

# Agenda

Guildford  
Local  
Committee

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

## Discussion

- Creating opportunities for young people
- Public footpath in Seale & Sands
- Highways updates and report from the transportation task group

And more...



## Venue

**Location:** Guildford Borough  
Council

**Date:** Wednesday, 24  
September 2014

**Time:** 7.00 pm



**SURREY**

# You can get involved in the following ways

# Get involved

## ***Ask a question***

If there is something you wish know about how your council works or what it is doing in your area, you can ask the local committee a question about it. Most local committees provide an opportunity to raise questions, informally, up to 30 minutes before the meeting officially starts. If an answer cannot be given at the meeting, they will make arrangements for you to receive an answer either before or at the next formal meeting.

## ***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: [carolyn.anderson@surreycc.gov.uk](mailto:carolyn.anderson@surreycc.gov.uk)

Tel: 01483 517336

Website: <http://www.surreycc.gov.uk/guildford>



**SURREY**



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### **Surrey County Council Appointed Members**

Mr W D Barker OBE, Horsleys  
Mr Mark Brett-Warburton, Guildford South East (Chairman)  
Mr Graham Ellwood, Guildford East  
Mr David Goodwin, Guildford South West  
Mr George Johnson, Shalford  
Mrs Marsha Moseley, Ash  
Mrs Pauline Searle, Guildford North  
Mr Keith Taylor, Shere  
Mrs Fiona White, Guildford West  
Mr Keith Witham, Worplesdon

### **Borough Council Appointed Members**

Cllr Zoe Franklin, Stoke  
Cllr Matt Furniss, Christchurch  
Cllr Monika Juneja, Burpham  
Cllr Nigel Manning, Ash Vale (Vice-Chairman)  
Cllr Stephen Mansbridge, Ash South & Tongham  
Cllr Julia McShane, Westborough  
Cllr James Palmer, Shalford  
Cllr Tony Phillips, Onslow  
Cllr Tony Rooth, Pilgrims  
Cllr David Wright, Tillingbourne

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 Carolyn Anderson on 01483 517336 or write to the Community Partnerships Team at Surrey County Council, Old Millmead House, Millmead, Guildford, GU2 4BB or [carolyn.anderson@surreycc.gov.uk](mailto:carolyn.anderson@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.**

## **Use of social media and recording at council meetings**

### **Reporting on meetings via social media**

Anyone attending a council meeting in the public seating area is welcome to report on the proceedings, making use of social media (e.g. to tweet or blog), provided that this does not disturb the business of the meeting. To support this, County Hall has wifi available for those visiting the building so please ask at reception for details.

Members taking part in a council meeting may also use social media. However, members are reminded that they must take account of all information presented before making a decision and should actively listen and be courteous to others, particularly witnesses providing evidence.

### **Webcasting**

In line with our commitment to openness and transparency, we webcast County Council, Cabinet and Planning & Regulatory Committee meetings as well as the Surrey Police and Crime Panel. These webcasts are available live and for six months after each meeting at [www.surreycc.gov.uk/webcasts](http://www.surreycc.gov.uk/webcasts).

Generally, the public seating areas are not covered by the webcast. However by entering the meeting room and using the public seating areas, then the public is deemed to be consenting to being filmed by the Council and to the possible use of these images and sound recordings for webcasting and/or training purposes.

We also webcast some select and local committee meetings where there is expected to be significant public interest in the discussion.

### **Requests for recording meetings**

Members of the public are permitted to film, record or take photographs at council meetings provided that this does not disturb the business of the meeting and there is sufficient space. If you wish to film a particular meeting, please liaise with the council officer listed in the agenda prior to the start of the meeting so that the Chairman can give their consent and those attending the meeting can be made aware of any filming taking place.

Filming should be limited to the formal meeting area and not extend to those in the public seating area.

The Chairman will make the final decision in all matters of dispute in regard to the use of social media and filming in a committee meeting.

### **Using Mobile Technology**

You may use mobile technology provided that it does not interfere with the PA or induction loop system. As a courtesy to others and to avoid disruption to the meeting, all mobile technology should be on silent mode during meetings.



			
Mr Mark Brett-Warburton (Chairman)  Guildford South East	<b>Mr WD Barker OBE</b> (Vice-Chairman)  Horsleys	Mr Graham Ellwood  Guildford East	Mr David Goodwin  Guildford South East
			
Mr George Johnson  Shalford	<b>Mrs Marsha Moseley</b>  Ash	Mrs Pauline Searle  Guildford North	Mr Keith Taylor  Shere
		 <b>SURREY</b> COUNTY COUNCIL  <b>Local Committee (GUILDFORD)</b>  <b>County Councillors 2013-17</b>	
Mrs Fiona White  Guildford West	Mr Keith Witham  Worplesdon		

For councillor contact details, please contact Carolyn Anderson, Community Partnership and Committee Officer ([carolyn.anderson@surreycc.gov.uk](mailto:carolyn.anderson@surreycc.gov.uk) / 01483 517336)

			
Cllr Zoe Franklin  Stoke	<b>Cllr <i>Monika Juneja</i></b>  Burpham	Cllr Nigel Manning  Ash Vale	Cllr Stephen Mansbridge  Ash South & Tongham
			
Cllr Matt Furniss  Christchurch	<b>Cllr <i>James Palmer</i></b>  Shalford	<b>Cllr <i>Tony Phillips</i></b>  Onslow	Cllr Julia McShane  Westborough
		 <b>GUILDFORD BOROUGH</b>  <b>Local Committee (GUILDFORD)</b>  <b>Borough Council Members 2014-15</b>	
Cllr Tony Rooth  Pilgrims	Cllr David Wright  Tillingbourne		

For councillor contact details, please contact Carolyn Anderson, Community Partnership and Committee Officer ([carolyn.anderson@surreycc.gov.uk](mailto:carolyn.anderson@surreycc.gov.uk) / 01483 517336)

## **1 CHAIRMAN'S ANNOUNCEMENTS**

To receive any Chairman's announcements.

## **2 INFORMAL OPEN FORUM - PUBLIC QUESTIONS AND ANSWERS**

The Guildford Local Committee has two parts.

The first part is the Open Forum session. It is an informal question and answer session for the public that does not form a part of the formal record of the meeting.

The Open Forum will last no longer than 30 minutes.

The Chairman will advise when the Open Forum has closed and the formal meeting has begun.

The second part is the formal meeting. When the formal meeting begins members of the public may only ask questions at the direct invitation of the Chairman.

## **3 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

To receive any apologies for absence and notices of substitutions from Borough members under Standing Order 39.

## **4 MINUTES OF PREVIOUS MEETING**

(Pages 1 - 10)

To approve the Minutes of the previous meeting held on 25 June 2014 as a correct record.

## **5 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.

## **6 PUBLIC WRITTEN QUESTIONS**

To receive any questions from Surrey County Council electors within the area in accordance with Standing Order 66. A paper will be tabled at the meeting.

## **7 MEMBER WRITTEN QUESTIONS**

To receive any written questions from Members under Standing Order 47. A paper will be tabled at the meeting.

## **8 NEW PETITIONS**

To receive any petitions in accordance with Standing Order 65. An officer response will be provided to each petition. A paper will be tabled at the meeting.

- (i) On-street parking restrictions and repairs to Daryngton Drive, Carroll Avenue and Elles Avenue.

## **9 TRADING STANDARDS SERVICE UPDATE (FOR INFORMATION) (Pages 11 - 18)**

To receive a service update report for the borough and a briefing paper from the Trading Standards Service in respect of work currently being undertaken by the Trading Standards Service such as responding to Mass Marketing Scam Mail.

## **10 CREATING OPPORTUNITIES FOR YOUNG PEOPLE - EARLY HELP (FOR DECISION) (Pages 19 - 28)**

Services for Young People is re-commissioning services for 2015-2020 and the new service model will be presented to Cabinet on 23<sup>rd</sup> September 2014. The current Local Prevention commission ends on 31 August 2015 and new funding agreements will be awarded for provision to start on 1 September 2015, subject to Cabinet approval of the new service model. The Youth Task Group (YTG) has developed a set of priorities for Local Prevention in Guildford which is based on local needs. Providers who bid for Local Prevention will be asked to respond to the local needs and priorities identified in this specification. The Local Committee is asked to approve the Guildford priorities so that the procurement exercise can start in October.

## **11 RIGHTS OF WAY BRIEFING (FOR INFORMATION)**

To receive a short briefing on the Rights of Way process ahead of the following item.

## **12 SEALE LANE 7 FOOTPATH 338 (NON-EXECUTIVE ITEM) (Pages 29 - 52)**

Mr David Ross submitted an application for a Map Modification Order (MMO) to add a public footpath to the Surrey County Council Definitive Map and Statement (DMS), between Seale Lane, Sandy Cross and Footpath 338 (Seale and Sands). It is considered that the evidence shows that a public footpath is reasonably alleged to subsist over the route. It is recommended that a legal order to modify the DMS should therefore be made.

**13 GUILDFORD ON-STREET PARKING REVIEW - CONSIDERATION OF AD-HOC REQUESTS FOR CONTROLS IN THE AREA OUTSIDE THE GUILDFORD TOWN CENTRE CONTROLLED PARKING ZONE (FOR DECISION)** (Pages 53 - 72)

The report presents the preliminary assessment of ad-hoc requests for parking controls that have been raised about locations outside the Guildford town controlled parking zone. The intention is to decide which locations should form part of the parking review of areas outside the town centre controlled parking zone.

The report also details additional changes requested by the developer of the Farnham Road Hospital site, within the Guildford town centre Controlled Parking Zone, to accommodate various amendments to the access arrangements of the site, in addition to those the Committee has already agreed to be advertised as part of the most recent CPZ review.

**14 LOCAL SUSTAINABLE TRANSPORT FUND AND 2014/15 PROGRAMME (FOR INFORMATION)** (Pages 73 - 78)

Surrey County Council was successful in securing an award of £14.3 million in grant funding from the Department for Transport (DfT) Local Sustainable Transport Fund (LSTF). This was in addition to the award of £3.9 million LSTF Key Component. Both grants are for the period up to 31 March 2015 and jointly form the Surrey TravelSMART programme. As part of this programme a total of £10.789 million has been allocated for sustainable travel improvements in Guildford. This report updates the Local Committee with progress made with the programme to date.

**15 GUILDFORD PRIORITISATION FRAMEWORK (FOR INFORMATION)** (Pages 79 - 86)

Annual funding is devolved to the Guildford Local Committee by Surrey County Council to commission minor Highways works in the locality. Currently the committee receives frequent requests and petitions for safety improvements (e.g. 20 mph speed limits). To date there has not been a recognised process for prioritising these requests. The committee Chairman has asked for a framework to be developed to assist the members of the committee to evaluate and to prioritise them. This paper provides a draft for framework for the committee to consider.

**16 ROAD SAFETY OUTSIDE SCHOOLS (FOR DECISION)** (Pages 87 - 98)

Local member and resident concern has been expressed over the safety of children arriving and leaving Boxgrove Primary School, St Peters Catholic Secondary School and St Thomas of Canterbury Catholic Primary School and the associated congestion caused by school journey traffic. This report will propose utilising the county council's Road Safety Outside Schools Policy to evaluate the issues raised and proposes a further report back to committee with outcomes and recommendations.

**17 GUILDFORD SPEED MANAGEMENT PLAN (FOR INFORMATION)** (Pages 99 -

- Reducing speeds successfully may reduce the likelihood and severity of collisions, and can help to encourage more walking, scooting and cycling. This can help to make communities more pleasant places to live, and can help sustain local shops and businesses. Excessive speed is often cited as prime concern of Surrey residents. Consequently Surrey County Council and Surrey Police have joined together through the Drive SMART partnership to create local speed management plans. The Guildford speed management plan lists the stretches of road where speeding vehicles are of prime concern either because of a history of collisions or because of public concerns. The plan is presented here for comment. The aim of the plan is to ensure that the roads with the worst speeding problems are identified so that Drive SMART resources are targeted at the sites that need them the most.
- 18 PETITION RESPONSE: PEASLAKE 20MPH** (Pages 125 - 128)
- The Local Committee will receive petitions under Standing Order 65. At the meeting on 25 June 2014 a petition requesting the introduction of 20mph speed limits in roads in Peaslake Village was submitted to the committee. To receive the officer response.
- 19 PETITION RESPONSE: SHERE HGV** (Pages 129 - 132)
- The Local Committee will receive petitions under Standing Order 65. At the meeting on 25 June 2014 a petition requesting the introduction of a 7.5t weight limit through Shere village was submitted to the committee. To receive the officer response.
- 20 HIGHWAYS UPDATE (FOR DECISION)** (Pages 133 - 146)
- This report provides an update on the 2014/15 programme of minor highway works funded by this committee as well as Section 106 (developer funded) schemes.
- 21 REPORT OF THE TRANSPORTATION TASK GROUP (FOR DECISION)** (Pages 147 - 158)
- The Local Committee for Guildford considers a broad range of highways and transportation matters. In order to progress the committee's transportation work programme a task group has been created. The purpose of the task group is to consider local transportation business on a more frequent and flexible basis than the schedule of the formal full committee may allow and thereafter to act in an advisory capacity to the full committee. The Transportation Task Group (TTG) membership is made up of nominated members from the full committee. All formal decisions are undertaken by the full committee. This report is for the information of the full Committee. The intention is to provide an update of the TTG work programme and a schedule.
- 22 FORWARD PROGRAMME (FOR INFORMATION)** (Pages 159 - 162)
- To receive the forward programme for the committee.

**DRAFT**

Minutes of the meeting of the  
**Guildford LOCAL COMMITTEE**  
 held at 7.00 pm on 25 June 2014  
 at Guildford Borough Council.

**Surrey County Council Members:**

- \* Mr W D Barker OBE
- \* Mr Mark Brett-Warburton (Chairman)
- \* Mr Graham Ellwood
- \* Mr David Goodwin
- Mr George Johnson
- \* Mrs Marsha Moseley
- \* Mrs Pauline Searle
- \* Mr Keith Taylor
- \* Mrs Fiona White
- \* Mr Keith Witham

**Borough / District Members:**

- \* Cllr Zoe Franklin
- \* Cllr Monika Juneja
- \* Cllr Nigel Manning
- \* Cllr Stephen Mansbridge
- \* Cllr Julia McShane
- \* Cllr Bob McShee
- \* Cllr James Palmer (Vice-Chairman)
- \* Cllr Tony Phillips
- \* Cllr Tony Rooth
- Cllr David Wright

\* In attendance

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**1/14 CHAIRMAN'S ANNOUNCEMENTS [Item 1]**

The Chairman welcomed everyone to the meeting and advised that the meeting was to be webcast on the internet for the first time.

**2/14 APOLOGIES FOR ABSENCE [Item 3]**

Apologies for absence were received from County Councillor Mr George Johnson and Borough Councillor David Wright.

**3/14 MINUTES OF PREVIOUS MEETING [Item 4]**

The minutes of the meeting held on 12 March were confirmed as a true record.

There was an update provided from a petition brought by Shalford Parish Council.

## ITEM 4

The Highways team would seek to improve the visibility of existing markings and signage on the A248, but VAS signs could not be installed as there was no mains source of electricity available and neither was it possible to use solar power due to vegetation.

There were no plans to reopen Oakdene Road to traffic which was closed for safety reasons when the Sunrise development was completed.

*There followed an 'Open Forum' session with verbal questions from the public*

### **4/14 DECLARATIONS OF INTEREST [Item 5]**

County Councillor Mrs Fiona White and Borough Councillor Julia McShane declared a personal interest against items 9 and 10 as they were both Trustees of the Barn Youth Project.

### **5/14 WRITTEN PUBLIC QUESTION TIME [Item 6]**

Two written public questions were received by the committee. The questions with formal written response can be viewed at Annex 1 of these minutes.

It was proposed that County Council officers would attend a future meeting of the Guildford Society Transportation Group to discuss the matter of Real Time Information and Smart Phone technology with regard to bus service applications. Members were also invited to refer residents with questions about the technology to officers.

With regard to the issues raised for Daryngton Drive there was a general reflection amongst the committee that inconsiderate parking in roads around schools was an issue in many areas. It was noted that Highways officers would make an assessment of the condition of the road and walkways and that parking would be reviewed within the Ad Hoc report to be delivered to the September meeting. The local member would take forward the matter of tree planting as a means of deterring parking on the verge.

