



**Minutes of meeting**

**Surrey County Council Local Committee (Guildford)**

**Date:** Wednesday 12 September 2012

**Time:** 7.00 pm

**Place:** Elmslie Hall, George Abbott School, Guildford

**Members present:**

**Surrey County Council**

Mr Mark Brett-Warburton (Guildford South-East) Chairman

Mr David Goodwin (Guildford South-West)

Ms Fiona White (Guildford West)

Ms Pauline Searle (Guildford North)

Mr Keith Taylor (Shere)

Mr Keith Witham (Worplesdon)

Mr Bill Barker (Horsleys)

Mr Simon Gimson (Shalford)

Mr Graham Ellwood (Guildford East)

**Guildford Borough Council (for Transportation matters)**

Councillor Mark Chapman Westborough (Lib Dem)

Councillor Christian Holliday Burpham (Con)

Councillor Diana Lockyer-Nibbs Normandy (Con)

Councillor Bob McShee Worplesdon (Con)

Councillor James Palmer Shalford (Con)

Councillor Caroline Reeves Friary & St. Nicolas (Lib Dem)

Councillor Tony Rooth Pilgrims (Con)

\* substitute

**14/12 Apologies for absence and substitutions [Item 1]**

Apologies for absence were received from County Councillor Marsha Moseley, Councillor Nigel Manning and Councillor Tony Phillips.

**15/12 Minutes of the last meetings (18 June 2012) [Item 2]**

The minutes of the last meeting were agreed and signed by the Chairman.

**16/12 Declarations of Pecuniary Interest [Item 3]**

All the members of the committee attending the meeting had completed the register of pecuniary interest forms. Graham Ellwood declared a pecuniary interest in any item on the agenda relating to George Abbot School as his wife worked at George Abbot School.

**17/12 Petitions [Item 4]**

Councillor Birkett, Chairman of Shalford Parish Council spoke to the petition to create a crossing over Kings Road. He welcomed the petition response. Councillor Palmer and Councillor Gimson both supported the petition. The formal response to the petition is as set out in Annex 1.

**18/12 Written public and member questions [Item 5]**

The responses to public and members questions received are set out at Annex 1.

**19/12 MEMBER'S LOCAL ALLOCATIONS [Item 6]**

The Committee was invited to comment on and agree allocations put forward for approval, and also to note the allocations that had been agreed under delegated powers. Members were encouraged to submit their bids in time to be considered and approved by the Committee at its December meeting.

**The Local Committee (Guildford) agreed to:**

- (i) Approve the items presented for funding from the Local Committee's 2012/13 revenue and capital funding as set out in paragraph 2 of the committee report.
- (ii) Note the expenditure approved since the last Committee by the Community Partnerships Manager and the Community Partnerships Team Leader under delegated powers, as set out in paragraph 3 of the committee report, and
- (iii) Note the return of funding to the Members' Allocation budget from projects previously agreed, as detailed in paragraph 4 of the committee report.

**Reason for decision:**

The spending proposals put forward for this meeting had been assessed against the County standards for appropriateness and value for money and the local committee agreed that they should be approved.

**20/12 LOCAL SUSTAINABLE TRANSPORT FUND (LSTF) [Item 7]**

*At 7:38pm The Chairman adjourned the meeting to take questions from the public relating to this item and the meeting resumed at 7.42pm.*

**(i) LSTF Travel Smart Annual Report 2011-12**

The Committee were informed that the annual report was produced as a requirement of the Department for Transport funding and reflected the work undertaken countywide in 2011-12.

**The Local Committee (Guildford) agreed to** Note the annual report

**(ii) LSTF Travel Smart Transport Fund (Large Bid) Programme 2012-13**

The Committee were presented with the indicative programme of works for Guildford in 2012-13 under the LSTF funding. It was noted that the new Park and Ride would create 550 new parking spaces, which would be an estimated 7 minutes travel from the town centre by bus.

It was explained that the Park and Ride pricing Strategy had been designed to bring long stay parkers out of the city centre. Members were concerned that there could be an increase in congestion which might have a negative impact on local residents. However the Committee heard that the new traffic light system at Egerton Road had been designed to accommodate the traffic flows from the proposed new Park & Ride and modelling work had been undertaken.

It was suggested that the Highways Agency could be requested to erect signage on the A3 to signpost parkers away from the city centre in favour of the Park & Ride.

With regards to access to the Park and Ride, the Committee was informed that implementation of an offslip off of the A3 would have safety implications. In addition, it would be a high cost project and the Highways Agency budgets for an offslip from the A3 had been withdrawn following the Public Spending Review.

