

Agenda

Elmbridge
Local Committee

**We welcome you to
Elmbridge Local Committee**
Your Councillors, Your Community
and the Issues that Matter to You

Discussion

Burwood Road, Hersham Feasibility Study

Trading Standards Update

Superfast Surrey (Broadband)



Venue

Location: Council Chamber,
Elmbridge Civic Centre,
Elmbridge Borough
Council, Esher KT10
9SD

Date: Monday, 18 November
2013

Time: 4.00 pm

Surrey CC Services	Elmbridge BC Services
Education & Children's Services	Environmental Health
Highways & Parking	Housing
Libraries	Leisure & Recreation
Adult Social Care	Off-Street Parking
Trading Standards	Planning Applications
Waste Disposal	Revenue Collection
Youth Services	Street Cleaning
Countryside	Waste Collection
Passenger Transport	
Strategic & Transport Planning	
Fire & Rescue	
Public Health	

You can get involved in the following ways

Get involved

Write a question

You can also put your question to the local committee in writing. The committee officer must receive it a minimum of 4 working days in advance of the meeting.

When you arrive at the meeting let the committee officer (detailed below) know that you are there for the answer to your question. The committee chairman will decide exactly when your answer will be given and may invite you to ask a further question, if needed, at an appropriate time in the meeting.

Sign a petition

If you live, work or study in Surrey and have a local issue of concern, you can petition the local committee and ask it to consider taking action on your behalf. Petitions should have at least 30 signatures and should be submitted to the committee officer 2 weeks before the meeting. You will be asked if you wish to outline your key concerns to the committee and will be given 3 minutes to address the meeting. Your petition may either be discussed at the meeting or alternatively, at the following meeting.

Thank you for coming to the Local Committee meeting

Your Partnership officer is here to help. If you would like to talk about something in today's meeting or have a local initiative or concern please contact them through the channels below.

Email: cheryl.poole@surreycc.gov.uk

Tel: 01372 832606



Surrey County Council Appointed Members

Mrs Margaret Hicks, Hersham (Chairman)
Mr Mike Bennison, Hinchley Wood, Claygate & Oxshott (Vice-Chairman)
Mr Peter Hickman, The Dittons
Rachael I. Lake, Walton
Mrs Mary Lewis, Cobham
Mr Christian Mahne, Weybridge
Mr Ernest Mallett MBE, West Molesey
Mr Tony Samuels, Walton South and Oatlands
Mr Stuart Selleck, East Molesey & Esher

Borough Council Appointed Members

Cllr David J Archer, Esher
Cllr Nigel Cooper, Molesey East
Cllr Barry Fairbank, Long Ditton
Cllr Jan Fuller, Oxshott and Stoke D'Abernon
Cllr Peter Harman, St George's Hill
Cllr Stuart Hawkins, Walton South
Cllr Neil J Luxton, Walton Central
Cllr Dorothy Mitchell, Cobham and Downside
Cllr John O'Reilly, Hersham South

Chief Executive
David McNulty

If you would like a copy of this agenda or the attached papers in another format, e.g. large print, Braille, or another language please either call Cheryl Poole, Community Partnership & Committee Officer on 01372 832606 or write to the Community Partnerships Team at Elmbridge Civic Centre, High Street, Esher, KT10 9SD or cheryl.poole@surreycc.gov.uk

This is a meeting in public. If you would like to attend and you have any special requirements, please contact us using the above contact details.

Please note this meeting will be recorded and by entering the meeting room and using the public seating area, you are consenting to being recorded.

			
Mrs Margaret Hicks (Chairman) Hersham	Mr Michael Bennison (Vice-Chairman) Hinchley Wood, Claygate & Oxshott	Mr Peter Hickman The Dittons	Rachael I Lake Walton
			
Mrs Mary Lewis Cobham	Mr Christian Mahne Weybridge	Mr Ernest Mallett MBE West Molesey	Mr Tony Samuels Walton South & Oatlands
	 SURREY COUNTY COUNCIL Local Committee (ELMBRIDGE) County Councillors 2013-17		
Mr Stuart Selleck East Molesey & Esher			

For councillor contact details, please contact Cheryl Poole, Community Partnership and Committee Officer (cheryl.poole@surreycc.gov.uk/ 01372 832606) or visit www.surreycc.gov.uk/elmbridge

			
Cllr David J Archer Esher	Cllr Nigel Cooper Molesey East	Cllr Barry Fairbank Long Ditton	Cllr Jan Fuller Oxshott & Stoke D'Abernon
			
Cllr Peter M Harman St George's Hill	Cllr Stuart Hawkins Walton South	Cllr Neil J Luxton Walton Central	Cllr Dorothy Mitchell Cobham & Downside
		 <p>Elmbridge Borough Council <i>... bridging the communities ...</i></p> <p>Local Committee (ELMBRIDGE)</p> <p>Borough Council Co-optees 2013-14</p>	
Cllr John O'Reilly Hersham South			

For councillor contact details, please contact Cheryl Poole, Community Partnership and Committee Officer (cheryl.poole@surreycc.gov.uk / 01372 832606) or visit www.surreycc.gov.uk/elmbridge

GUIDANCE ON USE OF INFORMATION TECHNOLOGY (IT) AND SOCIAL MEDIA AND ON THE RECORDING OF MEETINGS

Those wishing to report the proceedings at the meeting will be afforded reasonable facilities for doing so; however, there is no legal requirement to enable audio or video recordings or use of IT and social media during the meeting. The final decision on whether a member of the public or press may undertake these activities is a matter for the Chairman's discretion.

All mobile devices (mobile phones, BlackBerries, etc) should be switched off or placed in silent mode during the meeting to prevent interruptions and interference with any Public Address (PA) or Induction Loop systems. Those attending for the purpose of reporting on the meeting may use mobile devices in silent mode to send electronic messages about the progress of the public parts of the meeting. This is subject to no interruptions, distractions or interference with any PA or Induction Loop systems being caused. The Chairman may ask for mobile devices to be switched off in these circumstances.

Any requests to record all or part of the meeting must be made in writing, setting out the parts of the meeting, purpose and proposed use of the recording, to the Chairman prior to the start of the meeting. In considering requests to record the meeting, the Chairman will take into consideration the impact on other members of the public in attendance. The Chairman may inform the committee and any public present at the start of the meeting about a proposed recording, the reasons and purpose for it and ask if there are any objections. The Chairman will consider any objections along with any other relevant factors before making a decision. The Chairman's decision will be final, but s/he may ask for recordings to be ceased in the event that they become a distraction to the conduct of the meeting and may request a copy and transcript of any recording made.

1 APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2 MINUTES OF PREVIOUS MEETING

(Pages 1 - 10)

To approve the Minutes of the previous meeting as a correct record.

3 DECLARATIONS OF INTEREST

To receive any declarations of disclosable pecuniary interests from Members in respect of any item to be considered at the meeting.

Notes:

- In line with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, declarations may relate to the interest of the member, or the member's spouse or civil partner, or a person with whom the member is living as husband or wife, or a person with whom the member is living as if they were civil partners and the member is aware they have the interest.
- Members need only disclose interests not currently listed on the Register of Disclosable Pecuniary Interests.
- Members must notify the Monitoring Officer of any interests disclosed at the meeting so they may be added to the Register.
- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest.

4 CHAIRMAN'S ANNOUNCEMENTS

To receive any Chairman's announcements.

5 PETITIONS

To receive any petitions in accordance with Standing Order 68. Notice should be given in writing or by e-mail to the Community Partnership and Committee Officer at least 14 days before the meeting. Alternatively, the petition can be submitted on-line through Surrey County Council's e-petitions website as long as the minimum number of signatures (30) has been reached 14 days before the meeting.

6 PUBLIC QUESTION TIME

To answer any questions from residents or businesses within the Elmbridge Borough area in accordance with Standing Order 69. Notice should be given in writing or by email to the Community Partnership and Committee Officer by 12 noon four working days before the meeting.

7 MEMBER QUESTION TIME

To receive any written questions from Members under Standing Order

47.

- 8 PETITIONS RELATING TO HIGHWAYS SERVICE BRIEFING NOTE (FOR INFORMATION)** (Pages 11 - 26)
- This briefing note explains how the SCC Highways Service responds to petitions received relating to its service.
- 9 BURWOOD ROAD, HERSHAM FEASIBILITY STUDY (FOR DECISION)** (Pages 27 - 50)
- The report considers the various safety measures identified by the feasibility study which was commissioned in response to a petition submitted to the Local Committee.
- 10 STOKE ROAD, COBHAM - AN UPDATE ON THE FEASIBILITY STUDY (FOR INFORMATION)** (Pages 51 - 72)
- This report updates the Local Committee on the completed feasibility study and the further work taking place in order to explore how a speed limit reduction could be implemented in Stoke Road, Cobham from 40mph to 30mph, between Tilt Common and Blundel Lane.
- 11 HIGHWAYS UPDATE (FOR DECISION)** (Pages 73 - 80)
- This report summarises progress with the Local Committee's programme of Highways works for the Financial Year 2013-14 and also asks Members to identify their Divisional Programmes for 2014-15.
- 12 SUPERFAST BROADBAND IN SURREY (AGENDA ITEM ONLY - FOR INFORMATION)**
- There will be a presentation by Katie Brennan from Superfast Surrey on the roll out of the programme and the benefits for both residents and businesses.
- 13 TRADING STANDARDS IN ELMBRIDGE UPDATE (FOR INFORMATION)** (Pages 81 - 88)
- A report to provide an update on Surrey Trading Standards work affecting Elmbridge Borough in 2013, including any changes.
- 14 LOCAL COMMITTEE AND MEMBERS' ALLOCATION FUNDING UPDATE (FOR INFORMATION)** (Pages 89 - 94)
- This report provides an update on the projects that have been funded by the Local Committee and Members' Allocation funding since May 2013 to date.
- 15 THE ROLE OF THE POLICE COMMUNITY SUPPORT OFFICER (AGENDA ITEM ONLY - FOR INFORMATION)**
- The Elmbridge Neighbourhood Inspector, David Hollingsworth will explain the role of the Police Community Support Officers in Surrey Police.

DRAFT

Minutes of the meeting of the
Elmbridge LOCAL COMMITTEE
 held at 4.00 pm on 2 September 2013
 at Council Chamber, Elmbridge Civic Centre, Elmbridge Borough Council,
 Esher KT10 9SD.

Surrey County Council Members:

- * Mrs Margaret Hicks (Chairman)
- Mr Mike Bennison (Vice-Chairman)
- * Mr Peter Hickman
- * Rachael I. Lake
- * Mrs Mary Lewis
- * Mr Christian Mahne
- * Mr Ernest Mallett MBE
- * Mr Tony Samuels
- * Mr Stuart Selleck

Borough / District Members:

- * Cllr David J Archer
- * Cllr Nigel Cooper
- * Cllr Barry Fairbank
- * Cllr Jan Fuller
- * Cllr Peter Harman
- * Cllr Stuart Hawkins
- * Cllr Neil J Luxton
- * Cllr Dorothy Mitchell
- * Cllr John O'Reilly

* In attendance

22/13 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

Apologies for absence were received from Mr Michael Bennison.

23/13 MINUTES OF PREVIOUS MEETING [Item 2]

The minutes from the meeting on 24th June 2013 were agreed as a correct record.

24/13 DECLARATIONS OF INTEREST [Item 3]

No declarations of disclosable pecuniary interests in respect of any item to be considered were received.

25/13 CHAIRMAN'S ANNOUNCEMENTS [Item 4]

The Chairman spoke about the opening of the new Walton Bridge and informed the meeting of some projects which have received Members'

ITEM 2

Allocation funding. Oxshott and Cobham Music Society have received £400 towards publicity and Surrey Search and Rescue have received funding for two small projects.

26/13 PETITIONS (AGENDA ITEM ONLY) [Item 5]

A petition was received from Deborah Tee, on behalf of JTB Construction Ltd., containing 43 signatures, requesting that the 4 houses in Mill View development, no.s 1,2,3 & 4 Mill View, Cobham, deserve the right to be able to apply for parking permits in Cedar Rd., Cobham.

Rikki Hill, Parking Project Team Leader, provided a response, which is attached as Annex A to these minutes.

Deborah Tee explained that she believed that the residents should have the right to apply for parking permits because when planning permission for the building of the houses was granted the parking restrictions in front of the properties and in Cedar Road were not in place. Most of the residents of properties with 3 or 4 bedrooms, such as these, are families or two working adults who have the need for 2 cars and also have visitors. She also feels there is general negativity towards herself and her business.

Members discussed the issue. Some thought that as the original planning permission only allowed for one space, this decision should be adhered to, whilst others were of the view that the Committee should try to adopt a more 'can do' attitude to attempt to resolve the issue.

Members voted by 12 to 4 in favour of adding the request to the next Parking Review for consideration.

27/13 PETITION RESPONSE - PARKING IN DOUGLAS RD (FOR DECISION) [Item 5a]

Nick Healey, the Area Highways Team Manager (NE), presented the response to the petition brought to the Elmbridge Local Committee held on 24th June 2013. He explained that there is currently a planning process taking place for the rebuilding of Cranmere Primary School in roads adjacent to Douglas Rd. and this may well result in changes to the highways network and the traffic impact of this proposal will be assessed. It is important the Local Committee is not seen to be prejudicing the planning process and it would be more prudent for the Local Committee to review the implications once the planning process has concluded and then consider what measures should be implemented.

Members discussed the report and it is understood that when the social housing was handed over by Elmbridge Borough Council to Elmbridge Housing Trust a number of years ago, the Trust were given approximately £825,000 to allow for changing some of the grassed areas to hardstanding.

Mr Mike Wheeler, the petitioner, explained he believed it is a totally separate issue from the planning application for Cranmere School. The parking is a real problem, particularly for elderly and disabled people.

Nick Healey added that Surrey CC had approached Elmbridge Housing Trust to see if they could work in partnership to resolve the issue. Members were

concerned that disabled people were not being supported and decided the key to the solution seemed to be Elmbridge Housing Trust and the Chairman agreed to call a meeting with the Trust to see how this could be progressed.

The Local Committee resolved to agree that:

(i) they await the outcome of the planning permission to ascertain what the implications on parking will be and once this is known then consider a solution in isolation or combined with the school expansion.

Reason for decision: to ensure that the best use is made of the limited funding available to the Local Committee.

28/13 PETITION RESPONSE - SPEED LIMIT IN BYFLEET RD (FOR INFORMATION) [Item 5b]

Nick Healey, the Area Highways Team Manager (NE), introduced the response to the petition brought to the meeting held on 24th June 2013. He explained that the assessment had been carried out and based on the data technically it recommends that the speed limit remains at 50 mph. However the Surrey CC Speed Limit policy is under review and the outcome of this review may affect the speed limit on this stretch of road. The Members discussed the issue and once the new policy is introduced the speed limit on the A245 Byfleet Rd., Weybridge will be considered again. Christian Mahne asked, that if the new policy doesn't change the speed limit, what other measures could be introduced to make the junction safer. Nick Healey replied that the Casualty Reduction group would consider this when reviewing the fatality at the junction.

The Local Committee resolved to agree:
(i) to note the report.

29/13 PUBLIC QUESTION TIME (AGENDA ITEM ONLY) [Item 6]

One public written question was received from Mr Ian Bullough, a Cobham resident.
His question and response are attached as Annex B.

Mr Bullough explained that the fact that Fairmile Park Rd. had no speed restriction and yet all the surrounding roads were 30mph must be an anomaly. He requested that a speed assessment be prioritised.

Nick Healey agreed it must be a historical anomaly and an assessment could be carried if the Local Committee would be willing to provide the funding. Mary Lewis, the County Councillor for Cobham, offered to use her Member's Allocation to fund the assessment, either in 2013/14 or, if there were insufficient remaining, once other projects, to which she had already committed, were costed, then in 2014/15.

30/13 MEMBER QUESTION TIME (AGENDA ITEM ONLY) [Item 7]

None received.

ITEM 2

31/13 SCHOOLS PLACES AND ADMISSIONS ISSUES IN ELMBRIDGE (FOR INFORMATION) [Item 13]

Melanie Harris, Schools Commissioning Officer NE Surrey, introduced the report. She explained it was an introduction for the Local Committee to their future work with schools. It explains the financial and legal constraints that affect the service, but also assures the Local Committee that every child in Elmbridge has a school place and the plans are sufficient to ensure that this remains the case. The satisfaction information was not available broken down by borough, but in Surrey 95% of children entering reception and over 94% of those moving to junior school got one of their three preferences and 84.4% were offered a place at the school that was their first choice. At a secondary level 85% received their 1st preference and 96.5% were offered a place at one of their six choices.

Robust plans to 2020 are in place to ensure there are sufficient school places for the children of Elmbridge.

The Members thanked Melanie for her report, but explained that there are problems particularly in the East of the borough due to a lack of places. Having to drop children off at schools in different parts of the borough can be a real problem for families. Some children are also being placed in schools in neighbouring boroughs. Concerns were expressed about children leaving St Matthews Infant School in Cobham at 7 years of age and being sent to different schools, breaking up newly formed friendships. Melanie added that SCC is working towards more primary schools, so children do not have to change schools at 7.

The Local Committee resolved to note:

- (i) The legal and financial context and constraints on the County Council that impinge on this area of service
- (ii) The immediate and medium term strategy for resolving place planning and admissions issues as set out in this report
- (iii) The longer term strategy for the supply of school places based on forecast data.

32/13 HIGHWAYS UPDATE (FOR DECISION) [Item 8]

Nick Healey introduced the report. He firstly pointed out that there was an error in table 3 of the report. The work in Trystings Close and Oakhill was not yet complete, but would be by Friday 6th September. He went on to say that good progress was being made with the work being carried out using the 2013-14 budgets shown in table 1 and that almost all of the £175,000 pooled revenue was committed. Table 4 details the budget strategy for 2014-15 as discussed at the Members' Highways workshop in July. The Chairman said the Local Committee can consider top slicing some of their divisional allocation in future years to enable larger schemes to be completed.

Some of the larger schemes will also be able to be considered as projects to be funded by Community Infrastructure Levy (CIL) from 2014. Borough Councillor, John O'Reilly, explained that CIL was already being collected by Elmbridge Borough Council and they were about to start the process of establishing the governance structure. Elmbridge BC will be able to consider funding projects proposed by Surrey County Council as part of the process. Both Borough Councillor, John O'Reilly and Local Committee Chairman, Margaret Hicks agreed this was a great opportunity for both County and Borough Councillors to work together to make the most of the process, which is currently out to consultation. Borough Councillor, John O'Reilly, also wished to give credit to Nick Healey, his team and Elmbridge Borough Council officers for working together on the process.

The Local Committee resolved to agree to:

- (i) Approve the construction of a scheme to reduce casualties at the junction of Fairmile Lane and Leigh Hill Road, Cobham, and all associated consultative legal procedures, in the event that funding becomes available for this scheme (paragraph 2.7 refers);
- (ii) Authorise the Area Team Manager in consultation with the Chairman, Vice Chairman, and relevant Divisional Member(s), to identify and prioritise schemes to ensure the remainder of this Financial Year's budgets are fully invested in the road network in Elmbridge (paragraph 2.17 refers);
- (iii) Approve the strategy for allocation of next Financial Year's budgets as detailed in Table 4 (paragraphs 2.19 to 2.23 refer);
- (iv) Authorise the Area Team Manager in consultation with the Chairman, Vice Chairman, and relevant Divisional Member(s) to undertake all necessary procedures to deliver the agreed programmes.

Reason for decision: to facilitate delivery of the 2013-14 Highways programmes funded by the Local Committee and to facilitate development of Committee's 2014-15 Highways programmes, while at the same time ensuring that the Chairman, Vice Chairman and relevant Divisional Members are fully and appropriately involved in any detailed considerations.

33/13 ASTON ROAD AND THE AVENUE TRAFFIC CALMING CONSULTATION (FOR DECISION) [Item 9]

[Borough Councillors, John O'Reilly and Jan Fuller left the meeting.]

Nick Healey introduced the report and explained that it was at the request of Michael Bennison, County Councillor for Hinchley Wood, Claygate and Oxshott, that local residents, the Police and Claygate Parish Council were consulted as to whether they wished to keep or remove existing speed cushions in Aston Road and The Avenue.

Ken Huddart, Claygate Parish Councillor, stated that the formal view of the Parish Council was that precedence should be given to the views of those who live in the roads.

ITEM 2

Members discussed this view and also the possibility of alternatives. However, Nick Healey explained the resurfacing was part of Project Horizon and any delay could be costly. He also reminded Members that the results in the annexes were from a consultation not a referendum.

The Local Committee voted 3 for retaining and 11 for removing the speed cushions in Aston Rd.

The Local Committee voted 5 for retaining and 9 for removing the speed cushions in The Avenue.

The Local Committee resolved to agree to:

- (i) remove the speed cushions in Aston Road, Claygate, when this road is resurfaced later this Financial Year;
- (ii) remove the speed cushions in The Avenue, Claygate, when this road is resurfaced later this Financial Year.

Reason for decision: The Committee made the decision after considering the results of the recent consultation with residents, Surrey Police and Claygate Parish Council.

34/13 WALTON TO HALLIFORD CORRIDOR TRANSPORT STUDY (FOR DECISION) [Item 10]

[Borough Councillor Dorothy Mitchell left the meeting].

Nick Healey introduced the report. He explained the Transport Study would begin in April 2014 and continue for a year. The three Members nominated to sit on the cross boundary Member Steering group, along with three Members of the Spelthorne Local Committee, are Rachael I Lake, Christian Mahne and Borough Councillor Neil Luxton. The group will meet for the first time in January 2014.

The Local Committee resolved to agree:

- (i) the undertaking of a "Walton to Halliford Transport" study, according to the scope, deliverables and timescales described in this report;
- (ii) to nominate up to three Members to a cross boundary Member Steering Group to oversee the study.

