

Draft minutes until agreed at meeting of Local
Committee on 3 February 2010



Minutes of the Local Committee (Woking)
Meeting held at 6.30pm on 22 October 2009
at
Surrey County Council's Offices, Quadrant Court, Woking

Members present:

Mrs Elizabeth Compton	Chairman
Mr Ben Carasco	Vice Chairman
Mr Mohammed Amin	Mrs Liz Bowes
Cllr Ashley Bowes	Cllr Stewart Brown
Cllr Bryan Cross	Mr Will Forster
Cllr John Kingsbury	Cllr Rob Leach
Mr Geoff Marlow	Cllr Derek McCrum
Mrs Diana Smith	Cllr Richard Wilson

Part One – In Public

[All references to items refer to the agenda for the meeting]

31/09 Apologies for absence [Item 1]

Cllr Rob Leach substituted for Cllr Richard Sharp, Cllr Ashley Bowes substituted for Cllr Glynis Preshaw and Cllr Stewart Brown substituted for Cllr Tony Branagan.

32/09 Minutes of last meeting - held on 8 July 2009 [Item 2]

The minutes of the last meeting of the Local Committee (Woking) held on 8 July 2009 were agreed and signed.

33/09 Declarations of interests [Item 3]

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In accordance with Standing Order 61, Cllr Bryan Cross declared a personal interest in relation to agenda item 8 and Mr Geoff Marlow, Mrs Diana Smith and Cllr Richard Wilson all declared an interest in item 15.

34/09 Petitions [Item 4]

In accordance with Standing Order 65 a petition was presented by Mr Will Ebton which had received 58 signatures. The petition asked for the closure of the one-way section of Warbury Lane to motorised vehicles and to legalise and encourage, with suitable signs, its use in both directions by cyclists and pedestrians/horse and riders.

Mr Ebton explained that Warbury Lane and Church Lane are country roads with narrow sections unsuitable for two way traffic. The roads are used as a rat run to the A322. There have been a number of serious road traffic accidents, particularly between the end of the one way section and the church. The petitioners are not aware of any traffic problems caused in Knaphill or elsewhere by the displacement of traffic from Warbury Lane when it was closed due to fly tipping.

Members of the committee were invited to clarify points with the petitioner. In response to Diana Smith, it was confirmed that if the narrow section of the road was closed it would stop through traffic.

In response to Bryan Cross it was confirmed that the request for the closure of the road is being made on safety grounds not noise.

In accordance with Standing Order 65 a counter petition was presented by Mrs Pauline Marshall which had received 351 signatures. The petition asked Surrey County Council not to close Warbury Lane to vehicular traffic either temporarily or permanently.

Mrs Marshall explained that the signatories do not want Surrey County Council to spend money on an assessment when there are so many repairs that are needed. Bisley residents do not want the road shut. The residents of Knaphill use the route to Bisley for many reasons. The alternative route along Chobham Road also has speeding problems. When Warbury Lane was recently closed due to fly tipping there was traffic tailing back from the Garibaldi crossroads. The signatories do not want Warbury Lane closed either temporarily or permanently. The safety would be improved if the footpath was white lined and foliage cut back.

35/09 Update on Warbury Lane [Item 13]

The Chairman moved item 13 forward on the agenda and invited Ian Haller to introduce the item.

Ian explained that there has been no proposal from Surrey County Council to close Warbury Lane, which would require consent of both the local committees in Woking and Surrey Heath. This item was the response to a public question which was taken at the meeting of the local committee held on 8 July 2009.

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Diana Smith put forward a motion to the committee which was seconded by Will Forster. Cllr Ashley Bowes put forward an amendment to the motion, and the amended motion was seconded by Cllr John Kingsbury.

RESOLVED

Agreed the motion:

- (i) The Local Committee (Woking) asks that the Highways Manager ensures road markings and signage at the lower end of Warbury Lane are renewed without further delay
- (ii) Warbury Lane goes into the assessment pool as a potential scheme
- (iii) The Local Committee visits Warbury Lane when the annual bus tour is organised
- (iv) Unless on a cost-benefit analysis Warbury Lane is scored highly enough to allow appropriate action to be taken, by the end of the financial year 2010-11, all the existing measures to control traffic that have been allowed to fall into desuetude through lack of maintenance be restored. These include:
 - a. Effective bollards/width restrictors
 - b. Radical cutting back and control of growth over the area used by pedestrians
 - c. Renewal of white lines that mark the edges of the single track carriageway and show where pedestrians can walk
- (v) Surrey Heath Local Committee should also be requested to consider the concerns of the residents of Church Road expressed in the relevant petition.

36/09 Written public questions [Item 5]

Four written public questions were received. A copy of the questions and answers can be found in annex 1 of these minutes. Supplementary questions and responses are below.

Question 4: In response to a supplementary question from Mr West regarding consultation to date on the proposal to close Warbury Lane, it was clarified that no consultation had taken place as no formal proposal has been considered by the Local Committee. Diana Smith assured Mr West that as soon as there is any proposal, information will be on her blog and she will ensure local people are aware.

