Supplementary Agenda

7.00 pm
Wednesday, 19 September 2018
The Council Chamber, Millmead House, Millmead, Guildford, Surrey GU2 4BE

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Attending the Joint Committee meeting

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6 PETITIONS (Pages 1 - 10)

To receive any petitions in accordance with Standing Order 65. An officer response will be provided to each petition.

One petition has been received from Mr Max Jamieson:

The petition requests the installation of a modal filter on Denzil Road in Guildford to prevent cut-through motor traffic.

8 MEMBER QUESTIONS (Pages 11 - 12)

To receive any written questions from Members under Standing Order 47.

One Member question has been received from Borough Cllr Adrian Chandler:

Could the officers from both SCC and GBC please look into replacing the Unrestricted Parking bays in Wilderness Road from the corner with Ellis Avenue to No. 14 Wilderness Road with bays which are 4 hours maximum restriction. Residents find these bays taken up by cars parked there for days, tradesmen and commuters all day and other long stay owners. This makes it difficult for residents with short stay visitors, ease of access and makes the bus route difficult.

15 REPRESENTATION ON NEW WORKING GROUPS (EXECUTIVE FUNCTION) (Pages 13 - 22)

This report seeks to establish a Parking and Air Quality Working Group and an Infrastructure Delivery and Transportation Working Group to support the Joint Committee and to nominate Members to these groups.

The report will be published as part of a supplementary agenda.

GUILDFORD BOROUGH COUNCIL AND SURREY COUNTY COUNCIL

GUILDFORD JOINT COMMITTEE

DATE: **19 SEPTEMBER 2018**

SUBJECT: **PETITION**

DIVISION/ WARD(S) AFFECTED: **GUILDFORD SOUTH WEST, FRIARY & ST NICOLAS**

PETITION DETAILS:

I am writing to request that the enclosed petition be considered at the next local committee meeting. The petition requests the installation of a modal filter on Denzil Road in Guildford to prevent cut-through motor traffic.

Some context and the details of the proposal are set out below.

Background
Denzil Road is a residential road near Guildford town centre. Denzil Road, along with neighbouring Ludlow Road / Genyn Road, are frequently used as a cut through by car drivers, particularly when other surrounding roads, such as Guildford Park Road, are congested. Vehicle speeds, are often too high and the level of motor traffic is not suitable for such a narrow residential road. The motor traffic presents a significant danger, particularly for young people. Queuing traffic, particularly at the Southern end of Denzil Road, brings with it poor air quality and health risks.

Over 41 people have so far signed the petition supporting a request to close Denzil Road to through motor traffic (see Annex A). Signatures are still being collected. This demonstrates the level of support for the proposal which is set out in more detail below.

The proposal
It is proposed that a modal filter be installed across Denzil Road, at some point on the stretch of Denzil Road between the Genyn Road and Upperton Road junctions (see image B1). The modal filter would stop motor cars passing through the road but would enable cycles to pass.

This would create in effect a 'U' shaped road formed of Ludlow Road, Genyn Road and the northern half of Denzil Road. An 'L' shaped road would also be formed from the Southern end of Denzil Road and Farnham Road. This arrangement would means that each house is still accessible by car and would allow waste collection and delivery services to operate as normal without the need for difficult manoeuvres and reversing.

Two options for the position of the modal filter are envisaged (see images C1 and C2). No car parking spaces would be lost. It may even be possible to increase the number of spaces (such as outside 24-46 Denzil Road), which would be of additional benefit to residents.

Examples of possible modal filter designs can be found in Annex D. This shows how the modal filter could be combined with other features such as trees, bringing additional benefits.

This represents a low cost way of creating a safe, pleasant, street environment that would make the area covered by Denzil Road, Ludlow Road, Genyn Road and Upperton Road area a safer, more healthy, place. The area would become a cycle and pedestrian-friendly route linking the university to the town centre.

This proposal is well aligned with the principles of the Town Centre Vision and Master Plan.

It is proposed that the committee consider a pilot closure as a first step with a view to making it permanent if the pilot is successful.