Reason for decision: to demonstrate endorsement for the study and establish appropriate oversight of the study by Members.

35/13 A244 WALTON BRIDGE-TRAFFIC REGULATION ORDERS (FOR DECISION) [Item 11]

James Young, Walton Bridge Project Supervisor, introduced the report. The purpose of the report was to have the authorisation to advertise and make the Traffic Regulation Orders and to publish the Traffic Calming Public Notice required to complete the final road layout on all approaches to the new bridge. The introduction of traffic calming, adjustments to speed limit and weight

restrictions had been initially approved by cabinet on 5 January 2010, but this authorisation has expired. The officer circulated plans detailing the proposals at the meeting and these are attached in Annexe C of these minutes.

Members asked questions regarding the large number of speed tables and regarding graffiti on the bridge. Officers explained that in order to maintain the parkland atmosphere of Cowey Sale and to keep vehicle speeds low, speed tables are required as a form of traffic calming within the full limits of the proposed 20mph Zone. In addition the many accessible parts of the bridge had received anti-graffiti treatment so graffiti can be easily removed.

The officer also shared the good news with the Local Committee that the bridge had been nominated for two construction awards with the project being the only short listed nomination from Europe for one of the awards.

The Local Committee resolved to agree to:

- (i) Authorise the advertising and making of the Traffic Regulation Orders and the publication of the Traffic Calming Public Notice as set out in section 1, in accordance with the Road Traffic Regulation Act 1984 and The Highways Act 1980, in the geographic area this committee has responsibility for;
- (ii) Authorise the Area Team Manager and Walton Bridge Project Manager to seek to resolve any objections received in connection with the proposals, in consultation with the relevant Chairman of the Local Committee and relevant Local Members.

Reason for decision: to authorise the necessary processes for the making of Traffic Regulation Orders and the publication of the Traffic Calming Public Notice to enable the management of traffic within the limits of the Walton Bridge Scheme.

36/13 PARKING UPDATE (FOR DECISION) [Item 12]

Rikki Hill introduced the report and the amended tabled recommendation, to which there were two parts, attached as Annex D.

[Tony Samuels joined the meeting].

As regards the request for the residents of Elmgrove to be included in permit scheme F, this is due to the fact that when Elmgrove Road was brought into the last review, it was thought that the residents of Elmgrove Mews had their own parking so didn't require to be included. However, it has since been discovered that they do not, so the inclusion of residents of Elmgrove Road in permit scheme F has made it difficult for the residents of Elmgrove Mews to locate parking.

As regards the cost of the business permits, Stuart Selleck thanked Rikki Hill for the report, but was concerned that, if the tabled recommendation was agreed there would be a very long delay before any change could be made to the cost of the business permit. Other Members expressed that at £2 per day in fact the cost of the business parking permit at £500 was not that expensive and that another option would be to purchase an annual parking permit for an Elmbridge BC car park at approximately £250.

ITEM 2

Stuart Selleck proposed an amended recommendation which Ernest Mallett seconded that 'the charge for business permits in Elmbridge be reduced to £250, as soon as possible for one year, then be increased to £350 in the following year.

8 Members voted in favour of the amended recommendation, 5 against and 1 abstained.

The Local Committee resolved to agree that:

(i) the charge for business permits in Elmbridge be reduced to £250, as soon as possible for one year, then be increased to £350 in the following year.

(ii) residents of Elmgrove Mews in Weybridge are included in permit scheme F.

Reason for decision: The Local Committee wanted to ensure the urgent reversal of the increase in cost of business parking permits without waiting until the next Parking Review in 2014. The Local Committee wanted to improve the parking situation for residents of Elmgrove Mews.

37/13 CONSULTATION ON FIRE ENGINE DEPLOYMENT IN THE BOROUGH OF SPELTHORNE (FOR INFORMATION) [Item 14]

Eddie Roberts, Area Manager Surrey Fire & Rescue Service, introduced the report. This consultation is about how Surrey Fire & Rescue propose to close two existing fire stations in Spelthorne and replace them with a station in a more central location in the borough of Spelthorne. The aim is to provide a more equitable level of service across Surrey. The proposal is part of a programme designed to meet the challenges described in the Public Safety Plan 2011-20 attached as an Annexe to the report, which was approved by Cabinet.

The changes proposed in Spelthorne, with the closure of the Sunbury and Staines stations and the move to the new location in Ashford, will delay the response times slightly for Elmbridge, but they will remain above the Surrey standard and above last year's response times. A Member asked what would happen if the response from the consultation is a definite no to the proposals. Eddie Roberts explained that the savings would need to be found elsewhere as Surrey Fire and Rescue Service has already committed to making these savings.

The Local Committee resolved to;

(i) note that consultation on this proposal is taking place in Spelthorne and neighbouring areas,

(ii) provide advisory feedback on the proposal.

38/13 SURREY FIRE & RESCUE ANNUAL REPORT (FOR INFORMATION) [Item 15]

Eddie Roberts also introduced this report. The Chairman requested that Eddie took back the message that the Local Committee is very proud of its Fire Service. Eddie Roberts explained that Surrey is a very safe place to live. He said the report contained a lot of data so he wished to provide some context. The number of fire emergency calls that it receives has reduced from 16,000 in 2006 to 10,000 in 2012. This is partly due to the fact that both buildings and cars are safer.

In addition to responding to emergency calls the fire officers carry out fire safety work, which targets at risk people including those with alcohol problems and the 65+ and 75+ age groups, working closely with the Adult Social Care Service. They carry out home safety visits and carry out work from the home safety bus. It is in the field of delivering the fire safety message that the volunteers provide much of their support. Another aspect of the Fire Service's work is in providing the Youth Engagement Scheme (YES), which is one week course at Walton Fire Station for young people, who are on the verge of entering Youth Justice. The YES is an opportunity for young people to do something stimulating and challenging, and to learn teamwork and leadership. It is often a chance to achieve success at a difficult time in their lives.

Inflatables are available at Walton Fire Station, which works with DEFRA to provide a national response, if required. A UNIMOG (a 4 x 4 vehicle) with a high level access platform, is located at Painshill (Cobham) fire station, which can be used to rescue large animals and also to provide access to high vehicles.

In addition the highly successful Safe Drive Safe Alive (SDSA) event takes place annually at Dorking Halls. It is aimed at 16/17 year olds who are just about to learn to drive.

Members congratulated the Fire Service, particularly on the YES and SDSA.

The Local Committee resolved to:

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

**39/13 LOCAL COMMITTEE BUDGETS 2013/14 UPDATE (FOR INFORMATION)
[Item 16]**

The Local Committee resolved to note:

ITEM 2

(i) the amounts that have been spent from the Members' Allocation and Local Committee capital budgets, as set out in Annex 1 and Annex 2 of this report.

40/13 WITHDRAWAL OF PETERBUS 4 & SERVICE 457, ALTERNATIVE PROPOSALS DISCUSSION (AGENDA ITEM ONLY) [Item 17]

The Chairman explained she just wanted to check how many Members were aware that the service 457, which had replaced Peterbus 4, had been discontinued since 19th July 2013.

She had received two complaints, but other Members said that they had not received any; they just felt that the service 457 did not look like a bus service so residents may not have understood its purpose. The Chairman added that it was a shame to lose the service, but it was not viable.

Annex A

Annex B

Annex C

Annex D

Meeting ended at: 6.20pm

Chairman

SURREY COUNTY COUNCIL**LOCAL COMMITTEE (ELMBRIDGE)**

DATE: 18TH NOVEMBER 2013
LEAD OFFICER: NICK HEALEY, AREA TEAM MANAGER (NE)
SUBJECT: PETITIONS RELATING TO HIGHWAYS
DIVISION: ALL

**SUMMARY OF ISSUE:**

Every year a number of petitions are submitted to Surrey County Council's Local Committees, which relate to perceived Highways concerns. This briefing note outlines how the Highways Service responds to these petitions.

- 1.1 Every year local residents submit petitions to Surrey County Council's Local Committees, which relate to a range of Highways concerns. Typical concerns include:
- Speed limits and speeding;
 - Pedestrian crossing facilities;
 - Safety concerns;
 - Maintenance issues.
- 1.2 Usually when a petition is presented, the Area Team Manager will listen to the petitioner's presentation, and make notes of the Committee's discussion that follows. A written response is then prepared for submission to the following meeting of the Local Committee, which comments on the petitioners' concerns, any suggested solutions, any feasible solutions, and if appropriate a proposed way forward.
- 1.3 As with all requests received by the Highways Service, some petitioners' requests are simply unfeasible, for example, if the solution requires acquisition of land or if the solution was so expensive so as to be out of reach within any realistically foreseeable timeframe or if the negative impact of the solution would significantly outweigh the benefits.
- 1.4 As with all requests received by the Highways Service, some petitioners' requests are feasible.
- 1.5 Unfortunately it is not possible to implement every feasible request. Generally speaking the demand exceeds the financial means of the Local Committees to implement measures, and therefore each Committee is obliged to prioritise those measures that are the highest priority in any given Financial Year. Petitioners' demands compete not only with each other, but

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also with historical petitions and requests, and with maintenance requirements of the network.

- 1.6 On behalf of Surrey County Council's Local Committee for Elmbridge, officers maintain a list of schemes, that have arisen out of petitions, and other suggestions received by the Highways Service. This list is included as Annex A. The total value of the schemes in this list is approximately £1.5m. Members should note that a number of schemes – those whose cost is out of reach of the Local Committee – are not included within this list. The Assistant Director published a guide for Members outlining the bigger picture relating to Highways budgets, and also typical costs of typical measures. This has been included as Annex B.
- 1.7 This Financial Year the Elmbridge Local Committee's capital and revenue budgets for Highways totalled approximately £716,000. Of this approximately £133,000 has been prioritised for implementation of improvements to the Highway network, the like of which are typically requested by petitioners and others. The remainder has been prioritised for either capital or revenue maintenance works: resurfacing, drainage maintenance and repairs, vegetation management etc.
- 1.8 In practice even if a petition is received favourably by a Local Committee, very often the petitioners need to wait some time before their concerns are prioritised. Priority decisions are made by the Local Committees with advice and recommendation from officers, and so it is not as simple as waiting in a queue. Occasionally a high priority concern comes to the fore ahead of a historical concern, due to safety considerations for example.
- 1.9 If Members or petitioners would like to know the status of any request, and where it falls in terms of technical priority, officers would be pleased to provide this information.

Contact Officer: Nick Healey, Area Team Manager (NE)

Consulted: None.

Annexes: 2

Sources/background papers: None.

ELMBRIDGE LTP SCHEMES RANKING - JULY 2013		Possible developer funding	Congestion					Accessibility					Safety					Environment			Economy			FINAL SCORE	Cost	Benefit/ Cost														
Rank	Scheme / Title		County Division	£(k)	15%	Con. Score	Wgt. Adj.	15%	Acc. Score	Wgt. adj.	35%	Safety Score	Wgt. Adj.	15%	Env. Score	Wgt. Adj.	20%	Econ. Score	Wgt. Adj.	20%	£(k)																			
<p>Factors should be assessed considering whether the proposed scheme will have a positive or negative effect, using the range of (-5 -4 -3 -2 -1 0 1 2 3 4 5), with negative figures being a negative effect, and positive ones beneficial. The score given should reflect factors such as the type of road, traffic volumes, likely impact of scheme etc.</p> <p>For KSI and accident statistics, the number of accidents over the preceding three year period should be entered, but only if these are directly relevant to the purpose of the scheme.</p>				Vehicle delay impact	Traffic growth impact	Support travel plan	Technological congestion management	Parking management	15%	Improve mobility for impaired	Promote public transport	Encourage walking	Reduce community severance	Encourage cycling	15%	Reduce KSI	Reduce child KSI	Reduce slight casualties	Reduce vehicle speeds	Support safe routes to school	Improve street lighting	Reduce fear of crime	35%	Improve streetscene inc. reducing tipping	Reduce vehicle CO2 emissions	Reduce traffic noise	reduce HGV impact	15%	Aligns with planned maintenance	Supports local economy	20%									
1	A307 Portsmouth Road, Esher - Pedstrian refuge island improved access to bus stops	East Molesey and Esher		0	-1	1	0	0	0.00	0.00	3	3	4	4	0	14.00	210.00	0	0	1	2	4	0	0	7.00	245.00	0	0	0	0	0.00	0.00	0	0	0.00	0.00	455.00	15	30333.333	
2	Boroughwide Mobility Ramps New dropped crossings across Borough	Various		0	0	0	0	0	0.00	0.00	5	0	5	2	0	12.00	180.00	0	0	2	0	2	0	0	4.00	140.00	0	0	0	0	0.00	0.00	0	0	0.00	0.00	320.00	42	7619.048	
3	Cobham Fairmile Lane / Leigh Hill Rd / Miles Lane Junction Safety Measures	Cobham		0	0	0	0	0	0.00	0.00	0	0	0	0	0	0.00	0.00	0	0	9	0	0	0	0	9.00	315.00	-1	0	0	0	-1.00	-15.00	0	0	0.00	0.00	300.00	40	7500.000	
4	Stoke Rd - Speed limit scheme	Cobham		-1	0	0	0	0	-1.00	-15.00	1	0	1	2	2	6.00	90.00	1	0	15	4	1	0	0	21.00	735.00	1	0	1	0	2.00	30.00	0	0	0.00	0.00	840.00	120	7000.000	
5	Weybridge Station B374 feasibility	Weybridge		-1	-1	3	0	0	1.00	15.00	4	5	5	4	3	21.00	315.00	2	0	8	0	5	0	0	15.00	525.00	0	-1	0	0	-1.00	-15.00	0	0	0.00	0.00	840.00	120	7000.000	
6	Woodstock Lane South - road safety and speed management	Claygate		0	0	0	0	0	0.00	0.00	2	0	2	0	2	6.00	90.00	0	0	1	2	0	1	1	5.00	175.00	2	0	0	0	2.00	30.00	0	0	0.00	0.00	295.00	50	5900.000	
7	Oaken Lane pedestrian improvements	Claygate, Esher		0	0	0	0	0	0.00	0.00	4	2	3	3	2	14.00	210.00	0	0	0	1	1	1	2	5.00	175.00	1	0	0	0	1.00	15.00	1	0	1.00	20.00	420.00	75	5600.000	
8	Bridge Road pedestrian improvements	East Molesey		-2	0	0	0	1	-1.00	-15.00	3	0	3	2	1	9.00	135.00	0	0	3	2	3	0	0	8.00	280.00	0	0	0	0	0.00	0.00	0	0	0.00	0.00	400.00	75	5333.333	
9	Between Streets pedestrian crossing by Painshill Park	Cobham		-1	0	0	0	0	-1.00	-15.00	3	0	3	2	0	8.00	120.00	1	0	0	1	1	0	0	3.00	105.00	0	0	0	0	0.00	0.00	0	0	0.00	0.00	210.00	50	4200.000	
10	Blundell Lane, Stoke D'Abernon - Junction Improvement	Cobham		-3	0	2	0	0	-1.00	-15.00	5	0	5	0	5	15.00	225.00	0	0	1	0	5	0	0	6.00	210.00	0	-1	0	0	-1.00	-15.00	0	0	0.00	0.00	405.00	115	3521.739	
11	Baker Street, Weybridge - one way and / or pedestrianisation	Weybridge		-2	-1	0	0	1	-2.00	-30.00	3	1	4	3	4	15.00	225.00	1	0	1	0	0	0	0	2.00	70.00	3	0	-1	2	4.00	60.00	0	0	0.00	0.00	325.00	100	3250.000	
12	Between Streets 20mph / traffic calming	Cobham		-2	0	0	0	0	-2.00	-30.00	1	0	1	1	0	3.00	45.00	2	0	6	2	2	0	0	12.00	420.00	0	0	0	0	0.00	0.00	0	0	0.00	0.00	435.00	150	2900.000	
13	A245 Byfleet Road Pedestrian / Cycle improvements	Weybridge		-1	0	0	0	0	-1.00	-15.00	4	1	3	1	4	13.00	195.00	0	0	0	1	0	0	0	1.00	35.00	0	0	0	0	0.00	0.00	0	0	0.00	0.00	215.00	75	2866.667	
14	Elgin Road - Road Closure Heath Road	Weybridge		0	-1	0	0	1	0.00	0.00	1	0	1	0	1	3.00	45.00	0	0	1	0	1	0	0	2.00	70.00	-1	-2	1	1	-1.00	-15.00	0	0	0.00	0.00	100.00	40	2500.000	
15	A244 Copsem Lane, Esher - Design to facilitate construction of Equestrian/Cycle Crossing	East Molesey and Esher		-1	0	0	0	0	-1.00	-15.00	2	0	5	5	5	17.00	255.00	0	0	0	0	0	0	0	0.00	0.00	0	0	0	0	0.00	0.00	0	0	0.00	0.00	240.00	105	2285.714	
16	A307 Portsmouth Road, Esher - Design to facilitate of construction of Equestrian/cycle	East Molesey and Esher		-1	0	0	0	0	-1.00	-15.00	2	0	5	5	5	17.00	255.00	0	0	0	0	0	0	0	0.00	0.00	0	0	0	0	0.00	0.00	0	0	0.00	0.00	240.00	115	2086.957	
17	A309 junction with Heathside improvements	Hinchley Wood		0	0	0	0	0	0.00	0.00	0	0	0	0	0	0.00	0.00	0	0	0	0	0	0	0	0.00	0.00	0	0	0	0	0.00	0.00	0	0	0.00	0.00	0.00	30	0.000	
18	Burwood Road Safety Measures (LTP ranking assessment pending)	Hersham																																						
19	Long Ditton Schools Safety Measures (LTP ranking assessment pending)	The Dittons																																						

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A Guide to Local Committee delegated highways budget



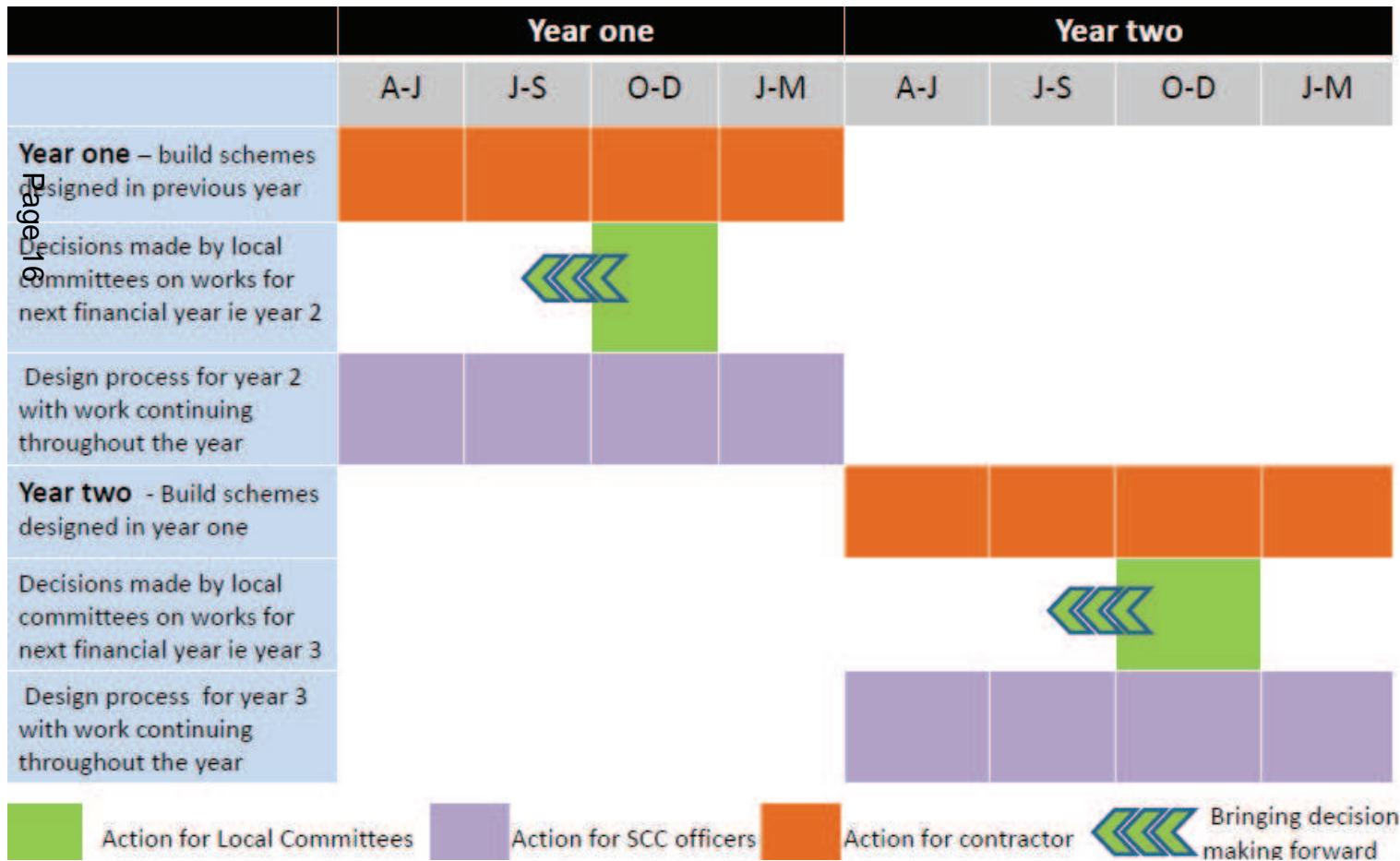
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- Introduction & Local Committee decision making cycle
- SCC Highways Budgets for 2013/14
- Definitions – types of budget held by Local Committees
- Catalogue of generic costs and timescales for Local Committee spends on Revenue, Capital and Integrated Transport Scheme work
- Examples of monthly Highways reports available to Local Committees

Introduction and Local Committee decision making cycle

This booklet is a guide for Local Committee members in Surrey around what they need to consider and be aware of when agreeing the allocation of delegated Highways budget.

