



**OFFICER REPORT TO LOCAL COMMITTEE  
(GUILDFORD)**

**PROGRESS WITH THE DEVELOPMENT OF  
A PARK & RIDE SITE AT  
ONSLOW**

**12 SEPTEMBER 2012**

**SUMMARY**

The County Council has been successful in securing an award of £14.304 million in grant funding through a Local Sustainable Transport Fund (LSTF) submission, which includes funding of £4.5 million to construct a Park & Ride site and provide initial operational costs. Guildford Borough Council Executive on 24 November 2011 approved the principle of a Park & Ride site within the western corridor, and that a planning application should be submitted by the Borough Council for a car park at the Onslow site.

**OFFICER RECOMMENDATIONS**

**The Local Committee (Guildford) is asked to:**

- i. Note the award of £4.0 million capital grant and £500,000 revenue funding through the LSTF for the park and ride site
- ii. support the programme of works to assist with the delivery of the Onslow Park & Ride car park

## **1 INTRODUCTION AND BACKGROUND**

- 1.1 Guildford Borough Council (GBC) currently operate three park & ride sites in Guildford. These are permanent purpose built car parks on the A3100 corridor at Artington (750 spaces) and the A25/A246 corridor at Merrow (330 spaces) plus a shared use facility located on the A25 Parkway at Spectrum (1,000 spaces).
- 1.2 Park & Ride offers a sustainable approach to accessing Guildford town centre and assists with mitigating the adverse impact of commuter traffic and this aligns with a strategy of providing Park & Ride sites at key corridors leading into the town centre.
- 1.3 The Park & Ride sites are generally open Monday to Saturday between 0730 hrs – 2000hrs. Adult return fares range between £1.50 - £2.00. During 2011 over 900,000 passenger trips were made across the park & ride network.
- 1.4 Guildford Borough Council manages and maintains the off-street car parks, while Surrey County Council provides the highway access to these car parks and is responsible for the bus service provision.
- 1.5 Guildford Borough Council has a 10 year option with University of Surrey to develop a 5.0 acre parcel of land at the Onslow site, which is strategically located adjacent to the A3/A31 corridor. This will serve commuters and other car users travelling into Guildford town centre along this western approach.
- 1.6 Guildford Borough Council Executive of 24 November 2011 agreed the principle of a park & ride site on the western corridor and authorised the submission of a planning application. It also approved £90,500 for the submission of the planning application.
- 1.7 Initial design work identified that a 550 space park and ride facility could be provided on this site and this design work builds on the best practice already established at the Artington and Merrow sites. Access to/from the site will be from the Egerton Road/Gill Avenue junction.
- 1.8 A junction improvement scheme currently being constructed at the Hospital Roundabout/Egerton Road/Gill Avenue junction has been designed to accommodate the traffic demand for the proposed Park & Ride site. This scheme will be complete prior to any construction works on the Park & Ride site commencing.

### **Funding**

- 1.9 On 27 June 2012 the Department for Transport's (DfT) awarded Surrey County Council £14.304 million for the Local Sustainable Transport Fund (LSTF) Large bid, known as Surrey Travel SMART.

- 1.10 Included within the LSTF bid is funding specifically to deliver a park & ride car park at the Onslow site. This grant funding comprises up to £4million capital costs and £500,000 revenue support funding for the initial period of operation.
- 1.11 The terms of the original LSTF grant award for the park & ride scheme required a £2 million capital spend in the 2012/13 financial year and the remaining £2 million capital spend in 2013/14. Following the successful bid announcement the DfT invited SCC to re-profile spend in year 1 (2012/13) and year 3 (2014/15). Year 2 (2013/14) spend is fixed, as set out in the original bid.
- 1.12 To meet the already challenging timescales the capital spend profile has been revised, and agreed with DfT (subject to final Treasury approval), as follows:
- 2012/13 - £1.1 million  
2013/14 - £2.0 million  
2014/15 - £0.9 million
- 1.13 While it is proposed that the car park will be constructed during a period spanning two financial years – 2012/13 and 2013/14 – the final tranche of £0.9million funding will not be reimbursed from the DfT until 2014/15. To facilitate the delivery of the agreed programme it is proposed that the County Council underwrite this cost ahead of receipt of this final payment. It should be noted, however, that unspent LSTF funding cannot be carried forward into the following financial year and any programme under spends in any financial year within the award has to be returned to the DfT.