Next steps
Having discussed this issue with Councillors Furniss and Goodwin, I understand that such proposals should be brought to the attention of the Local Committee. I understand that there is a meeting of the Local Committee (now the Guildford Joint Committee) on Wednesday 19 September. I would be very grateful if you could add this item to the agenda for that meeting.

Your sincerely,

Max Jamieson

Annex A: Scanned copy of signed petition (hard copy available)
Annex B: Map showing position of proposed modal filter
- Image B1: Map showing indicative position of proposed modal filter

Annex C: Images of Denzil Road
- Image C1: Image of Denzil Road looking North
- Image C2: Image of Denzil Road looking South

Annex D: Examples of modal filter designs

Annex D: Examples of modal filter designs

Image D1

Image D2:

Image D3:

Image D4:

Image D5:

RESPONSE:

The Committee would like to thank Mr Jamieson for presenting the petition to investigate the possibility of closing Denzil Road at a point between its junctions with Genyn Road and Upperton Road to through traffic.

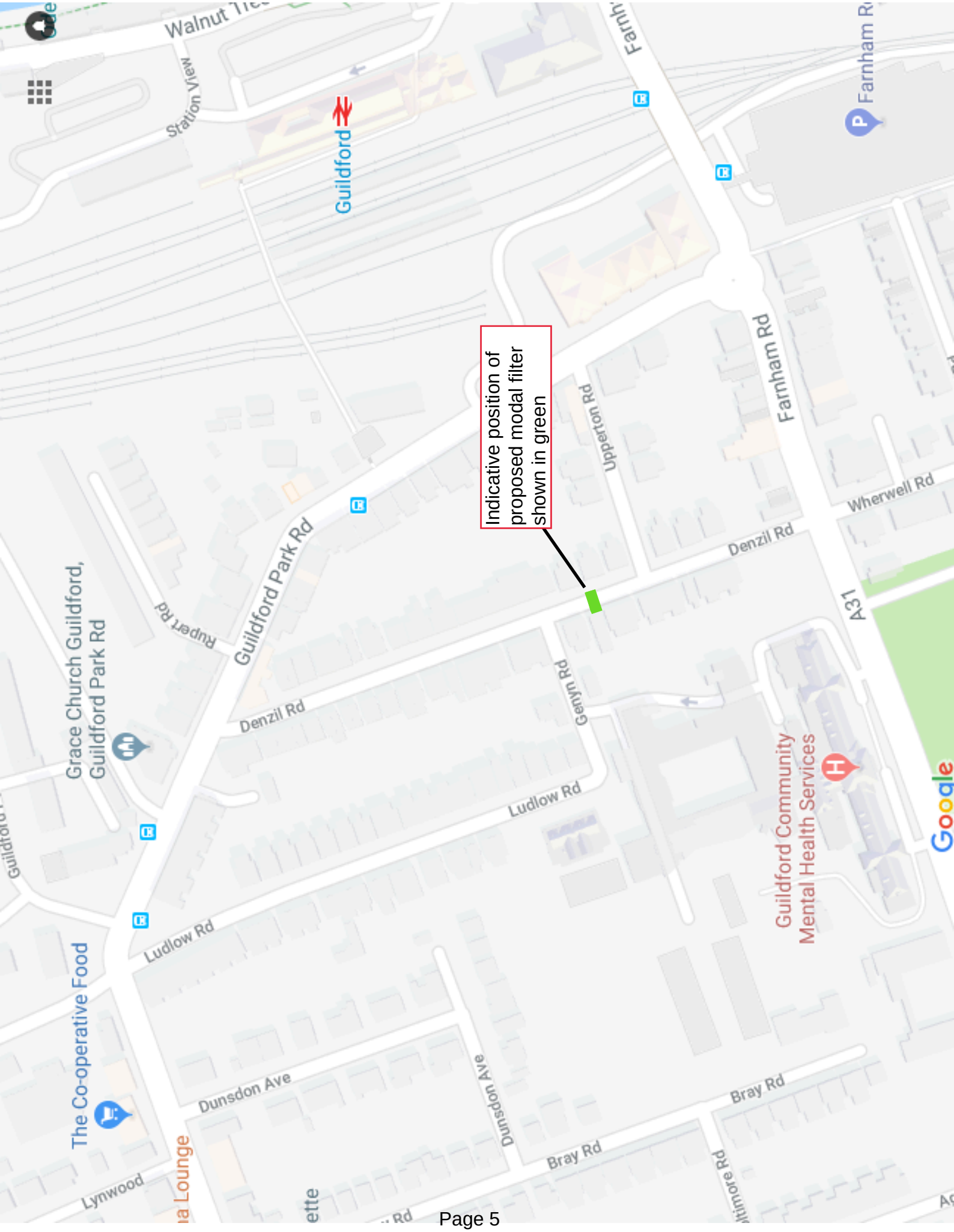
The SCC officers have noted the proposal and the petition. A full response will be presented at the next Guildford Joint Committee.