### **6/14 WRITTEN MEMBER QUESTION TIME [Item 7]**

One written member question was received by the committee. The question with formal written response can be viewed at Annex 1 of these minutes.

Members heard there was an existing statutory process for the County Council to be consulted. This process was undertaken by County Council officers in consultation with County Council members. Therefore, it had not hitherto been proposed that the Local Committee had any formal role or function in this regard. It was noted that the Local Committee would be consulted on certain themes of infrastructure within its remit such as the Local Transportation Strategy (LTS). The LTS would be developed to reflect the proposals made within the draft Local Plan alongside other considerations. Members were interested to know if there would be any value in considering the draft plan or elements of the draft plan as a committee. The Chairman



agreed to take further advice and would report back to the members in due course.

**7/14 NEW PETITIONS [Item 8]**

Two petitions were received by the committee. The petitions can be viewed at Annex 1 of these minutes.

There would be a formal response to both petitions at the next formal meeting of the committee.

**8/14 ANNUAL PERFORMANCE REPORT FROM SERVICES FOR YOUNG PEOPLE [Item 9]**

The report was presented by the Lead Youth Officer (West) and the Area Manager (SW).

The paper provided an update for the Local Committee on the progress that Services for Young People have made towards participation for all young people in Guildford in post-16 education, training and employment during 2013-14. The paper was supported by the Chairman of the committee's Youth Task Group and the work of officers was commended by the members.

The Local Committee (Guildford) noted the annual report.

**9/14 CREATING OPPORTUNITIES FOR YOUNG PEOPLE: LOCAL RE-COMMISSIONING FOR 2015 - 2020 [Item 10]**

The report was presented by the Lead Youth Officer (West) and the Area Manager (SW).

The paper explored an increased delegation of decision-making in relation to local 'early help' for young people, within the context of re-commissioning for 2015 to 2020.

The meeting heard that a needs assessment for young people in Guildford would be created and used to develop centre-based services, the Local Prevention Framework (LPF) and local commissioning. The committee would agree the areas of priority and would have greater oversight and scrutiny particularly through the committee's Youth Task Group. In the longer term it was planned discuss potential co-commissioning with partners via the Youth Task Group. The Chairman of the Youth Task Group was supportive on the approach.

The Local Committee (Guildford) agreed:

- (i) To support increased delegation of decision-making to include the current Centre Based Youth Work so that it can be re-commissioned alongside the current Local Prevention Framework.
- (ii) That local priorities for the newly delegated commissions within Services for Young People will be decided by the Guildford Local Committee informed by the work of the constituted Youth Task Group.

## ITEM 4

### **Reason for decision**

The committee agreed that proposals for greater integration and working together for the commissioning of the Local Prevention Framework (LPF), Centre Based Youth Work (CBYW) and potentially other more integrated commissioning with partners such as Guildford Borough Council, Public Health, Surrey Police and Active Surrey would prove positive for the employability of Guildford young people.

### **10/14 JOINT WORKING ARRANGEMENTS UPDATE [Item 11]**

The paper was presented by the Community Partnerships Manager.

The report provided an update on progress towards achieving extended working arrangements between Surrey County Council (SCC) and Guildford Borough Council (GBC) and proposed further recommendations for those areas requiring additional governance arrangements.

The members were agreeable to the proposals in the paper. It was suggested that the Lengthsman scheme could ultimately be included in the cluster meeting programme. Guildford Borough Council would nominate borough members to each cluster meeting group during July.

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

- (i) to divide the expenditure of the Committee's Capital allocation 2014/15 of £35,000 equally between four Clustered divisional groupings as set out in the report;
- (ii) that the £35,000 match funded allocation received from Guildford Borough Council be divided equally between the four Clustered divisional groupings;
- (iii) that the Community Partnerships Manager and Team Leaders have delegated authority for the expenditure of the joint fund awarded to each Clustered divisional group in consultation with Local Committee and the Guildford Borough Council Cluster nominated members;
- (iv) the £17,500 awarded to each Clustered group be administered as one joint Capital fund for the year 2014-15;
- (v) that proposals for the expenditure of the Cluster joint fund will be considered at the Cluster meetings;
- (vi) that any underspent Cluster funds will be considered by both Councils at the end of the financial year;
- (vii) the proposed guidance and criteria for the administration of the Cluster fund is outlined in Annexe 2 of the committee report;
- (viii) The proposed revised terms of reference for the Transportation Task Group are outlined in Annexe 3 of the committee report;
- (ix) To note the progress towards an operationally enhanced remit for committee as described in this report.

### **Reason for decision**

Working jointly and in partnership can provide added value in terms of cost and time savings and produce more effective, coordinated responses to service delivery. These recommendations seek to increase and develop joined up working between the two authorities to produce better value and coordinated services for residents.

**11/14 LOCAL COMMITTEE SUBSTITUTE MEMBERSHIP, TASK GROUP MEMBERSHIP AND NOMINATIONS TO PARTNERSHIPS 2014-15 [Item 12]**

The paper was presented by the Community Partnerships Manager.

This paper addressed certain governance requirements to be considered by the committee on an annual basis and at the first municipal meeting of the year. This included a decision on substitute co-optee members, membership of committee task groups and representation on local partnership bodies.

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

- (i) that there **shall** be substitute Borough Council co-optee membership for the municipal year 2014-15;
- (ii) the terms of reference for the two Task Groups as set out in Annexes 1 and 2 of the committee report;
- (iii) that the nominated members and substitute members for the Transportation Task Group for the municipal year 2014-15 shall be as follows:

**County Councillor Mr Mark Brett-Warburton (Chairman)**  
**County Councillor Mr Bill Barker**  
**County Councillor Mr David Goodwin**  
**County Councillor Mr Graham Ellwood (County Council Substitute member)**  
**Borough Councillor James Palmer**  
**Borough Councillor Tony Rooth**  
**Borough Councillor Tony Phillips**  
**Borough Councillor Nigel Manning (Borough Council Substitute member)**

- (iv) that the nominated members for the Youth Task Group for the municipal year 2014-15 shall be as follows:

**County Councillor Mr Keith Taylor (Chairman)**  
**County Councillor Mrs Pauline Searle**  
**Borough Councillor Caroline Reeves**  
**Borough Councillor Sarah Creedy**

- (v) that the nominees appointed from the Local Committee to the local partnerships as set out in the report shall be as follows:

**County Councillor Mrs Fiona White to the Safer Guildford Executive**

**County Councillor Mrs Pauline Searle to the Guildford Health & Well-being Board**

**Reason for decision**

Good governance practice requires that the Committee reviews membership arrangements regularly to ensure that representation on the committee, task groups and partnerships is fair and provides the best outcomes for the interests of Guildford borough residents.

**12/14 LOCAL COMMITTEE COMMUNITY SAFETY BUDGET 2014-15 [Item 13]**

The paper was presented by the Community Partnerships Manager.

For the financial year 2014-15 the Local Committee had a delegated budget of £3,294 for community safety projects. The purpose of this report was to seek delegation of the 2014/15 budget to the Safer Guildford Partnership

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

- (i) that the community safety budget of £3,294 is delegated to the Local Committee be transferred to the Safer Guildford Partnership.
- (ii) Agree that the Community Partnerships Manager manages and authorises expenditure from the budget delegated to the Local Committee in accordance with the strategic aims of the Safer Guildford Partnership.

**Reason for decision**

The County Council is a statutory member of the Safer Guildford Partnership. The Guildford Local Committee values partnership working that will make a positive contribution to local projects and activities that will create a safer community for all Guildford residents.

**13/14 LOCAL SUSTAINABLE TRANSPORT FUND UPDATE AND 2014/15 PROGRAMME [Item 14]**

The paper was presented by the Transport Projects Team Manager.

Surrey County Council secured an award of £14.3 million in grant funding from the Department for Transport (DfT) Local Sustainable Transport Fund (LSTF). This was in addition to the award of £3.9 million LSTF Key Component. Both grants are for the period up to 31 March 2015 and jointly form the Surrey TravelSMART programme. As part of this programme a total of £10.789 million has been allocated for sustainable travel improvements in Guildford. This report updated the Local Committee with progress made with the programme to date.

Members heard that a programme of work to the Urban Transport Control (UTC) system was in progress that would seek a better balance between road users and improve traffic flow. This programme included the A31 Station and A281 Debenhams pedestrian crossings. The committee's Transportation Task Group would be receiving a report and providing advice to the committee in due course.

Members heard that a cycling plan for Guildford was currently being developed and could explore suggested options such as greater use of use shared pavements as was done in Germany or if there could be a cyclist's charter.

The Local Committee (Guildford) noted progress to date with the Guildford Travel SMART programme.

#### **14/14 HIGHWAYS UPDATE [Item 15]**

The quarterly highways update paper was presented by the Local Highway Services Group Manager.

Members heard that the Capital works programme provided did not include small patching. Officers were requested to ensure all permissions were acquired early in the light of delays to the Salt Box Road scheme due to wildlife habit requirements.

The Operation Horizon update received much feedback from members, specifically mentioned were: Pond Hill, Frog Grove Lane, Wester Road, Binton Lane, Mill Lane, Stoughton Road. Kerbs would be assessed along with road surfaces under Operation Horizon. Members requested that pavements should also be included.

The costs of the Persian New Year to Highways was noted.

The scheduled re-opening of Newark Lane following works to Newark Bridge would be investigated and local members advised.

Issues relating to drainage in several roads were highlighted particularly in the Horsleys division and in Down Lane, Compton.

It was acknowledged there was a significant backlog for the repair of pot holes and additional resources were being put into the work. New materials and technologies were also being tested. The condition of side roads and bus routes in Burpham was raised.

There would be an additional £23 million available countywide to tackle flooding recovery and £4million of this was available for resurfacing in Guildford.

Members attention was drawn to the new customer service figures available in the report.

There was an additional tabled recommendation to reserve a total of £150,000 from the 2014/15 budget towards the cost of replacing the setts in the High Street. A bid had been submitted by Guildford Borough Council to host National Armed Forces Day celebrations in 2015 and the Leader of Council advised that if the bid was successful work should not commence until after the event had taken place. An officer report would be put to Cabinet to enable the committee to carry forward the allocated funding to the next financial year. It was also noted that Thames Water should also be requested to undertake essential utilities work in advance of work on the setts commencing. It was noted that a Section 58 notice would protect the road for

## ITEM 4

5 years, but that when the setts were re-laid ease of reinstatement would be a considered.

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

- (i) To note the schedule for consultation on the Guildford Local Transport Strategy, in advance of a full report coming to the committee meeting 10th December 2014, as set out in Annex 1 of the committee report.
- (ii) That the Chertsey Street/North Street improvement scheme is deferred to a future year.
- (iii) To approve the Lengthsman bid by Ash PC to a maximum value of £4,800 subject to SCC officer scrutiny.
- (iv) To introduce limited waiting bays in Sheepfold Road as shown in Annex 4 to the committee report.
- (v) **To increase the allocation from the Local Committee Highways Capital budget 2014/15 to £150,000 to support the Guildford setts project and commit to provide a third of the contribution toward the total cost for any scheme from future budgets.**

### **Reason for decision**

The Guildford Local Transport Strategy will provide a framework for future decisions on prioritising expenditure by this committee.

The high value Chertsey Street/North Street should be deferred so that the remainder of the agreed ITS programme can be delivered within the available budget.

Guildford High Street is perhaps the most iconic road in Surrey, contributing to the charm of a historic county town which attracts thousands of visitors from around the world. It is also one of the most successful high turnover retail streets in the country.

## **15/14 REVIEW OF WINTER SERVICE ARRANGEMENTS [Item 16]**

The paper was presented by the Local Highway Services Group Manager.

This report sought the views of the Guildford Local Committee on the delivery of the Winter Service operations in the 2013/14 season, to feedback into the annual review.

It was noted that grit bins were available to members and parish councils to purchase for £1050 (including two refills). Officers undertake an inventory of grit bins and members would be advised if any were removed.

The Local Committee (Guildford) noted the current Winter Service provision and operations in their area.

## **16/14 FORWARD PROGRAMME [Item 17]**

It was queried if the report concerning Egerton Raod would be delivered in March 2015. This would be confirmed.

The Local Committee (Guildford) noted the Forward Programme.

Meeting ended at: 9.50 pm

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**Chairman**

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SURREY COUNTY COUNCIL

LOCAL COMMITTEE (GUILDFORD)

DATE: 24<sup>th</sup> September 2014



LEAD OFFICER: Linda Crowley, Vulnerable Persons Officer and Community Protection Supervisor

SUBJECT: Trading Standards Service Update

DIVISION: ALL

**SUMMARY OF ISSUE:**

Please find attached a briefing paper from the Trading Standards Service in respect of work currently being undertaken by the Trading Standards Service.

It also includes some newer work that we are carrying out in respect of Surrey and Guildford residents who have been responding to Mass Marketing Scam Mail.

We would also like to make Carers and householders aware of the new Scam Sticker packs which contain stickers to affix to cheque books and phones to act as an aide memoire.

**RECOMMENDATIONS:**

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

- (i) That Trading Standards work to raise awareness of Mass Marketing Fraud, including scam sticker packs and Guidance Notes for individuals and Carers and the Committee is requested to note the attached report and packs
- (ii) And comment on the briefing attached at **Annex 1**

**REASON FOR RECOMENDATIONS**

Trading Standards welcomes the assistance and support of members and residents in tackling unsafe or unfair trading practices.

**1. INTRODUCTION AND BACKGROUND:**

- 1.1 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 doorstep deception, scams and other illegal practices.
- 1.4 A scam is an illicit scheme to con people out of their money. They can appear by post, phone or e-mail. It is estimated that in the UK £3.5 billion is lost to scams each year with only 1 in 5 cases reported. Some people are often too embarrassed to admit they have fallen victim to a scam but we must remember that scammers are professionals and we are all potential targets for these type

**2. ANALYSIS:**

- 2.1 We are trying to deter local residents from sending money to those who are committing Fraud and to support the UK economy.

**3. OPTIONS:**

- 3.1 Are there any other groups who we can approach who may benefit from such information?

**4. CONSULTATIONS:**

- 4.1 Not applicable in this case

**5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

- 5.1 Not applicable in this case.

**6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

- 6.1 Previously considered

[http://snet.surreycc.gov.uk/snet/core/sccwspages.nsf/LookupWebPagesByTITLE\\_RTF/Equalities+impact+assessment+guidance?opendocument](http://snet.surreycc.gov.uk/snet/core/sccwspages.nsf/LookupWebPagesByTITLE_RTF/Equalities+impact+assessment+guidance?opendocument).

**7. LOCALISM:**

- 7.1 County Council will cover all areas and have a strong working relationship within |Guildford

<b>8. OTHER IMPLICATIONS:</b>
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8.1 Crime and Disorder implications

Will be investigated in line with our policy

8.2 Sustainability implications

N/A

8.3 Corporate Parenting/Looked After Children implications

N/A

8.4 Safeguarding responsibilities for vulnerable children and adults implications

Referrals will be made as appropriate

8.5 Public Health implications

N/A

<b>9. CONCLUSION AND RECOMMENDATIONS:</b>
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9.1 As cited above.

<b>10. WHAT HAPPENS NEXT:</b>
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10.1 Trading Standards will work with members and residents to tackle unsafe or unfair trading practices

**Contact Officer:**

Linda Crowley, Vulnerable Persons Officer and Community Protection Supervisor

**Consulted:**

Alzheimer's Society

**Annexes:**

Community Briefing and Scam sticker pack

**Sources/background papers:**

- None

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## *Trading Standards – who are we and what do we do*

### **About the Trading Standards Service**

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.

We support and educate reputable businesses, providing information and advice on consumer and regulatory issues.

We tackle rogue traders and deceptive business practices, protecting all Surrey residents, particularly the most vulnerable from doorstep deception, scams and other illegal practices. We have a dedicated Vulnerable Persons Officer, Linda Crowley (formerly Cobbett)

### **Current Major Projects and Initiatives:**

#### **Business Advice and Support:**

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.

We also promote the Better Regulation Delivery Office (BRDO) Primary Authority Partnership (PAP) scheme to businesses, which offers them the choice of more protection from inconsistent advice or even prosecution by other Authorities from around the country. We have signed up 31 including many household names such as Shell, British Gas, Robert Dyas with another 13 in active negotiation.

We also support local businesses with other support such as an approved trader scheme. Buy with Confidence (BWC) is an approved register of businesses, which have been thoroughly vetted and approved by us to ensure that they operate in a legal, honest and fair way. Surrey has about 450 members and there is a 'Buy with Confidence Directory' available through the SCC Contact Centre, Local District and Borough Councils including libraries and Citizens Advice Bureaux.