## **2 PROGRESS**

- 2.1. Delivery of the park and ride car park aligned to the funding timescales will require a number of parallel workstreams to be progressed including:
- Submission/approval of the planning application for the site
  - Consultation and discussion with UniS
  - Detailed design of the car park and ancillary facilities
  - Procurement of the car park construction
  - Construction of the car park and passenger waiting facilities
  - Consultation and discussion with UniS
  - Bus service provision
  - Car park operating details
- 2.2. A joint GBC/SCC Park & Ride Project Board was established in January 2012 with the aim to submit a planning application to meet the DfT LSTF programme.

- 2.3. Work on the detailed design of the car park and waiting facilities has been carried out through a joint GBC/SCC design team. The site plan/design is shown in **Annex A**.
- 2.4. The procurement of the construction contract has been led by the County Council's Procurement Team, working closely with GBC Engineers. The value of the construction contract requires a full OJEU procurement process. Following completion of the pre-qualification questionnaire stage during May/June 2012 five constructors have been identified to receive the Invitation to Tender (ITT) for the construction of the park and ride car park.
- 2.5. An Onslow Park & Ride procurement/delivery plan, consistent with the LSTF grant funding profile has been established with the following key dates:
- ITT issued 31 August 2012
  - ITT return date 5 October 2012
  - Preferred constructor identified late October 2012
  - PRG approval November 2012
  - Cabinet approval 23 November 2012
  - Report to GLC 28 November 2012
  - Contract awarded 18 December 2012
  - Construction works commence January 2013
- 2.6. It is anticipated that the construction of the car park and passenger facilities will take up to 9 months, subject to conducive site conditions. It is proposed that the site will be operational during Autumn 2013, supporting the busy festive shopping period.

### **Operational costs**

- 2.7. The LSTF bid business case identified that the bus service to the Onslow Park & Ride service could be operated commercially. However the bid included £500,000 revenue towards the start up operational costs over the initial two years of operation while demand for the site developed.
- 2.8. The operational costs associated with Guildford Park & Ride are currently funded through the CPZ Surplus. For 2011/12 the charge to this account was approximately £275,000. This comprises a shortfall of £90,000 net cost for the bus service operation and £185,000 for the business rates, security and maintenance of the car parks.
- 2.9. GBC estimate that the operational costs for the proposed Onslow car park will be in the region of £110,000 per annum.
- 2.10. The LSTF funding allows £250,000 for each of the first two years to cover running costs on the Onslow Park and Ride. A joint Member

and officer Working Group is reviewing the future funding regime of the existing park and ride services in Guildford and will consider the Onslow site once the site is operational and costs are known. A report will be presented to the 28 November Committee

### **3 CONSULTATIONS**

- 3.1. Local consultation on the proposed Onslow Park & Ride site will be carried out as part of the planning application process. This project was also included in the overall consultation on the LSTF carried out during April and May 2012. The LSTF Task Group will be consulted and a further report to Guildford Local Committee will be presented at the 28 November meeting, as noted above.

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

- 4.1. The business case for the Surrey Travel Smart included a financial section that does not form part of this report and was approved by the DfT.

### **5 EQUALITIES AND DIVERSITY IMPLICATIONS**

- 5.1 An Equalities and Diversity report will be completed as part of the development and construction of the park & ride car park and will include the operation of both the car park facilities and the bus service.

### **6 CRIME AND DISORDER IMPLICATIONS**

- 6.1 There are no direct crime and disorder implications arising from this report. However, the planned improvements may well reduce the potential for serious injury collisions, improve the safety of pedestrians and cyclists, and improve traffic flow.

### **7 CONCLUSION AND RECOMMENDATIONS**

- 7.1. The LSTF (Large Bid) offer has been accepted by the Cabinet and this includes the funding to deliver the proposed Onslow Park & Ride site.

### **8 WHAT HAPPENS NEXT**

- 8.1 The Onslow Park & ride scheme will be progressed and will be subject to a report to Guildford Local Committee on 28 November 2012.

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## SURREY COUNTY COUNCIL LOCAL COMMITTEE (GUILDFORD) ITEM 7 iii

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**BACKGROUND PAPERS:** Local Sustainable Transport Fund bid – Surrey Travel SMART (December 2011).

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