RECOMMENDATION

The Local Committee is asked to:

(i) Note the officer's comment.

Contact Officer: Frank Apicella, Area Highways Manager, Tel: 03456 009 009


Indicative position of proposed modal filter shown in green
Guildford
Station View
Walnut Tree
Farnham Rd
Upperton Rd
Wherwell Rd
Denzil Rd
A31
Genyn Rd
Ludlow Rd
Guildford Park Rd
Rupert Rd
Grace Church Guildford, Guildford Park Rd
Guildford Community Mental Health Services
The Co-operative Food
Dunsdon Ave
Bray Rd
Lynwood
Google

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View of Denzil Road looking North. Position of proposed modal filter shown in green (Option A)

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View of Denzil Road looking South from the junction with Genyn Road. Proposed position of modal filter shown in green (Option B).

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GUILDFORD BOROUGH COUNCIL AND SURREY COUNTY COUNCIL

GUILDFORD JOINT COMMITTEE

DATE: **19 SEPTEMBER 2018**

SUBJECT: **MEMBER QUESTION**

DIVISION/ WARD(S) AFFECTED: **GUILDFORD SW, ONSLOW**

To receive any written questions from Members under Standing Order 47.

One Member question has been received from Guildford Borough Councillor Adrian Chandler:

Could the officers from both SCC and GBC please look into replacing the Unrestricted Parking bays in Wilderness Road from the corner with Ellis Avenue to No. 14 Wilderness Road with bays which are 4 hours maximum restriction. Residents find these bays taken up by cars parked there for days, tradesmen and commuters all day and other long stay owners. This makes it difficult for residents with short stay visitors, ease of access and makes the bus route difficult.

RESPONSE:

The content of the petition is noted as is Cllr Chandler's additional concerns about the bus route.

Within the section of Wilderness Road between the access to the A3 and Ellis Avenue, there are five 4-hour limited waiting shared-use spaces and five free, unrestricted spaces. The petition suggests that all 10 spaces should be 4-hour limited waiting shared-use.

There is currently one permit-holding resident within this section of Wilderness Road. Over the past two years, 10 visitor scratch-card permits have been purchased by households within this section of the road. This would suggest that the demand for prioritised space is relatively low and the needs of residents and their visitors can broadly be met by the present mix of bay types.

The choice of bay type is unlikely to impact the ease with which buses are able to proceed along the road. In the section highlighted, the carriageway width is between 6.5-6.8 metres wide. The bus stop that is present is currently located opposite one of the 4-hour limited waiting shared-use spaces. There have been no personal injury accidents in this section of road since the present controls were introduced.

In other sections of Wilderness Road, The Crossways and Manor Way, which also form part of the bus route, and facilitate free, unrestricted parking, the carriageway can be as little as 5.0 metres wide. Nevertheless, this request is already listed in Annexe 2 of the On-Street Parking Review report, and is therefore amongst the 550 locations that it is recommended are considered further by the Parking and Air Quality Working Group.'
RECOMMENDATION
The Local Committee is asked to: *(i) Note the officer's comment.*

Contact Officer: Parking Manager, Tel: 01483 444535

GUILDFORD BOROUGH COUNCIL AND SURREY COUNTY COUNCIL

GUILDFORD JOINT COMMITTEE

DATE: **19 SEPTEMBER 2018**

LEAD OFFICER: **JOANNA LONG PARTNERSHIPS AND COMMITTEE OFFICER (GUILDFORD)**

SUBJECT: **REPRESENTATION ON NEW WORKING GROUPS**

AREA(S) AFFECTED: **ALL**

SUMMARY OF ISSUE:

This report seeks to establish a Parking and Air Quality Working Group and an Infrastructure Delivery and Transportation Working Group to support the Joint Committee and to nominate Members to these groups.