37/09 Written Members' Questions [Item 6]

A copy of the questions and answers can be found in annex 2 of these minutes. Supplementary questions and responses are below.

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Question 1: Ian Haller confirmed that the ward councillors could also be included in the further discussions with the Divisional member about Abbey Road.

Question 2: Diana Smith asked for the disabled bay at 114 Oakfield to be added to the programme.

Question 3: Ian Haller confirmed that information for County Councillors regarding nominations for the Local Transport Plan programme would be sent out in the next few weeks.

Question 5: Bryan Cross asked whether road works could be better advertised.

Question 7: In response to Cllr Kingsbury asking if there was an easier way to get parking charges approved, Richard Bolton explained that the delay had been due to restructuring at the County Council, and charging being looked at countywide. The Local Committee will receive a report on parking charges at its meeting on 3 February 2010.

Executive Items

38/09 Community Safety Annual Report [Item 7]

Carolyn Rowe, Camilla Edmiston and Insp Lynette Shanks introduced the report which provided members with an update on the work of the Safer Woking Partnership. Camilla highlighted some of the work that was currently being done around domestic abuse awareness and the Light up the Night campaign. Lynette highlighted some of the crime figures and commented that it is hard to keep on reducing crime year on year, especially with the success the division had last year.

In response to a question from Ben Carasco regarding what the County Council could do to help improve results, Lynette explained that full partnership involvement in the CIAG and JAG would enable wider problem solving.

In response to a question from Diana Smith regarding the follow up to Tune –in, Camilla commented that residents were fed back to following the workshops through a dedicated area of Window on Woking website. Discussions are ongoing with regards to what happens next. In response to a further question from Diana it was agreed that a breakdown of crime within the borough would be sent to Diana Smith outside the meeting.

In response to Elizabeth Compton, Lynette explained that her officers are trying to educate the public not to leave items on display in vehicles.

RESOLVED:

Agreed to:

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- (i) delegate responsibility for expenditure of the County Council's local community safety funding in Woking to the Area Director (refer to paragraph 2.15).
- (ii) endorse the importance of the contribution of all services towards community safety and progress made.

39/09 Woking Cycle Town – Cycle Woking Progress Report and Shared Use Routes [Item 8]

In accordance with Standing Order 61 Cllr Bryan Cross declared a personal interest in relation to agenda item 8.

Paul Fishwick introduced the report and highlighted the work done to date. He then explained the five schemes which needed committee approval.

Paul asked the committee for their views on whether the signage on the bridge over Lockfield Drive referred to in para 5.1 e should be 'Cyclists dismount' or 'Pedestrians have priority'. In response members preference would be pedestrians have priority if the sides of the bridge are sufficiently high enough not to be a risk.

Paul confirmed the following points:

- The pavement under Victoria Arch would be widened into the cycle lane.
- Regarding cycle safety it was noted that school children are undertaking the Bikeability training levels 1 and 2 and senior schools and parents are offered Bikeability level 3 training.
- The route for Sythwood School was identified by the head of the school as an existing crossing point for pupils.

In response to Bryan Cross regarding the monitoring of pedestrians and cyclists on Commercial Way, Ian Haller explained that an equality impact assessment is being carried out. This will be reported to the Local Committee in July 2010 for a decision on whether to make the experimental order permanent.

RESOLVED:

The Committee:

- (i) Noted the progress of the Cycle Woking Project (up to 30 September 2009).
- (ii) Agreed the proposed Kiln Bridge, St Johns, cycle link to Barrack Path
- (iii) Agreed the proposed Brookwood Country Park to Winston Churchill School link
- (iv) Agreed the proposed Albert Drive to Basingstoke Canal link.
- (v) Agreed the proposed link to Sythwood School via Brookfield
- (vi) Agreed the proposed Basingstoke Canal to rear of 35 Fenwick Close link and make an appropriate Order under the Cycle Tracks Act 1984.

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40/09 Allocation of Controlled Parking Zone Revenue Surplus – Cycle Woking Initiative [Item 9]

Richard Bolton introduced the report which asked the committee how they would like to use the Controlled Parking Zone operational surplus.

In response to members questions, the following points were clarified:

- The funds in the account could also be spent on road improvements
- If the money is not spent, there is no danger of it going elsewhere
- On street parking charges could be increased to help reduce the deficit

In response to Diana Smith, Richard Bolton explained that if the Local Committee did not agree to fund the £50k, then match funding would need to be found from elsewhere.

Members did not want the CPZ account to go into deficit. Ben Carasco proposed option b of the recommendation which was seconded by Ashley Bowes.

RESOLVED:

Agreed (by a vote of 8 for and 3 against) to:

- b) give further consideration to how any surplus can be used, with due regard to any potential future deficit

41/09 2008/09 Devolved Local Transport Plan and Local Allocation Budget [Item 10]

Ian Haller introduced the report which set out details of the 2008/09 devolved local transport plan and local allocation budget overspends, the reasons for these overspends and action taken to ensure it does not happen again. Since April 2009 the way in which schemes are costed has changed. The previous 'at cost' elements have been removed and all scheme costs are agreed upfront.