In addition discussions would be taking place with 'Co-Wheels', a social enterprise car club organisation to develop services in Guildford, this work would be undertaken under a Surrey County Council budget. In addition, text numbers would be available at bus stops to enable passengers to receive real time information on service arrival and departure times.

The Committee heard that the planning process timescale for the Park & Ride was tight, but manageable and that the procurement process for the award of construction contract was well underway.

Members asked Transportation officers if they could return with an evaluation of the benefits of bus lanes at a future date.

**The Local Committee (Guildford) agreed to:**

- (i) Note the successful award of £14.304 million of grant funding made to Surrey County Council for the Travel SMART bid.
- (ii) Approve the 2012/13 LSTF scheme programme
- (iii) Delegate amendments to the LSTF Programme to the Chair of the LSTF Delivery Group in consultation with the Local Committee Chairman and appropriate county and borough officers and members, and
- (iv) Nominate a business champion as advised by the Local Committee Transportation Task Group

**Reason for decision:**

The Local Committee agreed that the 2012/13 Programme made good use of the funding available and was a positive start for Surrey County Council and its partners, the local businesses and the local community.

**(iii) Progress with the Development of a Park and Ride Site at Onslow**

The Committee was provided with a progress on this scheme. Councillor Fiona White voted against the resolution as she considered without the construction of an A3 offslip there could be an increase in traffic congestion on the Egerton Road roundabout and an impact on residents within her division. Councillor Barker voted in favour, but said that Councillor White's concerns ought to be investigated further.

**The Local Committee (Guildford) agreed 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

**Reason for decision:**

The Local Committee agreed to support the whole programme of works for 2012/13.

**(iv) A25 Parkway, Ladymead and Midleton Road shared cycle and pedestrian route**

The Committee was asked to approve a shared cycle and pedestrian route. Members heard that clear signage would be put in place to avoid conflict between cyclists and pedestrians and a marketing campaign would be launched to publicise the change.

**The Local Committee (Guildford) agreed that** the footways adjoining the A25 Parkway, Ladymead and Midleton Road be ~~are~~ converted to shared-use for pedestrian and cyclists, as detailed in paragraph 9 of the committee report.

**Reason for decision:**

The Local Committee agreed on the importance of linking important business locations with other cycle routes through residential areas to the north of Guildford and the town centre.

**21/12 Review of Guildford Town Controlled Parking Zone Pay and Display and Hours of Control [Item 8]**

The Committee considered the findings of consultation with residents and businesses in the three areas of the town centre.

**The Local Committee (Guildford) agreed that:**

- (i) No further action was ~~is~~ required with regard to the introduction of pay and display in the Millmead area, Woodbridge Road area or part of Warwicks Bench between Castle Hill and Fort Road and,
- (ii) No further action was ~~is~~ required with regard to changing the hours of control in the Millmead and Woodbridge Road areas.

**Reason for decision:**

The local committee agreed the consultations and proposals in the recommendations best reflected the parking control needs of the local areas.

**22/12 Highways Update [Item 9]**

Members considered an update on the 2012/13 programme of highways works for Guildford. It was noted that the proposed zebra crossing at New Inn, Merrow was in design. In addition, Councillor Pauline Searle and Councillor Keith Witham would work with the Area Highways Manager to improve signage at Salt Box Road.

The Chairman advised Members that due to the lead time on highways projects it was essential that a focus was drawn to commit individual Community Pride budgets. He proposed that outstanding budgets at the time of the next meeting, be pooled and spent collectively on a scheme agreed at the next formal meeting.

**The Local Committee (Guildford) agreed to:**

- (i) Note the update concerning the Salt Box Road petition considered at the previous meeting in June.
- (ii) Note progress on the 2012/13 programme of Integrated Transport Schemes (ITS, or improvement schemes), Local Re-surfacing Schemes, and S106 Schemes.
- (iii) Delegate authority to the Area Manager in consultation with the Chairman and Vice Chairman and locally affected Members to amend budgets throughout the year if required to ensure the budget is allocated in a timely manner.

## **Draft Minutes to be agreed at the Local Committee on 28 November 2012**

- (iv) Authorise advertising and making a Traffic Regulating Order (one-way street) for Riverside, Guildford.

### **Reason for decision:**

The local committee agreed that the proposals met the needs of the local community and were the best use of the Highways budget.