#### **Doorstep Crime/Rogue Trading:**

We operate a Rapid Action Team 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 arrangements. Our work featured on a ITV 1 TV show (Hunting the Doorstep Conmen) in July last year and showed the challenging and confronting of door step traders, the executing of warrants at addresses where suspects were arrested for rogue trading incidents concerning fraudulent building work and money laundering.

Since June 2013 we have assisted 305 residents who have been cold called at their doors, of these 33 were in Guildford.

**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" for display on front doors and porches have been distributed to over 150,000 properties in Surrey with further 55,000 stickers becoming available for distribution last week.

**Scam Hub project:**

The Trading Standards Service is taking part in a major project nationally, known as the "Scam Hub". Working closely with the Metropolitan Police we are dealing with a list of over 700 scam victims who live in Surrey. As part of the project, the service is making contact with all of these people who have been identified as receiving "scam" mail and to offer support to those identified to be at risk of financial abuse.

Of the 726 who had responded to scam mailings and who we have contacted, we have written to 77 in Guildford, we have then gone on to visit 28 of these. In the last couple of months we have also received further priority referrals and last week we visited 8 people in Guildford and returned money to them which had been intercepted by the Police and the National Scams Team. Those scammed ranged in age from 55 to 94.

We have also devised a scam pack which comprises of stickers for cheque books and the telephone to remind residents not to part with money or information if it could be a scam.

**Social media**

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

@surreyts has 1,792 followers on twitter and 378 'likes' on Facebook. An @surreyts tweet about flooding repairs reached over 75,000 users.

TS @lerts is our weekly email news bulletin that contains information on rogue traders, frauds, scams, product recalls. 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 our initial mailing to approx 3000 people in Surrey is then disseminated to many thousand residents. To sign up to TS @lerts contact please contact [trading\\_standards@surreycc.gov.uk](mailto:trading_standards@surreycc.gov.uk).

**Animal Health:**

Animal health legislation exists to protect both human, through the food chain, and animal health. This prevents the introduction of serious 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.

**Petroleum and Explosives:**

Trading Standards have responsibility for the licensing and registration of all petrol stations and many of the explosive stores to reduce the risk of both fire and explosion. In Surrey there are 191 petrol stations, 190 firework retailers and 34 larger explosive stores (November 2013). Recently, we have also been working closely with the Environment Agency to monitor and advise retail petrol stations at risk of flooding.

### **Age restricted products such as alcohol and cigarettes**

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. 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. We have recently conducted an operation with a sniffer dog to detect illicit tobacco being sold locally and intend to repeat this exercise.

### **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 in Environmental Health who are responsible for food hygiene and safety. As well as giving advice and dealing with enquires and complaints we also visit food businesses to ensure they are trading fairly.

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

The national 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'. We work in partnership with the IMLT including taking part in targeted campaigns, publicity and training with other groups and organisations to make them more aware of loan sharks and money lending.

The ILMT collated evidence that using loan sharks is cyclical in families and are currently educating children about the dangers of loan sharks by providing them with better money management skills via the provision of teacher guidance and classroom resources for children and young people ages 5 – 19. The take-up of these packs in Surrey schools has been very high.

Together with local partners, the ILMT completed Education and awareness activities in a number of areas including Guildford.

**Further Information:** [www.surreycc.gov.uk/business-and-consumers/trading-standards](http://www.surreycc.gov.uk/business-and-consumers/trading-standards)

### **Investigating trading standards complaints**

Every year the service receives thousands of complaints and enquiries. Unfortunately, we can't investigate every complaint but we do prioritise the most serious cases and use all the others to help us to plan our intervention and prevention work.

### **Need help with a consumer issue?**

Our partner organisation, Citizens Advice Consumer helpline, is now the first point of contact for all consumer complaints and enquiries. They provide free advice and assistance and can be contacted on 03454 040506 or through the website: [www.adviceguide.org.uk](http://www.adviceguide.org.uk). As well as providing advice Citizens Advice Consumer helpline also provide information and intelligence to us. The complaints that this service receives from Citizens Advice Consumer helpline are reviewed regularly in order to identify repeated patterns of behaviour by businesses operating in Surrey.

### **A business that needs help or advice?**

For more information, see our website (using the link shown above) or contact the Business Advice Line: **Tel:** 01372 371737 **Email:** [business.advice@surreycc.gov.uk](mailto:business.advice@surreycc.gov.uk)

District and Borough Liaison Officer for **Guildford**; Mrs Linda Crowley, formerly Cobbett Tel 01372 371694

**For other matters or further information please contact**  
**Steve Ruddy , Community Protection Manager**  
**Trading Standards, Consort House, 5-7 Queensway, Redhill, Surrey, RH1 1YB**  
**01372 371370**  
**Email: [trading.standards@surreycc.gov.uk](mailto:trading.standards@surreycc.gov.uk)**



**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (GUILDFORD)****DATE: 24th September 2014****LEAD OFFICER: Leigh Middleton, Lead Youth Officer (West Surrey)****SUBJECT: Creating Opportunities for Young People – Early Help****SUMMARY OF ISSUE:**

Services for Young People is re-commissioning services for 2015-2020 and the new service model will be presented to Cabinet on 23<sup>rd</sup> September 2014. The current Local Prevention commission ends on 31 August 2015 and new funding agreements will be awarded for provision to start on 1 September 2015, subject to Cabinet approval of the new service model.

The Youth Task Group (YTG) has developed a set of priorities for Local Prevention in Guildford which is based on local needs. Providers who bid for Local Prevention will be asked to respond to the local needs and priorities identified in this specification.

The Local Committee is asked to approve the Guildford priorities so that the procurement exercise can start in October.

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

- (i) Approve the local priorities (**Annex 1**), to be considered by providers, focusing on the identified needs of Guildford and the geographical neighbourhoods prioritised by the Youth Task Group.
- (ii) Note that approval is subject to approval of the Services for Young People model by Cabinet on 23<sup>rd</sup> September 2014.
- (iii) Note the changes to the council scheme of delegation which provides increased decision making to local commissioning in relation to youth work and Surrey Outdoor Learning (SOLD) (**Annex 1a**).

**REASONS FOR RECOMMENDATIONS:**

Local Prevention has been in place across Guildford since 1<sup>st</sup> April 2012. It has contributed significantly to the reduction in young people becoming Not in Education, Employment or Training (NEET). It is therefore recommended that this early help commission is re-commissioned for 2015-20.

These recommendations will:

- a) Support the Council's policy of Creating Opportunities for Young People.
- b) Support the Council's priority to provide early help for children, young people and their families.

## **1. INTRODUCTION AND BACKGROUND:**

Local Prevention is a commission which aims to reduce risk factors and increase protective factors for young people who are identified as being most at risk of becoming Not in Education, Employment or Training (NEET). Local Prevention commissions preventative opportunities for young people in school years 8 to 11. The commission is delivered outside of core school hours all year round.

- 1.1 The first Local Prevention was awarded to The Youth Consortium and ran until 31<sup>st</sup> August 2013.
- 1.2 Re-commissioning took place in 2013 and a funding agreement was awarded to Guildford YMCA to deliver the provision.
- 1.3 Current provision is delivered outside youth centres but the new provision will be linked more closely to youth work delivery to provide a seamless service for young people at risk of becoming NEET.
- 1.4 In the last bidding round providers could bid for any amount above 25% of the funding available. Providers will now be able to bid for any amount above 10% of the funding available to encourage smaller providers of specialist niche services to bid.
- 1.5 The amount allocated to each of the eleven Boroughs and Districts is reviewed each commissioning cycle and is based on the needs of each area based on the NEET and Risk of NEET Indicator (RONI) cohorts.
- 1.6 Local Prevention targets priority neighbourhoods with the highest numbers of young people at risk of becoming NEET, who are NEET or who have offended. Providers must operate in these neighbourhoods.
- 1.7 The new provision will place a stronger emphasis on Early Help referrals and will build the role of the Lead Professional into the commission.
- 1.8 Services for Young People previously came to the Local Committee in summer of 2014 to seek views on increased delegation in relation to Centre Based Youth Work (CBYW) and SOLD. The Local Committee welcomed this change which is now being formally put to Cabinet for approval on the 23<sup>rd</sup> September. Changes will be made to council delegation. Please see **Annex 1A**.

## **2. ANALYSIS:**

- 2.1 Services for Young People's strategic objective is for all young people to be employable. Local Prevention contributes to this by reducing risk factors that may lead to a young person becoming NEET.
- 2.2 This provision improves outcomes for young people in response to the priorities identified by the YTG. It supports localism by providing highly targeted services in the Borough of Guildford.
- 2.3 It supports localism by providing highly targeted services in the Borough of Guildford.

- 2.4 The drop in minimum bids from 25% to 10% of funding available will open up the market for smaller organisations.
- 2.5 The Guildford Youth Task Group has identified local priorities for commissioning which are included in **Annex 1**.
- 2.6 The local priorities are based on an assessment of the local needs which are summarised below:
- Westborough had the highest number of young people who were NEET during 2013-14 (21), followed by Stoke (17), Worplesdon (14), Ash Wharf (13) and Stoughton (12). Westborough also had the highest number of young people who were identified as at risk of becoming NEET at 99, followed by Stoke (89) and Ash Wharf (47).
  - At 21, Westborough had the highest number of young people who received substantive outcomes or Youth Restorative Interventions (YRIs) as a result of offending behaviour, followed by Stoke (17) and Ash Wharf (13).
  - Westborough includes the most deprived area in the borough (Guildford 012D), which ranks 4<sup>th</sup> in Surrey.
  - Higher proportions of young people who were NEET have SEND and have also offended in Guildford than the Surrey average
  - Deprivation is a strong theme amongst the RONI cohort in Guildford, with 6 in 10 living in areas of relative deprivation and 6 in 10 eligible for free school meals. 1 in 4 young people had also experienced fixed term exclusions from school.
  - Guildford's 10-19 year old population is estimated at 16,900 in 2014 (12.7% of Surrey's 10-19 population), the largest population of young people in Surrey. This is forecast to grow by 6.3% in the next five years.\*

\*ONS 2012-based Subnational Population Projections

### **3. OPTIONS:**

- 3.1 The Guildford Specification has been developed by the Youth Task Group and identifies the key priorities for Guildford to prevent young people from becoming NEET.
- 3.2 The recommendations focus on key geographical neighbourhoods and community priorities. The Youth Task Group agreed that there should be borough-wide access to any commissioned services particularly for Early Help referrals.

### **4. CONSULTATIONS:**

- 4.1 The proposals for re-commissioning Services for Young People including Local Prevention were published on the 1<sup>st</sup> July 2014 for response by 31<sup>st</sup> July 2014 in the document Creating Opportunities for Young People, Re-commissioning for 2015 to 2020, Engagement Paper.

## ITEM 10

- 4.2 During July 2014 engagement events were run to obtain feedback from all Services for Young People staff (full and part time), partners, providers, elected members and young people in target groups.
- 4.3 A survey was carried out on the Surrey Says website.
- 4.4 A Provider Conference was held for existing and potential new providers to get feedback on the Engagement paper.
- 4.5 170 people attended the events mentioned above.
- 4.6 The Engagement Paper feedback was presented to the Creating Opportunities for Young People Project Board and as a result of this the decision to closely align Local Prevention to Youth Work provision was made.
- 4.7 On the 23<sup>rd</sup> September 2014 the Services for Young People model will be presented to Cabinet for approval.

### **5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

5.1 The re-commissioning of service addresses planned savings included in the MTFP 2014 - 2019. The model also includes flexibility in the eventuality of future savings being required either for 2015-16 or subsequent years. All contracts include standard break clauses and the ability to revise funding level if budget changes occur.

### **6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

- 6.1 Guildford's devolved commissioning budget is targeted to groups who are vulnerable or at risk of becoming NEET.
- 6.2 Young people are expected to benefit from a holistic service model which has been developed informed by experience, good practice and feedback from a range of stakeholders.
- 6.3 An Equalities Impact Assessment (EIA) has been prepared for the new Commissioning model and this will accompany the report to be presented to Cabinet for approval on 23<sup>rd</sup> September 2014.
- 6.4 The EIA has highlighted that localised decision-making might disadvantage those who have protected characteristics because of the small number of young people with protected characteristics in each borough / district resulting in their needs being missed. It is proposed, therefore, that priority is given to young people with protected characteristics, where this impacts negatively on their employability when allocating individual grants and youth small grants. This would enable specialist organisations to secure funding to provide services for these young people.

### **7. LOCALISM:**

The following areas have been identified by the Youth Task Group as communities which would benefit from Local Prevention delivery: Stoke, Stoughton, Westborough, Worplesdon, Ash, Ash South, Tongham, Bushy Hill

<b>8. OTHER IMPLICATIONS:</b>	
Area assessed:	Direct Implications:
Crime and Disorder	Set out below.
Sustainability (including Climate Change and Carbon Emissions)	Set out below.
Corporate Parenting/Looked After Children	Set out below.
Safeguarding responsibilities for vulnerable children and adults	Set out below.
Public Health	Set out below.

#### 8.1 Crime and Disorder implications

Evidence shows that young people who are participating in education, training or employment are less likely to commit crime

#### 8.2 Sustainability implications

By commissioning local organisations, it is anticipated that there will be a reduction in the need for travel. This will contribute to the reduction in carbon emissions.

#### 8.3 Corporate Parenting/Looked After Children implications

Young people who are looked after are a key target group for Services for Young People.

#### 8.4 Safeguarding responsibilities for vulnerable children and adults implications

Services for Young People plays a key role in safeguarding vulnerable children and young people in Surrey.

#### 8.5 Public Health implications

Services for Young People deliver a number of services that improve the health of young people in Surrey, in particular providing them with information so that they make informed choices about healthy lifestyles, including sexual health.

### **9. CONCLUSION AND RECOMMENDATIONS:**

The local specification has been developed in consultation with the Youth Task Group to ensure that bids are tailored to meet local needs.

The Local Committee is asked to:

- a) Approve the Guildford local priorities (Annex 1) to be considered by providers focusing on the identified needs of Guildford and the geographical neighbourhoods prioritised by the Youth Task Group.
- b) Note that approval is subject to approval of the Services for Young People model by Cabinet on 23<sup>rd</sup> September 2014.

## ITEM 10

- c) Note the changes to the council scheme of delegation which provides increased decision making to local commissioning in relation to youth work and Surrey Outdoor Learning (SOLD).

### **10. WHAT HAPPENS NEXT:**

- 10.1 The Services for Young People model will be presented to Cabinet on 23<sup>rd</sup> September for approval.
- 10.2 Subject to approval by Cabinet, officers will develop a prospectus to provide those organisations who wish to bid with the necessary local information.
- 10.3 Officers will invite organisations to submit bids which will be short-listed by the Commissioning and Development Team.
- 10.4 Bidder presentations will take place where the short-listed providers will present their proposals to the Youth Task Group.
- 10.5 A recommendation to award Guildford Local Prevention funding agreements will be brought to the first meeting of the Local Committee in 2015 for approval.
- 10.6 It is anticipated that the new provider(s) will be in place for 1 September 2015.

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#### **Contact Officer:**

Leigh Middleton, Lead Youth Officer (West Surrey)  
07854 870393

**Consulted:** Officers, members, public, stakeholders, partners.

#### **Annexes:**

Annex 1 – Guildford Local Priorities  
Annex1A - Proposed amendments of Constitution Part 3. Executive Functions of Local Committees

#### **Sources/background papers:**

N/A

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**24 September 2014 Creating Opportunities for Young People – Early Help**

Annexe 1

**Local Early Help Priorities – Guildford****Funding available: TBC****Young people who are NEET and identified as at risk of becoming NEET**

In July 2014, 65 young people were NEET and 4 young people were RONI. A lower proportion of young people were in employment with training in November 2013 than the previous year, whilst employment without training was slightly higher.

**Overview of Local Prevention in Guildford**

The priority for the Local Prevention Framework in Guildford is to prevent young people of secondary school age from becoming NEET by removing barriers to participation for young people who are identified as most at risk of becoming NEET and building their resilience.

Prevention activities should be co-produced with young people and delivered in the local community. Preventative services must demonstrate high-quality delivery and a focus on meeting the individual needs of young people identified as being at Risk of NEET (RONI).