RECOMMENDATIONS:

The Guildford Joint Committee is asked to agree that:

(i) A Parking and Air Quality Working Group be established as set out in the terms of reference in Annex A

(ii) An Infrastructure Delivery and Transportation Working Group be established as set out in the terms of reference in Annex B

(iii) Members be appointed to the Parking and Air Quality Working Group and the Infrastructure Delivery and Transportation Working Group

REASONS FOR RECOMMENDATIONS:

Following the formation of the new Joint Committee it is good governance practice for the Committee to review its working groups and membership arrangements to ensure that representation on groups and partnerships is fair and provides the best outcomes for the interests of Guildford borough residents.

1. INTRODUCTION AND BACKGROUND:

1.1 The Local/Joint Committee has historically established task groups to aid the committee in detailed consideration of topics of interest. Following the formation of the new Joint Committee and a new supporting Constitution it is appropriate to review the task groups and establish groups that aid with the work of the committee.

2. ANALYSIS:

2.1 The Transportation Task Group was a task group set up under the previous Local Committee, however with the extended remit of the Joint Committee it is proposed that an Infrastructure Delivery and Transportation Working group and a Parking and Air Quality Working Group be set up to replace this group and consider broader areas.

2.2 The Working Groups will have the flexibility to meet more regularly than the full Committee and to consider matters in more detail. The Working Groups will advise and make recommendations to the Guildford Joint Committee.

2.3 The Infrastructure Delivery and Transportation Working Group and the Parking and Air Quality Working Group will comprise of members of the Committee who have been selected and nominated by the Committee. The working groups will have no decision-making powers but will provide advice and recommendations to the full Committee. The working groups will have the flexibility to meet more regularly than the full Committee and to consider matters on a level of detail which is not always possible during the agendas of the formal meetings of the Joint Committee. The recommendations and advice of the Working Groups are reported to the full Joint Committee for formal discussion and decision.

2.4 The membership of the Working groups will be broadly representative of the Committee as a whole, both politically and in terms of balance between the urban and rural areas of the borough where possible. Its members are required to act in the interests of the borough as a whole, rather than representing the interests of their divisions and/or wards.

2.5 The Working Groups will contain the Chairman and Vice-Chairman of Guildford Joint Committee and 3 borough and 3 county councillors. The membership of the groups in addition to the Chairman and Vice-Chairman will be agreed at the 19 September Joint Committee.

2.6 The terms of reference of the new Parking and Air Quality Working Group and the Infrastructure Delivery and Transportation Working group can be found at Annex A and Annex B respectively and the Committee is invited to confirm its approval of these for the municipal year ahead. The appointments to the working groups will be for the remainder of the current municipal year.

3. OPTIONS:

3.1 The committee can either establish the Parking and Air Quality Working Group and the Infrastructure Delivery and Transportation Working Group as set out in the report or make amendments within the Constitution of the Joint Committee.

4. CONSULTATIONS:

4.1 Joint committee member views are being sought on the nominations for membership of the task groups. The Chairman and Vice-Chairman of the Joint

Committee, the Managing Director (GBC), Director of Planning and Regeneration (GBC), Area Highways Manager (SCC), Parking Manager (GBC), Waste and Fleet Services Manager (GBC), Parking Strategy & Implement. Tm Mgr (SCC), Regulatory Services Manager (GBC), Transport Studies Team Manager (SCC), Transport Strategy Proj.Mgr (Guildford) (SCC/GBC), Director of Environment (GBC), Director of Community Services (GBC), the Democratic Services Manager (GBC) have been consulted on the terms of reference of the working groups.