## **23/12 Surrey Local Flood Management Strategy [Item 10]**

The report was well received by members, and they requested that the appropriate officers and members from Guildford Borough Council and Surrey County Council work closely and in partnership to develop a plan that worked for Guildford (and Surrey) given the Environment Agency's decision to step back from contributing to the local planning process.

The Area Highways Manager was asked to work with Guildford Borough Council as blocked and silted up drains can cause flooding problems. Members proposed the jetter could be employed.

### **The Local Committee (Guildford) agreed to**

Note the impending publication of a draft Surrey Flood Risk Management Strategy, with a view to giving comment during the consultation period (September to November 2012).

## **24/12 Surrey Fire and Rescue Service Annual Report [Item 11]**

The Committee received a report on the work of the Surrey Fire and Rescue Service over the previous year. Members welcomed the report and were pleased to note that planning permission for the new Guildford Fire Station had recently been given.

### **The Local Committee (Guildford) agreed to:**

- (i) Recognise the achievements of the borough teams within Guildford Borough and support their commitment to improve initiatives to reduce risk and make Guildford Borough safer through the delivery of the borough plan.
- (ii) Note the targets and initiatives set within the Guildford borough plan for 2012/13 at Annexe 1 of the committee report and support the Fire and Rescue Service in the delivery of this plan.
- (iii) Support the achievements of the retained duty personnel at Guildford and Gomshall and acknowledge the availability offered by employers who release staff, and those who are self-employed

### **Reason for decision:**

The Local Committee agreed that the Guildford Borough Plan for 2012/13 will deliver community risk reduction and foster partnership working within the Guildford area

**25/12 Local Prevention Commissioning (Youth Service) [Item 12]**

The Committee was asked to consider extending the Local Prevention Framework Contract for an additional five months to 31 August 2013.

**The Local Committee (Guildford) agreed to:**

- (i) Extend the Local Prevention contract for five months to 31 August 2013
- (ii) Extend the remit of the Youth Task Group to constitute up until the first Local Committee of the municipal year
- (iii) Delegate the ability to appoint Members to the Task Group to the Assistant Director for Young People in consultation with the Chair and Vice-Chair of the Local Committee to replace any members who are no longer Councillors as a result of the elections.

**Reason for decision:**

The Local Committee agreed the amended timetable and Task Group arrangements would provide greater consistency of service to young people.

**26/12 Forward Programme [Item 13]**

The Committee considered the items for the December Committee agenda.

**The Local Committee agreed to:**

- (i) The Forward Programme 2012/13, as outlined in Appendix 1.
- (ii) Consider any further themes for Member briefings during 2012/13.

**Reason for decision:**

To enable preparations to be made for future meetings, reflecting members' wishes.

**[Meeting ended at 09.27pm]**

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**(Mr Mark Brett-Warburton – Chairman)**

**Contact:**

Carrie Anderson  
(Community Partnership and Committee  
Officer)

01483 517336  
carolyn.anderson@surreycc.gov.uk

The next meeting of the Committee will be on Wednesday 28 November 2012 at 7pm, at Council Chamber, Guildford Borough Council Offices, Millmead, Guildford GU2 4BB





Annex 1 Petitions [Item 4]

<b>Principal petitioner/organisation</b>	Shalford Parish Council, on behalf of 631 signatories (speaker: Cllr Bill Birkett, Chairman)
<b>SCC Division / GBC Ward</b>	Shalford
<b>Summary of concerns and requests</b>	The Parish Council would like to see a facility for safe crossing of pedestrians over the Kings Road to make it easier for residents of both sides of the road and the surrounding area to cross more safely between the Common and the centre of Shalford. Please sign below if you would like to support this initiative
<b>Response</b>	Members are reminded a pedestrian crossing (zebra) in Kings Road near the junction with Chinthurst Lane is included in the running list of improvement schemes for Guildford – see Item 12 ‘Highway Minor Improvement Review’ Annex B scheme ref 7/313, Local Committee meeting of 21 March 2012. The estimated cost is given as £170,000 but this is for a pelican crossing - a zebra would cost less than £50,000. To date the Local Committee has not prioritised this scheme for construction. Officers have checked available S106 funding and unfortunately none is available that could be directed to a crossing here.

- i. Councillor Witham approved the referral of Gravetts Lane to the Casualty Reduction Group. He added that a Worplesdon Parish Council survey had identified over 5,000 vehicles travelling over 60mph in a 40mph limit area during a two week period.
- ii. Councillor Witham asked if the Area Highways Manager would investigate a land swap arrangement to facilitate the implementation safety improvements and also to enquire if there would be any s106 money available to fund any such improvements.
- iii. Tony Rooth said he would look at any s106 funding available and would work with Highways officers to explore that option.
- iv. Bob McShee asked the Area Highways Manager for an early meeting with the Parish Council to discuss the matter.
- v. The Area Highways Manager reminded Councillor Witham that he could use his member allocation to fund local safety improvements.
- vi. The Area Highways Manager would be meeting with Surrey Police during October and would undertake a site visit. He would continue to work with local members.