Local Prevention Framework activity must take place outside the school day and be delivered from premises other than the Youth Centres in Guildford. Initial contact can be made in schools.

**Identified Neighbourhoods**

**Based on knowledge of local need, the Guildford Local Committee Youth Task Group have identified the following neighbourhoods as being in need of this type of provision. Providers must deliver from one or more of these areas of Woking:**

- Stoke
- Stoughton
- Westborough
- Worplesdon
- Ash
- Ash South
- Tongham
- Bushy Hill

**Local Needs**

- Young people with special educational needs and/or disabilities (SEND) –a need to anticipate their needs as they prepare for participation in education, training and employment post -16.
- Teenage pregnancy – a need to prevent teenage pregnancy but also support those who do become young parents to remain in education, alongside Supported Families.

## ITEM 10

- Drugs and Alcohol – support for young people where substance misuse is impacting on their future employability and resilience to remain in mainstream education. Legal highs are a particular concern.
- Mentors and role models – some young people need highly developed role models and mentoring opportunities to support them to make a successful transition post 16.
- Mental health –some young people have mental health needs, including social skills and low self esteem, as well as low aspirations and motivation.
- Transport- some young people are unable to access provision due to a lack of transport, particularly in rural areas.
- Travellers – Some Traveller young people in the borough may require additional support to move towards PETE
- Employability – Some young people need to develop employability skills and have experiences that prepare them for future work or education.

### **Priority Outcomes**

- 1.3 – Employability skills, attitudes and behaviours developed
- 2.1- Physical wellbeing improved
- 2.2 – Emotional wellbeing improved
- 2.3- Mental wellbeing improved
- 2.4 – Social wellbeing improved
- 4.1 – Young people prevented from becoming NEET
- 5.2 – Informed decisions made about leading a healthy lifestyle

### **Local Ways of working**

- Any projects on drug or alcohol use should be about education rather than enforcement
- Any projects should take into account organisations already in the area and should compliment rather than duplicate provision
- Young people's views should be sought in deciding how to best meet their needs



## 24 September 2014 Creating Opportunities for Young People – Early Help

Annexe 1a

### Proposed Amendments to Constitution Part 3

#### Executive Functions of Local Committees

##### Changes to Section 1 Paragraph 7.2

Proposed additions are shown in italics and proposed deletions are shown in brackets in bold.

#### b) Decisions on local services and budgets

In relation to the District or Borough they serve each local committee will take decisions delegated to them by the Leader and/or Cabinet on the following local services and budgets, to be taken in accordance with the financial framework and policies of the County Council, within a framework of agreed performance and resources:

##### (iv) In relation to youth services:

a) The approval of prevention priorities for Young People (**not in education, employment or training (NEET)**), for the relevant borough or district area after consideration of any local needs assessment.

b) To apportion the delegated funding for young people between Local Prevention (**Framework**), Grants and Individual Prevention Grants categories of funding, in accordance with the allocated budget.

c) Approve the award of Local Prevention (**Framework**) *funding agreements* for the provision of local prevention services for the relevant borough or district in accordance with the allocated budget (**and to pre-qualified providers**).

This power to be exercised by the Portfolio Holder in the event that the relevant local committee is unable to award a (**grant(s)**) *funding agreement(s)* (due to the presence of conflicts of interest which result in the body being inquorate).

*d) To approve Youth Task Group advice on the allocation of Community Youth Work and SOLD Local Offer resources to meet local priorities for young people in the local area.*

##### Changes to Section 1 Paragraph 7.3

#### Service Monitoring, Scrutiny & Issues of Local Concern

The Local Committees may:

xii) Scrutinise the impact of Local Prevention (**Framework**), *Community Youth Work and SOLD Local Offer* in accordance with prevention priorities for Young People (**not in education, employment or training (NEET)**) in the local area.

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**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (GUILDFORD)****DATE: 24 SEPTEMBER 2014****LEAD****OFFICER: DANIEL WILLIAMS, COUNTRYSIDE ACCESS OFFICER****SUBJECT: ALLEGED PUBLIC FOOTPATH BETWEEN SEALE LANE AND  
PUBLIC FOOTPATH 338 (SEALE AND SANDS)****DIVISION: SHALFORD****SUMMARY OF ISSUE:**

Mr David Ross submitted an application for a Map Modification Order (MMO) to add a public footpath to the Surrey County Council Definitive Map and Statement (DMS), between Seale Lane, Sandy Cross and Footpath 338 (Seale and Sands).

It is considered that the evidence shows that a public footpath is reasonably alleged to subsist over the route. A legal order to modify the DMS should therefore be made.

**RECOMMENDATIONS:**

The Guildford Local Committee is asked to agree that:

- i. Public footpath rights are recognised over the route 'A' – 'B' on Drawing No. 3/1/64/H8 (**Annex B**) and that the application for a MMO under sections 53 and 57 of the Wildlife and Countryside Act 1981 to modify the DMS by the addition of the footpath is approved. The route will be known as Public Footpath No. 580 (Seale and Sands).
- ii. A MMO should be made and advertised to implement these changes. If objections are maintained to such an order, it will be submitted to the Secretary of State for Environment, Food and Rural Affairs for confirmation

**REASONS FOR RECOMMENDATIONS:**

The County Council has a duty under Section 53 of the Wildlife and Countryside Act 1981 (WCA 1981) to modify the Definitive Map and Statement (DMS) if it discovers evidence which on balance supports a modification.

Following careful consideration of evidence submitted by users and the landowner, it is considered there is sufficient evidence for the order to be made.

## 1. INTRODUCTION AND BACKGROUND:

- 1.1 The County Council received an application, dated 13 April 2011, from Mr David Ross under the provisions of the WCA 1981 for a MMO to modify the definitive map and statement by the addition of a public footpath between Seale Lane, Sandy Cross and Footpath 338 (Seale and Sands). 13 user evidence forms accompanied the application. For legal background see **Annex A** to this report.
- 1.2 The claimed route is located between Runfold and Seale, to the south west of Sandy Cross, as shown on Drawing No. 3/1/64/H8 (**Annex B**). It commences at point A, which is located on the south side of Seale Lane opposite 'Kingswood' and proceeds in a generally southerly, then south easterly direction for 94m to point B where it meets Public Footpath No. 338 (Seale and Sands). There is no record of the route ever having been put forward for inclusion in the DMS since it was first published in 1952.
- 1.3 The route is currently blocked at the northern end by an uninterrupted close board fence and at the southern end by close board fencing either side of a locked gate. The fences and gate were erected in January 2011 and signs at either end currently read 'PRIVATE PROPERTY NO ACCESS TO THE PUBLIC'.

## 2. ANALYSIS:

### STATUTORY TEST

- 2.1 Section 31 of the Highways Act 1980 provides that the claimant's evidence must show that the route has been enjoyed by the public for a 20-year period, calculated retrospectively from the point at which that use was first challenged. The use must have been without force, secrecy or permission. Public use can also lead to the acquisition of public rights at common law. In such cases the use must have been sufficient to raise a presumption that the landowner had intended to dedicate the route. A legal background to Map Modification Orders is attached at Annex A.

### PUBLIC USER EVIDENCE FOR THE ROUTE

- 2.2 13 user evidence forms were submitted with this application (for a total of 15 individuals), spanning a period of approximately 48 years from early 1963 to early 2011. These were not standard forms as normally supplied by Surrey County Council, but were as recommended by the Ramblers, resulting in some missing information. Initially the forms were not accompanied by annotated maps but these were later supplied by 11 individuals on request. Ten forms (11 people) showed use of the way for more than a 20 year period. Officers interviewed seven of these claimants. Mrs Ball (UEF 2) was referring to a different path on her form so this must be disregarded.
- 2.3 Individual use varied from around 10 times a year to daily use. Two users said they used the route 2-3 times per week while another said they used it on a regular basis. Two users stated some variation in the level of use, having used the way over a number of years but for period of time using it more or less frequently. All respondents used the way on foot with one user (UEF 2) also

claiming use with a bike and a pony although during an interview it was understood she was referring to public footpath No. 338.

- 2.4 9 people have evidence of use for a period in excess of 20 years. The longest individual period of usage was by B A Graham (UEF 5) who used the way between 1970 and 2011, around 10 times per year. Mr and Mrs Lackford (UEF 7) claim to have used the way twice daily for 33 years between 1978 and 2011. A bar chart summarising the evidence can be seen as Annex C.
- 2.5 The evidence forms suggest that the route was used for leisure, pleasure and recreation. Only one person mentioned using the way with a dog. One person used it to take their children to the woods to play whilst another used it for visiting people in the area, but the evidence does not suggest it was anyone who might have been in a position to give permission for use. Three people specifically stated they used the path to connect with Public Footpath 338.
- 2.6 None of the users had ever been challenged or told they could not use the way. Nor had anyone ever sought permission to use it. According to the user evidence forms, there had never been any gates or stiles, or any other obstruction to passage i.e. the path was open at both ends. Nor were there ever any notices challenging public use, until the notice appeared on the newly erected gate in January 2011. At interview Mrs May stated that a sign was put up at the Seale Lane entrance to the claimed path requesting that people stop dumping garden rubbish in the woods otherwise the woods would be fenced off. This suggests that at the time, no fencing was present although Mrs May did not specify when this warning notice appeared.
- 2.7 The path is of compacted earth, through woodland. Photographs taken on 15 February 2011 and 5 May 2011<sup>1</sup> (soon after the fence was erected) show the path still clearly visible with a width of approximately 1m. User evidence forms do not specify a used width but at interview Mr Reynolds (UEF 11) stated that the path was always well used and visible, perhaps 1 to 2 metres wide with no undergrowth on the path. Mrs Williamson (UEF 13) said that apart from very minor changes to the route to get around fallen brush etc. the path has always followed the same course.
- 2.8 At interview, Mr Lackford claimed that the route was also commonly used by non-locals who would walk along it. Mr Reynolds mentioned that it was not unusual to see 3 or 4 people and even the odd horse on the route.
- 2.9 During interview, Mrs May stated that her husband used the route in the 1950s. She used the route approximately 5 times a week from 1977 until 1999. Mr Williamson said his father-in-law used the route twice a day to walk the dog for 15 or 20 years, but it is not clear whether this was during the claim period.
- 2.10 The landowner's claim that the site was secured (see point 2.15 below) is contrary to evidence submitted by Mr Williamson who stated during interview 'when Hall Aggregates owned the land they never bothered with closing it off or stopping anyone from using it'. Mrs Williamson recalls that there may have been some old wire fencing along Seale Lane years ago (although she was not certain), but there was never any fence where one entered the path.

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<sup>1</sup> See annex D

## LANDOWNERSHIP EVIDENCE

2.11 The Land Registry details and subsequent correspondence with the landowner's agent, show that the land crossed by the alleged path is owned by Alan Roy Chandler and Vanessa Jane Chandler of Vere House, Binton Lane, Seale, Farnham, Surrey, GU10 1LG. They have held title absolute (SY344089) since 18 January 2001.

2.12 Hall Aggregates (SE) Ltd were the landowners prior to this. On 15 May 1998 they submitted a Section 31(6) Statutory Declaration, which showed the extent of their ownership and what public rights they accepted existed across the land. Such a deposit is normally recognised, in the absence of contrary evidence to be proof that the landowner had no intention to dedicate a right of way. It may also bring to an end a 20 year period of use as required by s. 31(1) of the Highways Act 1980.

### *2.13 Comments:*

SCC has no record of having received a statement and plan prior to receipt of the statutory declaration, nor does the Declaration refer to any previously submitted statement and plan. No further deposit was received from Hall Aggregates by SCC after the Statutory Declaration was made. The legislation at the time prescribed a two stage process: first the deposit of a statement and plan and secondly, at any time within 6 years thereafter, the lodging of a statutory declaration. Given that the requirement for both stages of the process to be completed does not appear to have been met, it is questionable whether this deposit can be said to have any effect. In the case 'Godmanchester'<sup>2</sup> the House of Lords made it clear that, if a presumed dedication is to be avoided, either the landowners lack of intention to dedicate must have been communicated to the users or the statutory procedures in s. 31 must have been followed. An incomplete or flawed s. 31(6) deposit meets neither criteria<sup>3</sup>.

It seems then that the date the path was blocked (ie. January 2011) would become the date the public's right to use the path was called into question and evidence of use 20 years prior to this must be considered.

2.14 On 2 February 2012, Kerry Dames of Frederick Adam Ltd submitted a Section 31(6) Statement and Plan on behalf of the landowner. This followed an earlier deposit dated 29 April 2011, which was incorrectly made. This deposit has no impact upon the alleged rights, as it was made after the Schedule 14 application was received.

2.15 On 14 September 2013, Ms Dames wrote to explain her client's position and submitted evidence to rebut the claim, summarised as follows:

- i. During the claim period (1978 – 1998), use was not continuous and does not qualify 'as of right'.
- ii. The landowner during this time took sufficient steps to show that they did not intend to dedicate any routes over this land.

<sup>2</sup> R. (Godmanchester Town Council) v Secretary of State for the Environment Food and Rural Affairs and Cambridgeshire County Council and R. (Drain) v. Secretary of State for the Environment Food and Rural Affairs and Yattenden Estates Ltd [2007] UKHL 28,

<sup>3</sup> Lewis, A (2007) *S.31(6) of the Highways Act 1980*. Rights of Way Law Review. November 2007 s. 6.3, p. 117.

- iii. During the claim period, Hall Aggregates extracted gravel from the land adjacent. The site had to be secure and the public were prevented from entering the land, including along the claimed route, by the erection of a fence. Parts of the fence are apparently still in situ although no evidence was found during SCC site visits on 5 May 2011 and 4 February 2014.
- iv. Notices were erected and maintained to prevent access to members of the public and to bring it to their attention that access onto the land without permission would be unlawful and that the land was private.
- v. During the period in question, the land was worked and some areas were left to overgrow, the alleged route was not maintained in any way and therefore, would have been impassable.
- vi. Hall Aggregates submitted a Statutory Declaration in May 1998 as a result of noticing that members of the public were seeking to unlawfully access the site.
- vii. There was an element of wandering across the land and use was not restricted to the use of the alleged route.

*2.16 Comments:*

- I. This is not supported by the user evidence.
- II. The steps outlined presumably relate to fences, notices and vegetation are discussed below.
- III. This fence is not mentioned by any of the users in their user evidence forms nor is it clear from site visits whether this fence existed or could have prevented or hindered use. Mr Chandler has confirmed that during his landownership he has never erected notices
- IV. No other evidence to support this claim, such as specific dates that the notices were present, or photographs of them, has been submitted and none of the users mention seeing any signs
- V. Many public rights of way are not formally maintained in any way and are kept open by users wearing down vegetation on the surface. Despite not being walked for about 3 years, when SCC visited on 4 March 2014, the route was still largely visible through the vegetation. Photographs taken in 2011 show the route very clearly on the ground<sup>4</sup>.
- VI. The validity of this document is questionable as discussed in section 2.13.
- VII. Whilst some users admit that the land was sometimes used like commonland, it is clear from the user evidence and evidence on the ground that there was much greater specific use of the alleged route. The existence of other lesser use across the same land does not detract from this.

2.17 A further letter from Frederick Adam Ltd, dated 29 January 2014, states that the former estates manager for Hall Aggregates advised that:

- i. The site was managed and fenced in accordance with company procedure. It claims that fences were in place to prevent unauthorised access by members of the public to areas that were subject to heavy machinery movements and aggregate extraction and to prevent any right of way being established. No documentary evidence has been presented to support this as the legal requirement to retain the appropriate paperwork has expired and so it has been destroyed.

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<sup>4</sup> See Annex D.

## ITEM 12

- ii. Hall Aggregates employees might have used the path to access parts of the site, and this could explain its physical existence.

### *2.18 Comments:*

- i. Again, this is contrary to user evidence. No user mentioned fences on their evidence forms or stated that fences prevented access. Historic mapping does not appear to suggest that the land over which the path is carried was subject to extraction during the period in question, nor is there evidence on the ground in the vicinity of the path that the land was cleared to allow vehicle movements. 1971 and 1988 aerial photographs show the relevant area covered by trees. At interview, one user stated that a sign was erected warning that unless rubbish dumping stopped a fence would be erected. This suggests no fence was present at the time but it is not clear exactly when the sign appeared.
- ii. This is considered unlikely given that the path crosses the site north to south with no apparent route towards the extraction area, approximately 100m to the west.

