpose,

and youth work was currently taking place at St Nicholas School and in the community. This, together with the recent arrival of the lead youth worker for Merstham, had meant that the assessment had been postponed until September. It was also noted that the number of youth work hours delivered in Merstham had increased since the data in the report had been produced.

- Concerns were raised that the report did not include data on non-SCC provided services. The officer replied that there was no mechanism for reporting for voluntary-run groups, and that it was not possible to ask them to deliver to the National Youth Agency standard. There was a possibility that Raven Housing Trust could provide information on the Redhill Youth Club and he would follow up on this. The Vice-Chairman added that SCC did contribute to the funding of youth work in Redhill, including the Redhill Youth Club and Youth Cafe via the Community Safety Partnership.

Resolution:

The Committee **NOTED** the progress Services for Young People has made during 2012/13 to increase participation for young people in Reigate and Banstead, as set out in the report submitted.

33/13 OPERATION HORIZON - 5 YEAR MAINTENANCE PLAN (EXECUTIVE FUNCTION) [Item 10]

Declarations of Interest: None

Officers attending: Mark Borland, Projects and Contracts Group Manager, Surrey Highways, Jane Young, Carriageway Team Leader, Surrey Highways and Lloyd Allen, Construction Manager, May Gurney.

Petitions, Public Questions, Statements: None

Member Discussion – key points:

- The Chairman thanked officers for working with Members on the formulation of the list, particularly regarding the re-prioritisation of Linkfield Lane, Redhill.
- Clarification was sought as to the funding for repairs to the A25 between Reigate and Redhill and whether this was separate from the Highways budget for the following year. Officers confirmed that it was.
- Concerns were raised regarding the inclusion of Charlesfield Road and Montfort Road, Horley, as Charlesfield Road had already been repaired and Montfort Road was on the list for Local Structural Repair. Officers explained that Charlesfield Road may require surface treatment in the future, otherwise it would be removed from the list. An alternative use for the funding set aside for Montfort Road could be discussed.
- A query regarding the prioritisation of Pound Road, Banstead was raised. Officers reported that all roads had been assessed for need but individual roads could be discussed with Members as necessary.
- The issue of footpaths and kerbs was discussed. Officers reported that footpaths had been captured under Operation Horizon and kerbs would be replaced as necessary.

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- Concerns were raised regarding works by utility companies and the possibility of introducing a road pricing scheme. Officers noted that a permit scheme would be introduced from December 2013, and the success of this would be assessed before a road pricing scheme could be explored.
- Members wished to know why the A23 had not been included in the same way as the A25 as this was also a major route through Surrey. Officers explained that, due to funding constraints, the A25 had been prioritised as it was in greater need of repair. The A23 and A217 would be looked at in future, and it was emphasised that all roads would continue to be made safe as necessary.
- Members wished to know if the programme for the A25 included the section under the railway bridge at Redhill Station. Officers confirmed that it did.

Resolution:

The Committee:

- (i) **NOTED** the decision made by the Cabinet on 26 March 2013 to allocated capital monies to Operation Horizon as detailed in the Medium Term Financial Plan.
- (ii) **APPROVED** the Operation Horizon programme for Reigate and Banstead, and that the 70km of road across the defined scheme list detailed in Annex 1 to the report submitted, is resurfaced over the investment period.
- (iii) **AGREED** that Surrey Highways produce an annual report in March 2014 confirming to Local Committee the programme's progress and success to date.

34/13 REDHILL BALANCED NETWORK - UPDATE (EXECUTIVE DECISION) [Item 11]

Declarations of Interest: None

Officer attending: Paul Fishwick, Local Sustainable Transport Fund Project Manager

Petitions, Public Questions, Statements: None

Member Discussion – key points:

- The Chairman congratulated the officer on the news of the successful bid to the Department for Transport Local Pinch Point Fund, which she felt was an excellent example of partnership working between the County Council and Borough Council. The Local Member for Redhill West and Meadvale concurred, and added that Luci Mould, Policy and Regeneration Manager for Reigate and Banstead Borough Council had also been instrumental in helping to achieve this.
- Concerns were raised regarding the need for taxis to be aware of pedestrians and cyclists in Station Road. The officer noted that it was proposed that the areas highlighted in the eastern part of Station Road

would join up, and details would be brought to the next meeting of the LSTG Task Group.

- Members wished to know if cycle parking would be provided at the new station car park, as there was currently no cycle route proposed at area 5 on the map in Annex A. The officer stated that the proposal for area 5 was no longer going ahead as this formed part of Solum Regeneration's plans for the Redhill Station redevelopment.

Resolution:

The Committee:

- (i) **NOTED** the decisions made by delegated Members.
- (ii) **NOTED** the announcement made by the Department for Transport on 31 May 2013 that the Redhill Balanced Network bid was successful.
- (iii) **AGREED** the additional shared (segregated) cycle links as indicated in Annex A to the report submitted.