**ANNEX 2 – WRITTEN PUBLIC QUESTIONS [Item 5a]**

**Question 1 submitted by: Dennis Hurkett, Onslow Village**

Can we formally be advised of the outcome of the survey on Onslow Village parking and what are your proposals, with possible timescales?

**Answer**

The outcome of the Onslow Village consultation on whether to extend parking controls and if so on what form they should take was formally reported to the Guildford Local Committee on the 13 June 2012. It was item 9 on the agenda and paragraphs 2.1 to 2.11 contain an explanation of the findings. Annex 4 of the report is attached and shows the results. A full copy of the report is on Surrey County Council's website.

The results were inconclusive for the area consulted. Only 42 per cent of respondents agreed there was a parking problem and 36 per cent wanted some form of parking controls. The results showed that in the roads closest to the existing controlled parking zone there was more of a problem and respondents were more in favour of controls. The Committee agreed to re-consult in a reduced area and only on the option of extending the controlled parking zone.

In terms of time-scales this work is one element of a wide ranging review of the controlled parking zone. This is the largest review we have undertaken. The consultation and potential design for each element of the review needs to be completed and then an amendment to the order will be advertised and any objections need to be considered by the Committee. We are working through all the elements of the review. The time-scales are affected by the responses to consultations, in some cases a consultation can highlight that no changes are required and in others the consultation itself can highlight the need for further consultation. The ability to complete the work is also affected by staff resources and any absences and other demands.

Our plan is to bring reports on the remaining elements, consultation and design, to the Committees in November and March and possibly June with any objections being considered either in June or September and implementation to follow this.

*Mr Hurkett was not present at the meeting, although the subject matter of his question had been discussed during Open Forum. A copy of the written response would be sent to him for his information.*

**ANNEX 3 – WRITTEN MEMBERS’ QUESTIONS [Item 5b]**

**Question 1 Submitted by: County Councillor Keith Witham (Worplesdon)**

Would the Chairman of the Guildford Local Committee acknowledge the tragic loss of life that has occurred at the junction of Aldershot Road and Gravetts Lane, near Fairlands, and give an assurance that SCC Highways will bring a full report to this Committee for discussion setting out in detail:

- the history of road traffic accidents at this location, including the details of deaths and serious injuries over the past 25 years
- what previous attention SCC Highways have given to this location, and any actions taken, or consideration given but not implemented
- the impact on the dangers faced, as this location is used regularly by children and parents of the Worplesdon Primary School
- the speed of traffic, and any other contributory factors
- and what measures can be considered to now try to do our best to ensure that no further fatalities occur at this spot, including consideration of funding and "Section 106" planning gain funds via Guildford Borough Council for road safety / traffic improvement measures.

**Answer**

While every death on the road is tragic, individual fatal accidents are not reported to Local Committees. Surrey Police’s Collision Site Investigation Unit carry out an immediate investigation of every fatal accident, keeping the road closed until this is completed. Any possible contributory factors associated with the highway (condition of road surface, white lines, signs etc) are immediately fed back to SCC Highways with suggested actions, which of course are immediately acted upon. In this accident no such factors were identified by the Police.

In addition, all fatal accidents are individually reviewed by the Road Safety Working Group for Waverley (RSWG), who may also make recommendations. This group comprises SCC and Police Road Safety Officers and meets every three months – the next meeting in October will review this accident.

SCC monitors accidents reported to the Police and any locations where three or more accidents occur within an eighteen month period will be subject to investigation by the RSWG, who will review the circumstances of each accident in order to identify possible common factors and which may lead to measures intended to reduce the likelihood of further accidents being recommended to the local team. Three accidents have been recorded near the Gravetts Lane junction in the past five years, so the site has not triggered investigation by the RSWG, although it now will follow the fatal accident.

The speed limit on this section of the Aldershot Road was reduced from 60mph to 40mph in 2000, and members are reminded a pelican crossing near the access to Hunts Farm is included in the running list of improvement schemes for Guildford – see Item 12 ‘Highway Minor Improvement Review’ Annex B schemes ref 7/345 Local Committee meeting of 21 March 2012.