Project management has been an issue, as have under estimating and costs being spread over two financial years. Lessons have been learnt and now if contracts over run, it is at the contractors risk. Officers are also able to better judge costs based on previous works undertaken.

In response to a question on whether the overspend in Woking was typical across Surrey, Ian Lake, SCC Cabinet Member for Transport, said that it has happened in other parts of the county, and the contract is currently being reviewed.

In response to a question regarding next years funding and whether the overspend from last year could be taken into account, Ian Lake commented

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that there is a clear prioritisation process across the county and he will try to ensure that money is allocated and used effectively.

With regard to the £10k referred to in paragraph 4.3, Ian Haller confirmed that Waitrose are happy to pay this amount.

Members noted the report.

42/09 Road Layout Amendments at Lockfield Drive/Well Lane Junction [Item 11]

Ian Haller introduced the report which looked at a proposal to use road markings to reduce the west-bound carriageway of Lockfield Drive to a single lane through the junction of Well Lane, which could be incorporated into planned resurfacing works in 2009/10.

In response to Bryan Cross, Ian Haller agreed to look at whether the left hand lane on the two lane section going towards the town centre could be marked for left hand turn only.

Ben Carasco stated that the proposal meets the requirements of the residents without substantial additional costs to the local committee. If additional funding is required it is likely to be less than £10k.

RESOLVED:

Agreed

- (i) on the basis that the work can be undertaken without any additional cost to the planned resurfacing work, the west bound carriageway of Lockfield Drive should be reduced to a single lane using white road markings and the traffic signal detector loops amended accordingly.
- (ii) if the proposal is likely to significantly increase the cost of the planned maintenance and cannot be funded from the central budget then the decision of whether to fund the changes from the local allocation budget is delegated to the Local Highway Manager following consultation with the Local Committee Chairman and relevant Divisional Members.

43/09 Annual Maintenance Plan [Item 12]

Stephen Child introduced the report which set out the work activities and allocations for highway maintenance for 2009/10.

Stephen Child agreed to get back to Stewart Brown outside the meeting regarding the km of ditches the County Council is responsible for, and what percentage of these are cleaned. It was noted that land owners do not always look after their land as well as they should.

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In response to Diana Smith's question regarding white lining, Stephen explained that they are targeting specific requests from members and concentrating on residential roads. The marking was late starting this year.

Regarding gully emptying, it was noted that all gullies get cleaned once a year, some more than once.

Rob Leach noted that in relation to street lighting, the quality of the lighting in the town centre is so poor that the Police cannot rely on the CCTV. He asked that priority be given to the town centre when the PFI starts in Woking. In response Ian Lake explained that officers are working with the Police on priority areas. The light in the new columns will be white light which will emit a better level of light.

Stephen Child agreed to get back to Will Forster outside the meeting regarding why Woking was at the bottom of phase one. Under the new street lighting contract the County will be looking for 98% of the lights to be working at one time, or there will be a penalty.

A report was asked for at a future meeting on DCP (damage to council property) in Woking. It was noted that there has been a campaign on this and there is a dedicated officer who works closely with the Police. The County claims as much back as possible. A report will come to a future meeting.

The Committee noted the report.

44/09 Update on Old Woking Road [Item 14]

Ian Haller presented the update on Old Woking Road.

Richard Wilson explained that there are some movements on Broadoaks. The Chair of the Residents Association has been speaking to the Headteacher to encourage parking on the north side of the road to avoid crossing. Maintenance the warning signs would also help with safety.

It was agreed to review the situation in six months time.

45/09 Allocating Local Committee Funding: Members' Allocations [Item 15]

In accordance with Standing Order 61, Geoff Marlow, Diana Smith and Cllr Richard Wilson all declared interests in relation to agenda item 10.

There was discussion around the Woking Hockey Club bid and whether it should be taken at this meeting or deferred until February 2010 due to the large amount requested. It was agreed to take it at this committee as the Hockey Club would lose the chance of match funding if taken in February.

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With regard to the £50k for environmental initiatives referred to at the last County Council meeting, Carolyn Rowe confirmed that the Local Partnerships Team would get back to members with further information when they have it.

RESOLVED

The Local Committee:

- i) Agreed the following expenditure from the Members Allocation budget.

1	Sail Shade	£3,000
2	St Mary's Hall disabled toilet	£2,500
3	Goldsworth Park Lake	£3,650
4	Woking Hockey Club	£17,000
5	The Cabin	£1,996
6	Byfleet Methodist Youth Club	£2,000
7	Woking Dance Festival	£5,000
8	Wildlife Garden at St Dunstons	£1,000
9	Girl Guiding Woking East Centenary Camp	£1,000
10	Friends of Byfleet Library	£137
11	Friends of St Marys Day Centre	£1,300

- ii) Noted that there were no allocations approved under delegated powers between the last local committee on 8 July 2009 and 22 October 2009 (para 3.2 of report).