2.19 Frederick Adam request that should SCC determine that a public right of way exists over the land, that a different route, more convenient to the landowner, be added to the definitive map.

### *2.20 Comments:*

This is not possible. SCC's duty is to consider what rights exist rather than what is convenient or desirable. The landowner could possibly apply for a diversion, although there would be no assurance of this being successful.

2.21 Mr Chandler also notes that he has over the years found it necessary to speak to many locals caught using their land as a cut-through or as a dumping ground for garden waste and rubbish. At such time "I informed them that the land is private property and there was no right of way".

### *2.22 Comments:*

None of the users recall being challenged by the landowner.

## ADDITIONAL EVIDENCE IN SUPPORT OF LANDOWNER

2.23 Christine and Steve Jennings, who live nearby at Grosvenor, Seale Lane, (which is approximately 300m west of the path), make the following observations in a letter dated 9 May 2011:

- i. They have lived in Seale Lane for 17 years.
- ii. They have never seen any signs to say there is a footpath or public right of way across the land. A friend of theirs who has lived in Seale Lane for 77 years has never seen such signs.
- iii. The path has been made by dog walkers walking through to the public footpath.
- iv. People have been seen dumping garden waste on the land.
- v. Mr and Mrs Jennings have always understood the land to be private property.



**2.24 Comments:**

These observations do not provide any evidence to show that the landowner had challenged public use and in fact do support the UEFs by confirming that use was taking place, for whatever reason.

**DEFINITIVE MAP**

2.25 A short section of the claimed path is visible as a 'physical surveyed feature' on base sheet 30 of the 1952 draft definitive map but is not indicated as a prospective right of way. It is not shown on subsequent definitive maps of 1952, 1959 or 1966 as a right of way.

**HISTORIC EVIDENCE**

2.26 The path does not appear as a feature on either the 1897 or 1916 Ordnance Survey maps, although both do show a track at the southern end of the claimed route.

2.27 The 1973 National Grid Plan (at a scale of 1:2500) shows the claimed route as a double pecked line. The base map accompanying Hall Aggregates' Statutory Declaration of 1998 shows the route (and public footpath 338) as a single pecked line at a scale 1:10,000. The route is also shown on the current Ordnance Survey Map (2007). This suggests that the path existed as a feature on the ground when these maps were surveyed and published.

2.28 It is not possible to tell from aerial photographs (of 1948, 1971, 1988, 1998 and 2006) whether a track existed at these times, largely due to the amount of tree cover obscuring the route. The 1971 and 1988 aerial photos do appear to show a linear clearing where the alleged path meets Footpath 338. Google Streetview (©2011, dated May 2009) shows a well worn gap in the hedge at the point where the path left Seale Lane before the erection of the fences. There is no sign of any old fences or notices.

**3. OPTIONS:**

3.1 The committee may agree or disagree with the officer's recommendations that rights have been acquired. Alternatively, they may decide that the evidence submitted shows that the routes should be of a different status to that recommended or along a different line. Decisions can only be made on the basis of the evidence available. The recommendation is based upon the evidence submitted and interpreted under the current legislation. Matters such as convenience, amenity, security or safety are irrelevant. (See **Annex A**).

3.2 If no order is made then the applicant may appeal to the Secretary of State who may direct us to make the order.

**4. CONSULTATIONS:**

4.1 Guildford Borough Council was contacted in May 2011 advising them of the claim. A response requesting additional information was received, but nothing

## ITEM 12

further was heard once this was supplied. GBC was contacted again in November 2013 to request a response but none was received.

- 4.2 Seale and Sands Parish Council were formally advised of the claim in November 2013, although they were aware prior to this. An email from the chair of the Parish Council dated 28 February 2011 was sent to Guildford Borough Council requesting advice following the fencing of the property, as they had received 'many complaints regarding the closure of this path' which they stated '...has been used for many years as a route between Seale Lane and Footpath 338'. The landowner also wrote to the Parish Council on 24 March 2011 to explain their position. SCC has received no formal opinion or evidence from the Parish.
- 4.3 The British Horse Society, The Open Spaces Society, County Councillor Simon Gimson and Borough Councillor Tony Rooth were all consulted in May 2011, shortly after the application was made but none submitted any comments.

### 5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

If a MMO were to be made, the cost of advertising it would be approximately £1200 and would be met from the County Council's Countryside Access budget. If objections are received to any order and a public inquiry held, then costs in the region of £2,000 might arise. These costs are fixed by our duties under Schedule 15 of the Wildlife and Countryside Act 1981. If no order is made there are no direct costs to the Council as a result of this decision.

### 6. EQUALITIES AND DIVERSITY IMPLICATIONS:

There are no equalities and diversity implications. These are irrelevant factors under the current legislation.

### 7. LOCALISM:

This issue is not relevant and cannot be considered under the current legislation.

### 8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	None of these are relevant considerations under the current legislation
Sustainability (including Climate Change and Carbon Emissions)	
Corporate Parenting/Looked After Children	
Safeguarding responsibilities for vulnerable children and adults	
Public Health	

#### HUMAN RIGHTS ACT 1988

Local Authorities are required to act to uphold European Convention rights which are now enforceable in British courts as a result of the Human Rights Act 1998. Primary

Legislation, of which the Wildlife and Countryside Act 1981 is an example, may require the County Council to act in a particular way. While the Council must interpret primary legislation in a way that is compatible with Convention rights that duty does not apply if the County Council could not have acted differently. In this instance it is first necessary to consider whether the action recommended to Members touches on a Convention right. The making of this order may affect the rights of the landowner/occupier (paragraph 2.12) under Article 8 of the Convention, the right to a private and family life and Article 1 of Protocol 1, the right to peaceful enjoyment of one's possessions. The Act makes it clear that such rights may only be interfered with in a way that is in accordance with the law. Here the action by the County Council as surveying authority is prescribed by law as detailed in paragraph 9.2-9.6 and Annex A of this report. As such the recommendation to the Members is not considered to be in breach of the 1998 Act

## **9. CONCLUSION AND RECOMMENDATIONS:**

- 9.1 A decision on this claim must be made on the legal basis set out in Annex A to this report. The only relevant consideration is whether the evidence is sufficient to raise a presumption that public footpath rights exist. Other issues such as amenity, safety or convenience are irrelevant.
- 9.2 Under Section 53 of the Wildlife and Countryside Act 1981, "the authority shall make such modifications to the Definitive Map and Statement as appear to them to be requisite in consequence of the discovery of evidence which (when considered with all other relevant evidence available to them) shows that a right of way which is not shown on the map and statement subsists or is reasonably alleged to subsist over land in the area to which the map relates".
- 9.3 There appears to be no specific documentary evidence to indicate that public rights of any sort exist over the route, hence the claim must rely on user and landowner evidence either under statute or common law.
- 9.4 Section 31 (1) of the Highways Act states that: "Where a way over any land other than a way of such character that use of it by the public could not give rise at common law to any presumption of dedication has actually been enjoyed by the public as of right and without interruption for a full period of 20 years, the way is deemed to have been dedicated as a highway unless there is sufficient evidence that there was no intention during that period to dedicate it".
- 9.5 The period of 20 years referred to in sub-section 2.1 above is to be calculated retrospectively from the date when the right of the public to use the way is brought into question whether that is by a notice, by the making of a schedule 14 application, by blocking the route or otherwise.
- 9.6 The validity of Hall Aggregates' Section 31(6) Statutory Declaration in 1998 is questionable given that it does not meet the criteria of the relevant section of the act. If this document had been publicised on site by notices it might have indicated their lack of intention to dedicate additional public rights over their land. As it stands it appears legally ineffective. Therefore the public's use of the route was first challenged in January 2011 when fencing at the northern end, and fencing and a gate at the southern end blocked the path, and signs were erected stating 'PRIVATE PROPERTY NO ACCESS TO THE PUBLIC'. There is no

## ITEM 12

evidence that the landowners took any measures in the 20 years preceding this to prevent public access or show their lack of intention to dedicate.

9.7 There are eight user evidence forms<sup>5</sup> (for nine users), which correspond to the entire relevant 20 year period of 1991-2011. They collectively demonstrate a high level of use – an approximate minimum of 1648 uses per year, which is equivalent to 4.5 uses per day; or an approximate maximum around 2477 uses per year or around 6.7 uses per day. Those three users who had used it for less than the 20 years could add an addition 1347 uses per year.

9.8 It is concluded that it can be reasonably alleged that public footpath rights subsist over the route 'A' – 'B', between Seale Lane and Public Footpath No. 338 (Seale and Sands), on the basis of use by the public between 1991 and 2011.

9.9 The Guildford Local Committee is asked to agree that:

i. Public footpath rights are recognised over the route 'A' – 'B' on Drg. No. 3/1/64/H8 and that the application for a MMO under sections 53 and 57 of the Wildlife and Countryside Act 1981 to modify the DMS by the addition of a footpath is approved. The route will be known as Public Footpath No. 580 (Seale and Sands).

ii. A MMO should be made and advertised to implement these changes. If objections are maintained to such an order, it will be submitted to the Secretary of State for Environment, Food and Rural Affairs for confirmation.

### **10. WHAT HAPPENS NEXT:**

10.1 If Committee decides that an order be made and objections are maintained to that order, it will be submitted to the Secretary of State for confirmation.

10.2 If Committee decides that no order be made the applicant will have opportunity to appeal to the Secretary of State for Environment, Food and Rural Affairs against this decision.

10.3 If the Committee resolution is against Officer's recommendations then they should record the reasons and cite evidence for the decision. This will make it easier to explain the decision should the matter proceed to public inquiry or appeal.

10.4 All interested parties will be informed about the decision.

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#### **Contact and Lead Officer:**

Daniel Williams, Countryside Access Officer. Tel: 020 8541 9245

#### **Consulted:**

See Section 4.

#### **Annexes:**

A Legal Background

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<sup>5</sup> UEFs 4, 5, 7, 8, 9, 10, 11, 12, 13

- B Drawing No. 3/1/64/H8
- C User Evidence Summary chart
- D Photographs 2011 and 2014

**Sources/background papers:**

File 'CP545' and all contents, including the application, all correspondence and representations, responses to consultations, landownership details, user evidence, legal cases, assorted mapping documents can be viewed by both public and the committee by appointment with Mr Williams at the quoted number.

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**Map Modification Orders - General**

The National Parks and Access to the Countryside Act 1949 placed a duty on all Surveying Authorities in England and Wales to produce a definitive map and statement, indicating and describing public rights of way within their areas.

The '49 Act also required Surveying Authorities i.e. County Councils, to keep their definitive map and statement under periodic revision. The Wildlife and Countryside Act 1981 completely changed the way in which the definitive map and statement is updated. Under this Act Surveying Authorities have a duty to keep their map and statement under continuous review.

Certain specified events can trigger that process and one of these is an application under Section 53 of the Act for a map modification order (MMO). Section 53(5) enables any landowner, occupier or user to apply for a Map Modification Order to modify the definitive map. Landowners and occupiers may believe for example that a right of way should never have been shown on the definitive map at all, or is shown on the wrong line or that its status is incorrectly shown, for example, as a bridleway instead of a footpath.

Claims may also be made for routes to be added on the basis of evidence from historical documents or of evidence of public use, either for a continuous period of 20 years, as provided for by the Highways Act 1980 (s31) or for a shorter period under Common Law.

Both at common law and under Section 31 of the Highways Act 1980 the public's enjoyment of the way must have been "as of right" in order to form the basis of implied dedication. "As of right" was interpreted in Merstham Manor v Coulsdon and Purley UDC (1937) as acts done openly, not secretly, not by force and not by permission from time to time given. The House of Lords has held in R v Oxfordshire CC ex p Sunningwell Parish Council (1999) that subjective state of mind of the user does not have to be proved. Users over a long period may have been "subjectively indifferent as to whether a right existed".

Deciding who "the public" are can sometimes be difficult. In general it should be people other than those working for the landowner(s) concerned or who had the permission or licence of the landowner(s) to use the route. The period of 20 years is counted back from the date on which the public's right to use the way was first brought into question or from the date at which an application is made to modify the Definitive Map and Statement. In order to bring the public's right into question, the landowner must challenge it by some means sufficient to bring it home to the public, for example, through the erection of a fence or locking of a gate across the way, however long ago that date was.

**Statute Law**

"Section 31 of the Highways Act 1980 provides that the claimants' evidence must show that the route has been actually enjoyed for a 20-year period. The use must be without force, without secrecy and without permission".

Although 20 years uninterrupted use by the public establishes a presumption that the way has been dedicated to the public, this can be contradicted by evidence showing that the landowner did not ~~dedicate~~ dedicate public rights during that

**ITEM 12**  
time. Evidence of interruption of the public's use of the way, would have to be shown to have been both effective in preventing public use and clearly known to the public. The turning back of the occasional stranger will not be a sufficiently positive act - at least where the way continues to be used by locals. Notices clearly displayed and maintained on the way, indicating that it was private, or plans deposited with the surveying authority or its predecessors can prove sufficient evidence of an intention by an owner not to dedicate. Section 31(6) of the Highways Act 1980 enables landowners to protect themselves against claims based solely on use by depositing a map, statement and statutory declaration with the surveying authority showing which rights of way they acknowledge to be public on their land.

It is not possible to claim a route by presumed dedication over Crown Land such land being exempt from the provisions of the Highways Act 1980. Byelaws for some National Trust Land and other open spaces may also prevent the acquisition of rights.

Under Section 53c (i-iii), documentary evidence alone, may be sufficient to establish the existence of public rights and however old the document, the rights recorded will still exist unless there is evidence of a subsequent legally authorised change.

In May 2006, the Natural Environment and Rural Communities Act was brought into commencement. The main effect of sections 66 and 67 of this act was to significantly curtail the scope for recording further public rights of way for mechanically propelled vehicles (MPVs) on the definitive map and statement. This was done in two ways. Firstly, any existing unrecorded public rights of way for MPVs (with certain exceptions) were extinguished, so that they cannot then be added to the definitive map and statement as byways open to all traffic (BOATs). Secondly, the act also ensures that no further public rights of way for MPVs can be acquired unless **expressly** created or constructed. Typically, where such rights had been acquired but were thereafter extinguished, this results in a restricted byway.

### Common Law

A highway is created at Common Law by the dedication by the owner of a right of passage across his land for the use by the public at large coupled with acceptance and use by the public as of right. Dedication may also be inferred at Common Law where the acts of the owner conclusively point to an intention to dedicate. In Pool v Huskinson (1843) it was held that "2 things to be made good, that the user has been sufficient in is duration and character and that the presumption then arising has not been rebutted. The length of user evidence is also important but there is no fixed minimum or maximum period of use which must be proved in Order to justify an inference of dedication. Under Common Law it is possible to claim a route by presumed dedication over Crown Land.