Officers have checked, and confirm there is no S106 funding in place that could be directed to this location.

**Supplementary Question**

Councillor Witham approved the referral of Gravetts Lane to the Casualty Reduction Group. He added that a Worplesdon Parish Council survey had identified over 5,000 vehicles travelling over 60mph in a 40mph limit area during a two week period. He asked if the Area Highways Manager would investigate a land swap arrangement to facilitate the implementation safety improvements and also to enquire if there would be any s106 money available to fund any such improvements.

**Answer to the Supplementary Question**

Tony Rooth said he would look at any s106 funding available and would work with Highways officers to explore that option.

**Question 2 Submitted by: County Councillor Keith Witham (Worplesdon)**

Would the Chairman ask the Surrey Highways Manager to provide the Committee with an update report on action taken since the last meeting on 13th June and timescales for implementation regarding road safety measures at the junction of School Lane and the Aldershot Road (A323) in Normandy, which is used by parents and children of the Wyke Primary School, specifically:-

- the installation of wig-wag signs
- foliage to be trimmed back to signs throughout the area, and where it overhangs footways
- slow markings to be refreshed, together with other road markings.
- at the western entry to the village, coloured surface and '30' markings to be provided.
- hatched area to pedestrian area to have coloured surfacing to highlight the area.
- anti-skid surfacing to approaches to crossings point ( in addition to the anti-skid on the eastbound approach.)
- Consideration of works to the Westwood Lane junction to provide a refuge island and pedestrian protection to the footway
- Consideration to the provision of a School Cross Patrol

And would the Highways Department also investigate the availability of any development funds and any other sources of funding that could be used to improve road safety at this busy junction for the benefit of parents and children of the Wyke Primary School?

**Answer**

At the meeting of 13 June the Local Committee considered the response to a petition requesting a number of pedestrian amenity and safety improvements in the vicinity of Wyke Primary School, Normandy. The response identified a number of relatively simple improvements that could be made, as outlined in this question. However, the Local Committee has allocated no budget towards this work and officers undertook to identify possible funding sources, allowing items of work to be implemented. Section 106 funds have been reviewed, but none are in place in the surrounding area that could be directed towards these improvements. The local member has indicated he is prepared to contribute from his Community Pride fund. The Parish Council have not been approached as yet, but may have funds available.

## Draft Minutes to be agreed at the Local Committee on 28 November 2012

Progress on the specific points is as follows:-

- Wig-wags. The wig-wags are being centrally funded by the Safety Team as part of a County-wide programme. The local team understood this would include the entire installations, so poles and trenched connections to street lighting power supplies. This is not the case, the head units only would be provided centrally. Installation and connection has been priced at £3,800.
- Vegetation obstructing signs and encroaching on footways has been cut back by the Community Gang.
- This year white lines and markings on all 'A' roads and most 'B' roads throughout Surrey will be refreshed, and hopefully people have already noticed this happening. The A232 should be re-marked within the next two months.
- Western entry to the village, coloured surface and '30' markings. Estimated cost £3,000.
- Existing white line hatching around pedestrian refuge infilled with coloured surfacing and anti-skid surfacing on the westbound approach to the refuge. Estimated cost £5,000.
- Consideration of works to the Westwood Lane junction to provide a refuge island and pedestrian protection to the footway. Such modifications would need to be worked up as an ITS scheme, and costs would be tens of thousands of pounds.
- School Crossing Patrol. Very few children and parents cross the A323 Guildford Road, with most pupils arriving and departing by car. The Safer Travel officer for Waverley has visited the site, and feels that the low numbers do not justify a crossing patrol.

*Cllr Bob McShee asked the Area Highways Manager for an early meeting with the Parish Council to discuss the matter. The Area Highways Manager reminded Councillor Witham that he could use his member allocation to fund local safety improvements, and stated that he would be meeting with Surrey Police during October and would undertake a site visit. He would continue to work with local members.*

### **Informal Public Question Time (prior to the meeting)**

The following issues were raised during the informal public question session:

- Mrs Walker asked about the survey results from the resident's consultation undertaken to determine if parking restrictions should be implemented in Onslow Village. Although Mrs Walker would have preferred that enforcement measures were in place, the results showed the majority of residents were not in favour. Mrs Walker will work with officers and the local member going forward.
- Mr Nelson was concerned that works to implement traffic lights at Egerton Road had resulted in a temporary road closure which had affected local residents. He did not believe there had been any consultation with local people. The Area Highways Manager would work with the local member and the relevant teams to determine how members and residents were being informed of such measures.