46/09 Update

Members noted the update.

47/09 Forward Programme

RESOLVED

The Committee agreed the forward programme as set out in the report with the addition of a report on damage to council property from Highways at a future meeting.

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48/09 Exclusion of press and public

Chairman

[The meeting ended at 9.30pm]

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Annex 1

LOCAL COMMITTEE (WOKING)

WRITTEN PUBLIC QUESTIONS

22 October 2009

1. Question from: Mr Ross Daniell

Can you confirm when the pedestrian crossings in Knaphill will be reinstated, enabling Surrey Police to recommence enforcement?"

I have attached below a copy of the email received from Surrey Police by way of "background information"

Dear Ross,

Thankyou for the pictures.

We are noting the activity and pictures you are sending, however we are still unable (due to poor/unclear road markings) to secure any prosecution or Fixed penalty notice to the vehicles.

We will continue to check the area giving people advise when we see them on our patrols.

For your information residents on 21st May 2009 at the Knaphill Panel meeting wanted this priority to be closed. So the WK/08/5527 number is no longer active.

Answer from Ian Haller, Surrey County Council's Local Highways Manager for Surrey Heath & Woking

The West area programme to refresh road markings is currently being undertaken and this site is scheduled to be done. I am unable to give an exact date of attendance but anticipate that the programmes for this year will be completed by the end of November 2009.

2. Question from: Mr Paul Brown

I would like to know what has happened to No 50 Old Woking Traffic Conditions to which £20,000 was allocated in the Woking Programme 2008/9.

Answer from Ian Haller, Surrey County Council's Local Highways Manager for Surrey Heath & Woking

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The Local Committee (Woking) received a report in June 2008, item 10 relating to the Old Woking area traffic investigations. The report outlined the surveys and investigations undertaken. The Local Committee agreed that:

- (i) The scheme to introduce parking bays in High Street Old Woking, partly on the footway and partly in the carriageway, as shown on Drawing No. 12654, should not be proceeded with,
- (ii) The existing white line along the footway on the south side of High Street, Old Woking be removed, and
- (iii) Residents be informed of the Committee's decision.
- (iv) Not to introduce a 20mph speed limit and 7.5 tonne lorry ban for Old Woking.

As a result the proposal was removed from the Committee's programme.

3. Question from: Mr Clive Wood

Are members of the Committee aware that the introduction of Shared Use Routes in which pedestrians, cyclists and other vehicle users share the same street environment are a great concern, in regard to safety, for many vulnerable pedestrians such as disabled people (including blind and partially sighted people), older people and parents with young children?

The Committee should be made aware that Cardiff Council carried out a trial in Queen Street, Cardiff to allow cycling in a pedestrian zone. The scheme was piloted over 18 months and permitted time-restricted cycling access through Queen Street (before 10:00am and after 4:00pm), where previously there was none. It concluded in August (2009), with the findings of the Equality Impact Assessment and the consultation process being reported to the Council's Executive in July. At the Cardiff Executive Business meeting on 2 July the decision was made to accept the recommendation that the Temporary Traffic Order permitting cycling along Queen Street at certain times was to be allowed to lapse - meaning that cycling is no longer permitted on Queen Street.

The Committee may also be interested to note current research being conducted in regard to the Shared Route pedestrian and cyclist paths and Shared Surface Streets;

Guide Dogs has commissioned TNS Market Research to carry out a survey of blind and partially sighted people in the UK to gather their experiences of shared surface streets and shared use pedestrian and cyclist paths. The report should be available the end of 2009.

The Department for Transport have commissioned research to consider shared space/shared surface streets and shared use pedestrian and cycle paths which is intended to provide an evidence base for policy and guidance on these issues - to report in 2011

Answer from Paul Fishwick, Surrey County Council's Cycle Woking, Programme Manager

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Surrey County Council and Woking Borough Council partnership bid for Cycling Town status included the removal of 'No Cycling' on certain streets within the town centre within the main objectives.

The Local Committee received a report following the granting of Cycling Town status, on 16 September 2008. This included the proposal to remove 'No Cycling' prohibitions in certain streets within the town centre in accordance with the Plan and Programme due to be submitted to Cycling England and the Department for Transport (minute 46/08 refers). Shared use routes were also planned at a number of other locations, including the 12.9km Basingstoke Canal towpath upgrade.

An Experimental Order was made on 3 April 2008, for a period of 18 months, to allow cycling within certain streets within the town centre. A Shared – use leaflet was produced advising all users about the shared use area and 'shared – use' signs to diagram 956 with a supplementary plate 'Please Cycle Considerately' were erected. This type of sign has been used on several shared –use areas successfully within Surrey including the Basingstoke Canal.