35/13 TRAVEL SMART LOCAL SUSTAINABLE TRANSPORT FUND PROGRAMME (EXECUTIVE FUNCTION) [Item 12]

Declarations of Interest: None

Officer attending: Marc Woodall, Travel SMART Engagement Team Manager and Harris Vallianatos, Engagement Officer

Petitions, Public Questions, Statements: None

Member Discussion – key points:

- A question was asked regarding the provision of a toucan crossing across London Road. Officers confirmed that the existing pelican crossing would remain in place. There were no plans to convert this to a toucan crossing at this stage, as the costs were disproportionate to the need.
- Further detail on Routes 1A and 1B was requested, as well as information on how the cycle route would navigate the Holmethorpe Industrial Estate. Officers reported that further details would be brought to the LSTF Task Group in July.
- Concerns were raised that the northern part of the borough was not being considered. Officers highlighted some of the measures which would benefit the whole borough, including the Bike It programme which was particularly popular in the Banstead area.
- A question was asked regarding the ongoing maintenance costs of the proposed information screens. Officers reported that a five year maintenance package had been included in the deal, after which the costs would be subsumed into the countywide information screens programme.
- Concerns were raised regarding the proposed use of private land at the end of Alpine Road for Route 1B. Officers reported that no objections had been received from residents, and the plans only involved the installation of signage (*Post meeting note – officers have*

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confirmed that the 2 metre wide footway along the length of the western side of Alpine Road is adopted highway, and therefore enjoys full legal public access, and has been converted to shared-use for pedestrians and cyclists).

- Members wished to know if it was possible for a smaller Brompton Cycle dock to be installed at Reigate Station. Officers reported that they were still in discussions regarding the installation of a dock at Redhill Station. No funding had been allocated for Reigate Station, but there is a possibility of the Business Forum funding this.
- A question was asked regarding bus corridors and whether further bus lanes would be installed. Officers confirmed that this was not planned due to lack of road space, but journey times could be improved via other measures, such as the installation of bus priority at traffic signals.
- It was suggested that funding electric scooters may help in encouraging people back to work. Officers replied that this was being looked into, and it was noted that a scheme called “Wheels to Work” was being operated by East Surrey Rural Transport Partnership.

Resolution:

The Committee:

- (i) **NOTED** the overview of the Travel SMART programme and progress made in 2012-13.
- (ii) In respect of Route 1A (via New Battlebridge Lane):
 - a) **APPROVED** conversion to shared pedestrian and cycle use at the northern footway of New Battlebridge Lane and a short section of London Road between the service road and New Battlebridge Lane, as detailed in paragraphs 2.17 to 2.23 of the report submitted.
 - b) **APPROVED** a highway widening line of 1.0m on the vacant site at the north-east corner of London Road and New Battlebridge Lane for the purposes of increasing the footway from its current 2.2m width to 3.2m.
- (iii) In respect of Route 1B (via Alpine Road):
 - a) **APPROVED** conversion of the footways adjoining the A23 London Road and a short section of Alpine Road to shared use for pedestrians and cyclists, as detailed in paragraphs 2.24 to 2.28 of the report submitted.
 - b) **APPROVED** the widening of the footpath linking London Road with Alpine Road, and permitting the link to be used by pedestrians and cyclists.

36/13 HIGHWAY SCHEMES UPDATE (INFORMATION ITEM) [Item 13]

[The Vice-Chairman took the chair for this item.]

Declarations of Interest: None

Officer attending: John Lawlor, South East Area Team Manager, Surrey Highways

Petitions, Public Questions, Statements: None

Member Discussion – key points:

- Members wished to know if new signs from the A217 to the Albert Road North Industrial Estate in Reigate were planned. Officers confirmed that they were liaising with the central team at County Hall regarding this.
- A question was asked regarding progress at Woodhatch Road. Officers reported that work was due to start soon.
- Clarification was sought as to whether the bus gate works at Frenches Road included safety measures. Officers reported that this was yet to be programmed. The £10,000 budget included safety measures, but works on the barrier should not come from the Local Structural Repair budget.
- Officers noted a request that works on Montfort Rise be completed within one year.

Resolution:

The Committee **NOTED** the report for information.

37/13 REIGATE & BANSTEAD SPEED LIMIT ASSESSMENT - A217 DOVERS GREEN ROAD / REIGATE ROAD (EXECUTIVE FUNCTION) [Item 14]

Declarations of Interest: None

Officer attending: John Lawlor, South East Area Highways Team Manager, Surrey Highways

Petitions, Public Questions, Statements: None

Member Discussion – key points:

- Members noted that the A217 was a major route to Gatwick Airport, and that concerns about speed had been raised on a number of occasions. The police were unable to monitor speeds on the road due to the lack of a safe location to park a vehicle. The road has many entrances to residential properties, and is an undulating road with dips.
- Members noted that a new roundabout was planned at the proposed entrance to the Horley North West Sector housing development. The speed limit on approach to the roundabout would be 40mph. Members discussed the merits of reducing the speed limit to 40mph along the entire road and were generally in support, noting that the Chairman

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would need to write to the Cabinet Member for Transport, Environment and Highways to request this since this went against official guidance from the Department for Transport (recommendation (iii) was amended accordingly).