### Schedule 14 Applications For Definitive Map Orders

The procedures for the making and determination of an application are set out in Schedule 14 of the 1981 Act. Anyone making an application must serve notice on every owner and occupier of land affected by the application. In cases of difficulty in tracing the owner or occupier, the authority has the power to direct that a notice be placed on the land instead. The procedures include the right for applicants to appeal to the Secretary of State for the Environment against the surveying authority's refusal to make an Order. In such cases the Secretary of State can direct the authority to make the Order even when the authority considers the evidence does not support the making of the Order

Page 42



**Once the authority has received the certificate of service of notice it has a duty to investigate the application and consult with every local authority concerned, i.e. District, Parish/Town Council. The authority should make a decision on the application as soon as reasonably practicable. Where the authority has not come to a decision within 12 months of receiving an application, the applicant can appeal to the Secretary of State for the Environment, Transport and the Regions who can direct the authority to determine it within a specified time.**

**An authority can act on evidence without a Schedule 14 application being made and should do so on discovery of relevant evidence. There is no requirement to investigate the claim within 12 months and no right of appeal to the Secretary of State for the Environment, Transport and the Regions in these cases.**

#### **Order-making procedure**

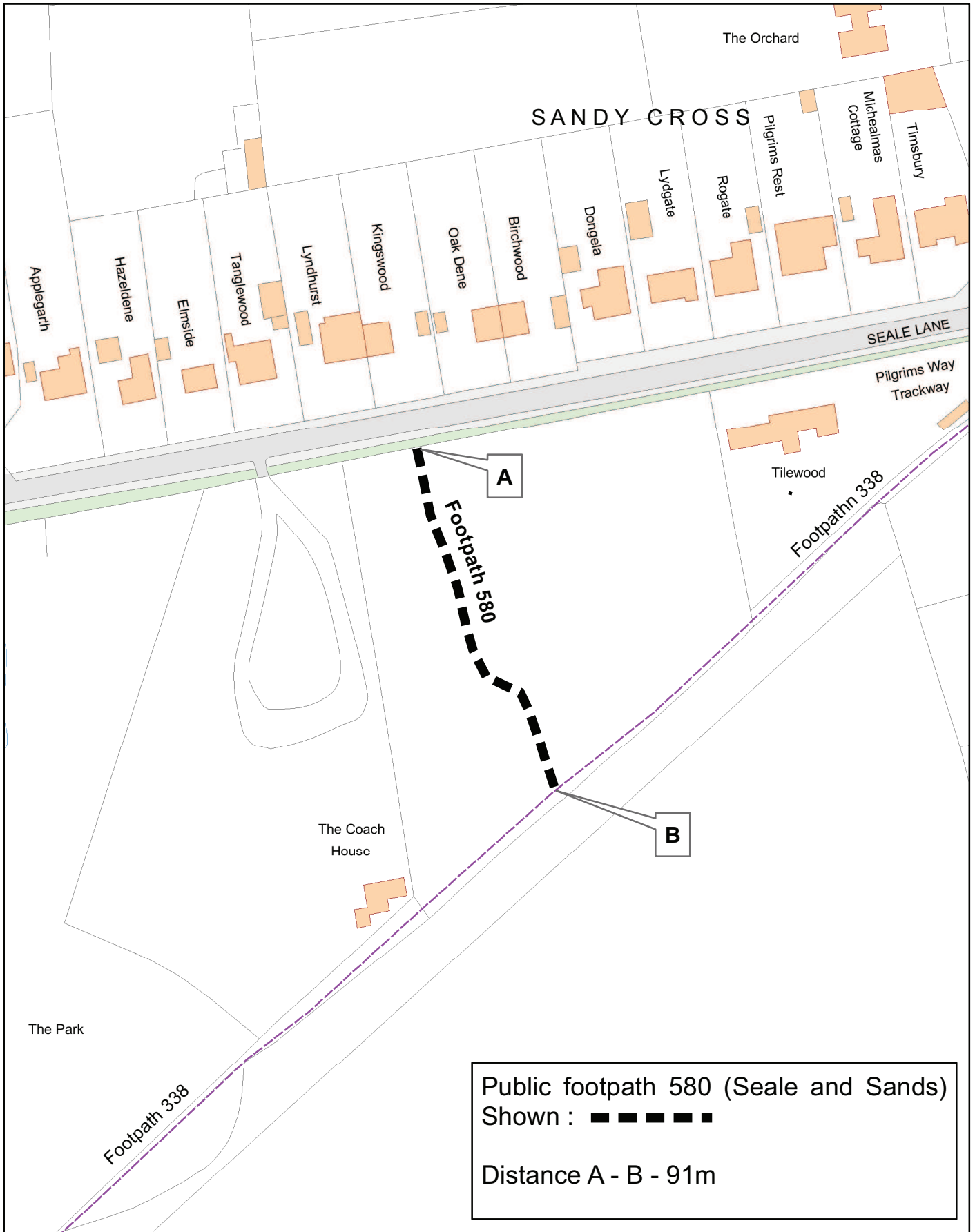
**If it is established that, on the balance of probabilities, public rights have been acquired, a MMO is published and advertised on site and in a local newspaper. If no objections are received the Order can be confirmed by the County Council. If there are unresolved objections it must be referred to the Secretary of State who will probably decide to hold a Public Inquiry to resolve the matter.**

**If the authority has been directed by the Secretary of State to make a MMO after it has decided not to do so and objections are made which result in a Public Inquiry being held, the authority may adopt a neutral stance or oppose the Order.**

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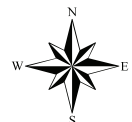
**BOROUGH OF GUILDFORD**  
**Parish of Seale and Sands**

ITEM 12



Grid Ref at A: 488362 147691  
 Date: 03/09/2014  
 Printed by DW  
 Drawing No. 3/1/64/H8

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Photos taken 5 May 2011 by Daniel Williams

1. View of new fence looking south from Seale Lane at A.



2. View over fence at Seale Road looking southwards- beaten track visible





ITEM 12  
ALLEGED PUBLIC FOOTPATH BETWEEN SEALE LANE AND PUBLIC FOOTPATH 338 (SEALE  
AND SANDS) - Annex D Site photographs

3. Well worn path between A and B



4. Padlocked gate at B, with notice 'Private property – No access to the public'.





**Photos taken 15 February 2011 by David Ross**

5. View of footpath just south of A. Very clear beaten path in 2011



**Photo taken 4 March 2014 by Daniel Williams**

6. Same view of footpath just south of A. Line of route still faintly visible through and under recent vegetation upgrowth



ITEM 12  
ALLEGED PUBLIC FOOTPATH BETWEEN SEALE LANE AND PUBLIC FOOTPATH 338 (SEALE  
AND SANDS) - Annex D Site photographs

7. Screen shot from google street view. Entry into wood at point A clearly visible. Photograph dated May 2009





**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (GUILDFORD)**



**SURREY**

**DATE: WEDNESDAY 24 SEPTEMBER 2014**

**LEAD OFFICER: KEVIN MCKEE, PARKING SERVICES MANAGER, GUILDFORD BOROUGH COUNCIL**

**SUBJECT: GUILDFORD ON-STREET PARKING REVIEW –  
CONSIDERATION OF AD-HOC REQUESTS FOR CONTROLS IN  
THE AREA OUTSIDE THE GUILDFORD TOWN CENTRE  
CONTROLLED PARKING ZONE**

**DIVISION(S): ALL**

**SUMMARY OF ISSUE:**

The report presents the preliminary assessment of ad-hoc requests for parking controls that have been raised about locations outside the Guildford town controlled parking zone. The intention is to decide which locations should form part of the parking review of areas outside the town centre controlled parking zone. The Committee has already agreed that the review should look at seven geographic areas, which are Merrow Parade, Kingspost Parade, Avondale Estate, Effingham Junction, Fairlands Estate, Shalford and Woodbridge Hill. The report recommends that a number of the ad hoc requests be progressed and parking controls proposed.

The report also details additional changes requested by the developer of the Farnham Road Hospital site, within the Guildford town centre Controlled Parking Zone, to accommodate various amendments to the access arrangements of the site, in addition to those the Committee has already agreed to be advertised as part of the most recent CPZ review.

**RECOMMENDATIONS:**

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

- (i) that parking controls be proposed for the ad-hoc locations highlighted in ANNEXE 1 and paragraph 2.9, that these are discussed with the affected ward and divisional councillors, and reported to a future meeting of the Committee to acquire authority for them to be formally advertised.
- (ii) to formally advertise the revised proposals shown in ANNEXE 2 to accommodate the changes to the access arrangements associated with the Farnham Road Hospital development, and should any representations be received they be reported to a future meeting of the Committee for consideration, or if no representations are received, the Traffic Regulation Order (TRO) will be made.

**REASONS FOR RECOMMENDATIONS:**

To assist with safety, access, traffic movements, increase the availability of space and its prioritisation for various user-groups in various localities, and to and make local improvements.

**1. INTRODUCTION AND BACKGROUND:**

- 1.1 In December 2004, the Committee agreed a cycle of reviews alternating between the Guildford town centre controlled parking zone (CPZ) and the areas elsewhere within the borough (non-CPZ). The aim was to complete each cycle in 18 months. In reality, these reviews have generally spanned 24-30 months primarily because of the volume of work in each review, the level of consultation, and the fact that one review is started while the earlier one is still being implemented. In the last twelve years, six reviews have been completed.
- 1.2 We have been considering ways to streamline the review process, without significantly reducing their scope or the level of engagement.
- 1.3 At its December 2013 meeting, the Committee agreed seven geographic areas to be assessed for parking controls as part of the non-CPZ review. The meeting also agreed that a report should be presented assessing the requests for ad-hoc restrictions, those covering concerning one or two roads, or specific locations within particular roads. This assessment has been carried out using the assessment criteria developed and agreed during the last non-CPZ review.
- 1.4 In January 2014, we circulated the list of ad hoc requests to the police, parish councils, and borough and county councillors to ensure it contained all areas of concern.
- 1.5 There is also a need to change the restrictions around the Farnham Road Hospital. At its September 2013 meeting, the Committee agreed various changes to the parking controls within the roads surrounding the hospital site, to accommodate the changes in the access arrangements and, where possible, provide additional parking to compensate for the loss of spaces in various locations. Since that meeting, the developer has made various additional changes to the access arrangement, which require further amendments to the proposed controls. We are now seeking agreement from the committee to advertise the amended proposals with the intention of making an order.
- 1.6 There is often a need to consider changes to parking restrictions to accommodate disabled bays and new vehicle crossovers. Towards the end of the review, we will seek authority from the Committee to advertise the necessary changes with a view to making an order. This will be done as late as possible, so we can accommodate requests received during the course of the review.

<b>2. ANALYSIS:</b>
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- 2.1 During the last non-CPZ review, a preliminary assessment was undertaken of over 100 locations where ad-hoc requests for controls had made. Controls were subsequently implemented in and around 20 locations. The review also considered three large geographic areas, Stoughton, Westborough and Slyfield.
- 2.2 The current non-CPZ review will be considering issues in seven main geographic areas, Merrow Parade, Kingspost Parade, Avondale Estate, Effingham Junction, Fairlands Estate, Shalford and Woodbridge Hill. Each one is potentially smaller in scale than the three considered during the last non-CPZ review. Additionally, since the last non-CPZ review, the number of requests received for ad-hoc restrictions has increased significantly, to a point where there are now over 250 locations on the list (see ANNEXE 1).
- 2.3 As part of the present review, we have reassessed all the ad-hoc locations that were not progressed previously as part of the last non-CPZ review, to take into account any changes in circumstances. Additionally, we have assessed the considerable number of new requests that we have subsequently received.
- 2.4 The preliminary scoring system was agreed during the last review and considers the classification of the road, whether it is on a bus route, within a conservation area, close to public amenities, near existing controls and has an accident history involving personal injury. These considerations account for around two-thirds of the potential maximum score of 60. There is also an engagement element, which reflects the level of concern about an issue. The score is added to if the issue is raised by any of the following groups; the police, other emergency services, members of parliament, residents' associations, schools, business groups and individual members of the public and councillors from parishes, the borough council or the county council. This accounts for the remaining part of the score.
- 2.5 The Transportation Task Group is presently looking at introducing a priority system for assessing safety and other schemes and will review the criteria for prioritising parking restrictions in the future to ensure all similar assessments consider issues consistently.
- 2.6 Although the number of ad-hoc requests for controls has more than doubled since the last non-CPZ review, there remains the need for only a manageable number of these issues to be progressed.
- 2.7 It is recommended that those locations that score 25 or more are progressed and proposals for parking restrictions developed in consultation with local ward and divisional councillors.
- 2.8 Adopting a score of 25 would result in 18 locations being progressed.
- 2.9 During August 2014, we circulated the list of locations and scores to ward and divisional councillors. Councillors highlighted a small number of locations that did not score 25, or above, as meriting progression. These are:
  - College Road, Ash Vale
  - Prospect Road / Elleray Court / Gorseland Close, Ash Vale
  - Aldershot Road (service road serving shopping parade), Westborough

## ITEM 13

- Oak Hill, Wood Street Village, Worplesdon
- 2.10 In view of their small number, it is recommended that, in consultation with the relevant ward and divisional councillors, proposals are developed in the locations listed in paragraph 2.9.
- 2.11 Therefore, in total, it is recommended that proposals be developed in the 22 ad-hoc locations (including the 18 highlighted in ANNEXE 1 and the four listed in paragraph 2.9). This is similar to the number of locations where controls were introduced as part of the last non-CPZ review.
- 2.12 A number of the locations recommended for progression involve roads around schools. The objective of any controls developed will be to assist in resolving congestion and parking issues associated with the school run.
- 2.13 County council officers are looking at issues around schools in the Boxgrove area. The issues around St Peter's and St Thomas of Canterbury schools each achieved the highest score in the assessment. The issues around Boxgrove school have a slightly lower score but we recommend considering the impact on this school when looking at St Peter's and St Thomas of Canterbury, and if appropriate, recommend parking controls that complement measures being considered to encourage more walking and cycling to schools in the area.
- 2.14 There are also yellow lines marked on Epsom Road, which are intended to deter parking around an emergency route to, and from the Boxgrove Gardens development, and we propose to make these formal restrictions as part of the review.
- 2.15 To accommodate further revisions to the access arrangements associated with the Farnham Road Hospital redevelopment, it has been necessary to propose further modifications to the existing parking controls. The amendments shown in ANNEXE 2 will achieve this.
- 2.16 Within Area B, the changes in the roads surrounding the hospital will result in the loss of around five spaces in Ludlow Road (four permit B only spaces and a limited waiting shared-use or permit B space). However, it is proposed that an additional permit B only space is provided in Ludlow Road, with a further five permit B only spaces and a limited waiting shared-use or permit B space being provided in Genyn Road. Therefore, the recommended amendments will result in a net gain of around two spaces within Area B, both reserved for permit holders only.
- 2.17 Within Area F, the changes in the roads surrounding the hospital will result in the loss of five spaces in Bray Road (all limited waiting shared-use or permit F). However, it is proposed that an additional limited waiting shared-use or permit F space is introduced to compensate for this. Additionally, because of concerns raised by residents in the cul-de-sac section of Bray Road, to the south of its junction with Poltimore Road, it is proposed to convert part of the existing limited waiting shared-use or permit F bay there to permit F only. Therefore, whilst the recommended amendments will result in a net loss of four spaces within Area F, the number that are permit holders only will actually be increased by two spaces.

**3. OPTIONS:**

- 3.1 In making the recommendations we have considered the amount of work that could be undertaken in a reasonable review period. It is difficult to assess the exact amount of work because we do not know the extent of issues and concerns about them until we are undertaking the work. Proposing controls over a geographic area tends to involve more consultation and presents more issues to resolve than introducing controls in a more isolated ad-hoc location.
- 3.2 If the Committee accepts the recommendations, the review will consist of considering seven geographic areas and 22 ad hoc locations.
- 3.3 The Committee could choose to progress more ad-hoc locations. However, this would extend the duration of the review and lead to a consequential knock-on effect of subsequent reviews. Alternatively, the Committee could decide to reduce the number of ad-hoc locations considered and this is likely to result in the review being completed earlier.

**4. CONSULTATIONS:**

- 4.1 Prior to finalising the list of locations to be assessed, in January 2014 the police, parish councils and borough and county councillors were contacted to allow them to highlight any parking issues that have been brought to their attention, and which did not previously appear on the list.
- 4.2 We send the list again to borough and county councillors in August 2014 to allow them to comment.

**5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

- 5.1 To create the order and implement the signs and lines required to give effect to the proposals we estimate that it will cost no more than £50,000. If the Committee agrees to implement the proposals, the money will come from the Guildford on-street parking account.

**6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

- 6.1 Blue badge holders can park in disabled parking bays without time limit or on yellow lines, not subject to loading restrictions, for up to three hours and are exempt from charges for parking on-street. They can also park for an unlimited period in residents only, shared-use or limited waiting parking places.
- 6.2 Where necessary, we also work with our County Council colleagues to formalise advisory disabled parking spaces introduced by them for particular blue-badge-holding residents.

**7. LOCALISM:**

- 7.1 At this point of the review, it is possible that any proposals subsequently developed could affect a great many wards, divisions and parishes outside the CPZ, and particularly road users and residents in those areas. All the proposals will be publicised, and we will consider the comments drawn from residents and local communities carefully considered.

**8. OTHER IMPLICATIONS:**

Area assessed:	Direct Implications:
Crime and Disorder	No significant implications arising from this report.
Sustainability (including Climate Change and Carbon Emissions)	Set out below.
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

Sustainability implications

- 8.1 Parking sits alongside Climate Change and Air Quality within the strategies that feed into the Surrey Transport Plan. Therefore, in many respects, these strategies and sustainability are inter-dependant.
- 8.2 Preventing parking in locations where it would otherwise cause safety and access issues, and in particular, impede traffic, helps reduce congestion, the resultant journey times and pollution. This can be particularly important on bus routes where large, public service vehicles utilise relatively narrow roads.