There are numerous examples within the UK, such as Darlington, Brighton, Exeter where shared-use facilities have been introduced recently that allow pedestrians as well as cyclists to use the same space successfully that has improved access for all. At Reading National Cycle Route 4 passes through the very busy Oracle shopping centre. In Bristol the Bristol to Bath Railway Path attracts around 3 million trips per year, with slightly more pedestrians to cyclists.

Within Woking, the Basingstoke Canal shared-use route is a good example where the improvements have also attracted large numbers of new users, pedestrians, including people pushing prams/buggies, wheelchair users etc as well as cyclists to use this route and its links into the neighbourhoods to gain access to the town centre/railway station.

The Cycling Towns/City are expected to trial innovative ideas that improve the environment for cyclists (and indirectly pedestrians), in some cases using schemes introduced abroad, within Europe, USA or Australia and the Department for Transport (DfT) will use some of these as Case Studies. The shared-use examples within the town centre and the Basingstoke Canal were put forward to the DfT for this latest study.

Next summer this Local Committee will need to decide whether to make the current Experimental Order permanent or return to a ban on cycling within the town centre and a report outlining this scheme will be presented at that time.

4. Question from: Mr David West

a. An item on this evening's agenda – item 13 regarding Warbury Lane – outlines the proposed scope of any feasibility study that members of the Committee will consider authorising. Part of this scoping suggests consideration of the impact of any closure on a number of specific road junctions.

Whilst some traffic, potentially the majority, will undoubtedly following any such closure, divert up the hill – the Chobham Road - to the Garibaldi traffic lights and turn right into Limecroft Road before joining the A322 it is likely that a percentage will divert towards Chobham. I presume that would be traffic, currently using Warbury Lane as a 'cut through' onto the A322, bound for areas like Camberley,

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Lightwater and the motorways – the M3 and M4. Rather than continuing through Chobham I would suggest that that traffic is likely to then turn left into Scott's Grove Road and follow the unclassified roads to their junction, at the roundabout, with the A322.

Such routing, the turning right from either Barrs Lane or Carthorse Lane onto the Chobham Road, will undoubtedly further exacerbate the risk of traffic collisions at those junctions.

I have, in the past few days, raised the issue of the Barrs Lane junction with Mr Haller but I presume the scope of any such feasibility study would require to be sanctioned by the Local Committee. May I therefore request that consideration be made of incorporating the impact on these two junctions within the scope of that study?

b. Residents of the Birds Estate whilst obtaining signatures for a counter-petition – against the potential closure of Warbury Lane to vehicular traffic – expressed profound concern that literally only a handful - three people in fact - appeared to have any awareness of the proposal that was, I understand, first discussed at your July meeting.

May I therefore, through the Chair, request that the Committee identify what consultation was undertaken in the intervening three months with the local electorate? And, in hindsight and given this significant level of concern over non-engagement, do its members consider that that consultation process was adequate?

Answer from Ian Haller, Surrey County Council's Local Highways Manager for Surrey Heath & Woking

(a) The Committee does not need to approve the exact extent of a study. Officers, prior to commencement and taking into account any relevant factors at the time, would scope studies such as this. Approval to undertake a study does not necessarily mean that it would be conducted immediately and some factors, in that time, may change. At this stage there is no reason to exclude either location from any scoping, which would already include a review of collision data on those roads listed. There are currently some recorded collisions at both junctions with the Chobham Road.

(b) To date there has only been a request to close Warbury Lane following questions asked at the Committee in July 2009. As agreed at this meeting an agenda item to the Committee tonight is intended to inform members of the requirement, process and implications of such a request if it were to be considered as a formal proposal in the future. No consultations have been carried out neither would Surrey Highways seek to conduct any without Committee approval.

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Annex 2

LOCAL COMMITTEE (WOKING)

MEMBER QUESTIONS 22 October 2009

1. Question from Mr Ben Carasco, Surrey County Council

Abbey Road has parking on both sides of a fairly narrow road. It is also a rat run for through traffic often at excessive speed.

This is dangerous and there are increasing occasions of "road rage" due to cars travelling without consideration to the prevailing road conditions.

This unsatisfactory state of affairs has been ongoing for some 18 months.

Can we advise concerned residents whether this situation is recognised, what options are being considered and what they could do to accelerate a solution.

Answer from Ian Haller, Surrey County Council's Local Highways Manager for Surrey Heath & Woking

There are no current proposals relating to Abbey Road. It is suggested that officers arrange a site meeting with the Police to discuss the issues raised and report these back to the divisional member for further discussion.

2. Question from Mrs Diana Smith, Surrey County Council

Last February I asked the following question: 'The drive of Holly House in Trinity Road, Knaphill was covered by a parking restriction box because of the neighbouring Knaphill School. An amendment to this restriction to enable the zigzag to be removed was passed on 23rd June 2008, but the markings have not been removed, with the result that the resident was issued with a parking ticket. Although this was successfully appealed against, the situation is not satisfactory. When will these road markings be removed?'