The ideal time for decisions on allocations to be made is during the Autumn (September-October) with planning in the Summer, as set out in the table below:



This approach allows time for decision making and early planning for the upcoming year. This goes some way to prevent delays that occur when deciding on and programming work in the same financial year.

This also allows time for officers to inform members of other programmes that may have an impact on the local area, thereby affecting any decision on allocating budgets. This would include S106, Community Infrastructure Levy (CIL) and the Local Sustainable Transport Fund (LSTF). This would also provide committees with information on matched funding opportunities.

Types of highways funding available to local committees and the member working group

There are **four budgets made available to Local Committee for Highways work:**

1) Local Committee Revenue

This fund is used for the routine maintenance of the existing highway, for example minor patching, clearing back vegetation and anything else that keeps the existing highway in good order. This would be the equivalent of cleaning windows and painting exterior woodwork on your home, to prevent the house from falling into disrepair. If there is a proven need for it, revenue budgets can also be used to fund some capital.

2) Capital Maintenance

This is a new sum of money that is provided to enable Local Committees to fund road resurfacing and Localised Structural Repair (LSR) type works that are of local priority. Drawing on the house analogy again, this would be the equivalent of fitting new windows.

3) Integrated Transport Schemes (ITS) Capital

This fund is to enable the investigation of highways issues and the design and introduction of completely new highway facilities such as crossings, speed limit changes etc. The closest analogy is adding a garage or conservatory to your house when you previously didn't have one.

4) Community Pride

This budget is provided to enable Members to directly fund minor local improvements that might not otherwise be provided through other budgets. This can cover a wide range of items such as new signs outside of a school through to enhanced maintenance of a village centre, for example by repainting railings to enhance the appearance, the type of work that could be a lower priority for centrally funded maintenance. Where appropriate this can also be used to de-clutter the streetscene in a location e.g. remove unnecessary signs and markings.

Member Working Group

A member working group has been set up to look at how the parties involved can work together, what to expect from each other and how to constructively hold each other to account.

For example, a discussion may be around the focus of:

- committee members – looking at local decision making to complement the 5 year Capital Maintenance Plan; the operational need to introduce delegated authority to progress issues between meetings; understanding the need for early identification of requirements: understanding the impact of disaggregating committee budgets;
- officers – recognising the importance of information provided to members in order for them to make informed decisions: developing further delivery opportunities through Boroughs, Districts and Parishes;
- to provide members with a good understanding of the traffic regulation orders (TROs) process

SCC Highways Budgets 2013/14

Source: 2012-2017 Medium Term Financial Plan

This table shows how the Highways budget has been allocated for the 2013/14 financial year. The top row (in grey) shows the budget held by Local Committees for local decision making on capital works, schemes or to 'top up' maintenance work and community pride work. Central budgets are held by the relevant Highways group managers responsible for the activities.

	Revenue			Capital			
	Revenue 2013/14 £000s*	Level of service	Budget Holder	Capital 2013/14 £000s*	Criteria for prioritisation	Budget Holder	Total £000s*
Local schemes/ITS (incl. c/f) i.e. budget devolved to Local Committees	3,330		RB	2,000		RB	5,330
Roads repairing road and footway surfaces, potholes, kerbing, iron work (such as railings)	4,615	Repairs are categorised and prioritised as set out in our Highway Inspection Safety Policy. Not all reported defects will meet the criteria to guarantee repair. More information is available here	LM	23,018	Roads are categorised based on the network hierarchy and reports from inspections and other sources. Budgets allocated to address preventative intervention and replacement of failed carriageways.	LM	27,633
Environmental Maintenance of highways grass, weeds, hedges & trees	2,739	Fund minimum standard of 6 urban & 2 rural grass cuts pa; 3 weed sprays and injurious weeds. Work to maintain healthy trees and hedges, but remove the dangerous (dead trees and branches, obscuring passage and visibility) More information is available here	LM	100			2,839
Signs and lines – maintain or replace obscured, damaged, missing signs, install signs for new requirements (includes road studs)	1,402	Duty of care prioritising regulatory and warning signs and markings. Surrey Priority Network refurbished over 3 years. Env & Trans Select Committee 15th September 2011	LM	-	-	-	1,402
Bridges and other structures maintain safety	1,102	Regular inspections, assessments, and safety maintenance	MB	2,076	Inspection condition, strength assessment, road hierarchy, restrictive use, road on rail incursion or similar exceptional hazard probability.	MB	3,178

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	Revenue			Capital			Total £000s*
	Revenue 2013/14 £000s*	Level of service	Budget Holder	Capital 2013/14 £000s*	Criteria for prioritisation	Budget Holder	
Drainage empty gulleys, mend broken pipes	2,002	Clean drains 1xpa, more if problem location; moving to more informed programme as asset inventory knowledge improves.	LM	776	Flooding database informs priorities: safety risk assessment, property flooding, civil responsibility, sewerage surcharge, social/ economic impact	PA	2,778
Winter service and safety barriers Precautionary salting, public salt bins, clearing footways	2,680	Winter Service Policy and Operational Plan (LINK?) establishes precautionary salting routes, post salting and snow clearance policy. Salt bin activity (1 fill per year with additional fills funded by Local Committees).	LM	256	Barriers. Network hierarchy and risk consequence (protecting rail, grade segregation to motorways, accident sites)	PA	2,936
Street lighting and furniture faults, repairs, replacement, new developments	15,238	Regular night inspections of all streetlights to identify faults. Quarterly day inspections to identify damage not visible at night. More information is available here	MB	-	-	-	15,238
Parking restrictions, disabled parking, controlled zones	-381	Information, including restrictions by borough and district, is available here	RB	-	-	-	-381
Traffic signals maintenance, repairs, replacement, new developments	630	Attendance and repair of installations to operate as designed	LM	550	Strategic upgrade of traffic controls to improve network management	LM	1,180
Staffing and other costs net of contract savings and parking	6813	-	All	-	-	-	6813
TOTALS	40,551			28,776			69,327

Budget holder key

PA – Peter Agent (peter.agent@surreycc.gov.uk)

RB – Richard Bolton (richard.bolton@surreycc.gov.uk)

MB – Mark Borland (mark.borland@surreycc.gov.uk)

LM – Lucy Monie (lucy.monie@surreycc.gov.uk)

Catalogue of generic costs & timelines for typical Local Committee spends on individual items and capital

The information in the tables below is indicative of the type of work that has been requested by Local Committees in previous years. They are not a definitive list. Where a Local Committee or individual member requests work from, or absent from, these lists the work will be costed as individual pieces of work as they are currently, to try and ensure best value.

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	Approx cost band	Approx timescale (28 days, 3mts, 1yr, 2yrs)	Comments	Maintenance Implications* (High, Medium, Low)
1) Individual items				
Bollard steel	£250	28 days	In footway	Often installed where problems exist: so often get damaged.
Wooden post	£450 (Hardwood)	28 days	Verge protection or similar	Often installed where problems exist: so often get damaged. Also impact on verge cutting.
Traffic sign	£35	28 days	On to existing pole	
Direction or information sign on existing pole	£50	3 mts		
Post for traffic sign	£160	3 mts		
Reflective Bollard	£380(Non-illuminated) £1100 (Solar Powered)	3 mts		
Standard street lamp and column	£2600	1 yr	5m column? And connection	
ADS sign replacement	£750	1yr	Base on a standard size	
Road gulley and connection	£1500	28 days	3m connection length	
Tree planting	£750 (inc Tree Pit)	3 mts seasonal		
Footway dropped kerb	£700	3 mts	Pram crossing including tactile	
Guardrail	£200	3 mts	2m length	Potential maintenance liability
Gulley tanker and jetter	£750	28 days	Day rate	
Gulley tanker, jetter and CCTV	£1400	28 days	Day rate	
Gulley tanker and jetter with traffic management	£1200	28 days	Day rate	

	Approx cost band	Approx timescale (28 days, 3mts, 1yr, 2yrs)	Comments	Maintenance Implications* (High, Medium, Low)
Community gang with hand tools for vegetation clearance, verge reinstatement, cleansing etc	£600	28 days	Day rate	
Road gang for potholes, kerbs, paving	£600 (chapter 8) £1100 (TM Gang)	28 days	Day rate inc. traffic management (TM) compressor/breaker and materials. Chapter 8 is standard TM by gang: specialist TM gang for higher risk locations	
Tree work gang for high level work	£750	3 mts	Day rate inc.tools and clearance	
Weed spraying	£0.40 per m2	28 days	Linear	
Road marking gang	£750	3 mts	Day rate inclusive. Indicative amount of work achieved?	
2) Capital				
Local Structural Repair (planing and inlay)	£22 per m2 (100mm)	3 mts	Road surface is mechanically ground out and re-laid with macadam.	
Local Structural Repair - overlay	£16 per m2 (40mm)	3 mts	Macadam surface is laid over existing surface and 'cut in' at joints.	
Micro asphalt	£7 per m2	1 yr (specialist programme)	Low cost over dressing	
Footway macadam resurface	£30 per m2	3 mts		
Footway: lift slabs and replace with macadam	£62 per m2	3 mts		
Footway: replace slabs	£70 per m2 (Standard PCC Slabs)	3 mts		
Footway replace blockwork	£70 per m2 (standard blocks)	3 mts		
Footway slurry	£4 per m2	1 yr (specialist programme)		
Anti skid treatment	£32 per m2	1 yr (specialist programme)		

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Catalogue of generic costs & timelines for example Local Committee spend on Integrated Transport Schemes (ITS)

Committee members should be aware that the costs of ITS

- can vary significantly depending on issues that may be encountered. For example, dealing with utility companies or land ownership.
- are proportionate to the scale of some types of work (such as the length of a new cycle track or footway repair) and can be constrained by the area

Approx cost*	ITS	Approx timescale*	Comments	Maintenance Implications** (High, Medium, Low)
<£15k	Traffic Island Refuge	1 year design and build	Power supply and lighting can be disproportionate, assumes road is wide enough	
<£15k	Pair of mobility ramps	1 year design and build		
<£15k	Kerb build out	1 year design and build	Power supply , lighting and drainage can be disproportionate	
<£15k	Pair of speed cushions	1 year design and build	Scope for 1 year timescale but unlikely to be acceptable in isolation	
<£15k	Speed limit change - single road	Design Year 1 Build Year 2		Creates enforcement expectation for Surrey Police
<£15k	Raised table (full width)	Design Year 1 Build Year 2	Scope for 1 year timescale but unlikely to be acceptable in isolation, often drainage issues	
<£15k	Kassell Kerbs for bus stops	1 year design and build		Assured as bus route? Reputational risk
<£15k	Priority Give Way	1 year design and build	Power supply and lighting can be disproportionate, assumes road is wide enough	May create safety hazard
<£15k	Vehicle Activated Sign external power	1 year design and build	Time depends on speed of road and power available	Prone to vandalism. Limited life to replacement/obsolete
<£15k	Vehicle Activated Sign cell	1 year design and build	Time depends on speed of road and suitable location	Prone to vandalism. Limited life to replacement/obsolete
£15k-£30k	Speed limit change - affecting side roads	Design Year 1 Build Year 2		Creates enforcement expectation for Surrey Police
£15k-£30k	Pedestrian refuge	1 year design and build	Power supply and lighting can be disproportionate, assumes road is wide enough	
£15k-£30k	Signals study	1 year design and build		

Here are two examples of schemes that could be requested. These show that a specific scheme can be comprised of piece of work from multiple budget types (ITS, capital, and revenue)

Example A

Traffic calming scheme in an urban residential area may comprise:
A road table, zebra crossing, multiple sets of cushions, additional or changes to road signs, kerb build outs. There would also be a need to allocate contingency funding

Example B

Building a segregated cycle way in a rural area may comprise:
400m² of slurry resurfacing, 100m² of new footway, a road marking gang, additional or changes to road signs, dropped crossings and moving lamp columns

£15k-£30k	HGV ban	Design Year 1 Build Year 2	Cost dependent on side roads, illumination etc Should have alternative route signed	
£30-£50k	Mini Roundabout	Design Year 1 Build Year 2	Cost dependent on lighting, drainage and deflection requirements	
£30-£50k	Zebra Crossing	Design Year 1 Build Year 2	Scope for 1 year timescale	
£30-£50k	Traffic calming - rural	Design Year 1 Build Year 2	Costs depend on size of scheme, complexity and desired speed outcome	Creates displacement and wider expectations
£50-£100k	Traffic calming - urban	Design Year 1 Build Year 2	Costs depend on size of scheme, complexity and desired speed outcome	Creates displacement and wider expectations
£50-£100k	Cycleway widening	Design Year 1 Build Year 2	Depending on stats, spec, lighting and length of scheme. Scope for 1 year timescale	
£100-£250k	Pegasus	Design Year 1 Build Year 2	Cost dependent on power and lighting	Power and service costs
£100-£250k	Puffin/Toucan pedestrian cycle	Design Year 1 Build Year 2	Cost dependent on power and lighting	Power and service costs
£100-£250k	Cycleway new construction	Design Year 1 Build Year 2	Depending on stats, spec, lighting and land availability	
£100-£250k	Cycleway widening	Design Year 1 Build Year 2	Depending on stats, spec, lighting. Scope for 1 year timescale (consultation)	
£100-£250k	New Footway	Design Year 1 Build Year 2	Depending on stats, spec, lighting and land availability	
£100-£250k	Signalised junction - three way	Design Year 1 Build Year 2	Cost dependent on nature of location, pedestrian phasing, power and lighting; probable need for traffic model	Power and service costs
£250k+	Pelican/Toucan (if on dual carriageway)	Design Year 1 Build Year 2	Cost dependent on power and lighting	Power and service costs
-	PUBLIC REALM IMPROVEMENTS	Design Year 1 Build Year 2	May require significant consultation and lead in	Specialist materials for future matching

N.B: Reserve Work Schedules

By way of ensuring the budget is spent each committee should prepare a Reserve Work Schedule with your local Highways Area Team Manager (ATM). These will be used when there is a significant risk that budgets will not be spent in year, for whatever reason. The reserve list must be made up of revenue and capital work that can be delivered in shorter timescales, such as local structure repair (LSR), vegetation control etc. They should not include integrated transport schemes. Committees will have until September-October for decision making to demonstrate the ability to deliver budget spend, otherwise the underspend will be returned to SCC Highways to draw work from the Reserve Schedule.

Example of a monthly Highways budget report for each Local Committee

Below is an extract from the monthly report for Local Committee devolved budgets that will be shared with the Cabinet Member for Transport and Environment and Local Committees

AT REPORT DEADLINE - COPY AND PASTE SPECIAL VALUES OF Committed COLUMN FOR THE MONTH SO IT FREEZES

		Budgets	Committed	SAP Actual
Elmbridge	Community Pride	£ 45,000.00		
	Revenue	£ 266,620.00		
	Revenue Carry Fwd	£ 41,100.00		
	Capital ITS CARRY Fwd	£ 135,400.00		
	Capital ITS	£ 202,084.00		
	Capital Maintenance	£ 202,084.00		
Epsom & Ewell	Community Pride	£ 25,000.00		
	Revenue	£ 189,401.00		
	Revenue Carry Fwd	£ 88,100.00		
	Capital ITS CARRY Fwd	£ 1,400.00		
	Capital ITS	£ 108,483.00		
	Capital Maintenance	£ 108,483.00		
Guildford	Community Pride	£ 64,093.00		
	Revenue	£ 317,109.00		
	Revenue Carry Fwd	£ 63,307.00		
	Capital ITS CARRY Fwd	£ 92,900.00		
	Capital ITS	£ 263,124.00		
	Capital Maintenance	£ 263,124.00		
Mole Valley	Community Pride	£ 30,000.00		
	Revenue	£ 252,100.00		
	Revenue Carry Fwd	-£ 200.00		
	Capital ITS CARRY Fwd	£ 130,300.00		
	Capital ITS	£ 184,333.00		
	Capital Maintenance	£ 184,333.00		
		Allocation	Committed	SAP Actual
TOTAL	Community Pride	£ 509,093.00	£ -	
	Revenue	£ 2,660,000.00		£ -
	Revenue Carry Fwd	£ 440,551.00	£ -	
	Capital ITS CARRY Fwd	£ 839,600.00		
	Capital ITS	£ 2,000,000.00	£ -	£ -
	Capital Maintenance	£ 2,000,000.00	£ -	£ -

Local Committee Monthly Budget Report for John Furey

This report shows a breakdown of the budget for each Local Committee (including carry forward) as well as committed spend and invoiced work (SAP Actual).

It also includes totals for the allocated money, committed spend and invoiced work (SAP Actual) across all 11 Local Committees.

Local Committees also receive separate reports for example on S106, Travel SMART and LSTF etc. The aim is to bring together reports, over time, to simplify the review process for Local Committees, making sure relevant and requested information is easily accessible. This includes the commitment to providing progress reports on the Highways Capital Programme and the One Programme list.

Programmes for these areas will be shared as available.

Examples of other Highways reports that will be sent to Local Committees Chairs (on a trial basis)

Allocation Maintenance	£ 223,050.00
Committed Maintenance	£ 395,338.63
Uncommitted Maintenance	-£ 172,288.63

Allocation ITS	£ 223,050.00
Carry Fwd	£ 3,600.00
Committed ITS	£ 695,984.00
Uncommitted ITS	-£ 469,334.00

Total Capital Allocation	Total Capital Committed	Total Capital Uncommitted
£ 449,700.00	£ 1,091,322.63	-£ 641,622.63

Date raised	Order No.	Code	Location	Description	Amount Maintenance	Amount ITS
				LSR WORKS (Transfer Journal) [TJ] CREDIT - £94K LOCAL COM REVENUE CAPITALIZED)		
05/17/12			R&B Area		-94000.00	
				Yorke Road, Reigate – patching at j/w A217		£6,741
				Franches Road, Redhill – between Ladbrooke Road and College Road		£56,244
				The Crossways, Merstham		£9,185
				Dean Lane, Merstham		£7,907
				Duffield Road, Walton on the Hill		£24,909
				Albert Road, Horley		£23,115
				Manor Road, Reigate		£60,091
				Massetts Road, Horley		£11,868
				Charlesfield Road, Horley		£58,348
				Birch Grove, Kingswood		£21,397.19
				Lime Close, Reigate		£15,977
				The Drive, Banstead		£76,353.22
				Shelley Close, Banstead		£7,082.47
				Darenth Way, Horley		£59,559.57
				Cavendish Road, Redhill		£18,216.32
				Exton Road Traffic Calming		£82,500
				Section Way Speed Limit Review		£10,000
				Cible Avenue Crossing		£50,000

Capital Budget Allocation & ITS
 This will show a brief description of the work, order number (once an order is raised) and the date.
 It will also show the cost of the work and a running total of allocated budget and invoiced work against the total budget.

Community Pride
 This will show a brief description of the work, order number (once an order is raised) and the date. It will also show, for each committee member, the cost of the work and a running total of allocated budget and invoiced work against the total member allocation.

Allocation (£k)	5000.00	5000.00	5000.00	5000.00	5000.00	5000.00	5000.00	5000.00	35000.00
Spend to date (£k)	22346.37	543484.00	0.00	3052.66	0.00	1183.35	1890.00	571956.37	
Unallocated (£k)	-17346.37	-538484.00	6000.00	1947.35	5000.00	3816.65	3110.00	-536956.37	

Date raised	Order No.	Code	Location	Description	Allocation (£k)	Spend to date (£k)	Unallocated (£k)	Date completed
05/21/12	3637904	GNLRWOK	Forest Close	C/W Patching to Belmouth 78.5m2	2346.37			
05/21/12	3633077	GNLRWOK	Pyrford Road	Bollard		330.94		
05/21/12	3645266	GNLRWOK	Woodlands Ave	O/S No 93		1183.35		
05/31/12	3645283	GNLRWOK	Woodlands Ave	O/S No 81		1538.36		
	3657015	GNLRWOK	Moant Hermon Road	O/S Leeward			1183.35	
07/23/12	3674112	GNLRWOK	Heath House Road	O/S Pine Tree Lodge				1890.00

Budget	Drainage & ditching	Carriageway & footway	Vegetation	Signs & Road markings	Low cost measures	Totals
Allocation (£k)	30000.00	111322.00	90000.00	30420.00	10000.00	271742.00
Spend to date (£k)	3000.32	3601.83	1623.60	10112.80	0.00	18338.55
Unallocated (£k)	26999.68	107720.17	88376.40	20307.20	10000.00	253403.45

Description	Allocation (£k)	Spend to date (£k)	Unallocated (£k)	Date completed
To make safe a row of Conifers fallen on to the Highway		1623.6		
Various drainage Investigations	3000.32			
Footway Patching 6.2 x 1.2		612.83		
Carriageway Patching 100m2		2989.00		
Sign & post replacement		1498.59		
Sign & post replacement		242.00		
Sign & post replacement		174.00		
Sign & post replacement		56.37		
Sign & post replacement		966.55		
Sign & post replacement		381.90		
Sign & post replacement		1973.15		
Sign & post replacement		495.68		
Sign & post replacement		3473.43		
Sign & post replacement		117.20		

Revenue
 This will show a brief description of the work, the cost allocated to each type of revenue activity and a running total of allocated budgeted and invoiced work against the total budget.
 Information on start and completion dates will be made available to members through the May Gurney Project Server online portal.
 Work is still in progress trying to get this function 'live'.