**9. CONCLUSION AND RECOMMENDATIONS:**

- 9.1 We recommend that proposals be developed for the ad-hoc locations highlighted in ANNEXE 1 and paragraph 2.9. The proposals will be discussed with the affected ward and divisional councillors and the results will be reported to a future meeting of the Committee to acquire authority for them to be formally advertised.
- 9.2 Additionally, it is recommended to formally advertise the revised proposals shown in ANNEXE 2 to accommodate the changes to the access arrangements associated with the Farnham Road Hospital development, and should any representations be received they be reported to a future meeting of the Committee for consideration, or if no representations are received, the TRO will be made.

**10. WHAT HAPPENS NEXT:**

- 10.1 We plan to undertake the initial informal stage of consultation associated with the geographic elements of this Non-CPZ review, during autumn 2014 and



winter 2014-5, with recommendations, to the March 2015 meeting of the Committee.

- 10.2 If the recommendation of this report is agreed we plan to also formally advertise the amendments associated with Farnham Road Hospital development (see ANNEXE 2) during the autumn 2014 and winter 2014/5. The development is due to be completed in May 2015. It is important that we complete the statutory process to allow changes to the parking restrictions within this timescale. If we receive representations, there will be time for the Committee to consider them.
- 10.3 If the recommendation of this report is agreed, proposals will be developed in the 22 ad-hoc locations, in consultation with the affected ward and divisional councillors during autumn 2014, winter 2014-5 and spring 2015. We plan to report the proposals to the June 2015 meeting of the Committee, where authority will be sought to advertise them with a view to making an order.

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**Contact Officer:**

Andrew Harkin, On-street Parking Coordinator, Guildford Borough Council  
(01483) 444535

**Consulted:**

Surrey Police  
All Parish Councils within the borough  
All ward and divisional members

**Annexes:**

- 1 – Preliminary assessment of requests for controls in ad-hoc locations
- 2 – Revised proposals around Farnham Road Hospital redevelopment

**Sources/background papers:**

- Item 9, Guildford Local Committee, 11 December 2013
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**Preliminary assessment of requests for controls in ad-hoc locations**  
**Issues / Requests - Sorted by Division / Ward / Alphabetically**

Division(s) / Ward(s)	Road	Accident History (general / parking related)	Score (max 60)	Location	Issue / Request	Comments	Reason Given
All	All	N/A	N/A	pavement parking*	motorists park on pavements causing issues for other road users, particularly parents with children and those with disabilities. Wants borough-wide ban on pavement parking	Additional request(s)	Safety, Access & Environmental
All	All	N/A	N/A		wants HGVs use of residential roads for parking to be restricted	Existing request	Environmental
Ash / Ash	Ashdene Road	No	1	junction with York Road	parking in vicinity of junction causes issues	New request	Safety & Access
Ash / Ash	Ash Church Road	Yes / No	25	in vicinity of Ash Grange School, Sure Start Centre and Church	removal of parking facility at school causes chaos during school run.	New request	Safety, Access, Availability of Space & Environmental
		Yes / No	28	lay-by opposite Ash railway station	vehicles advertised for sale in lay-by and on grass verge restrict parking for legitimate users. Wants 30mins LW nr 4 hours bay	New request	Availability of Space & Environmental
Ash / Ash	Ash Hill Road*	Yes / No	23	in vicinity of Dover Garage	footway parking causes safety and access issues and raises maintenance concerns	Additional request(s)	Safety, Access & Environmental
		No	21	junction with View Road	inconsiderate parking in vicinity of junction causes issues	New request	Safety & Access
Ash / Ash	Burrwood Gardens	No	6	in vicinity of No.11	a specific household are parking inconsiderately and obstructively, part on the pavement.	New request	Safety & Access
Ash / Ash	Chandlers Road*	Yes / No	18	2007 restrictions	on occasion obstruction is still caused despite recently introduced restrictions although off carriageway parking has been introduced making some of restriction surplus to requirements	Existing request	Safety & Access
		Yes / No	18	in vicinity of Health Centre	parking on verge should continue to be allowed with possible changes to controls to accommodate this	New request	Access & Availability of Space
Ash / Ash	College Road*	No	9	outside Nos.35-41	parking in road, and opposite driveways, in narrow sections, causes issues, particularly in the evening and at weekends	Additional request(s)	Safety & Access
		No	6	junction with Heathcote Road	parking in vicinity of junction causes issues	Existing request	Safety & Access
Ash / Ash	Elleray Court	No	6	adopted section	parking needs to be formalised	Existing request	Safety, Access & Availability of Space
Ash / Ash	Ewins Close	No	8	parking close to bends and on pavements by lorries	wants restrictions and enforcement	Existing request	Access & Availability of Space
Ash / Ash	Gorselands Close	No	9		parking by non-residents causes access and availability issues. Residents want DYLS	Existing request	Safety & Access
Ash / Ash	Guildford Road*	Yes / No	25	footways and bus stop layby, footways and in vicinity of Chinese restaurant	vehicle park on footways and in bus stop layby causing issues for pedestrians and buses	Additional request(s)	Safety & Access
Ash / Ash	Hutton Road*	No	10	in vicinity of The Swan public house	inconsider parking on associated with the pub on both sides of the road and on the bend causes issues	New request	Safety & Access
Ash / Ash	Longacre	No	3	various corners but junction with Church View in particular	inconsiderate parking on junctions and bends	New request	Access
Ash / Ash	Longfield Road	No	11	private access road	wants restrictions to prevent obstruction of access	Existing request	Safety & Access
Ash / Ash	Potters Crescent	No	6	outside Nos.2-8	wants additional parking facilities created	Existing request	Access
		No	6	in vicinity and opposite No.13	wants parking restrictions introduced to improve access to and from off street parking facilities	Existing request	Safety & Access
Ash / Ash	Prospect Road*	No	12	various junctions including those with Gorseland Close and Elleray Court	concerns about parking in Prospect Road, particularly between 8pm and 8am the next day	Additional request(s)	Safety & Access
		No	12	between Nos.14-30 (brow of hill)	parking by residents near brow of hill causes issues	Additional request(s)	Safety & Access
		No	9	verges	inconsiderate parking on grass verges and speeding an issue	New request	Availability of Space
		No	6	outside Nos.52-56	vehicles sales on public highway cause issues	New request	Safety & Access
Ash / Ash	Shawfield Road	No	23	outside shops	long-stay parking affecting trade. Wants limited waiting controls like those in nearby	New request	Availability of Space
		No	23	grass verge opposite shops	although subject to parking controls, parking on verge still causes issues	New request	Environmental
Ash / Ash	Vale Road	No	18	close to canal bridge	previously extended DYLS should be extended even further to prevent parking on western approach to bridge.	New request	Safety

Division(s) / Ward(s)	Road	Accident History (general / parking related)	Score (max 60)	Location	Issue / Request	Comments	Reason Given
Ash / Ash	Wharf Road*	Yes / No	15	2007 restrictions	wants residents' parking scheme	Existing request	Availability of Space
		Yes / No	15	2007 restrictions	wants measures introduced to prevent double parking as present situation not obvious enough to motorists	Additional request(s)	Safety & Access
		No	5	in vicinity of Wollards Road	wants existing controls extended to improve visibility	New request	Safety & Access
Ash / Ash Vale	Chart House Road	No	6	2007 restrictions	present restrictions are overly restrictive	Existing request	Availability of Space
Ash / Ash Vale	Lakeside Road*	No	6		one property with 9 vehicles parks them indiscriminately on the footways and verges	Existing request	Safety & Access
Ash / Ash Vale	Old Farm Place	No	1	various roads on estate	availability and allocation of space, parking on footways and close to accesses, particularly by larger vehicles, causes issues.	New request	Access, Availability of Space & Environmental
Ash / Ash Vale	Orchard Close	No	6	junction with Vale Road	large vehicle parked on grass verge close to junction causes issues.	New request	Safety, Access & Environmental
Ash / Ash Vale	St Mary's Close	No	6		parking on grass verges causes various issues	Existing request	Safety, Access & Environmental
Ash / Ash Vale	Stratford Road*	No (not since 2012 controls were introduced)	24	in vicinity of Holly Lodge school	parking during school run still causes issues despite introduction of 2012 controls. Need for controls to be extended	New request	Safety & Access
Ash / Ash Vale	Vickers Road	No	1	in vicinity of No.30	wants parking in vicinity and opposite access, often on the footway, prevented due to the issues it causes	New request	Safety & Access
Ash / Ash Vale	Wood Street	No	8	in vicinity of church	inconsiderate parking associated with church on pavements, on / close to driveways causes issues	New request	Safety & Access
Guildford North / Stoke	Cedar Way	Yes / No	16	junction and pavements, particularly in vicinity of Birch Grove	parking in the junction and on the pavements causes issues	New request	Safety & Access
Guildford North / Stoke	Cypress Road	Yes / No	16	in vicinity of No.68 and elsewhere	parking outside and opposite property causes issues, particularly as it's on a bus route.	New request	Safety & Access
Guildford North / Stoke	Groom Walk	No	8	2011 restrictions	wants measures to overcome issues caused by overflow associated with neighbouring Slyfield Industrial Estate	New request	Safety, Access & Availability of Space
Guildford North / Stoke	Hazel Avenue*	Yes / No	22	in vicinity of children's centre and new school development	concerned about all day parking associated with expanded uses of schools, and during school run in particular, when parents of children add to issues. Wants restrictions around junctions and to prevent issues close to bus stops.	Additional request(s)	Safety & Access
Guildford North / Stoke	May Tree Close	No	1		parking on verges, particularly by commercial vehicles, churning up green and causing issues	Existing request	Availability of Space & Environmental
Guildford North / Stoke	Old Farm Road	No	11	opposite bus stop o/s Nos.103-105	parking opposite bus stop causes issues when bus uses stop.	New request	Safety & Access
Guildford North / Stoke	(Old) Woking Road*	No	11	between Red Rose Indian Restaurant to cul-de-sac end	inconsiderate parking causes issues, particularly in vicinity of acces to Stoke Mills Court	New request	Access
		No	13	in vicinity of Weyfield School	parking in vicinity of pedestrian routes to school, particularly by large vehicles, causes issues.	New request	Safety & Access
Guildford North / Stoke	Rowan Close	Yes / No	10		inconsiderate parking and availability issues caused by residents, which are only likely to be exacerbated by proposed housing developments	New request	Availability of Space
Guildford North / Stoke	Slyfield Green*	No (not since 2011 controls were introduced)	5		wants parking by commuters prevented, preferring a solution to be found on the Slyfield Industrial Estate	New request	Availability of Space
Guildford North / Stoke	Hornbeam Road	No	8	outside No.3	wants formalised controls to prevent vehicles blocking driveway	New request	Access
Guildford North / Stoke	Stoughton Road	No	4	verges in vicinity of Forsythia Place	parking on grass verges by residents and their visitors causes damage	Existing request	Environmental
Guildford North / Stoke	various	No	8	in vicinity of Weyfield School	parking associated with school run causes issues which need to be addressed	Existing request	Safety & Access
Guildford North / Stoke	various on Slyfield Industrial Estate*	Yes / No	15		loss of parking due to parking controls introduced in 2011 and 'mis-use' of lay-bys	New request	Availability of Space
		Yes / No	15	parking bays	nuisance overnight parking causes issues and security concerns	New request	Environmental

**Preliminary assessment of requests for controls in ad-hoc locations**  
**Issues / Requests - Sorted by Division / Ward / Alphabetically**

Division(s) / Ward(s)	Road	Accident History (general / parking related)	Score (max 60)	Location	Issue / Request	Comments	Reason Given
Guildford North / Stoke	Weyside Road*	No	1	at junction with Stoughton Road and in turning circle	inconsiderate parking by residents and visitors cause issues at all times	Additional request(s)	Safety & Access
Guildford North / Stoke	Westfield Road*	No	8	in vicinity of VW garage	double parking adjacent to lay-by causes issues as does long-stay parking by certain businesses	New request	Safety & Access
		No	8	in vicinity of 21/23 Westfield Road	revised access arrangements for 21/23 Westfield Road proposed and need to be accommodated	New request	Access
Guildford North / Stoke	Woodlands Road*	No	14	2011 restrictions	now wants residents' parking scheme to resolve issues caused by neighbouring parking on grass verges by residents causes damage	Additional request(s)	Safety, Access & Availability of
		No	11	verges	parking on grass verges by residents causes damage	Existing request	Environmental
		No	10	outside & opposite No.38	inconsiderate parking by abattoir workers cause issues	New request	Safety & Access
		No	10		overnight parking by HGVs cause issue for residents.	New request	Environmental
Guildford North / Stoke & Stoughton	Stoughton Road, most of Bellfields and Woodbridge Hill		11	pavement parking	action required to deal with pavement parking	Existing request	Safety & Access
Guildford North / Stoughton	Anderson Close	No	4	in vicinity of accesses to communal parking areas	inconsiderate parking close to accesses cause issues although would prefer mirrors	New request	Safety & Access
Guildford North / Stoughton	Ardmore Avenue*	No	8		measures needed to increase availability of parking and prevent inconsiderate parking	Additional request(s)	Safety, Access & Availability of Space
Guildford North / Stoughton	Barrack Road*	No	8		parking associated with evening economy and new residential development causes issues for other residents.	New request	Access & Availability of Space
		No	8	in vicinity of Raywood Court	inconsiderate parking in and around access causes issues.	New request	Access & Availability of Space
		Yes / No	15	junction with Worplesdon Road	parking on bellmouth of junction and across pedestrian crossover cause issues	New request	Safety & Access
Guildford North / Stoughton	Deeprise Close	No	8	junction with Grange Road	inconsiderate parking , particularly that associated with use of playing fields causes issues.	New request	Safety & Access
Guildford North / Stoughton	Grange Road*	No	11	north of junction with Harts Gardens o/s No.101	wants DYLS amended (shortened or lengthend) to stop issues caused by vehicles trying to park between junction and access	New request	Access & Availability of Space
		No	14	outside terraced properties	neighbourhood disputes over availability of parking within space remaining as a result of 2011 controls	New request	Availability of Space
Guildford North / Stoughton	Johnston Green	No	1	area in front of garage block (public highway)	parking opposite garages causes issues	New request	Access
Guildford North / Stoughton	Johnston Walk	No	1		inconsiderate parking on footways causes issues	New request	Safety & Access
Guildford North /	Manor Gardens*	No	9	pavement parking	action required to deal with pavement parking and access issues, particularly for those minibuses	Additional request(s)	Safety & Access
Guildford North / Stoughton	Manor Road*	No	12	parking bays	spaces being misused by Home2School minibuses	New request	Availability of Space
		No	17	opposite and in vicinity of No.116	wants DYLS extended and existing DYLS enforced	New request	Safety & Access
		No	11		need for residents' parking scheme, due to availability issues, particularly since redevelopment of health centre.	New request	Availability of Space
Guildford North / Stoughton	Queen Elizabeth Park development	Yes / No	15		junction protection throughout	Existing request	Safety & Access
Guildford North / Stoughton	Railton Road	No	9	in vicinity of accesses to communal parking areas	inconsiderate parking close to accesses cause issues although would prefer mirrors	New request	Safety & Access
Guildford North / Stoughton	Regalfield Close*	No	1		residents of Worplesdon Road park in road. Wants this and the issues it causes resolved.	Additional request(s)	Safety, Access & Availability of Space
Guildford North / Stoughton	Stoughton Road	No	11		wants residents' parking scheme to resolve availability issues	New request	Availability of Space
Guildford North / Stoughton	Taragon Drive*	No	1		increased parking by commercial vehicles owned by residents (particularly No.16) causing issues	Existing request	Availability of Space
Guildford North / Stoughton	Thorpes Close	No	1		concerned about loss of parking through creation of vehicle crossovers	Existing request	Availability of Space
Guildford North / Stoughton	Weston Road	No	8	parking bays	wants spaces within bays individually marked	New request	Availability of Space
		No	8	in vicinity of No.1a	wants DYLS across driveway removed or replaced with SYL or APM	New request	Availability of Space
Guildford North / Stoughton	Worplesdon Road	No	18	to north of No.63 Cross Road junction	inconsiderate parking in vicinity of junction causes issues	New request	Safety & Access