The answer given verbally at the meeting was 'April', and that Woking Borough Council had taken responsibility. However the lines have not yet been removed, and I was told this summer that responsibility for such work had been removed from Woking. Who is responsible for making sure these lines are removed, and when will this happen?

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This is one among several instances of difficulty with getting road markings altered or refreshed, another example being yellow lines and zigzags associated with zebra crossings in Knaphill. How are these problems being resolved?

Answer from Ian Haller, Surrey County Council's Local Highways Manager for Surrey Heath & Woking

The adjustment of the marking in Trinity Road is part of the 2008 waiting restriction amendments. Some of this work has been undertaken whilst other work remains outstanding. A signing and road marking order for the remainder of the work has been placed and we are currently waiting for the contractor's costs before committing the order and agreeing the programme. Since April all orders placed under the highways contract are subject to the process whereby costs are agreed up front prior to committing orders. The Committee allocated budget provision in July 2009 to undertake these works.

Woking Borough Council's parking section undertakes maintenance of all yellow lines and parking places as part of the management of parking. Changes or amendments to waiting restriction orders have in the past been undertaken by both authorities with no clear distinction, which has caused confusion, delays and resulted in outstanding work. Surrey County Council will undertake in future all waiting restriction amendments with only maintenance work being done by the Borough's parking team.

The West area programme to refresh road markings is currently being undertaken and the sites in Knaphill are scheduled to be done. I am unable to give an exact date of attendance but anticipate that the programmes for this year will be completed by the end of November 2009.

3. Question from Mr Will Forster, Surrey County Council

Blanchards Hill and New Lane in Sutton Green are designated as cycleways (the Mars Trail) under the Cycle Woking program. Yet, grass verges and road surfaces on both those roads are in my and the residents' opinion, very poorly maintained and therefore potentially very dangerous to a cyclist. Those roads are also used by Lorry Training Centres as practice areas for learner drivers.

In order to make Blanchards Hill and New Lane more appropriate for use under the Cycle Woking program, can a weight restriction be placed on those two roads?

Answer from Ian Haller, Surrey County Council's Local Highways Manager for Surrey Heath & Woking

In order for a weight restriction to be placed on the highway an assessment is needed in line with Surrey's policy. A request from residents has already been received and the previous Local Highway Manager met with some, earlier in the year, to discuss this issue. County Council Members will soon be asked to

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nominate two highway schemes or issues in their divisions for consideration as part of the annual review of Woking's 5-year Local Transport Plan programme. The assessment for a weight limit on these two roads would need to be nominated and considered as part of this overall process.

4. Question from Mr Will Forster, Surrey County Council

South Woking has seen many roadworks in the past few weeks, including:

- a. The A320 Guildford Road and York Road by Victoria Arch was partly closed due to Southern Gas Network works.
- b. The closure of White Rose Lane to through traffic.
- c. Temporary traffic lights on the junction of Maybury Hill and Old Woking Road.
- d. Temporary traffic lights on East Hill.
- e. Temporary traffic lights on the A320 in between Barnsbury and Mayford. Wych Hill Lane was partly closed for three weeks from 1st September.

All bar the Southern Gas Network works on the A320 could have fitted into the school holiday window of less traffic on the roads, yet none occurred in that break.

What did and what could Surrey County Council do to coordinate road works such as those above so they do not occur all at the same time, therefore not causing serious congestion in and around Woking?

Answer from Nia Griffiths, Streetworks Manager, Surrey County Council

Current streetworks and road works activity in Woking

Woking is indeed under significant pressure at the moment, as the schedule of major works attached will show. A number of utilities have major programmes of works being planned, and SGN in particular is now in a similar position in a number of town centres, whereby works that have previously been postponed can no longer be delayed. There have also a number of redevelopment sites that have generated S278 Agreements, with a contractual agreement with the county council for implementing works within agreed timescales (works at Centrum being one example). In addition to the 'normal' maintenance programme by Surrey, further works are being promoted by the authority as a result of Surrey's success as a cycling town, some of which must be completed within the current financial year to secure the available funding. All of these works are over and above the 'normal' level of utility activity, including emergency responses.

Wherever possible, the Streetworks team is working with all parties to agree times, dates and methods to minimise the impact of the works on the town and the road users, including plans for sharing sites and traffic management, currently planned for January 2010.

Coordination of works generally

Members of the Streetworks team hold pre-planning meetings for most major utility projects across the county, which cover start dates, durations, working

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hours, traffic management requirements and many other issues. A similar process is used for smaller or shorter schemes that will still have a significant impact on road users and/or residents. Wherever possible we try to accommodate the individual time constraints of the organisation promoting the works (such as OFGEN and HSE requirements for gas works), but always giving due consideration to the impact of those works. We can, and regularly do, direct the timings and challenge the durations of utility works.

The team also monitors as many incoming notifications for smaller schemes and emergency works as possible with the resources available; Surrey receives some 140,000 notices each year, relating to 35-40,000 separate utility works. We also work with Surrey's own constructors to coordinate our maintenance and improvement works. Additional monitoring of live sites is undertaken by the Community Highways Officers, as part of our inspection duties.