ITEM 8

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SURREY COUNTY COUNCIL

LOCAL COMMITTEE (ELMBRIDGE)

DATE: 18TH NOVEMBER 2013

LEAD OFFICER: NICK HEALEY, AREA TEAM MANAGER (NE)

SUBJECT: BURWOOD ROAD, HERSHAM

DIVISION: HERSHAM

**SUMMARY OF ISSUE:**

A petition was submitted to the November 2012 meeting of the Local Committee, requesting various measures to address perceived safety concerns in Burwood Road, Hersham. A feasibility study was commissioned to explore possible solutions to address these concerns, and this study has now been completed.

RECOMMENDATIONS:**The Local Committee (Elmbridge) is asked to:**

- (i) Authorise the Area Team Manager in consultation with the Chairman, Vice Chairman and Divisional Member to undertake the necessary legal procedures to introduce a one way system in Faulkner's Road, together with appropriate public consultation;
- (ii) Should funding be identified for the implementation of a new Zebra Crossing in Burwood Road, authorise the Area Team Manager in consultation with the Chairman, Vice Chairman and Divisional Member to undertake the necessary legal procedures to introduce the said Zebra Crossing, together with appropriate public consultation.

REASONS FOR RECOMMENDATIONS:

Recommendations are made to facilitate the implementation of the measures identified by the feasibility study, in the event that funding is identified.

1. INTRODUCTION AND BACKGROUND:

1.1 A petition was submitted to the November 2012 meeting of the Local Committee, signed by 190 residents which detailed a number of perceived safety concerns. These included the speed of vehicles, the absence of 30mph repeater signs, and a perceived need for traffic calming and crossing points on Burwood Road. The petition also requested a 20mph zone, additional signs, painted speed roundels on the carriageway and a zebra crossing in the vicinity of Lilliput Nursery and St Peter's Church.

2. ANALYSIS:

2.1 A feasibility study has been completed and is included as Annex A to this report. The study includes a complete analysis of traffic conditions and the relevant accident history, and considers the measures requested by the petitioners in November 2012.

3. OPTIONS:

3.1 The feasibility study identified a package of options that could be implemented, if funding were to be made available. The benefits of these options are detailed in the feasibility study in Annex A. Any combination of these options would be feasible from a technical point of view:

- Improving the gateway at the change from 40mph to 30mph at an approximate cost of £12,500;
- Providing four new Vehicle Activated 30mph Signs at an approximate cost of £13,000;
- Improving the school warning signage at an approximate cost of £5,000;
- Introducing a one way system on Faulkner's Road at an approximate cost of £35,000, and subject to formal consultation;
- Introducing a zebra crossing outside Lilliput Nursery at an approximate cost of £75,000, and subject to formal consultation.

3.2 The feasibility study also recommended that an enhanced level of enforcement would be beneficial. The findings of the report will be shared with Surrey Police. Officers are aware that there is an active Community Speed Watch operating in Burwood Road. This will also help encourage drivers obey the speed limit.

3.3 The Divisional Member has made £5,000 available to implement the improvements to the school warning signs this Financial Year.

3.4 The Divisional Member has indicated that next Financial Year's Divisional Allocation for Hersham should be directed towards implementing as many of the recommended measures as possible. This would enable all the measures apart from new Zebra Crossing to be completed by the end of next Financial Year.

3.5 Officers will explore whether any other sources of funding might be available to implement the new Zebra Crossing.

3.6 .With the anticipation that all the measures will be implemented in due course, officers will complete the detailed design for all the measures.

3.7 With respect to Faulkner's Road officers will engage in appropriate public consultation for the one-way system in Faulkner's Road in consultation with the Chairman, Vice Chairman and Divisional Member. If the proposal were to be supported by the community, officers would arrange for the necessary legal procedures to be completed. The new one-way system would then be implemented next Financial Year. If the local community did not support the proposal, this would be reported to Committee for further consideration.

3.8 With respect to the proposed new Zebra Crossing, no funding has been identified to implement this at the present time. Recommendations are made to facilitate the implementation of this new pedestrian crossing in the event that funding is identified.

4. CONSULTATIONS:

4.1 Public consultation will be required in the development of the one-way system in Faulkner's Road.

4.2 In the event that funding is identified for the new Zebra Crossing, additional public consultation would be required before this could be implemented.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 The financial implications are detailed above in section 3, and also in the feasibility report in Annex A.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

6.1 It is an objective of Surrey Highways to treat all users of the public highway equally and with understanding.

7. LOCALISM:

7.1 The measures identified in the feasibility study are in response to perceived concerns raised by the local community. The Divisional Member has prioritised funding to implement all but one of the measures, as these are considered to be local priorities.

8. OTHER IMPLICATIONS:

8.1 A well-managed highway network can contribute to reduction in crime and disorder as well as improve people's perception of crime.

9. CONCLUSION:

9.1 A package of various measures has been identified to address perceived concerns raised by the local community in Hersham. Funding has been identified to implement all but one of the measures identified. Officers will explore what funding opportunities might arise to implement the entire package.

9.2 Recommendations are made to facilitate implementation of the entire package of measures.

9.3 It is hope that as the different measures are implemented, the perceived concerns of the local community will diminish.

10. WHAT HAPPENS NEXT:

10.1 Officers will complete the detailed design for all the measures identified in the feasibility study.

ITEM 9

- 10.2 Officers will arrange for the implementation of the improved school warning signs, as funding is available for these this Financial Year.
- 10.3 Officers will prepare the public consultation relating to the proposed new one-way system in Faulkner's Road.

Contact Officer: Nick Healey, Area Team Manager (NE)

Consulted: Divisional Member.

Annexes: 3

Sources/background papers: None.



**C152 Burwood Road, Hersham,
Walton on Thames, KT12 4AA
Highway Safety Measures
Feasibility / Outline Design Report**

October 2013

Project Title: C152 Burwood Road, Hersham, Walton on Thames – Highway Safety Measures

Document Title: Feasibility / Outline Design Report

Client Reference: PC0346

Date: October 2013

Prepared By: Print **Jamie Daly**

Sign

Authorised By: Print **Michelle Armstrong**

Sign

Amendment List

Iss. / Rev.	Iss. / Rev Date	Remove		Insert	
		Page	Iss. / Rev.	Page	Iss. / Rev.
Issue 2	31/10/2013	Estimated values added plus other minor updates.			

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2. SITE ANALYSIS

3. DATA COLLECTION

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3.2. Vehicle Survey Analysis

3.3. Pedestrian Analysis

3.4. Collision Data

4. DISCUSSION AND OPTIONS

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4.2. The provision of additional Vehicle Activated Signs

4.3. Police enforcement

4.4. Improving the school warning signage

4.5. Introducing a one way system on Faulkner's Road

4.6. Introducing a crossing facility on Burwood Road

5. RECOMMENDATION

6. APPENDICES

A) Design Brief

B) Drawings showing proposed options:

Dwg PC0346_05 – Proposed gateway upgrade and VAS

Dwg PC0346_06 – Proposed works around Lilliput Nursery and
St Peters Church Hall

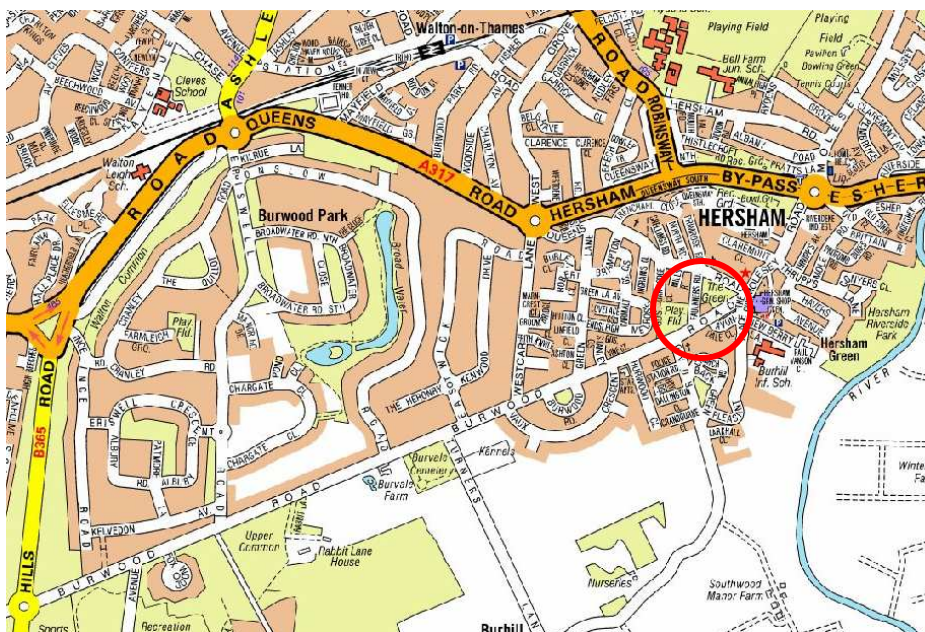
1. INTRODUCTION:

Burwood Road runs approximately east to west linking Seven Hills Road to Molesey Road in Hersham. The western section of Burwood Road between Seven Hills Road and Turners Lane is a straight single carriageway road with one lane in each direction and is subject to a speed limit of 40mph. The eastern section between Turners Lane and Molesey Road is also a relatively straight single carriageway road with one lane in each direction but is subject to a lower speed limit of 30mph.

The full length of Burwood Road is illuminated by a continuous system of street lighting.

A petition was submitted to the November 2012 meeting of the Local Committee, signed by 190 residents which highlighted safety concerns generally. These included the speed of vehicles, the lack of 30mph repeater signs, traffic calming and crossing points on the C152 Burwood Road. The petition also requested a 20mph zone encompassing Molesey Road from Thrupps Lane to Queens Road, and extending into Burwood Road, to its junction with Green Lane and to include Pleasant Place. Additionally requested were extra signs, painted speed roundels on the carriageway and a zebra crossing in the vicinity of Lilliput Nursery and the Church. Further background information is included within the design brief that is attached as appendix A.

The purpose of this report is therefore to assess the feasibility of any improvements so that the most appropriate solution is introduced. Based on the description of works in the design brief, the main focus of this report is on the eastern section of Burwood Road as highlighted below.



2. SITE ANALYSIS:

Footways are present along both sides of Burwood Road within the eastern (30mph) section, between Molesey Road and the western junction of Vaux Crescent. The footway then continues on the northern side only until Turners Lane, which is also where the speed limit changes from 30mph to 40mph. Footways then continue along both sides of the road from Turners Lane to Squires Plant Nursery, where the southern footway stops again. From this point onwards the footway network continues only on the northern side to the junction with Seven Hills Road.

The carriageway between Seven Hills Road and Turners Road has recently been surface dressed and is therefore in good condition, as are the road markings. The 30mph speed limit begins at Turners lane, where there are yellow backed 30mph terminal signs and a painted 30mph roundel on a patch of red coloured surfacing. The signage is in good condition but the red patch and carriageway surface underneath are in poor condition. The road at this location measures 6.0m wide.

The recently implemented surface dressing continues eastwards from the speed limit gateway to Westcar Lane at which point the road measures 6.0m wide. Along this length the properties are set fairly well back meaning the road is generally tree lined in character.

From Westcar Lane eastwards to Queens Road the carriageway has been completely resurfaced, hence is in very good condition as are the road markings. Throughout this section the road varies in width between 5.5m and 7.5m. There are generally property frontages on both sides of this section of the road albeit some of these, particularly between Turners Lane and Burwood Close are set back behind wide verges and footways.

Located at the eastern end of Burwood Road are St Peters Church and Lilliput Children's Nursery. The nursery is open from 08:00 to 18:30 and currently has around 155 places for children between 0 and 5 years of age. St Peters Church also runs a number of activities for children of a similar age from the Church Hall.

3. DATA COLLECTION:

3.1 Statutory Authorities Plant Request;

The following Statutory Authorities were approached with a level C2 Enquiry in October 2013. It should be noted that C2 enquiries are preliminary enquiries only and that depth of cover and possible costs of diversion would have to be established at the detailed design stage, prior to construction:

- 1 National Grid Gas
- 2 BT
- 3 EDF Energy (electricity)
- 4 Affinity Water
- 5 Scottish and Southern (electricity)
- 6 Thames Water
- 7 Virgin Media
- 8 Traffic Signals (SCC)
- 9 Linesearch (petroleum and high pressure gas)
- 10 South East Water
- 11 Sutton and East Surrey Water

The following Statutory Authorities do not have any apparatus in the area:

- 12 Scottish and Southern (electricity)
- 13 Traffic Signals
- 14 South East Water
- 15 Sutton and East Surrey Water

Referring to the Statutory Authority plans, there could potentially be diversionary or protective works for all eleven of the authorities who have apparatus in the area. In practice, it is likely that most of the conflict could be overcome at detailed design stage but there may still be statutory authority works required. Costs for such works can only be identified at the detailed design stage.

Copies of the C2 replies are available upon request.

3.2 Vehicle Survey Analysis;

As detailed in the Department for Transport's (DfT) Local Transport Note 1/95: The Assessment of Pedestrian Crossings, part of the assessment for pedestrian crossings is to measure the speed of vehicles on each approach to the proposed crossing. The 85th percentile speed is the speed at which 85% of drivers will travel at or below.

Vehicle speed surveys were undertaken on 25 September 2013 using a hand held speed detection radar. Speed data was collected at two locations and the table below provides a summary of the speed surveys:

Between Pleasant Place and Burhill Road	85 th percentile mean speed
Eastbound traffic	30
Westbound traffic	31

Between Green Lane and Westcar Lane	85 th percentile mean speed
Eastbound traffic	39
Westbound traffic	37

The speed information above was collected during free flowing traffic in order to provide evidence of the highest vehicle speeds and it clearly shows a difference between the area around Lilliput Nursery and further to the west. This difference is perhaps explained to some extent by the change in character of the road. The eastern end generally experiences regular on street parking, which provides a traffic calming effect but site observations show that the on street parking tends to finish at Burwood Close and hence it tallies that vehicle speeds are higher to the west.

Traffic is free flowing apart from along the length of Burwood Road between Burhill Road and Pleasant Place, where vehicles regularly slow or even stop to give way to opposing traffic in order to pass the on street parking. Site observations during peak hours show that speeds are definitely affected by the on street parking and in fact many vehicles are travelling slower than the existing 30mph speed limit. The speed data above indicates that even during periods when the on street parking is reduced, vehicle speeds are still generally compliant.

It is a concern that the measured speeds further west are higher than the 30mph speed limit and this needs consideration.

Observations of the traffic conditions indicate that Burwood Road experiences moderate flows, made up of all classes of vehicles up to and including HGVs although HGVs are not a regular occurrence. Faulkner's Road has a much lower traffic flow.

Investigations indicate that some of the vehicles parked on Burwood Road and in Faulkner's Road are those of Nursery staff. This keeps the Nursery's car park relatively free for use by parents and the car park was observed to be very well used during peak hours. Whilst displacing some vehicles to the surrounding streets, this arrangement provides a far safer environment for dropping off and collecting children as they are relatively well contained whilst moving between car and building and visa versa. A number of the vehicles parked on street are also associated with parents taking their children to and from some of the activities run in the Church Hall.

3.3 Pedestrian Analysis;

Pedestrian movements across Burwood Road in the vicinity of Lilliput Nursery and St Peters Church are relatively low, which can in some way be attributed to the parking arrangements of the Nursery. However, there is clearly a demand for pedestrians to cross in this vicinity but the presence of the on street parking greatly reduces visibility for both pedestrian and motorists. This is not helped by the parking, which regularly blocks the existing dropped kerbs to the front of the Church Hall.

Suitable gaps in the traffic are available for pedestrians to cross but as pedestrians are forced to cross between parked cars they were observed to generally be hesitant. All of these factors combined to make crossing the road in this location hazardous.

Site observations indicate that the majority of pedestrian crossing movements across Burwood Road occur anywhere between the Church Hall entrance and the access to the Nursery car park.

3.4 Collision Data;

The recorded collision data shows that there were 5 collisions along the whole length of Burwood Road during the period 2009 to 2012. These are broken down as follows;

Location/near to	Collisions	Date	Nature
Eriswell Road	2	27/02/2010 09/10/2010	Slight Fatal
Vaux Crescent	1	17/5/2010	Slight
O/S Church Hall	1	24/06/2011	Slight
Faulkners Road	1	04/12/2009	Slight

All of these collisions are random, unrelated and have not been recorded as speed related.

4. DISCUSSION AND OPTIONS:

The brief makes reference to a petition requesting a 20mph zone encompassing Molesey Road from Thrupps Lane to Queens Road, and extended into Burwood Road to its junction with Green Lane and to include Pleasant Place. Currently this area is subject to a 30mph speed limit, which is the appropriate limit for this type of road and by itself, the personal injury accident record does not justify reducing the speed limit to 20mph. Current guidance states that 20mph speed limits must be self enforcing and experience has shown that this can only be achieved by the installation of severe traffic calming measures. Such measures usually involve vertical deflection such as speed cushions and raised tables, which are expensive and not generally well received by the public. In fact, there is now a public demand for some previously constructed measures at other sites to be removed.

Surrey Police have also produced guidance, which suggests the most appropriate conditions for 20mph speed limits are in residential areas where the infrastructure is for residential use only (not thoroughfares, feeder or through routes) where it is clear to non-local motorists that the speed limit is 20.

20mph speed limits can also be 'advisory' whereby signage indicates the advisory speed limit during periods when the accompanying amber lights are flashing (morning and afternoon peaks). Advisory speed limits are not enforceable and do not affect the actual speed limit so rely on motorists adhering to the advised limit.

Currently, Surrey County Council does not have an approved policy in relation to advisory 20mph speed limits so in order to help inform the drafting of such a policy, a number of trials are now being undertaken. The results of these trials and any conclusions are not yet available so with this in mind it is not recommended that an advisory 20mph speed limit be progressed in this location at this time.

Whilst the introduction of a 20mph speed limit (permanent or advisory) is not being permanently dismissed, based on the current guidance it is perhaps a more suitable approach to investigate an alternative package of highway improvement measures. Such a package has the potential to be achieved sooner, would be less detrimental to the local environment, is likely to be more acceptable to local residents and should have a greater cost benefit.

Working from west to east, the options that could make up such a package of improvements are:

4.1 Improving the gateway at the change from 40mph to 30mph;

Where the speed limit reduces from 40mph to 30mph just east of Turners Lane the gateway feature could be improved. The existing signage already benefits from yellow backing but requires replacing. The red carriageway surfacing is badly worn and would benefit from being replaced. The carriageway requires resurfacing in order to provide a sound surface for a new red patch onto which a new 30mph roundel can be painted. Edge lines to provide a visual narrowing could also be considered. This would be a simple and cost effective measure to improve the conspicuousness of the step down in speed limit.

Estimated cost £12,500

4.2 The provision of additional Vehicle Activated Signs;

The data included in section 3.2 shows that speeds between Turners Lane and Burhill Road are higher than the 30mph speed limit but current guidance does not permit 30mph repeater signage or the provision of painted 30mph 'repeater' roundels. In order to provide a reminder of the speed limit to motorists, the installation of additional Vehicle Activated Signs should be considered. Suggested locations are on lamp columns 14, 17, 28 and 29 in order to provide two for each direction of flow. These could be in the format of Speed Limit Reminder signs with additional SLOW DOWN legend. Complementary SLOW road markings could also be applied.

Estimated cost £13,000

4.3 Police enforcement;

Before considering the introduction of costly, wide scale traffic calming features that as previously mentioned are not generally well received by the public, are noisy and detrimental to the environment Surrey Police could be encouraged to undertake increased high profile enforcement. Regular high profile enforcement is an extremely effective method of changing driver behaviour as failure to comply has a direct effect on the individual motorist. Having said that, it is appreciated that resources are limited and there are many other similar sites across Surrey.

Estimated cost £Zero

4.4 Improving the school warning signage;

Currently, there is school warning signage in three locations. One is for westbound motorists on Burwood Road, located just west of its junction with Pleasant Place. This consists of a triangular 'children going to school or playground' sign and supplementary 'school' plate and is in good order. The second is for eastbound motorists on Queens Road and is located just west of its junction with Primrose Road. This consists of a triangular 'children going to school or playground' sign and supplementary 'patrol' plate. The supplementary plate is in poor condition. The third is also on Queens Road but for westbound vehicles and is located adjacent to the day centre. This also comprises a triangular 'children going to school or playground' sign and supplementary 'patrol' plate and both signs are worn.

These current signs are not particularly obvious to drivers and the need for such signs on Queens Road is questionable. Any school warning signs should focus on where they will have the greatest impact and this is on Burwood Road, on each approach to Lilliput Nursery. Upgraded school warning signage could easily be installed on both approaches. These should comprise triangular sign ref 545 (children going to school or playground) and supplementary plate ref 546 (school) mounted on a yellow backing board.

With regard to flashing amber lights, current guidance states that these should only be considered where the 85th percentile speed is greater than 35mph and that they should not be used near a controlled crossing if this might cause confusion or distraction. A controlled crossing is an option discussed later in this report so flashing amber lights are not recommended.

Suggested locations for the upgraded signage in Burwood Road are on a new post in the northern footway between Burhill Road and Faulkner's Road for eastbound traffic and for westbound traffic, on LC 4 (in place of the existing). Painted SLOW road markings on a red patch would

complement the improved signage and further improve driver awareness. The two sign assemblies on Queens Road could be removed.

Estimated cost £5,000

4.5 Introducing a one way system on Faulkner's Road;

Vehicles travelling south on Faulkner's Road have a restricted sight line to the right when trying to exit onto Burwood Road due to the bend in Burwood Road and the presence of a boundary hedge. Site observations reveal that motorists regularly edge over the give way road marking in order to improve their visibility, which places them in conflict with motorists on Burwood Road.