5. FINANCIAL IMPLICATIONS:

5.1 The costs of the recommendations in this report are contained within existing revenue budgets.

6. WIDER IMPLICATIONS:

6.1

Area assessed:	**Direct Implications:**
Crime and Disorder	A well-managed highway network and parking strategy can contribute to reduction in crime and disorder as well as improve peoples' perception of crime.
Equality and Diversity	The needs of members of the public will be taken into account.
Localism (including community involvement and impact)	The Joint Committee prioritises its expenditure according to local priorities.
Sustainability (including Climate Change and Carbon Emissions)	Parking sits alongside Climate Change and Air Quality within the strategies that feed into the Surrey Transport Plan.
Corporate Parenting/Looked After Children	No significant implications
Safeguarding responsibilities for vulnerable children and adults	No significant implications
Public Health	Improvements in Air Quality will have a positive impact on Public Health.
Human Resource/Training and Development	No significant implications

7. CONCLUSION AND RECOMMENDATIONS:

7.1 The establishment of the Parking and Air Quality Working Group and the Infrastructure Delivery and Transportation Working Group will support the work of the Joint Committee.

8. WHAT HAPPENS NEXT:

8.1 Should the working groups be established, meetings will be convened to discuss the relevant topics and make recommendations to the Joint Committee, as appropriate.

Contact Officer:

Joanna Long, Partnership and Committee Officer, Guildford, Telephone 01483 517336

Consulted:
As listed in the Section 4 Consultation.

Annexes:

Annex A - Parking and Air Quality Working Group
Annex B - Infrastructure Delivery and Transportation Working Group

Background papers:
Not applicable

GBC/SCC JOINT COMMITTEE (GUILDFORD)

Parking and Air Quality Working Group Draft Terms of Reference 2018-19

General

1. The Parking and Air Quality Working Group is a Working Group of the Guildford Joint Committee. The Joint Committee will:

   (i) determine the role, appointees and lifespan of the Working Group
   (ii) review the operation of the Working Group over the previous year
   (iii) confirm the remit for the Working Group and make this remit available to all Members of the Joint Committee.

2. The Working Group has no formal decision-making powers as a body, but exists to advise and to make recommendations to the Guildford Joint Committee. The areas of work that the Working Group may consider and provide advice to the Joint Committee within the remit of the Guildford Joint Committee Constitution, Section 2, B Delegated Powers will include:

Decisions in relation to Parking:

Executive Functions

(a) To allocate funds to review on-street parking management, including local parking charges where appropriate and to approve the statutory advertisement of Traffic Regulation Orders (TROs) relating to on-street parking controls (Section 2, B, (iii), (b))

(b) Where, under delegated powers, the Parking Strategy and Implementation Team Manager or Area Highways Manager has chosen to refer the decision on whether a TRO should be made to the Joint Committee, the Committee will make that decision (Section 2, B, (iii), (e))

Advisory Functions

(c) Review and influence the parking strategy (via the Parking Business Plan) and any new proposals for on and off street parking and enforcement (Section 2, B, Advisory Functions (vi))

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Decisions in relation to Air Quality:

Executive Functions

(d) Approval of an overarching Air Quality Policy/Strategy and individual Air Quality Management/Action Plans relating to the borough of Guildford (Section 2, B, (v))

3. Recommendations to the Joint Committee will be supported by a summary of the reasoning behind the Working Group's position and reflect any professional advice of the appropriate Borough Council and/or County Council officer(s).

4. Officers supporting the Working Group will consult that Group and will give due consideration to the Group's reasoning and recommendations prior to the officer writing their report to the Joint Committee.

Operation

5. The Working Group will:

- meet in private
- develop an annual work programme
- formally record its actions
- if appropriate respond to an officer report
- if appropriate submit its own report to the Joint Committee or, alternatively, report to the Joint Committee via the Area Highways Manager's update.

Membership & Governance

6. The Working Group will contain the Chairman and Vice-Chairman of Guildford Joint Committee and 3 borough and 3 county councillors.

7. The Working Group will be chaired by the Vice-Chairman/Chairman of Guildford Joint Committee.

8. Membership of the Working Group will be agreed by the full committee at the first meeting of the new municipal year. Other changes to the membership will either follow local elections or on the advice of the full committee.

9. All members sitting on the Working Group will be required to represent the interests of the borough as a whole rather than representing the interests of individual divisions or wards.

10. Members of the Working Group should broadly represent the Committee as a whole, both politically and in terms of balance between the urban and rural areas of the borough where possible.