Other factors to be considered when coordinating works include financial deadlines for Surrey's own works, for example, which can have restrictions due to budget, for example where works need to be completed within a financial year as the available budget cannot be rolled forward. Under the requirements of the Traffic Management Act 2004, there is a requirement to demonstrate parity between streetworks by utilities and road works by local authorities, which means that roadworks should not be, prioritised over other utility works. Utility works are also sometimes brought forward so that Surrey's own resurfacing or other improvement schemes are not dug up shortly after completion.

Town Centres offer further complications at this time of year, as works need to be scheduled to avoid embargoes on working in and around principal access routes and shopping areas during the Christmas embargo period, which generally covers the whole of December.

Emergency works are of course unplanned, and we cannot therefore coordinate them in the same way as planned works. We do monitor them as far as possible to ensure that works are completed promptly, and in extreme circumstances, we may request that ongoing planned works are temporarily backfilled and closed down to alleviate any major congestion or disruption problems that have arisen.

Coordination around school holidays

Wherever practical, works are programmed to be carried out in school holidays, especially directly outside schools and on major access routes to both schools and town centres. However, there is a need to be realistic about how much work that can be achieved within one 6 week window in the whole year; although there are reduced traffic levels during peak hours in the school holidays, trying to complete large numbers of schemes within that tight window would still create different disruption and congestion problems.

Although the above queries relate specifically to Woking, it should be noted that most of the utilities cover areas larger than Surrey's districts and Boroughs, and that the Streetworks team try to coordinate works on a countywide level. As well as the A320 scheme in Woking, for example, SGN were also carrying out major works in both Guildford and Godalming town centres during the summer holidays.

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Finally, whilst resourcing their works is the Utility companies own responsibility, we must be realistic about our expectations of what can be achieved. During the summer period, the utilities existing workforce also take their own annual holidays, which then need to be covered, and so finding additional resources for increased programmes can be difficult.

With regard to the specific sites raised in question:

- The A320 Southern Gas Networks (SGN) works were programmed by SGN, in discussion with SCC, to commence at the beginning of the school holiday period.
- The temporary traffic signals at both Maybury Hill/Old Woking Road and Barnsbury/Mayford were for emergency works to deal with gas leaks, and as such could not be avoided. Both sites have now been cleared.
- The closure on White Rose Lane was a continuation of an ongoing scheme in the area by SGN – the closure was required to undertake works safely at the narrowest section of the road. Although used a rat-run to Woking Station and the town centre, this is a traffic calmed residential road, and as such the works were not seen to cause a significant clash with the A320 works.
- The SCC works to the bridge parapets at Wych Hill Lane had been programmed to take place during the off-peak hours (ie between 9:30am and 3:30pm), and would therefore have had minimal impact on peak traffic flows, and it was not deemed necessary to programme the works during the school holidays. However, having set up the traffic management for the site in early September, the original sub-contractor establish that they were unable to re-open the road on a daily basis, which would therefore have meant using 24 hour signal control. As this arrangement was unacceptable due to the SGN works on the A320, the bridge works were postponed. An alternative sub-contractor has now been appointed who will be able to carry out the works as originally agreed, during off-peak hours, and the works are due to commence this week, for a maximum of two weeks. There have been no other works on Wych Hill Lane in the intervening period, other than a small, two-day investigation by a water utility that did not involve any excavation. Details of any closures during September, partial or otherwise, would be welcomed for further investigation by the Streetworks team.

A schedule of ongoing and planned major works until March 2010 is included below (please note this does not include any works that are as yet unplanned, minor (i.e. three days or less) or emergency works – more information on these works can be obtained via the Roadworks webpages on a day to day basis.

Road	Works Description	Organisation	Approx Start	Approx Duration
Guildford Road	Gas mains replacement (will include night works at the junction with Constitution Hill)	Southern Gas Networks (SGN)	underway	3 weeks (to 8th November)
Cawsey Way	Pedestrian Crossing	Surrey CC	underway	to 25 th October

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	improvements			
Chobham Road / Victoria Way junction	Bridge works – temporary ban on right turn into Victoria Way (diversion via Chertsey Road roundabout)	Surrey CC	2 nd Nov	2-3 days
Victoria Arch / Goldsworth Road	Continuation of mains replacement scheme, under Victoria Arch into Goldsworth – combine with SCC works below. Temporary left turn ban into Goldsworth Road.	SGN	4 th Jan 2010	6 weeks – tbc
Victoria Way / Goldsworth Road	Kerb build-outs and pedestrian crossing improvements - combine with SGN works above	Surrey CC	4th Jan 2010	6 weeks
Lockfield Drive	Local Structural Repair works – Off-peak working with lane closures and two-way signals	Surrey CC	9 th Nov tbc	5 days
York Road	water mains extension	Veolia Three Valleys Water	on hold until November (awaiting completion of SGN Guildford Rd)	2 weeks
Guildford Road nr The Sovereigns	Gas connection / crossing the link road in the splitter island (below gyratory). Possible weekend closure – tbc	SGN	tbc - 2010	tbc – one/two weekends