At the northern end of Faulkner's Road, the sight line to the left for motorists exiting onto Queens Road is also restricted but to a far lesser degree than that at the southern end. At least the visibility requirement at this location is to view the furthest (eastbound) lane of Queens Road so it is not quite so limited by boundaries that are outside of Surrey County Council's control.

There are no obvious kerb realignment works that could improve this situation at the southern end of Faulkner's Road without having wider implications on Burwood Road but if a one way system were implemented going northbound then there are works that could be undertaken to further improve the available visibility at the northern junction. It should also be noted that an accident did occur at the junction of Faulkner's Road and Burwood Road in 2009 so there is certainly merit in promoting a one way system northbound.

This would be relatively simple to sign at either end and the observed volume of southbound vehicles that would be displaced would not be expected to cause a noticeable negative impact on surrounding routes. Kerb realignment works at the southern 'entry' point could be used to reduce vehicle entry speeds, improve the pedestrian dropped kerbs and provide locations for clear signage. Similarly, at the northern end, kerb realignment works could be used to improve the available visibility, the dropped kerbs and once again provide locations for clearly visible signage.

The introduction of a one way system may also free up some space for additional on street parking to be accommodated. Indications are that this is only likely to be two or three spaces but it could offset some of that lost on Burwood Road should a new crossing facility be provided. This could also be of benefit to the residents and their visitors.

One way systems can generate some negative effects such as the potential for increased vehicle speeds and inconvenience to residents but

in this instance it is unlikely that vehicle speeds will increase significantly due to the nature of the road and the relatively short length. Officers observed very little opposing flow during a number of site visits so as it stands vehicles often travel the entire length of Faulkner's Road unopposed anyway. In terms of inconvenience, the additional route via Queens Road and Burwood Road is not an overly lengthy one but this is something that could only be properly assessed at the public consultation stage.

Estimated cost £35,000

4.6 Introducing a crossing facility on Burwood Road;

Pedestrian dropped kerbs with tactile paving exist adjacent to the Church Hall entrance but they are regularly blocked by parked vehicles, visibility for both pedestrians and motorists is poor and there is regular puddling at the southern dropped kerb during periods of rainfall. The northern footway is also narrow at approximately 1.2m wide so these factors combined and the fact that this location does not serve the Nursery well makes the existing facility unsuitable so an improved facility is required.

Considering the needs of people travelling to and from both the Church Hall and Nursery, it would be prudent to locate any improved crossing facility further to the west so as to be in more of a central location. The effect of any improved crossing facility on parking must also be considered so the suggested location is therefore at the western end of St Peters Church Hall.

Providing a central pedestrian refuge is not considered appropriate as the island is required to be a minimum of 2m wide, leaving less than 5.5m of road width to be split into two running lanes. This option also does not allow for the adjacent footways to be locally widened, which would be beneficial.

The Department for Transport's Traffic Advisory Note 1/95 states that where pedestrian flows are relatively low and traffic flows are no greater than moderate, then a zebra crossing may be suitable. Burwood Road also meets the speed criteria for a zebra crossing as the 85th percentile speeds at the suggested location are below 35mph. Because there is no vehicle actuation period, which would be the case for a signal controlled crossing, delays to pedestrians are minimal as they can establish precedence by stepping onto the crossing. Indications are that there are gaps in the traffic where pedestrians could cross but the installation of a Zebra crossing will ensure crossing can be done safely and will move the emphasis more onto pedestrian safety. Even if people are unsure of crossing, this type of facility gives them the opportunity to wait at the side of the road until vehicles give way.

The installation of any 'controlled' crossing will introduce delays to vehicular traffic but it is felt that in this instance a Zebra crossing should keep this to a minimum as it will only be in use for the time pedestrians take to cross and the pedestrian demand is relatively low.

The opportunity could be taken to narrow the road, which would act as a traffic calming 'narrowing', reduce the width across which pedestrians are required to cross and allow the footways on either side of Burwood Road to be widened.

On street parking will be reduced due to the presence of a new crossing but the proposal looks to strike a balance and some parking could be retained where it is safe to do so. This is in recognition that the current parking acts as traffic calming feature and that if it were to be completely displaced those vehicles are likely to lead to parking problems in other nearby roads. The suggested crossing location does not require the nursery's car park access to be relocated and also provides better protection from on-street parking to the driveways of numbers 3 and 5, which at present have extremely limited visibility.

The section of Burwood Road covering the proposed crossing location has recently been resurfaced so the road is not in need of any repairs to accommodate a Zebra crossing.

Although street lighting exists in the vicinity of the proposed crossing it may be necessary to upgrade some of the street lighting to provide acceptable lighting levels. To further assist with this, combined lamp column / Belisha beacons should be used. It is likely that some of the Statutory Authority services will need to be diverted or protected, in particular in order to accommodate the new Belisha beacons. No costs have been obtained for these elements.

The presence of a Zebra crossing could also have a positive effect on vehicle speeds.

Estimated cost £75,000

5. RECOMMENDATION:

It is recommended that a package of highway safety improvements be promoted comprising the proposals described in items 4.1 to 4.6 namely;

- Improving the gateway at the change from 40mph to 30mph
- Providing additional Vehicle Activated 30mph Signs
- Encouraging police enforcement
- Improving the school warning signage
- Introducing a one way system on Faulkner's Road
- Introducing a Zebra crossing outside Lilliput Nursery

The total estimated cost is in the region of £140,000

The recommended package of works does not eliminate the possibility of introducing traffic calming features at any future stage should the situation change and/or a need be justified.

Many of the proposals making up this recommendation could be progressed relatively soon after funding was made available. If only partial funding were to be available then this approach provides the flexibility for a phased implementation starting with the most desirable elements as agreed with stakeholders.

Proposed layout designs are attached as appendix B. (Annex B & C of Local Committee report).

6. APPENDICES:

A) Design Brief

B) Drawings showing proposed options:

Dwg PC0346_05 – Proposed gateway upgrade and VAS

Dwg PC0346_06 – Proposed works around Lilliput Nursery and St Peters Church Hall

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NOTE: Edge lines shown are optional and could be used to create a visual narrowing (5.5m).

Apply red coloured high friction surface over new patch (9.5m x 6.5) then apply 30mph roundel to diagram 1065. Roundel to be 7.5m x 1.5m with 2.8m tall text.

Re-lay 2no. 100mm wide 2m long centre line markings.

Replace both sign installations, including posts. New 30mph and 40mph terminal signs to be yellow backed.

Cut out 9.5m x 6.5m patch of carriageway surface to a depth of 40mm. Regulate as required then lay new 40mm thick SMA surface course.

GATEWAY IMPROVEMENTS (scale 1:200)

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REFER TO DRAWING PC0346_06 FOR DETAILS OF THE PROPOSALS IN THIS AREA

Install Vehicle Activated Sign on lamp column 17 facing eastbound traffic to act as a speed limit reminder: 450mm dia 30mph roundel with SLDW DOWN legend below.

Install Vehicle Activated Sign on lamp column 28 facing eastbound traffic to act as a speed limit reminder: 450mm dia 30mph roundel with SLDW DOWN legend below.

Install Vehicle Activated Sign on lamp column 29 facing westbound traffic to act as a speed limit reminder: 450mm dia 30mph roundel with SLDW DOWN legend below.

Install Vehicle Activated Sign on lamp column 14 facing westbound traffic to act as a speed limit reminder: 450mm dia 30mph roundel with SLDW DOWN legend below.

LOCATION PLAN (scale 1:1500)

SAFETY, HEALTH AND ENVIRONMENTAL INFORMATION

In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following significant residual risks. (Reference shall also be made to the Design Hazard Log)

CONSTRUCTION:
MAINTENANCE/CLEANING:
USE:
DECOMMISSIONING/DEMOLITION:

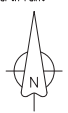
If it is assumed that all works will be carried out by a competent contractor working, where appropriate, to a specified method statement.

ITEM 9

Notes

Rev.	Description	Drwn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date

North Point



Drawn by	JD	JD	30.10.13
Checked by			
Approved by			

Project	C152 BURWOOD ROAD, HERSHAM
Sheet No.	PC0346_05
Drawing No.	
Rev.	
Classification	PRESENTATION

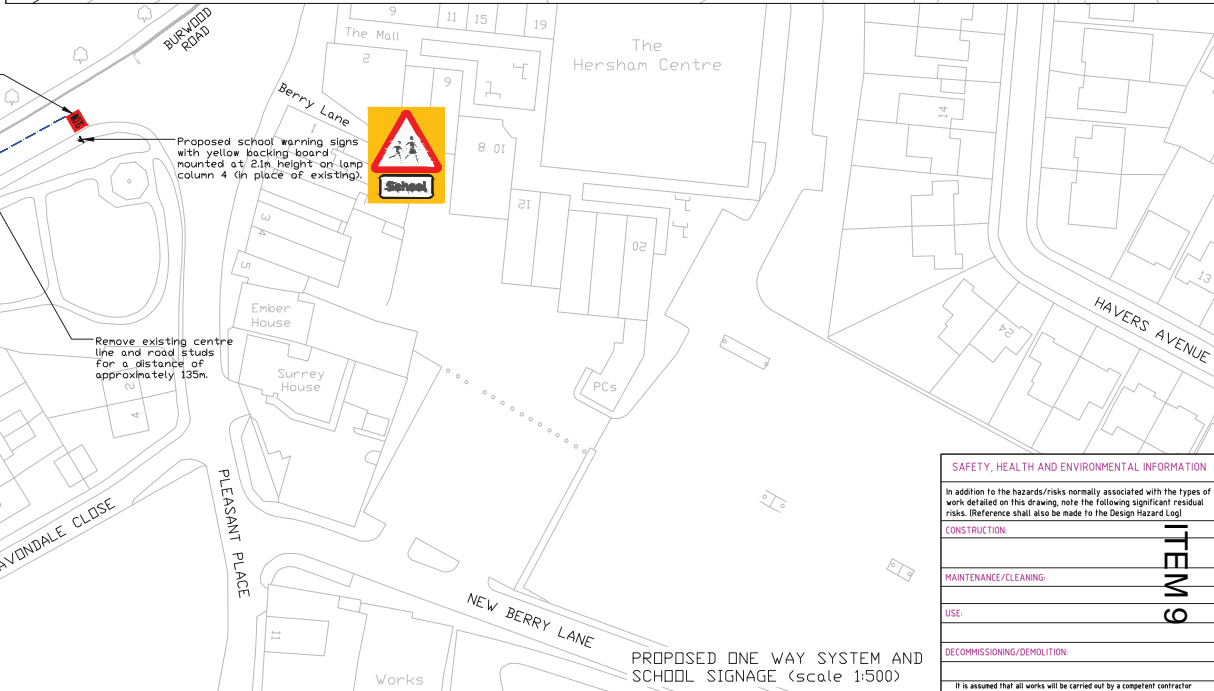
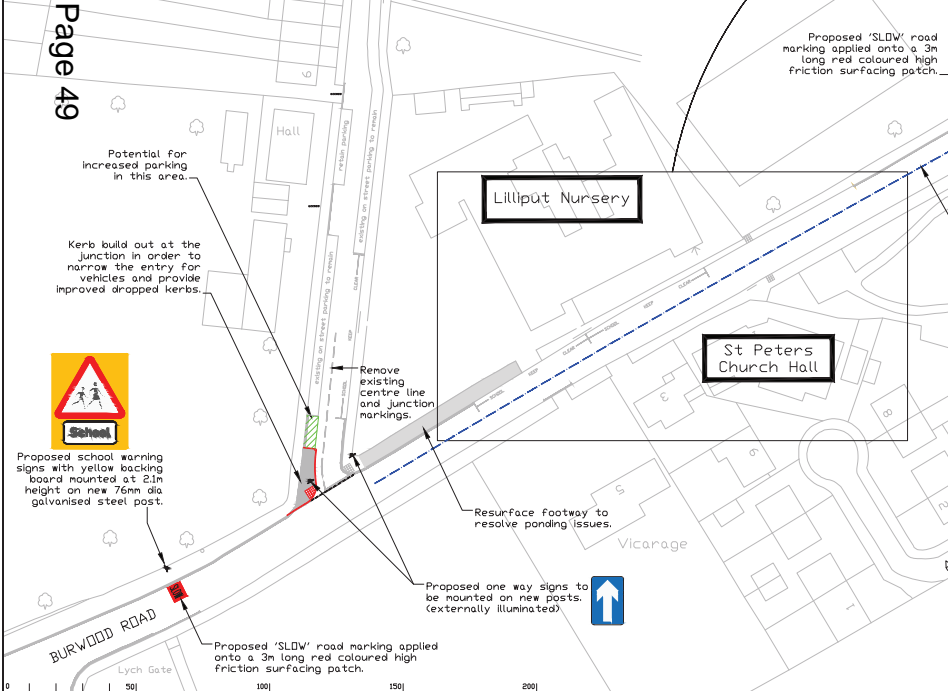
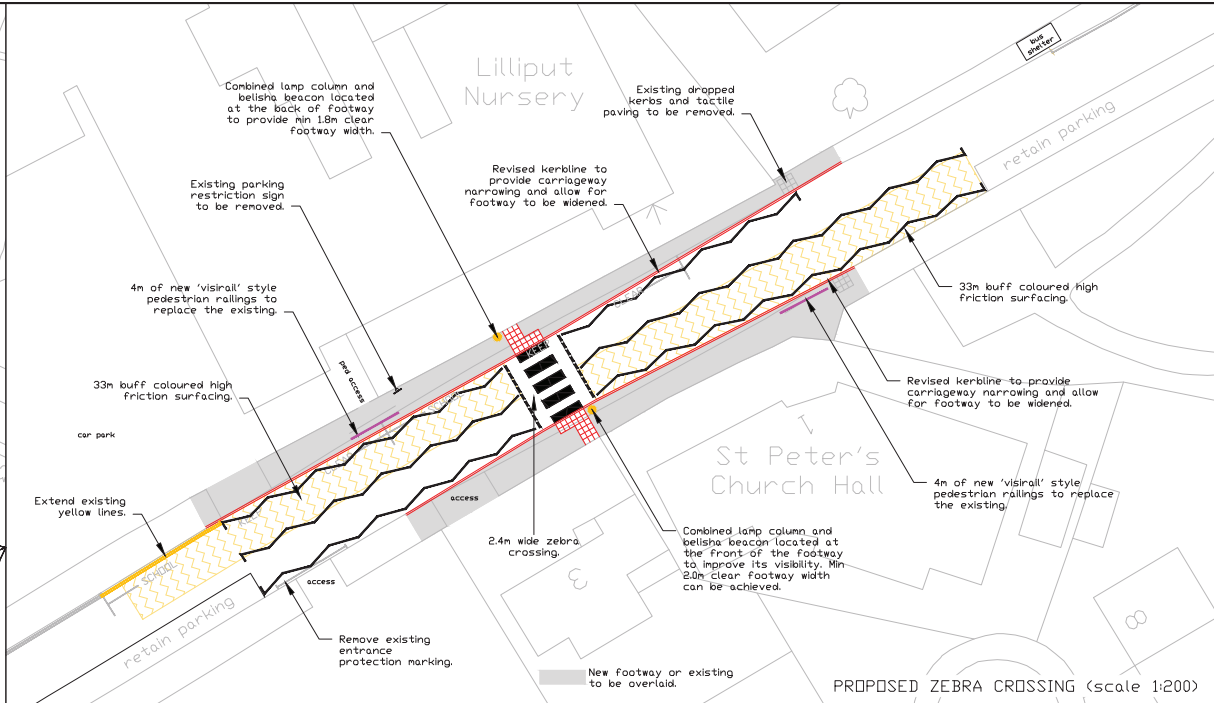
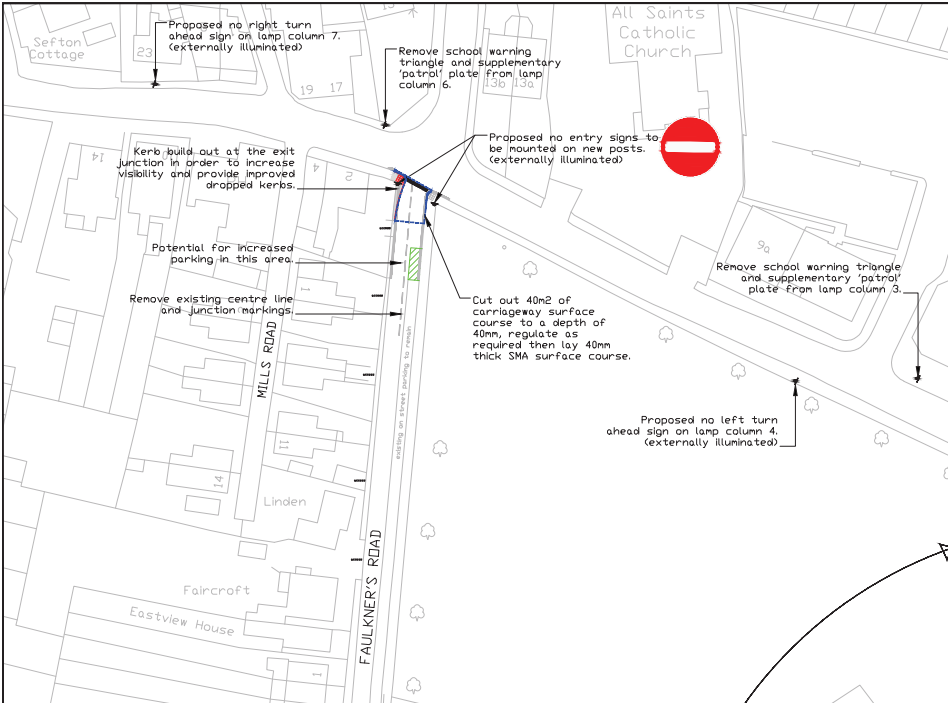
C152 BURWOOD ROAD, HERSHAM
HIGHWAY SAFETY IMPROVEMENTS
PROPOSED GATEWAY UPGRADE AND
VEHICLE ACTIVATED SIGNS

SHEET 1 OF 1



Project No.	PC0346
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Drawing No.	PC0346_05
Rev.	
Classification	PRESENTATION

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Notes

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North Point

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Drawn by: JD, Date: 30.10.13

Checked by: originator, Date:

Approved by:

PROJECT: C152 BURWOOD ROAD, HERSHAM HIGHWAY SAFETY IMPROVEMENTS

DRAWING: PROPOSED WORKS AROUND LILLIPUT NURSERY AND ST PETERS CHURCH HALL

SHEET: 1 OF 1

Project No: PC0346

Contract Sheet No:

Drawing No: PC0346_06

Rev: -

Classification: PRESENTATION

SUREY COUNTY COUNCIL logo

SAFETY, HEALTH AND ENVIRONMENTAL INFORMATION	
In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following significant residual risks. (Reference shall also be made to the Design Hazard Log)	
CONSTRUCTION:	ITEM 9
MAINTENANCE/CLEANING:	
USE:	
DECOMMISSIONING/DEMOLITION:	
It is assumed that all works will be carried out by a competent contractor unless otherwise stated.	

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SURREY COUNTY COUNCIL**LOCAL COMMITTEE (ELMBRIDGE)****DATE: 18TH NOVEMBER 2013****LEAD OFFICER: NICK HEALEY, AREA TEAM MANAGER (NE)****SUBJECT: STOKE ROAD, COBHAM****DIVISION: COBHAM AND STOKE D'ABERNON****SUMMARY OF ISSUE:**

Surrey County Council's Local Committee for Elmbridge has had a long standing ambition to reduce the speed limit in Stoke Road, Cobham from 40mph to 30mph, between Tilt Common and Blundell Lane. The local community petitioned for this change in September 2009, and since that time the Local Committee has been exploring how this change might be implemented.

RECOMMENDATIONS:

For information.

REASONS FOR RECOMMENDATIONS:

No recommendations are made at this stage. Officers are working with the Divisional Member and the local community to identify a feasible solution that would facilitate lowering the speed limit in Stoke Road to 30mph.

1. INTRODUCTION AND BACKGROUND:

- 1.1 The proposal to reduce the speed limit in Stoke Road, Cobham, from 40mph to 30mph is at odds with Surrey County Council's Speed Limit Policy. The Local Committee asked the Cabinet Member to consider the proposal. On the advice of officers of both the Council and Surrey Police the Cabinet Member was unable to approve a reduced speed limit. Therefore the Local Committee instructed officers to undertake a feasibility study to examine what engineering measures would be needed to facilitate a reduction in speed limit to 30mph.

2. ANALYSIS:

- 2.1 A feasibility study has been completed and is included as Annex A to this report. The study includes a complete analysis of traffic conditions and the relevant accident history.

3. OPTIONS:

- 3.1 The feasibility study assessed three options:

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- Option 1 – Speed cushions – see Annex B;
- Option 2 – Traffic islands – see Annex C;
- Option 3 – Roundabouts – see Annex D.

3.2 All three options have advantages and disadvantages, which are detailed in the feasibility report in Annex A.

3.3 The speed cushions option is the most likely to result in reduced traffic speeds, but also carries the highest cost in terms of the negative impact.

e.g.

- noise and vibration
- it would mean the road could not be ploughed in snow conditions
- competitive driver behaviour as they align their vehicles with the cushion

3.4 The traffic islands option considered the introduction of a number of new traffic islands. This option would not guarantee a reduction of traffic speeds sufficiently to facilitate lowering the speed limit to 30mph.

3.5 The roundabouts option was not ideal from a technical point of view, and therefore would not be recommended.

4. CONSULTATIONS:

4.1 In October 2013 the Divisional Member chaired a meeting between the Cabinet Member, the Ward Member, officers, and representatives of the local community to discuss the findings of the feasibility study. All those present agreed that neither speed cushions nor roundabouts were preferred as possible solutions.