Resolution:

The Committee:

- (i) **NOTED** the results of the speed limit assessments undertaken.
- (ii) **AGREED** that, based upon the evidence, the speed limit between the existing 30mph terminal at Dovers Green Road and the southern boundary of Fir Tree Cottage, approximately 100m south of Ironsbottom, be reduced to 40mph.
- (iii) **AGREED** that the Chairman write to the Cabinet Member for Transport, Highways and Environment requesting that the speed limit be decreased from 50mph to 40mph from the southern boundary of Fir Tree Cottage southward to the Reigate and Banstead Borough boundary with Mole Valley.
- (iv) **AUTHORISED** the advertisement of a notice in accordance with the Traffic Regulation Act 1984, the effects of which will be to implement the proposed speed limit changes and revoke any existing traffic orders necessary to implement changes, and subject to no objections received in connection with the proposals; and
- (v) **AUTHORISED** delegation of authority to the Area Team Manger in consultation with the Chairman and Vice-Chairman of the Local Committee and the relevant local Divisional Members to resolve any objections received in connection with the proposals.

38/13 YEW TREE BOTTOM ROAD, EPSOM DOWNS - PROPOSED FOOTWAY (EXECUTIVE FUNCTION) [Item 15]

Declarations of Interest: None

Officer attending: John Lawlor, South East Area Highways Team Manager, Surrey Highways

Petitions, Public Questions, Statements: None

Member Discussion – key points:

- Concerns were raised regarding the slope, which may require regarding, and the loss of trees. Officers agreed to look into these issues as part of the final design.

Resolution:

The Committee **APPROVED** the proposed new length of footway outside nos. 9, 11 and 11A Yew Tree Bottom Road and associated realignment of the carriageway, subject to funding in full by Adult Social Care and consultation with those residents directly affected by the scheme.

**39/13 COMMUNITY SAFETY IN REIGATE AND BANSTEAD 2013-14
(EXECUTIVE FUNCTION) [Item 16]**

Declarations of Interest: None

Officer attending: Sarah Quinn, Community Partnership and Committee Officer

Petitions, Public Questions, Statements: None

Member Discussion – key points:

- Whilst agreeing with the Community Safety Partnership's priorities for 2013-14, Members raised concerns that the Community Safety Plan did not accurately reflect the full contribution made by Surrey County Council to the delivery of community safety in the borough, for example via its centralised budgets for services for young people, domestic abuse outreach services and drug and alcohol work. They requested that a more realistic recognition of the contribution of all partners, including Surrey County Council, be included in the 2014-15 Plan (and amended recommendation (i) accordingly).

Resolution:

The Committee:

- (i) **NOTED** the Reigate and Banstead Community Safety Partnership's priorities for 2013-14, but requested that a more realistic recognition of the contribution of all partners, including Surrey County Council, be included in the 2014-15 Community Safety Plan.
- (ii) **NOMINATED** Mrs Kay Hammond to represent the Local Committee on the CSP in 2013-14, with Mrs Dorothy Ross-Tomlin as deputy.
- (iii) **AGREED** that the community safety budget of £3,226 that has been delegated to the Local Committee be transferred to the CSP.
- (iv) **AGREED** that the Community Partnerships Manager manages and authorises expenditure from the budget delegated to the Local Committee in accordance with (iii) above.

40/13 CABINET FORWARD PLAN (AGENDA ITEM ONLY) [Item 17]

The Committee **NOTED** the report for information.

41/13 LOCAL COMMITTEE FORWARD PLAN (AGENDA ITEM ONLY) [Item 18]

The Committee **NOTED** the report for information.

42/13 LOCAL COMMITTEE CAPITAL ALLOCATIONS [URGENT ITEM] [Item]

[The Chairman agreed to take this as an urgent item due to the fact that the applicant requires funding by mid-July 2013 in order to progress with works. The report was tabled and is attached to the minutes as **Appendix C.**]

Declarations of Interest: None

Officer attending: Sandra Brown, Community Partnerships Team Leader (East)

Petitions, Public Questions, Statements: None

Member Discussion – key points:

- The officer emphasised the fact that in future, capital bids would be discussed privately at informal meetings. However, due to the timescales associated with this bid, the Chairman agreed to bring this to the formal meeting in order to gain Members views.
- Members welcomed the annex outlining the capital allocations made by the Local Committee since 2009, which demonstrated a good spread of projects across the borough.
- Members expressed their support for the bid.

Resolution:

The Committee:

- (i) **AGREED** that the sum of £9,650 be allocated towards the refurbishment of the 1st and 2nd Horley Scout Group's building.
- (ii) **NOTED** the projects funded from the Local Committee's capital allocation between 2009 and 2013 as set out in Annex A to the report submitted.

Meeting ended at: 4.43 pm

Chairman