11. Meetings held in private will base an assumption that any Working Group documentation will be similarly confidential unless officers and members are instructed otherwise.

GBC/SCC JOINT COMMITTEE (GUILDFORD)

Infrastructure Delivery and Transportation Working Group Draft Terms of Reference 2018-19

General

1. The Infrastructure Delivery and Transportation Working Group is a Working Group of the Guildford Joint Committee. The Joint Committee will:

   (i) determine the role, appointees and lifespan of the Infrastructure Delivery and Transportation Working Group
   (ii) review the operation of the Infrastructure Delivery and Transportation Working Group over the previous year
   (iii) confirm the remit for the Working Group and make this remit available to all Members of the Committee.

2. The Working Group has no formal decision-making powers as a body, but exists to advise and to make recommendations to Guildford Joint Committee. The areas of work that the Working Group may consider and provide advice to the Joint Committee within the remit of the Guildford Joint Committee Constitution, Section 2, B Delegated Powers will include:

Decisions in relation to Highways and Infrastructure delivery:

Executive Functions

a. The allocation of the SCC highway capital budget and highway revenue budget which are devolved to the Joint Committee for minor highway improvements and highway maintenance within the Committee's area including the scope to use a proportion of either budget to facilitate local highways initiatives. *(SCC)* (Section 2, B, iii, a)

b. To agree local speed limits on County Council roads within its area, and to approve the statutory advertisement of speed limit orders, taking into account the advice of the Surrey Police Road Safety and Traffic Management Team and with regard to the County Council Speed Limit Policy. *(SCC)* (Section 2, B, iii, c)

c. To approve the statutory advertisement of all legal orders or appropriate notifications relating to highway schemes within the delegated powers of the Joint Committee *(SCC).* (Section 2, B, iii, d)

d. Where, under delegated powers, the Parking Strategy and Implementation Team Manager or Area Highways Manager has chosen to refer the decision on whether a TRO should be made to the Joint Committee, the Committee will make that decision *(SCC).* (Section 2, B, iii, e)

e. To consider applications for stopping up a highway under section 116 of the Highways Act 1980 when, following the consent of GBC and any relevant Parish Council, unresolved objections have been received during the period of statutory public advertisement, and to decide whether the

application should proceed to the Magistrates' Court *(SCC).* (Section 2, B, iii, f)

f. Jointly agreeing a statement of priority for the delivery of infrastructure described in the GBC Infrastructure Delivery Plan and informed by the GBC Regulation 123 list, to meet the need and mitigate the effect of development in the GBC local authority area and to discuss and propose strategies for securing any additional funding necessary for that delivery. *(GBC)* (Section 2, B, iv)

Advisory Functions

g. Be informed in relation to the prioritisation of proposed and planned infrastructure schemes or developer funded highway improvements within Guildford. *(SCC/GBC)* (Section 2, B, Advisory Functions, iv)

h. Be informed of and receive appropriate reports on highway initiatives and/or improvements either wholly or partly in Guildford. (SCC) (Section 2, B, Advisory Functions, v)

3. Recommendations to the Joint Committee will be supported by a summary of the reasoning behind the Working Group's position and reflect any professional advice of the appropriate GBC and/or SCC officer(s).

4. Officers supporting the Working Group will consult the Group on items within its remit where appropriate and will give due consideration to the Group's reasoning and recommendations prior to the officer writing their report to the Joint Committee.

Operation

5. The Working Group will:

- meet in private
- develop an annual work programme
- formally record its actions
- if appropriate respond to an officer report
- if appropriate submit its own report to the Joint Committee or, alternatively, report to the Joint Committee via the Area Highways Manager's update.

Membership & Governance

6. The Working Group will contain the Chairman and Vice-Chairman of Guildford Joint Committee and 3 borough and 3 county councillors.

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9. All members sitting on the Working Group will be required to represent the interests of the borough as a whole rather than representing the interests of individual divisions or wards.

10. Members of the Working Group should broadly represent the Committee as a whole, both politically and in terms of balance between the urban and rural areas of the borough where possible.

11. Meetings held in private will base an assumption that any Working Group documentation will be similarly confidential unless officers and members are instructed otherwise.

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