4.2 The traffic islands option was preferred; it was agreed that this option should be developed further.

4.3 For example the feasibility study did not include any modifications to the existing traffic islands; it only considered provision of new traffic islands. It was felt that this was an omission as the existing traffic islands may provide additional encouragement to drivers to slow down, if they were modified with this end in mind.

4.4 For example the lane width past the new and existing traffic islands could be wider to be more favourable to cyclists, or narrower to have a greater traffic calming effect. It was felt that a narrower lane width past the islands should be considered, together with the consequent safety implications for cyclists.

4.5 Officers will therefore develop the traffic islands option further, to explore how it could be modified to achieve the maximum possible speed reducing effect. Officers will also examine any negative consequences of making these adjustments, together with the cost.

4.6 It is anticipated that this further feasibility work will be completed by the end of the Financial Year.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 The financial implications of the three options considered are detailed in the feasibility report in Annex A.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 It is an objective of Surrey Highways to treat all users of the public highway equally and with understanding.

7. LOCALISM:

- 7.1 The Divisional Member has been working with Ward Members and representatives of the local community to identify a feasible solution that would facilitate the lowering of the speed limit to 30mph, in accordance with the wishes of the local community.

8. OTHER IMPLICATIONS:

- 8.1 A well-managed highway network can contribute to reduction in crime and disorder as well as improve people's perception of crime.

9. CONCLUSION:

- 9.1 When the traffic islands option has been developed, a meeting will be convened again with the Divisional Member and representatives of the local community. Officers will then report to the Committee the findings of the feasibility study, and make recommendations as to the next steps.

10. WHAT HAPPENS NEXT:

- 10.1 Officers will undertake further feasibility work to develop the traffic islands option.

Contact Officer: Nick Healey, Area Team Manager (NE)

Consulted: Divisional Member, Ward Member, Cabinet Member, representatives of the local community.

Annexes: 4

Sources/background papers: None.

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**A245 Stoke Road, Cobham
Tilt Road (Western Arm) to Blundel Lane
Reduction in speed limit to 30mph
Feasibility Report**

September 2013

Project Title: A245 Stoke Road, Cobham, Tilt Road (Western Arm) to Blundel Lane. Reduction in speed limit to 30mph

Document Title: Feasibility Report

Client Reference: PC0246

Date: September 2013

Prepared By: Print **Andy Curtis**

Sign

Authorised By: Print **Michelle Armstrong**

Sign

Amendment List

Iss. / Rev.	Iss. / Rev Date	Remove		Insert	
		Page	Iss. / Rev.	Page	Iss. / Rev.

Filename: I:\EA\IPC All\Resource Pool\Projects\NE Elbridge\PC0246 A245 Stoke Road\07 Reports\PC0246 Feasibility Study.Doc

CONTENTS

1. INTRODUCTION
2. ANALYSIS
3. OPTIONS AND DISCUSSION
4. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS
5. CONCLUSION AND RECOMMENDATION
6. APPENDICES

A) Drawings showing proposed options:

Drg. No. 0246-001 – Option 1: Proposed speed cushions

Drg. No. 0246-002 – Option 2: Proposed central islands

Drg. No. 0246-003 – Option 3: Proposed roundabouts

1. INTRODUCTION:

A petition was submitted to the September 2009 meeting of the Elmbridge Local Committee, concerning the existing 40mph speed limit along the A245 Stoke Road.

The proposal to reduce the speed limit to 30mph was not in accordance with the County Speed Limit Policy and did not have the support of the Police, who were concerned at the enforcement burden such a limit would generate. It was therefore recommended that the speed limit remain at 40mph.

However the decision was referred to the Cabinet Member for Transport for consideration.

Following the Cabinet Member decision, on 13 December 2012, not to endorse a reduction in speed limit to 30mph, Elmbridge Local Committee has allocated funds to investigate what measures would be required to enable a 30mph speed limit to be introduced.

This report looks at the various engineering measures available to appropriately affect vehicle speeds, so that, as far as possible, a 30mph speed limit may be self-enforcing.

Stoke Road, Cobham is an 'A'-classified semi-rural, two-way single carriageway road, approximately 2.4 km in length and averaging 7.0 metres in width. It forms part of the A245, which runs from Leatherhead to Horsell Common, Woking, and is part of Surrey County Council's Priority Route Network 1. As a County Distributor road, it sits within Tier 1 of Surrey County Council's Speed Management policy.

The road is subject to a 40mph speed limit and has a continuous system of street lighting. A footway runs on both sides for the majority of the length under investigation.

The residential properties that bound Stoke Road are generally set back from the carriageway, and have off-street parking.

Stoke Road is a bus route and there are no designated cycle facilities.

The existing road surface and signing is in generally good condition.

There are existing pedestrian crossing facilities at the following locations:

- Pedestrian refuge near junction with Ravenswood Close
- Pedestrian refuge near junction with Fairmile Lane
- Pedestrian refuge near junction with Station Road
- Signal-controlled crossing near junction with Vincent Road

2. ANALYSIS:

A full automatic traffic speed and volume survey was carried out at two separate locations (west of Fairmile Lane, and south west of Vincent Road) for 24 hours per day from 10th to 17th February 2011.

Shown in the table below are the 85%ile and mean speeds. The 85%ile is a numerical average used by Highways Engineers to assess vehicle speeds. It is effectively the maximum speed at which 85% of drivers will travel.

Automatic Traffic Counter (mph)	Westbound 85%ile	Eastbound 85%ile	Westbound mean	Eastbound mean	Eastbound daily flow	Westbound daily flow
Fairmile Lane	39	40	34	34	7413	6935
Vincent Road	36	37	31	32	8074	8640

2011 Speed Data

The data obtained from the first device (Fairmile Lane) showed that the westbound 85%ile speed of traffic travelling along the road was 39mph, with a 7-day average daily westbound flow of 6935 vehicles. The mean speed was 34mph.

The eastbound 85%ile speed of traffic travelling along the road was found to be 40mph, with a 7day average daily eastbound flow of 7413 vehicles. The mean speed was 34mph.

The data obtained by the second device (Vincent Road) showed that the westbound 85%ile speed of traffic travelling along the road was 36mph, with a 7-day average daily westbound flow of 8640 vehicles. The mean speed was 31mph.

Similarly the eastbound 85%ile speed of traffic travelling along the road was found to be 37mph, with a 7-day average daily eastbound flow of 8074 vehicles. The mean speed was 32mph.

More recently a radar gun survey of daytime, off-peak, free-flowing traffic was undertaken on 6 August 2013, using the same locations as the 2011 survey.

The results are shown in the following table:

Automatic Traffic Counter (mph)	Westbound 85%ile	Eastbound 85%ile	Westbound mean	Eastbound mean
Fairmile Lane	38	39	34	35
Vincent Road	34	34	31	31

2013 Data

In the last three years there has been a total of 7 personal injury collisions on Stoke Road,

between the junctions of Tilt Road (west) and Blundel Lane.
These are summarised in the table below:

Location/near to	Collisions	Date	Nature
Tilt Road (west)	1	15/11/2012	Serious
Ravenswood Close	2	30/03/2010 20/06/2010	Slight (Speed-related) Slight
Oak Road	1	19/07/2011	Slight
Oxshott Way	1	04/11/2010	Slight
Fairmile Lane	1	16/03/2012	Slight
Station Road	1	07/08/2012	Slight

As shown, Surrey Police determined that speed was a contributory factor in only one of these collisions.

Three of the above collisions involved vehicles hitting the rear of queuing traffic.

The total personal injury collisions per year are:

Year	No. of collisions
2010	3
2011	1
2012	3
2013	0

3. OPTIONS AND DISCUSSION:

Option 1 - Speed cushions - (See Drg No. PC0246-001)

In accordance with current advice a longitudinal spacing of 80 metres between cushions has been used.

Given that this road is a bus route, standard practice is to use cushions of a width that can be straddled by such vehicles, to minimise discomfort. This also allows all wide-wheelbased vehicles to pass relatively unimpeded; therefore speed-reduction is limited to cars and the like. Two-wheeled vehicles are able to bypass these measures using the gaps between adjacent cushions.

Speed cushions are rarely used on 'A' class roads, where the road's function is to carry large volumes of traffic at reasonable speed. Additionally this road is a gritting route but during times of snow, ploughs would be unable to clear fully, due to the raise profile of these measures.

Such vertical deflection is also generally unpopular with car drivers due to the wear and tear on their vehicles and is often unpopular with adjacent residents due to the noise generated.

A previous study of similar traffic calming on major roads, showed only a 2% reduction in

personal injury collisions resulting in slight injury.

Drivers can often be more focused of their driving line through speed cushions, than on other road users or events.

Option 2 - Central islands - (See Drg No. PC0246-002)

This Option shows the introduction of additional pedestrian refuges, along with the existing pedestrian refuges near Ravenswood Close and Fairmile Lane.

Only a few locations are suitable for new central islands as their presence restricts turning movements at side roads and private vehicular accesses, when placed too close.

The central islands shown, can be constructed within the existing public highway, but would require the existing carriageway to be widened locally to accommodate. On both sides of Stoke Road there is British Telecom (BT) apparatus present. At the locations of proposed carriageway widening, BT apparatus would need to be lowered at significant cost.

Central islands are unpopular with cyclists who can get 'squeezed' by passing motorists, when lane widths are narrow. However increasing the lane width at these measures to better accommodate cyclists, negates any speed reducing effect.

An alternative would be to change the use of the adjacent footways to a shared facility between pedestrians and cyclists. That said, those cycling long distances would generally not use such a facility given the need to give way at the various side roads along the route. Similar schemes have also proven unpopular with residents, who are concerned of potential conflict when egressing their properties.

It is difficult to know what amount of speed reduction would be possible although it is known that the presence of islands do generally reduce speeds by a few miles an hour. Due to the lack of suitable sites, it would not be possible to install a significant enough number of islands to achieve a decent amount of speed reduction over the whole length of road.

Option 3 - Roundabouts - (See Drg No. PC0246-003)

This Option shows the locations at which mini-roundabouts would be suitable, based on current advice. TD 54/07 Design of Mini Roundabouts states that such measures must NOT be used at a junction where the forecast traffic flow on any arm, is below 500 vehicles per day (2-way Annual Average Daily Traffic).

Due to the staggered layout of the junction with Station Road and Blundel Lane, a double mini-roundabout would be required. However this arrangement could cause confusion to drivers and doesn't allow any vehicle bigger than a car to queue between the roundabouts. As an alternative, the plan also shows the layout of a 'standard' roundabout which would be a more appropriate option in this instance.

However, the introduction of any scheme that gave priority to the side roads would inevitably cause vehicles to queue. This would be a serious issue on the railway bridge southeast of Blundel Lane, where forward visibility is poor, and would no doubt result in shunt type

accidents involving westbound traffic.

Whilst reducing speed locally, the sporadic positioning of these measures would have little overall effect to control vehicle speeds.

The construction of a standard roundabout at the junction of Stoke Road and Station Road / Blundel Lane would involve the acquisition of land and a significant upgrade of street lighting.

It should also be noted that any improvement to this junction, could make Blundell Lane a more desirable route for vehicles and thus may be unpopular with residents of that road.

Both roundabout options for Stoke Road j/w Blundel Lane / Station Road would result in the existing bus stop outside The Plough to be relocated.

Option 4 – Do nothing

In accordance with current County Speed Limit policy the existing speed limit of 40mph is appropriate for the type and nature of this road.

OTHER TYPES OF MEASURES CONSIDERED BUT NOT FULLY INVESTIGATED DUE TO THE INAPPROPRIATENESS OF THE SITE:

Chicanes

This type of measure requires the installation of central islands with the addition of kerb buildouts. These are generally unpopular and often give rise to vehicle strikes.

As with Option 1 these islands can only be introduced at locations where they will not unduly affect turning movements. There is insufficient room to accommodate such measures along this length of Stoke Road.

Road Tables

Tables provide better speed control, than speed cushions, for all vehicles, but they also affect emergency vehicle response times.

Tables are also more unpopular than speed cushions, due to increased noise generation and driver / passenger discomfort.

Pinch Point / Priority Give Way

Given the amount of two-way traffic on Stoke Road, such measures would cause significant congestion and create pollution due to waiting vehicles. They could also give rise to collisions between opposing flows of traffic when drivers become impatient.

4. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

The table below shows the various Options and an estimated cost for each. Additionally the main advantages and disadvantages are also tabulated.

Unfortunately there is a lack of statistical information available, regarding the average number of personal injury collisions associated with certain engineering measures. Coupled with a

historical lack of personal injury collisions for this route, it makes any cost benefit difficult to calculate.

Please note the following costs have not been included in these estimates:

Additional street lighting

Diversions to Statutory Undertakers' apparatus

Legal and design processes

It is also assumed that all land required to construct these options is highway owned

Option	Advantages	Disadvantages	Cost
Speed Cushions	Positive speed control	Noise. Will not affect larger vehicles or motorbikes. Winter maintenance affected	£30k
Central islands	Provide more crossing points for pedestrians	Questionable effect on traffic speeds. Issue with cyclists. Requires relocation of statutory undertakers' apparatus.	£40k NB – Does not include street lighting costs or Statutory undertakers' diversion costs
Roundabouts	Physically controls vehicle speeds	Limited locations available. Possible land issues and relocation of statutory undertakers' apparatus.	£15k – Fairmile £25k – Blundel mini RAB £60k - Blundel standard RAB. NB – Does not include street lighting costs or Statutory undertakers' diversion costs
Do nothing	Supported by Police and in line with current Policy.	No effect on speed	£0

5. CONCLUSION AND RECOMMENDATION:

In summary, in order to enable a 30mph speed limit to be introduced, the Options for A245 Stoke Road are:

Speed cushions

Though they would provide positive control on speed it is difficult to assess how much of an effect such measures would have, therefore a review would be imperative. Vertical deflection is generally not recommended for 'A' classified roads. It also generates noise and causes problems for snow ploughs due to the raised profile. This is an issue, given Stoke Road's position in the road hierarchy.

Central islands

Though they would provide additional crossing locations, central islands have a limited effect on vehicle speeds whilst creating a potential issue for cyclists. Additionally statutory undertakers' apparatus would need to be diverted.

Roundabouts

Whilst providing better control of speed and movement at junctions, these measures cannot be located at regular enough intervals to have much of an effect on average speed. There is also the potential to make the side roads more desirable to rat running traffic. Statutory undertakers' apparatus would need to be diverted and additional street lighting required.

It should be noted that the introduction of any physical measures will change the dynamics of the road, and could in some instances give rise to collisions where previously there were none.

Additionally the Option to retain the 40mph speed limit is:

Do nothing

No change to the existing situation, hence no effect on speed.

It should be noted that it is in line with the Surrey speed limit policy and supported by Surrey Police.

Given the status and nature of Stoke Road and the various physical constraints of the existing road geometry, the introduction of the various measures available is problematic and the merits questionable. It is extremely unlikely that a reduction in vehicle speed would alter the road environment, such that an increase in walking and cycling would be generated, and the low number of personal injury collisions does not give an obvious cost benefit.

As such, in order of preference the Options are:

- 1) Do nothing
- 2) Central islands (with a review to see whether further measures are required)

Not suggested for progression:

- 3) Speed cushions
- 4) Roundabouts

Therefore the preferred Option is '**Do nothing**'

6. APPENDICES:

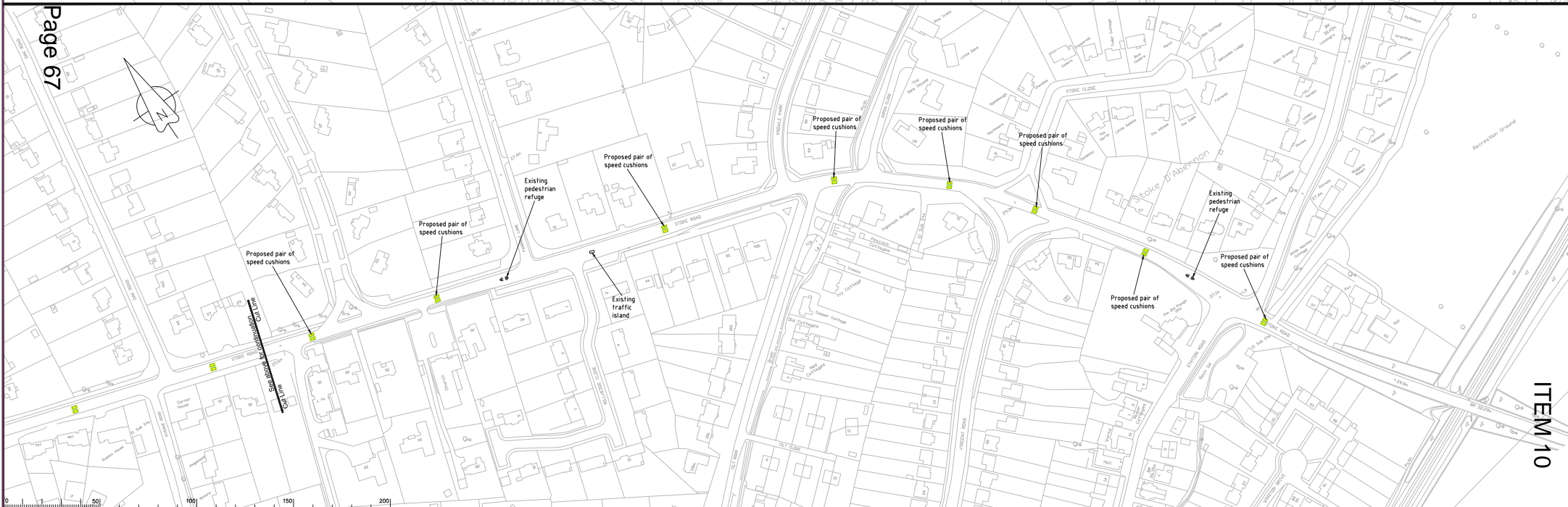
Appendix A - Drawings showing proposed options (Annexes B,C & D of Local Committee report):

Drg. No. 0246-001 – Option 1: Proposed speed cushions

Drg. No. 0246-002 – Option 2: Proposed central islands

Drg. No. 0246-003 – Option 3: Proposed roundabouts

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Checked by	ARC	ARC	Date
originator	ARC	ARC	AUG 13
Approved by	MA	MA	AUG 13

Project No. PC0246
 Contract Sheet No. 0246-001
 Drawing No. 0246-001
 Classification CONSULTATION

Project
 A245 Stoke Road, Cobham
 Feasibility Study for 30mph Speed Limit
 Option 1 - Proposed Speed Cushions

Project No. PC0246
 Contract Sheet No. 0246-001
 Drawing No. 0246-001
 Classification CONSULTATION

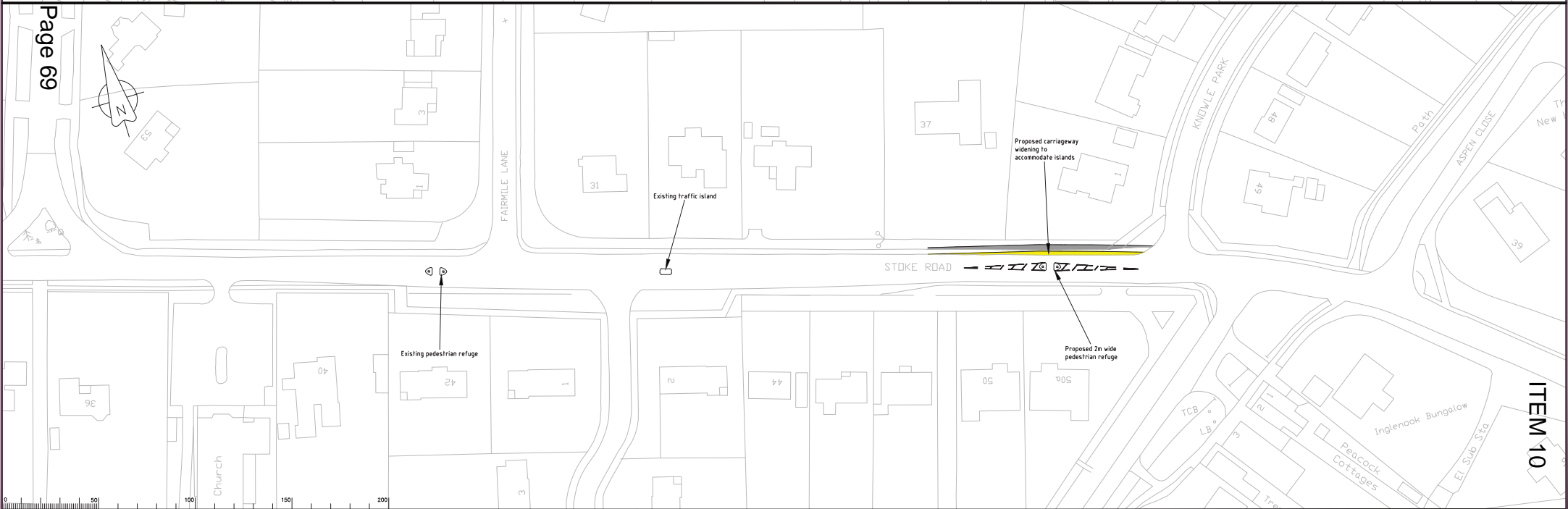
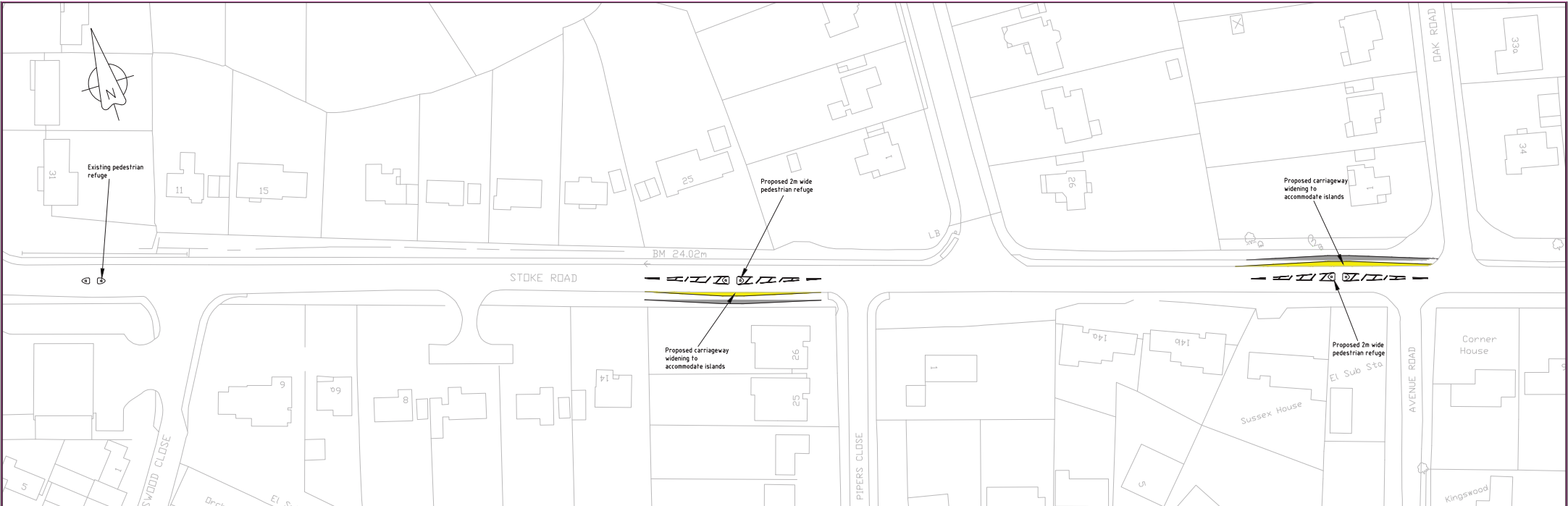
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SHEET 1 OF 1