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Guildford Road (access to Days Yard redevelopment, nr Victoria Arch)	Developer Works at Days Yard on Guildford Road. Splitter island to prevent right turns	Developer	on hold until November (awaiting completion of SGN Guildford Rd)	Possibly weekend work for 2 weeks
Guildford Road (access to Days Yard, nr Victoria Arch)	Abandon existing high voltage supply – relocate in footway	EDF Energy	on hold – to coordinate with SGN / SCC works	tbc
Guildford Road	Section 278 works for Cycle route and crossing improvements at Centrum	Developer – works may be carried out by SCC	tbc	tbc
White Rose Lane	Gas mains replacement – Road closure ends 25 th October, final connection works to follow	SGN	underway	connections continue until Jan2010
East Hill (inc College Road)	Gas mains replacement	SGN	underway	30 th October
Wych Hill Lane	Bridge parapet works – off peak working (9:30 to 15:30), site cleared daily	Surrey CC	20 th October	28 th October latest
Triggs Lane	Continuation of major mains replacement scheme (works in adjacent roads completed)	SGN	on hold - Early 2010	3 weeks

5. Question from: Cllr Bryan Cross Woking Borough Council

Would the Local Transport Manager please advise me why there are so many sets of Road works going on in Woking at the same time'.

It appears that most roads leading into Woking have road works.

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See answer to Q4 above.

6. Question from Cllr Richard Wilson Woking Borough Council

Many residents are upset by the withdrawal of the 28 service between Sainsburys in Knaphill and Woking town centre. Was this service subject to any subsidy? Are there any other services in Woking currently attracting subsidies?

It is recognised that the decision to cease or start services rests primarily with bus operators, but as part of the current consultation exercise, could Officers please encourage bus operators to consider provision of alternative services (perhaps using smaller vehicles) when routes are being considered for withdrawal..

Answer from Laurie James Passenger Transport

Up to approx. 7pm Mondays to Saturdays, service 28 was operated by Arriva on a commercial basis and continues to be in its shortened form which excludes Horsell. No financial support was requested by Arriva. In general, the County Council only contracts a supported service on a socially-necessary basis, subject to funding availability, where such a facility is not provided commercially. Apart from services 28, 34, 91, 97, 436 and part of 35, all for the main part of the day, Mondays to Saturdays, other bus services in Woking receive some degree of financial support.

For financial reasons associated with a cash-frozen budget for 2009/10, the County Council has been unable to provide a direct subsidised replacement for service 28 in the Goldsworth Park/Horsell area. For some journeys, alternatives are available and a link between Goldsworth Park and Guildford is available by changing buses at Knaphill Sainsburys.

Co-incidental to Arriva's action, Countryliner were planning a new off-peak commercial local service in Woking on Mondays to Fridays, numbered 97. The County Council's Passenger Transport Group successfully encouraged Countryliner to add Horsell to their route to give a link from there to Woking and to Goldsworth Park Waitrose. They have now been asked to consider extending the service to Knaphill Sainsburys, when they review their service in the near future. When a potential gap in the bus network is to be created following a bus company decision, the County Council works with other operators to facilitate, where possible, replacement facilities. The needs of all communities and how to serve them in a cost effective and affordable way will be considered in the forthcoming Bus Review, including during the period of consultation with operators, stakeholders and the travelling public.

7. Question from Cllr John Kingsbury, Woking Borough Council

Please explain the delay in approving Woking Borough Council's fees and Charges, which were originally tabled in February 2009.

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At the time we proposed increases in resident permit charges and on street parking fees within Woking Controlled Parking Zone, which we considered appropriate to ensure the effective management of on street parking controls.

Answer from Richard Bolton Surrey County Council Parking Manager

Woking Borough Council manage the on-street Controlled Parking Zones on behalf of Surrey County Council. It is the Surrey County Council Local Committee (Woking), which is the responsible authority for determining any on-street charges.

The County Council is in the process of developing a Countywide parking strategy, which will be considering all options for future parking income. While not wishing to pre-empt the outcome, it is probable that charges may need to rise across the County.

A review of requests for parking amendments across Woking is to be undertaken in November and December this year, with the intention to present a report to this Committee in February 2010. A recommendation for amending on-street charges will be included as part of that report, giving due regard to the decision of Woking Borough Council's Executive Committee.

8. Question from Cllr John Kingsbury, Woking Borough Council

Following the decision to maintain funding for the Marjorie Richardson Centre could a Bus Drop Off Facility be established outside the property in the High Street to assist access for elderly clients.

Answer from Ian Haller, Surrey County Council's Local Highways Manager for Surrey Heath & Woking

This location can be reviewed to ascertain if provision can be accommodated. As it will have an impact on the parking places in that area this will need to be considered as part of the forthcoming parking review scheduled to commence in November 2009.