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ITEM 10

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ITEM 10

- Notes
- 1. Denotes new carriageway construction
 - 2. Denotes new footway construction

Rev.	Description	Drwn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date

North Point		Project	
As shown			
Checked by	ARC	ARC	AUG 13
Checked by	ARC	ARC	AUG 13
Approved by	MA	MA	AUG 13

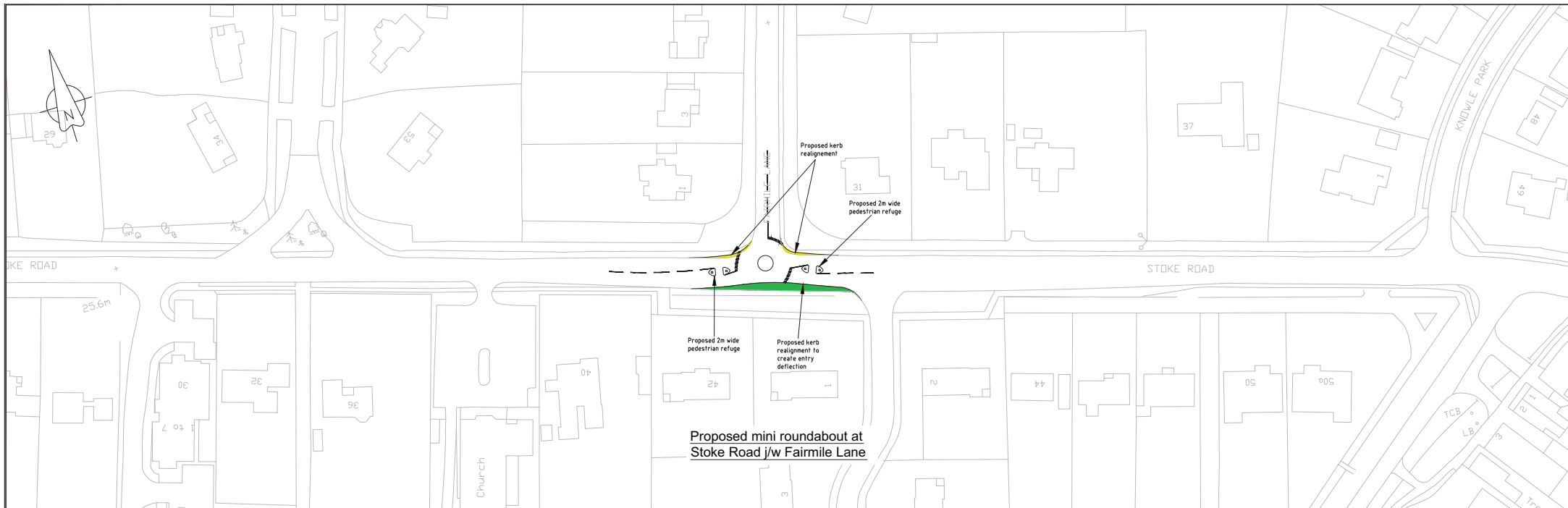
Project: A245 Stoke Road, Cobham
 Feasibility Study for 30mph Speed Limit
 Option 2 - Proposed Islands

Project No. PC0246
 Contract Sheet No. 0246-002
 Drawing No. -
 Rev. -
 Classification: CONSULTATION

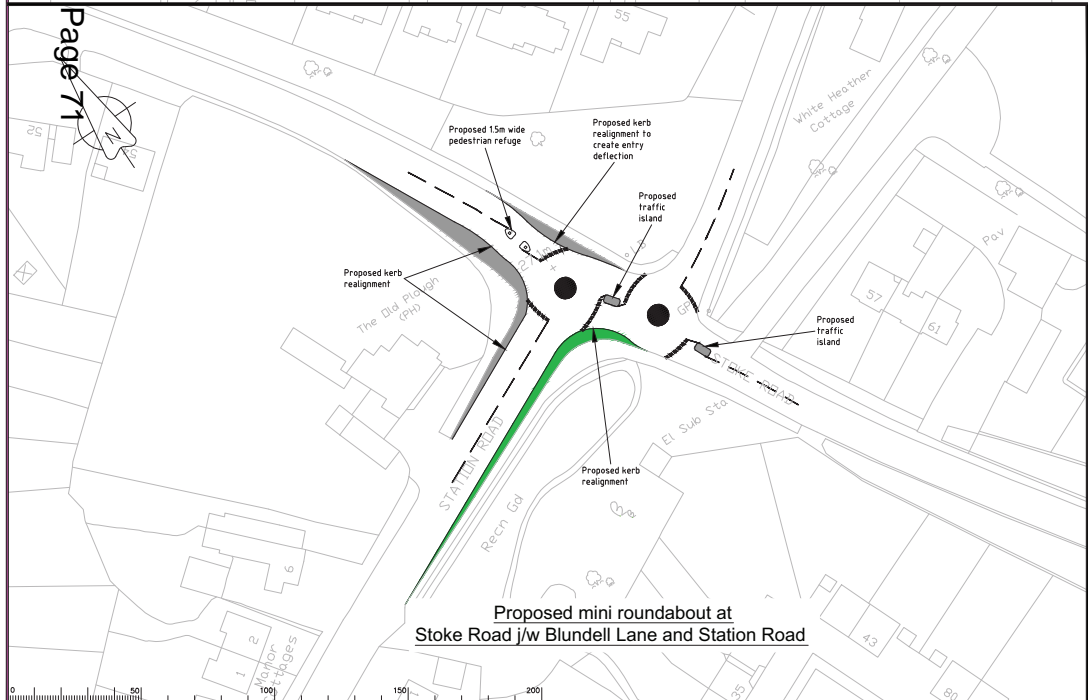
SHEET 1 OF 1



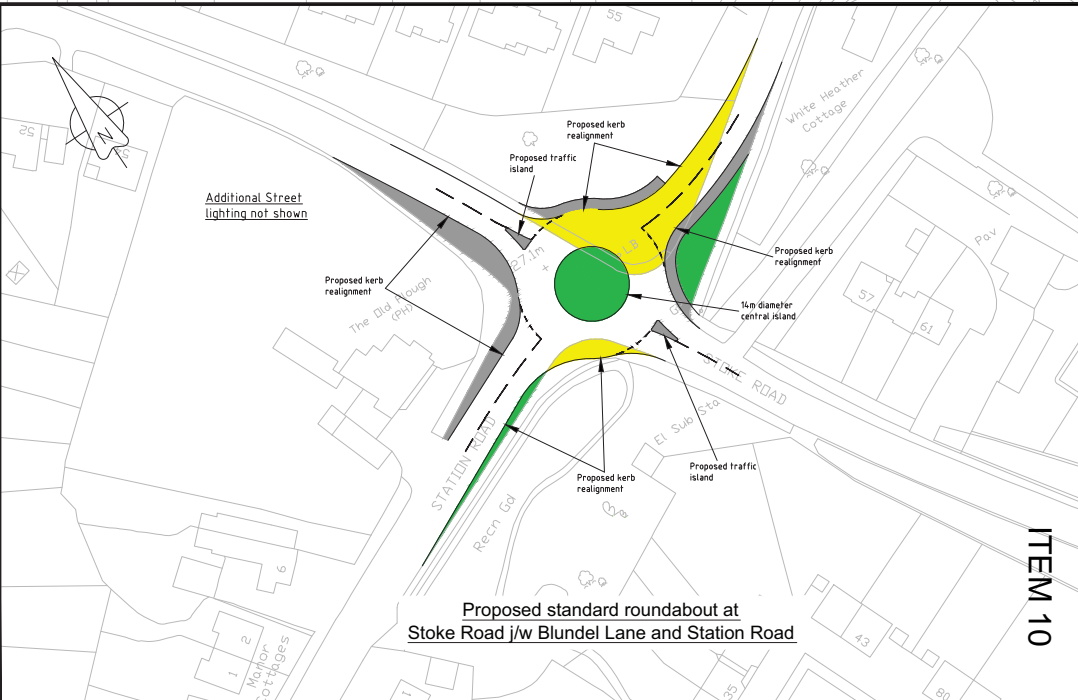
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Proposed mini roundabout at Stoke Road j/w Fairmile Lane



Proposed mini roundabout at Stoke Road j/w Blundell Lane and Station Road



Proposed standard roundabout at Stoke Road j/w Blundell Lane and Station Road

- Notes
- Denotes new carriageway construction
 - Denotes new footway construction
 - Denotes new verge

Rev.	Description	Drwn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date

Checked by	Date	Checked by	Date
ARC	AUG 13	ARC	AUG 13
ARC	AUG 13	ARC	AUG 13
MA	AUG 13	MA	AUG 13

Project: A245 Stoke Road, Cobham
Feasibility Study for 30mph Speed Limit
Option 3 - Proposed Roundabouts

Project No. PC0246
Contract Sheet No. 0246-003
Drawing No. -
Classification: CONSULTATION

SHEET 1 OF 1

ITEM 10

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SURREY COUNTY COUNCIL**LOCAL COMMITTEE (ELMBRIDGE)****DATE: 18TH NOVEMBER 2013****LEAD OFFICER: NICK HEALEY, AREA TEAM MANAGER (NE)****SUBJECT: HIGHWAYS UPDATE****DIVISION: ALL****SUMMARY OF ISSUE:**

This report summarises progress with the Local Committee's programme of Highways works for the Financial Year 2013-14.

Members are asked to work with the Area Team Manager to identify their Divisional Programmes for 2014-15.

RECOMMENDATIONS:

The Local Committee (Elmbridge) is asked to:

- (i) Authorise the Area Team Manager in consultation with the Chairman, Vice Chairman, to decide Divisional Programmes for next Financial Year, in the event that individual Divisional Members have not indicated their priorities by 31st December 2013 (paragraph 2.13 refers);
- (ii) Authorise the Area Team Manager in consultation with the Chairman, Vice Chairman, and relevant Divisional Member(s) to undertake all necessary procedures to deliver the agreed programmes.

REASONS FOR RECOMMENDATIONS:

The recommendations are intended to enable the 2014-15 Highways programmes funded by the Local Committee to be decided in good time to facilitate timely delivery of those programmes.

1. INTRODUCTION AND BACKGROUND:

- 1.1 Surrey County Council's Local Transport Plan (LTP) aims to improve the highway network for all users. In general terms it aims to reduce congestion, improve accessibility, reduce the frequency and severity of road casualties, improve the environment, and maintain the network so that it is safe for public use.

1.2 The Local Committee in Elmbridge has been delegated Highway budgets in the current Financial Year 2013-14 as follows:

- Local Revenue: £266,620
- Community Enhancement: £45,000
- Capital Integrated Transport Schemes: £202,084
- Capital Maintenance: £202,084
- Capital underspend carried forward from 2012-13: £59,030
- **Total: £774,818**
(2013-14 budget £715,788 + 2012-13 carry forward £59,030)

1.3 The funds delegated to the Local Committee are in addition to funds allocated at a County level to cover various Highways maintenance and improvement activities, including inspection and repair of safety defects, resurfacing, structures, vegetation maintenance, and drainage.

2. ANALYSIS:

Annual Local Revenue and Capital Programmes

2.1 In November 2012 Committee approved the 2013-14 budget allocations shown in Table 1 below:

Table 1 Approved allocation of budgets for 2013-14

Approved allocation	Amount
Pooled Revenue	£175,000
Street Smart	£40,000
Divisional Allocations	£500,788 (£55,643 per Division)
Total	£715,788

2.2 The Pooled Revenue is being used to fund the following activities:

- Ditching programme in partnership with Elmbridge Borough Council: £40,000
- Community Gang (1 week in 3): approximately £50,000
- Extra jetting (6 weeks spread through the FY): £30,000
- Contribution to Annual Parking Review: £10,000
- Signs and road markings
- Other reactive maintenance works

2.3 Table 2 below summarises progress with last Financial Year's Integrated Transport Schemes that have been carried forwards into 2013-14.

Table 2 Progress with carried forward Capital Programme

Scheme	Description	Progress	Cost
Weybridge Station	Review of highway network in the vicinity of Weybridge Station Feasibility only this FY	In feasibility – on completion will need to review with Divisional Member	tbc
Oxshott Speed Management Package	Phase 1: Extension of speed limit Phase 2: Hard standing for mobile enforcement	Phase 1 completed in 2012-13 Phase 2 in design	Funded by Road Safety Team
Cleves School	New pedestrian crossing	Complete	Costs to be covered by developer contributions
Fairmile Lane safety improvements	Casualty reduction scheme at junction with Miles Lane	Detailed design complete, no funding available for construction. Construction cost would be approx £45,000.	Design fees only this FY
Church Street, Cobham – Weight Restriction	New weight restriction.	Power supply connections to illuminated signs now complete.	£5,300
Manor Court	LSR	Variation order on receipt of final account for last FY's scheme	£500
Ashley School	Improved pedestrian crossing facilities	Stage 3 Road Safety Audit works	£2,000 <i>(Possible developer funding)</i>
Ockham Lane	New weight restriction	Contribution to joint scheme with Guildford Local Committee	£1,000

2.4 No funding has been identified for construction of the Weybridge Station schemes. At the conclusion of this feasibility study officers will review any options identified with the Divisional Member, before making recommendations as to which measures should be taken forwards for detailed design and construction. Alternatively if the available options are not considered adequate, the scope of the feasibility study could be broadened to consider what measures could be implemented in the context of an Intermediate or Major Scheme.

2.5 The Fairmile Lane scheme is a casualty reduction scheme. The detailed design is complete. Unfortunately no funding has been identified to construct the scheme at the present time.

2013-14 Divisional Programmes

2.6 The Divisional Programmes have been developed in consultation with Members to invest the nine £55,643 Divisional Allocations in maintenance and improvement schemes across the Borough. Although it is not possible to spend precisely £55,643 in each Division, the Divisional Programmes have

been designed to provide as even a share in each Division as is reasonably practical.

2.7 Table 3 details progress with this Financial Year's Divisional Programmes.

Table 3 Progress with 2013-14 Divisional Programmes

Location	Proposed works	Cost	Status
New Road, West Molesey	New Traffic Island	£20,000	Complete.
St Peter's Road, West Molesey	New drainage system	£45,000	In design.
Limes Road, Weybridge	LSR, whole road	£12,300	Complete.
Old Avenue, Weybridge	LSR, from bellmouth to outside Clevedon	£5,000	Complete.
Mulberry Close, Walton	Footway slurry	£4,300	Complete.
Churchfield Place, Weybridge	Footway slurry, one side only, 3no. Gullies and reprofile to prevent ponding at junction	£15,000	Footway complete. Drainage works to follow.
Coveham Crescent, Cobham	LSR, whole road	£41,300	Complete.
Stoke Road, Cobham	Speed limit feasibility	£10,000	See separate report.
Westcar Lane, Hersham	LSR, at junction with Burwood Road and other needy sections	-	Complete. Costs now covered by Project Horizon.
Pratts Lane, Hersham	LSR, whole road	£4,000	Complete.
Linfield Close, Hersham	LSR, whole road	£22,000	Complete.
Burwood Road, Hersham	School safety measures feasibility study	£5,000	See separate report.
Meadow Road, Claygate	LSR, whole road	£96,000	Complete. <i>Torrington Road was resurfaced at the same time as part of Project Horizon Year 1 programme.</i>
Wrens Hill, Oxshott	LSR, bellmouth only	£4,900	Complete. <i>£2,000 contribution from Member. £1,800 contribution from Residents' Association.</i>

Location	Proposed works	Cost	Status
Trystings Close and Oakhill	LSR	£20,000	Complete.
Winterdown Road, Esher	LSR, whole road	£112,000	Complete. <i>£3,888 contribution from Member.</i>
Manor Road jw Arnison Road	LSR, junction only	£23,000	Completed as single scheme with Vine Road jw Church Road.
Vine Road jw Church Road	LSR, junction only	-	Completed as single scheme with Manor Road jw Arnison Road.
Long Ditton Schools	School safety measures feasibility study	£20,000	In feasibility
Windmill Lane, Thames Ditton	LSR, Effingham Road end only	-	Due to be treated as a retread site. Delayed due to contractual issues.
Carlton Road, Walton	Footway slurry	£30,000	Complete.
Mayo Road, Walton	LSR	£14,000	Complete.
Rydens Road	New pedestrian crossing	£4,000	Feasibility / detailed design only this Financial Year. <i>Funded from £3,888 contribution from Member.</i>
Anderson Road, Weybridge	LSR	£13,000	Complete.
Oatlands Drive, Walton	Cycle lanes and traffic calming	£27,000	In design.
Total programme value, including carried forward Capital Schemes		£556,600	

- 2.8 The total value of the capital programme exceeds the £500,788 total value of the Divisional Allocations by approximately £56,000. This excess can be funded from the £59,030 carried forward from last Financial Year, leaving a small contingency to cover any further unforeseen cost variation.
- 2.9 The feasibility studies for Stoke Road, Cobham, and for Burwood Road, Hersham, have been completed, and are reported separately.
- 2.10 Officers will keep the Chairman, Vice Chairman and appropriate Divisional Member updated as the remaining schemes are delivered, taking decisions as necessary to ensure the programmes are delivered, and cost variations managed. It is recommended to authorise the Area Team Manager to identify and prioritise additional schemes as necessary to ensure the

remainder of this Financial Year's budgets are fully invested in the road network in Elmbridge, in consultation with the Chairman, Vice Chairman, and relevant Divisional Member(s).

Programme Monitoring and Reporting

- 2.11 Officers will update Committee with progress in the delivery of its works programmes at each Committee meeting. In addition Committee Chairmen are provided with detailed monthly finance updates, which detail all the orders raised against the various budgets, as well as the works planned for each of the budgets.

Priorities for 2014-15

- 2.12 Table 4 shows next Financial Year's budget allocations that were approved by Committee in September 2013.

Table 4 Approved allocation of budgets for 2014-15

Approved allocation	Amount
Pooled Revenue To cover various revenue concerns across the Borough for example: drainage and ditching, patching and kerb works, parking, minor safety schemes, extra vegetation. The Community Gang would be funded from this allocation.	£175,000
Street Smart	£40,000
Divisional Allocations	£500,788 (£55,643 per Division)
Total	£715,788

- 2.13 In November 2013 all Divisional Members were provided with a list of priced options, and asked to indicate their priorities for next Financial Year. Members are encouraged to indicate their priorities by Christmas 2013, to enable officers to plan for the delivery of next Financial Year's programme of works. In the event that Divisional Members do not indicate their priorities in good time to finalise next Financial Year's programme it is recommended to authorise the Area Team Manager to decide Divisional Programmes on their behalf, in consultation with the Chairman and Vice Chairman. It is recommended to set a deadline of 31st December for Divisional Members to indicate their priorities.

3. OPTIONS:

- 3.1 None at this stage. Officers will revert to the Chairman, Vice Chairman and Divisional Member, or indeed the Committee as appropriate, whenever preferred options need to be identified.

4. CONSULTATIONS:

- 4.1 None at this stage. Officers will consult the Chairman, Vice Chairman and Divisional Members as appropriate in the delivery of the programmes detailed above.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 The financial implications of this paper are detailed in section 2 above.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

6.1 It is an objective of Surrey Highways to treat all users of the public highway equally and with understanding.

7. LOCALISM:

7.1 The Local Committee prioritises its expenditure according to local priorities.

8. OTHER IMPLICATIONS:

8.1 A well-managed highway network can contribute to reduction in crime and disorder as well as improve peoples' perception of crime.

9. CONCLUSION:

9.1 This Financial Year's programmes are being delivered.

9.2 Members are asked to work with Officers to identify individual schemes for next Financial Year's Divisional Programmes.

10. WHAT HAPPENS NEXT:

10.1 The Area Team Manager will work with Divisional Members, the Chairman and Vice-Chairman to deliver this Financial Year's Divisional Programmes, and to identify individual schemes for next Financial Year's Divisional Programmes.

Contact Officer: Nick Healey, Area Team Manager (NE)

Consulted: Committee, in the development of the recommended strategy for next Financial Year's budgets.

Annexes: 0

Sources/background papers: None.

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SURREY COUNTY COUNCIL**LOCAL COMMITTEE (ELMBRIDGE)****DATE:** 18 November 2013**LEAD OFFICER:** Andrew Pollard
Business Advice & Partnership Manager**SUBJECT:** Surrey Trading Standards work in Elmbridge during 2013**DIVISION:** ALL ELMBRIDGE DIVISIONS

<u>SUMMARY OF ISSUE:</u>
A report to provide an update on Surrey Trading Standards work affecting Elmbridge Borough in 2013, including changes.
<u>RECOMMENDATIONS:</u>
The Local Committee (Elmbridge) is asked to note (i) the content of the report and provide feedback to help us enhance our understanding of, and response to, local needs and issues.
<u>REASONS FOR RECOMMENDATIONS:</u>
This report is for information only and does not contain any recommendations for decision.

1. INTRODUCTION AND BACKGROUND:

- 1.1 Surrey Trading Standards have responsibility for dealing with unsafe or unfair trading practices and applying regulations in relation to quality, quantity, safety, description and price. We also enforce regulations covering the composition, labelling and advertising of food and ensuring animal health and welfare on farms, minimising the risk of spread of animal disease.
- 1.2 We support and educate reputable businesses, providing information and advice on consumer and regulatory issues.
- 1.3 We tackle rogue traders and deceptive business practices, protecting all Surrey residents, particularly the most vulnerable, from anti social behaviour, doorstep deception, scams and other illegal practices

2. ANALYSIS:

2.1 Business Advice:

Surrey Trading Standards operates a business advice line 5 days a week for businesses based in Surrey. We offer free initial advice on consumer protection legislation and free signposting to other sources of information, including trader advice leaflets.

In 2013 we have dealt with 215 enquiries from businesses based in Elmbridge seeking advice on such things as civil rights when dealing with customers and how to label food.

We also promote the Better Regulation Delivery Office (BRDO) Primary Authority scheme to businesses, which offers them more protection from prosecution. Businesses in Elmbridge that have signed up for a Primary Authority partnership include Dairy Crest and Hi Spirits, a spirit drink distributor.

We recently gave a talk on our services to the Elmbridge Business Network to make them aware of the free services that we have on offer to businesses in Elmbridge.

2.2 Buy With Confidence approved trader scheme:

The Buy With Confidence (BWC) scheme is an approved register of businesses, which have been thoroughly vetted and approved by Trading Standards to ensure that they operate in a legal, honest and fair way.

Surrey has 443 members; 22 members are in the borough of Elmbridge; there has been an increase in Elmbridge membership of 1 member since 2012 and 2 applicants are awaiting approval.

A new 'Buy with Confidence Directory' is now available through the SCC Contact Centre, Local District and Borough Councils including libraries and Citizens Advice Bureaus in Elmbridge.

We have attended events in the Borough including the Elmbridge Business Network and more recently the Cobham & Downside Residents Association evening, where the directory has been distributed.

Surrey Trading Standards have been promoting the Buy with Confidence approved trader scheme with a pull up display in The Dittons, Walton and Molesey libraries at various times between August and October this year.

BWC members, until recent legislative changes, could also join the 'Support With Confidence' (SWC) scheme. SWC provides a list of care and support services (including financial advisors, solicitors, disabled adaptations, plumbers and cleaning companies), who have undergone appropriate training and background checks and enables residents to select care using funding under the new national regime of Self Directed Support.

There are a total of 54 SWC Members in Surrey including 3 based in Elmbridge – Caring Solutions, a company specialising in bathroom adaptations for the disabled/elderly, ABW Heating, and R P Brown plumbing.

2.3 **Eat Out Eat Well (EOEW):**

The 'Eat Out Eat Well' Award has been developed to reward caterers throughout Surrey who make it easier for their customers to make healthy choices when eating out. It has three levels – Bronze, Silver and Gold, and is symbolised by an apple logo in the shape of a heart.

There are currently 160 active members of the healthy eating scheme in Surrey with 28 of these based in Elmbridge. Members include The Elmbridge Xcel Leisure Complex, The Good Earth and Princess Alice Hospice.

Surrey Trading Standards work in partnership with Elmbridge Environmental Health to identify possible EOEW members, carry out assessments and to help develop and publicise the scheme.

A number of nutrition training courses for EOEW members to help them achieve Gold have been carried out at Elmbridge Borough Council.

2.4 **Doorstep Crime/Rogue Trading:**

Surrey Trading Standards Rapid Action Team has recorded 13 interventions in the last 12 months regarding doorstep conmen in the borough of Elmbridge. The Rapid Action Team is made up of dedicated officers who respond to calls for help from consumers and other organisations by offering advice and attending the scene of alleged doorstep crime. Surrey Police are always in attendance as part of partnership working and consumer/officer safety.

2.5 **TV show (Hunting the Doorstep Conmen):**

This two part series ran at 9pm on BBC1 during July 2013 on national TV. Hunting the Door Step Conmen (episode 2) featured Surrey County Council's Trading Standards Service Rapid Action Team challenging and confronting Door Step Traders, executing warrants at two addresses where suspects were arrested for rogue trading incidents concerning fraudulent building work and money laundering. Viewers included consumers and businesses in the Elmbridge BC area.

2.6 **No Cold Calling Sticker Scheme:**

Surrey County Council Trading Standards were one of the first authorities in the country to develop a no cold call sticker scheme. We work closely with Surrey Police and other agencies to help reduce incidents of distraction burglary and rogue trading. Our sticker initiative is designed to empower residents, giving them the confidence to deal with cold calling traders.

"Stop Cold Calling" leaflets with "Superstickers" have been distributed to 150,000 Surrey partners including approximately 10,000 to Elmbridge contacts including libraries, Elmbridge BC, Elmbridge Reablement Team and Walton Stroke Group.

2.7 **Scam Hub project:**

Surrey County Council Trading Standards Service is taking part in a major project in the South East of England, including Elmbridge, known as the "Scam Hub".

Recently, the Metropolitan Police intercepted a large consignment of scam mail at Heathrow Airport. This was known as 'Operation Sterling'. Amongst the consignment was a list of scam victims. Surrey Trading Standards has been in receipt of approximately 1000 of these names located within the county. As part of the project, the service is making contact with all of these people to offer support to those identified to be at risk of financial abuse from scams.

A total of 107 possible victims within Elmbridge Borough have been contacted.

2.8 **Working with the Illegal Money Lending Team (IMLT):**

The IMLT have been set up to tackle loan sharks who lend money without the appropriate licence issued by the Office of Fair Trading. Loan Sharks rarely, if ever, give any paperwork and if payments are missed they often use intimidation and violence to get money from their 'clients'. Surrey Trading Standards work in partnership with the IMLT including taking part in several targeted campaigns across Surrey using social and economic "mapping techniques". The IMLT have also completed training with Elmbridge Housing Association staff to make them more aware of loan sharks and money lending.

The IMLT are training Surrey Police and are willing to run sessions for Council and Housing Association staff and local Benefit Fraud Investigation Teams.

There is presently no Intel regarding specific 'hotspots' for loan shark activity in the Elmbridge area.

2.9 **Social media-** Including TS @lerts:

Trading Standards issue regular information about our service on facebook, twitter and through TS@lerts.

TS @lerts is a weekly email news bulletin produced by Surrey County Council Trading Standards Service that contains information on rogue traders, frauds, scams, product recalls, etc. For example, there has been a recent product recall on FlexPen products that may contain the wrong amount of insulin, which if the faulty batch was used could have life threatening consequences. The latest bulletins can be found at <http://www.surreycc.gov.uk/business-and-consumers/latest-news-for-business-and-consumers>

Evaluation of the TS @lerts service showed that initial mailing to approx 450 people in Surrey is then disseminated to over 8,000. A proportion of this information will have been received by people in the Elmbridge area. To sign up to TS @lerts contact trading.standards@surreycc.gov.uk

2.10 **Animal Health:**

Animal health legislation exists to protect both human, through the food chain, and animal health. This prevents the introduction of serious, notifiable diseases such as Foot and Mouth and includes requirements for maintaining records and ensuring livestock are identified. Measures also exist to protect the welfare of livestock, whether on farms, in transit or at abattoirs.

Animal Health visits are based on Intel and DEFRA requests; there is nothing additional to report at this time.

2.11 **Petroleum:**

Surrey County Council Trading Standards has been involved with improvements to a number of Petrol Filling Stations in the Elmbridge area, as well as our normal licensing activities. The licensing function includes the service having a role overseeing the ongoing processes, both physical and managerial, to reduce the risk of both fire and explosion.

2.12 **Under Age Sales:**

Historically the focus of trading standards work was on test purchasing and enforcement, however since early 2013 we have increased the number of advice visits carried out at retail premises.

Premises are targeted for advice visits on the basis of intelligence and risk assessment. We aim to work closely with local businesses providing advice and support to assist them to comply with their legal responsibilities in relation to age restricted products. This year there has been 9 advice visits to premises in Elmbridge. In addition intelligence led test purchasing is carried out in partnership with Surrey Police in accordance with the Code of Practice for Regulatory Delivery for Age Restricted Products. There has been no intelligence led test purchasing in Elmbridge in 2013.

2.13 **Food Standards:**

Surrey Trading Standards is responsible for enforcing food standards e.g. the labelling and quality of food, to ensure consumers are not misled.

We carry out this function in partnership with our colleagues at Elmbridge Environmental Health who are responsible for food hygiene and safety. As well as giving advice and dealing with enquiries and complaints we also visit food businesses to ensure they are trading fairly.

In 2013, we have so far visited 58 food premises in Elmbridge.

2.14 **Local Liaison:**

We have regular meetings between Elmbridge BC Environmental Health and Surrey Trading Standards as part of ongoing partnership working arrangements.

3. OPTIONS:

3.1 This report is for information only.

4. CONSULTATIONS:

4.1 This report is for information only.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 Trading Standards is a relatively small service, serving all 11 Districts and Boroughs within Surrey from its office based in Redhill. Annual savings were identified in a Public Value Review carried out in 2011. This has been achieved through restructuring the service, reducing management costs, reducing the number of teams, and increasing income, which is vital to the service. At the same time we have managed to maintain the service and front line posts. The service has a current annual budget of just over £2.45m of which there is an income expectation of over £300,000.

EQUALITIES AND DIVERSITY IMPLICATIONS:

6.1 There are no particular identified equalities and diversity implications that are raised by this report, however, Equalities Impact Assessments have been carried out in relation to key areas of the Service that are customer facing. Advice and education about doorstep crime is provided to vulnerable groups and we do talks for professional groups who can cascade our community safety messages to members of the public.

7. LOCALISM:

7.1 The purpose of this report is to update the Local Committee on the work taking place in Elmbridge.

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	The main areas that impact on community safety are age restricted sales and tackling doorstep crime and deception. We protect local residents in a range of ways and help to reduce the fear of crime.
Sustainability (including Climate Change and Carbon Emissions)	No significant implications arising from this report
Corporate Parenting/Looked After Children	No significant implications arising from this report
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report
Public Health	The main areas that impact on public health are age restricted sales, tackling doorstep crime and deception and promotion of the 'Eat Out Eat Well' healthy eating scheme.

9. CONCLUSION AND RECOMMENDATIONS:

9.1 The Local Committee is asked to note the report for information.

Initial Contact Officer: Andrew Pollard 01372 371680
andrew.pollard@surreycc.gov.uk

Consulted: Officers of Surrey Trading Standards only

Annexes: None

Sources/background papers: None

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SURREY COUNTY COUNCIL**LOCAL COMMITTEE (ELMBRIDGE)****DATE: 18 NOVEMBER 2013****LEAD OFFICER: SANDRA BROWN****SUBJECT: LOCAL COMMITTEE & MEMBERS' ALLOCATION FUNDING UPDATE****DIVISION: ALL****SUMMARY OF ISSUE:**

Surrey County Council Councillors receive funding to spend on local projects that help to promote social, economic or environmental well-being in the neighbourhoods and communities of Surrey. This funding is known as Members' Allocation.

For the financial year 2013/14 the County Council has allocated £12,876 revenue funding to each County Councillor and £35,000 capital funding to each Local Committee. This report provides an update on the projects that have been funded since May 2013 to date.

RECOMMENDATIONS:

The Local Committee (Elmbridge) is asked to note:

- (i) The amounts that have been spent from the Members' Allocation and Local Committee capital budgets, as set out in Annex 1 of this report.

REASONS FOR RECOMMENDATIONS:

The allocation of the Committee's budgets is intended to enhance the wellbeing of residents and make the best possible use of the funds. Greater transparency in the use of public funds is achieved with the publication of what Members' Allocation funding has been spent on.

1. INTRODUCTION AND BACKGROUND:

- 1.1 The County Council's Constitution sets out the overall Financial Framework for managing the Local Committee's delegated budgets and directs that this funding should be spent on local projects that promote the social, environmental and economic well-being of the area.
- 1.2 In allocating funds councillors are asked to have regard to Surrey County Council's Corporate Strategy 2010-14 Making A Difference that highlights five themes which make Surrey special and which it seeks to maintain:
 - A safe place to live;
 - A high standard of education;
 - A beautiful environment;
 - A vibrant economy;
 - A healthy population.
- 1.3 Member Allocation funding is made to organisations on a one-off basis, so that there should be no expectation of future funding for the same or similar purpose. It may not be used to benefit individuals, or to fund schools for direct delivery of the National Curriculum, or to support a political party.

2. ANALYSIS:

- 2.1 All the bids detailed in Annex 1 have been considered by and received support from the local county councillor and have been assessed by the Community Partnerships Team as meeting the County Council's required criteria.

3. OPTIONS:

- 3.1 The Committee is being asked to note the bids that have already been approved.

4. CONSULTATIONS:

- 4.1 In relation to new bids the local councillor will have discussed the bid with the applicant, and Community Partnerships Team will have consulted relevant Surrey County Council services and partner agencies as required.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 Each project detailed in this report has completed a standard application form giving details of timescales, purpose and other funding applications made. The county councillor proposing each project has assessed its merits prior to the project's approval. All bids are also scrutinised to ensure that they comply with the Council's Financial Framework and represent value for money.
- 5.2 The current financial position statement detailing the funding by each member of the Committee is attached at **Annex 1**. Please note these figures will not include any applications that were approved after the deadline for this report had past.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 The allocation of the Members' Allocation and Local Committee's budgets is intended to enhance the wellbeing of residents and make the best possible use of the funds. Funding is available to all residents, community groups or organisations based in, or serving, the area. The success of the bid depends entirely upon its ability to meet the agreed criteria, which is flexible.

7. LOCALISM:

- 7.1 The budgets are allocated by the local members to support the needs within their communities.

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	No significant implications arising from this report
Sustainability (including Climate Change and Carbon Emissions)	No significant implications arising from this report
Corporate Parenting/Looked After Children	No significant implications arising from this report
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report
Public Health	No significant implications arising from this report

9. CONCLUSION AND RECOMMENDATIONS:

- 9.1 The spending proposals put forward for this meeting have been assessed against the County standards for appropriateness and value for money within the agreed Financial Framework.

10. WHAT HAPPENS NEXT:

- 10.1 Payments to the organisations have, or will be paid to the applicants, and organisations are requested to provide publicity of the funding and also evidence that the funding has been spent within 6 months.

Contact Officer:

Delia Davies, Local Support Assistant – 01372 832607

Consulted:

- Local Members have considered and vetted the applications
- Community Partnership Team have assessed the applications

Annexes:

Annex 1 – The breakdown of spend to date per County Councillor

Sources/background papers:

- All bid forms are retained by the Community Partnerships Team

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Elmbridge Members Funding - Balance Remaining 2013-2014

Each County Councillor has £12,876 to spend on projects to benefit the local community, also an equal portion of the local committee's capital funding. ANNEX 1

				REVENUE	CAPITAL	DATE PAID
Mike Bennison	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	£12,876.00	£3,888.00	
	EF700199078	Love of Learning	Arts and Crafts in Oxshott and Claygate	£1,000.00		05.07.2013
	EF300363288	SCC, Highways Department	Grit Bin - Beaconsfield Road, Claygate	£1,000.00		31.07.2013
	EF800195028	Oxshott & Cobham Music Society	Publicity of the 2013-14 Season	£400.00		07.08.2013
	EF800197044	Claygate Allotment Assoc	Easy Access Equipment - Lightweight Petrol Brush Cutters	£370.00		07.08.2013
	EF800196873	Aluna Music Group	Musikidz Concert	£400.00		23.08.2013
	EF700205428	Claygate Music Festival	An Evening of Music Hall	£400.00		17.09.2013
	EF300368969	SCC, Childrens' Services	Looked After Children Fund	£500.00		25.10.2013
	EF300364544	SCC, Highways Department	Wren's Hill - Resurfacing of the whole road		£2,000.00	02.08.2013
		BALANCE REMAINING	£8,806.00	£1,888.00		

				REVENUE	CAPITAL	DATE PAID
Peter Hickman	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	£12,876.00	£3,888.00	
	EF800191013	Thames Ditton TA	Thames Ditton High Street Fair	£600.00		03.06.2013
	EF700201665	Thames Ditton Junior Sch	SATRO Science Day for Thames Ditton Junior School	£960.00		07.08.2013
	EF800202866	Thames Ditton TA	Thames Ditton High Street Christmas Fair	£606.00		16.10.2013
	EF300368969	SCC Childrens' Services	Looked After Children Fund	£500.00		25.10.2013
		BALANCE REMAINING	£10,210.00	£3,888.00		

				REVENUE	CAPITAL	DATE PAID
Margaret Hicks	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	£12,876.00	£3,888.00	
	EF700202213	Surrey Search & Rescue	Mapping Project	£450.00		07.08.2013
	EF800196873	Enigma	Comic Potential	£200.00		07.08.2013
	EF300364432	Surrey Highways	Tree Work in Fisher Close, Hersham	£925.00		31.07.2013
		BALANCE REMAINING	£11,301.00	£3,888.00		

				REVENUE	CAPITAL	DATE PAID
Rachael I Lake	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	£12,876.00	£3,888.00	
	EF700202209	Surrey Search & Rescue	Mobile Power Project	£350.00		07.08.2013
	EF700206422	Walton Heritage Group	Walton Heritage Day 2013	£764.00		17.09.2013
	EF800202613	Walton Business Group	Walton Festival of Light 2013	£500.00		16.10.2013
	EF300368969	SCC Childrens' Services	Looked After Children Fund	£500.00		25.10.2013
	EF700210939	Elmbridge Borough Council	Sports Personality Awards	£250.00		
	EF300366856	Surrey Highways	Rydens Road Feasibility Study	£3,900.00		31.10.2013
		BALANCE REMAINING	£6,612.00	£3,888.00		

Elmbridge Members Funding - Balance Remaining 2013-2014

Each County Councillor has £12,876 to spend on projects to benefit the local community, also an equal portion of the local committee's capital funding. ANNEX 1

ITEM 14

				REVENUE	CAPITAL	DATE PAID
Mary Lewis	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	£12,876.00	£3,888.00	
	EF400179149	Surrey Highways	Grit Bin - Lodge Close, Cobham	£1,000.00		27.09.2013
	EF400177119	Surrey Highways	Grit Bin - Canada Road/Lockhart Road	£1,000.00		27.09.2013
	EF800202104	Cobham Garden Club	Roof Repair	£1,068.00		02.10.2013
	EF800203191	Pipers Close Tree Work	Planting of Bulbs & Grass Seed	£100.00		16.10.2013
	EF300368969	SCC Childrens' Services	Looked After Children Fund	£500.00		25.10.2013
		BALANCE REMAINING		£9,208.00	£3,888.00	

				REVENUE	CAPITAL	DATE PAID
Christian Mahne	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	£12,876.00	£3,888.00	
	ELM1213062	Elm Business Network	Finance Conference (returned funding)	-£999.00		
	EF800198457	Enigma	Comic Potential	£250.00		05.09.2013
	EF300366685	Surrey County Council	Leisure Live	£500.00		13.09.2013
	EF300368969	SCC Childrens' Services	Looked After Children Fund	£500.00		25.10.2013
		BALANCE REMAINING		£12,625.00	£3,888.00	

				REVENUE	CAPITAL	DATE PAID
Ernest Mallett	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	£12,876.00	£3,888.00	
			BALANCE REMAINING	£12,876.00	£3,888.00	

				REVENUE	CAPITAL	DATE PAID
Tony Samuels	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	£12,876.00	£3,888.00	
	ELM1213062	Elm Business Network	Finance Conference (returned funding)	-£999.00		
	ELM1213051	Oatlands Rec Ground	Flag Pole (returned funding)	-£500.00		
	EF800202613	Walton Business Group	Walton Festival of Light	£500.00		16.10.2013
	EF300368969	SCC Childrens' Services	Looked After Children Fund	£500.00		25.10.2013
	EF800205192	St Mary's Oatlands Comm Centre	Upgrade Facilities		£1,000.00	
		St Mary's Oatlands Comm Centre	Plaque	£21.00		
		BALANCE REMAINING		£13,354.00	£2,888.00	

				REVENUE	CAPITAL	DATE PAID
Stuart Selleck	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	£12,876.00	£3,888.00	
	EF300365839	Surrey Highways	Tree Removal - Lower Green Road	£2,310.00		27.08.2013
	EF300368969	SCC Childrens' Services	Looked After Children Fund	£500.00		25.10.2013
	EF300363908	SCC, Highways Department	Garson Road - Resurfacing the whole of the road		£3,888.00	31.07.2013
		BALANCE REMAINING		£10,066.00	£0.00	