Division(s) / Ward(s)	Road	Accident History (general / parking related)	Score (max 60)	Location	Issue / Request	Comments	Reason Given
Guildford North & Guildford West / Stoughton & Westborough	Worplesdon Road	Yes / No	29	immediately adjacent to access of Francis Court	concerned about retention of lay-by to provide parking extremely close to access	New request following SCC re-engineering of bus stop lay-by	Safety & Access
					wants limited waiting parking bay to be introduced in what remains of lay-by as quickly as possible	New request following SCC re-engineering of bus stop lay-by	Availability of Space
Guildford East / Burpham	Bowers Lane	No	3	around junctions and on grass verges	Issues caused by parkings associated with nature area	Existing request	Safety & Access
Guildford East / Burpham	Bradfield Close	No	1		parking is becoming untenable	Existing request	Safety, Access & Availability of Space
Guildford East / Burpham	Darfield Road	No	1		inconsiderate parking causes issues	New request	Safety & Access
Guildford East / Burpham	Weybrook Drive	No	1	pavement parking	wants issues it poses to pedestrians resolved	Existing request	Safety & Access
Guildford East / Burpham	Woodruff Avenue	No	7	near George Abbot School, where it becomes Charlock Way	to improve access for coaches wants parking restricted	Existing request	Safety & Access
Guildford East / Merrow	Ashbury Crescent	No	3		inconsiderate parking by residents causes issues and needs addressing	Existing request	Safety & Access
Guildford East / Merrow	Daryngton Drive*	No	11		parking on verges and close to junctions and points of access cause issues . There is a need for residents' parking	Additional request(s)	Safety & Access
		Yes / No	16	various junctions within	wants yellow lines at its junctions with Epsom Road, Carroll and Elles	New request	Safety & Access
Guildford East / Merrow	Down Road*	No	6	parking issues throughout road	need for residents' parking scheme to resolve availability issues, believed (by residents) to be caused by non-residents.	Additional request(s)	Availability of Space
		Yes / No	21	near junction with Epsom Road	parking close to junction causes safety and access issues	Existing request	Safety & Access
		No	6	cul-de-sac end	parking should be prevented to facilitate turning (GBC - Parks & Countryside)	New request	Safety & Access
Guildford East / Merrow	Greencroft	Yes / No	16		supporting various parking challenges	New request	Safety & Access
Guildford East / Merrow	High Path Road*	No	8		Unrestricted parking, without breaks for passing, causes various issues. Parking is impossible day or night. The golf club at end and shops at entrance don't assist. Wants residents' parking	Existing request	Safety, Access & Availability of Space
Guildford East / Merrow	Holford Road	No	10	near junction with Epsom Road	parking close to junction causes safety and access issues	New request	Safety & Access
Guildford East / Merrow	Horseshoe Lane East*	Yes / Yes	38	in vicinity of St Peter's School and Church	inconsiderate parking associated with activities at the school, the school run and church cause issues, particularly now development work is ongoing locally.	New request	Safety & Access
Guildford East / Merrow	Horseshoe Lane West*	Yes / Yes	38	in vicinity of St Thomas of Canterbury School	inconsiderate parking associated with activities at the school and the school run cause issues, particularly now development work is ongoing locally.	New request	Safety & Access
Guildford East / Merrow	Kingfisher Court	No	9	turning area outside Merrow Infant School	issues with parking during school run, and more generally, how the 'roundabout' is interpreted by motorists	New request	Safety & Access
Guildford East / Merrow	Kingfisher Drive*	No	11	junction with Harewood Road	parked vehicles cause those approaching junction to do so on wrong side of road	New request	Safety & Access
		No (not since 2012 controls were introduced)	11	between Merrow Street and Collier Way	additional restrictions required to prevent all parking in this area	New request	Safety & Access
Guildford East / Merrow	Laustan Close	No	4	in vicinity of Church	inconsiderate parking associated with church causes issues.	New request	Safety & Access
Guildford East / Merrow	Levlysdene	No	6	green near junction with Epsom Road	commercial vehicles associated with building work causing issues and nuisance	Existing request	Safety, Access & Environmental
Guildford East / Merrow	Martins Close	No	6	pavement parking	commercial vehicles cause issues for access and potentially damage to footways. Wants bollards put back	Existing request	Safety, Access & Environmental
Guildford East / Merrow	Parklands Place	No	3	Page 64	inconsiderate parking on footways and adjacent to accesses causes issues	New request	Safety & Access

**Preliminary assessment of requests for controls in ad-hoc locations**  
**Issues / Requests - Sorted by Division / Ward / Alphabetically**

**ITEM 13**  
**ANNEXE 1**

Division(s) / Ward(s)	Road	Accident History (general / parking related)	Score (max 60)	Location	Issue / Request	Comments	Reason Given
Guildford East / Mellow	Sheeplands Avenue	No	8	opposite No.37	wants restrictions introduced to prevent parking opposite driveway	New request	Access
Guildford East / Mellow	Stonecrop Road & Vicinity	No	1		concerned about availability of parking	Existing request	Availability of Space
Guildford East / Mellow	Wykeham Road	No	8		parking issues	Existing request	Safety & Access
Guildford South East / Christchurch	Beatty Avenue	No	19	in vicinity of School	existing restrictions need extending significantly to resolve issue caused during the school run	New request	Safety & Access
Guildford South East / Christchurch	Boxgrove Lane	No (not since 2012 controls were introduced)	22	in vicinity of School	parking associated with school run	Additional request(s)	Safety & Access
Guildford South East / Christchurch	Boxgrove Avenue	Yes / No	21	at junctions with London Road (near Eaton Court) and Boxgrove Road	inconsiderate parking too close to junctions, accesses and on footways by residents of Eaton Court spills over into Boxgrove Avenue, and office parking at Boxgrove Road end of road also causes issues.	Additional request(s)	Safety & Access
Guildford South East / Christchurch	Duncan Drive*	Yes / No	16	particularly close to junction with Boxgrove Road	inconsiderate parking, particularly by those living in nearby private roads, cause issues.	New request	Safety & Access
Guildford South East / Holy Trinity	Downside Road	No	8	in vicinity of school sports facility (Urnfield)	residents parking inconsiderately and threatening users of the school facilities	New request	Safety, Access & Availability of Space
Guildford West / Onslow	Ash Grove / Cathedral Hill	No	3	want existing markings refreshed and formalised to resolve parking issues		Being dealt with by SCC as controls have not been formalised, and status of some of roads (parts of roads) is uncertain	Safety, Access & Availability of Space
Guildford West / Onslow	Beech Grove*	No	11	opposite No.61 and elsewhere	due to availability of space it is necessary for residents to park on grass verges	New request	Availability of Space
		No	11	eastern cul-de-sac end	inconsiderate parking on both sides of road, including on verges, and also in vicinity of The Drive, causes issues and prevents access by larger vehicles	New request	Safety & Access
Guildford West / Onslow	Cherry Tree Avenue	No	11		inconsiderate parking on both sides of road, including on verges, causes issues and prevents access by larger vehicles	New request	Safety & Access
Guildford West / Onslow	Middleton Road Industrial Estate	Yes / No	15		existing restrictions are outdated and parking needs to be reintroduced	Existing request	Availability of Space
Guildford West / Onslow	various Ashenden Estate	No (not since 2011 controls were introduced)	11	verges and footways	vehicles double parked on verges and footways cause issues for pedestrians. Need for residents' parking if measures are introduced to resolve this.	New request	Safety, Access & Availability of Space
Guildford West / Onslow & Westborough	Egerton Road* (North-South Section)	No	11	SYL peak time restriction	SYL restrictions should be removed to allow parking at all times. Need for improved hospital parking. Parking should be prioritised for residents and blue badge holders.	Existing request	Access & Availability of Space
Guildford West / Westborough	Aldershot Road*	No	21	opposite Co-op store	want disabled bay introduced to aid those customers with mobility issues and limited waiting to improve the turnover of space	New request	Access & Availability of Space
Guildford West / Westborough	Applegarth Avenue	No	1	green in front of Nos.22-48	parking associated with student households in the area causing availability issues and damage to grass verges	Existing request	Availability of Space & Environmental
Guildford West / Westborough	Beckingham Road	No	8	cul-de-sac end	Parking on opposite houses, often on footways causes issues	New request	Safety & Access
Guildford West / Westborough	Belmont Avenue	Yes / No	14	junction with Worplesdon Road	inconsiderate parking in proximity of junction causes issues	New request	Safety & Access
Guildford West / Westborough	Broomfield	Yes / Yes	13		inconsiderate parking causes issues	New request	Safety & Access



Division(s) / Ward(s)	Road	Accident History (general / parking related)	Score (max 60)	Location	Issue / Request	Comments	Reason Given
Guildford West / Westborough	Cabell Road*	Yes / No	16	junctions with Homestall and Stoney Brook	inconsiderate and pavement parking including lorries	Existing request	Safety & Access
		Yes / Yes	35		<b>inconsiderate parking causes issues particularly for those wishing to exit and enter their driveways and buses. DYLS required.</b>	New request	Safety & Access
		Yes / No	28	Park Barn Drive - Broomfield section	<b>inconsiderate parking has, on occasions, blocked the bus route</b>	New request	Access
Guildford West / Westborough	Dunmore	No	1		insufficient parking for residents exacerbated by protection of grass verges / creation of flowerbeds (GBC Housing).	New request	Availability of Space
Guildford West / Westborough	Foxburrows Avenue	No (not since 2011 controls were introduced)	8		inconsiderate parking by hospital staff and students causes issues, including ones of availability of space	New request	Safety, Access & Availability of Space
Guildford West / Westborough	Grantley Road / Weston Road	No	6	on pavements	want measures / enforcement to prevent inconsiderate parking on footways	New request	Safety & Access
Guildford West / Westborough	Greville Close*	No	8		inconsiderate parking on junctions, bends and in garage blocks by non-residents causing issues, include availability	New request	Safety, Access & Availability of Space
Guildford West / Westborough	Parkhurst Road*	No	6		parking in vicinity of driveways cause issues and formalised parking controls / residents' parking is required	New request	Safety, Access & Availability of Space
Guildford West / Westborough	Pond Meadow	Yes / Yes	27		<b>inconsiderate parking causes issues</b>	New request	Safety & Access
Guildford West / Westborough	Rydes Hill Road* & Clayton Drive	No	6		wants DYL on one side, and around 90-degree bends, to prevent inconsiderate parking and on Clayton Drive	Additional request	Safety & Access
Guildford West / Westborough	Sheepfold Road*	Yes / No (although not recorded in SCC Accident Records so not likely to have involved personal injury)	27	adjacent to chemist and newsagents	<b>Chemist and newsagents want short-duration limited waiting parking provided for their deliveries and customers</b>	<b>New request resulting from an engineering scheme, and as such, being dealt with by SCC as part of that scheme</b>	<b>Access &amp; Availability of space</b>
		Yes / No (although not recorded in SCC Accident Records so not likely to have involved personal injury)	15	near to junction with Worplesdon Road	Parking on both sides of road close to junction causes issues	Considered by SCC as part of engineering scheme but not progressed	Safety & Access
Guildford West / Westborough	Southway*	No	13	service road	wants a review of recently introduced controls as parking issues continue to grow, increasing danger, threatening behaviour and obstruction.	New request	Safety, Access & Availability of Space
		Yes / No	18	near No.147	parking by non-residents causes availability issues for residents. Permit scheme required	New request	Availability of Space
		No	15	outside Guildford Grove School	parking bay adjacent to former bus stop lay-by needs shortening.	New request	Safety & Access
		No	11	near A3 pedestrian underpass to Egerton Road	parking by non-residents leaves little parking for residents and their visitors	New request	Availability of Space
Guildford West / Westborough	Weston Road	No	6	between Parkhurst Road & Grantley Road	existing restrictions need to be extended to resolve issue caused by inconsiderate parking	New request	Safety & Access



**Preliminary assessment of requests for controls in ad-hoc locations**  
**Issues / Requests - Sorted by Division / Ward / Alphabetically**

Division(s) / Ward(s)	Road	Accident History (general / parking related)	Score (max 60)	Location	Issue / Request	Comments	Reason Given
Guildford West / Westborough	Woodside Road	No	6	adjacent to No.120 Southway	indistinct crossover leads to issues of obstruction	New request	Access
Guildford West & Worplesdon / Westborough & Worplesdon	Barnwood Road	Yes / No	16		inconsiderate parking causes issues	New request	Safety & Access
Horsleys / Clandon & Horsley	Bishopsmead Parade	No	8	limited waiting bays	2-hour limit is too short for visitors to hairdresser. Wants longer period or permit scheme	Existing request	Availability of Space
Horsleys / Clandon & Horsley	Epsom Road (A246), East Horsley	No	11	pavement parking in vicinity of Carlans Garage	wants measures to prevent footway parking	New request	Safety & Access
Horsleys / Clandon & Horsley	Farleys Close	No	1		inconsiderate parking by residents on footways and verges cause issues. Measures required to prevent this.	New request	Safety & Access
Horsleys / Clandon & Horsley	Kingston Avenue*	No	8	o/s Nos.1&2	advises houses have been extended and it means cars repeatedly park so that they block the footway and access completely	New request	Safety & Access
		No	11	outside No.47	wants formalised controls to prevent vehicles blocking driveway	New request	Access
Horsleys / Clandon & Horsley	Nightingale Crescent (GBC) and Northcote Crescent*	No	5	in vicinity of Raleigh School and on bend near 'Fariwinds' in particular	parking associated with school run causes issues which need to be addressed	Additional request(s)	Safety & Access
<b>Horsleys / Clandon &amp; Horsley</b>	<b>Ockham Road North</b>	<b>Yes / No</b>	<b>28</b>	<b>in vicinity of Glenesk School</b>	<b>during school run parents of children cause serious issues</b>	<b>Existing request</b>	<b>Safety &amp; Access</b>
Horsleys / Clandon & Horsley	Ockham Road South	No	19	outside Maranello House	wants SYL changed to DYL to deter lorry parking on pavements	New request	Safety & Access
Horsleys / Clandon & Horsley	St Martins Close*	No	16		inconsiderate parking by commuters and other non-residents throughout road, but particularly close to junction with Ockham Road South, on bend and adjacent to lowered kerbs cause issues, including ones of availability of space.	Additional request(s)	Safety, Access & Availability of Space
Horsleys / Clandon & Horsley	School Lane, West Horsley	No	3	junctions with Overbrook and The Street	parking close to junctions causes safety and access issues	Existing request	Safety & Access
Horsleys / Clandon & Horsley	The Street, West Horsley	No	14	in the vicinity of Village Hall and School	inconsiderate parking associated with both cause access issues for residents	New request	Safety & Access
Horsleys / Clandon & Horsley	Various East Horsley	No	N/A	existing restrictions	following PCN suggested parking restrictions are not required in a village such as East Horsley	Existing request	Availability of Space
<b>Horsleys / Effingham</b>	<b>Lower Road*</b>	<b>Yes / Yes</b>	<b>35</b>	<b>in vicinity of school</b>	<b>the existing restrictions introduced in 2012 need to be extended to resolve displacement issues</b>	<b>New request</b>	<b>Safety &amp; Access</b>
Horsleys / Effingham	Mount Pleasant	No	9		existing DYLs need to be extended to resolve issues caused by rugby club at weekends	New request	Safety & Access
Horsleys / Lovelace	High Street, Ripley*	No	20	bus stops	complaint about parking in bus stops which presently are not clearways due to lack of signs	Existing request	Safety & Access
		Yes / No	27	in vicinity of MDM House	wants footway parking / driving prevented.	New request	Safety & Access
		No	20	service road outside Hartley Antiques and other verges	concern about loss of space if parking is prevented in service road and on other verges	New request	Availability of Space
		No	20	service road outside Hartley Antiques	wants parking on services road and adjacent grass verge prevented	New request	Safety & Access
		Yes / No	27	in vicinity of Perseverance Cottages	lack of space causes issues for residents, particularly since the changes introduced in 2008	New request	Availability of Space
		Yes / No	27	in vicinity of The Courtyard, near junction with Newark Lane	measures needed to prevent vehicles parked adjacent to access obscuring visibility.	New request	Safety & Access
Horsleys / Lovelace	Portsmouth Road, Ripley	No	11	grassed areas in vicinity of Sevenoaks	HGVs park on the verges causing damage. Wants reinstatement of physical measures.	Existing request	Safety, Access & Environmental
Horsleys / Lovelace	Various, Ripley	Yes / No	27	footways and verges	wants it to be possible for vehicles to be parked on some footways and verges, but similarly wants it to be restricted on others	Existing request	Availability of Space
Shalford / Ash South & Tongham	Ash Street (A323)	Yes / No	27	<b>Page 67</b>	parking on one side of road should be prevented	New request	Safety & Access

Division(s) / Ward(s)	Road	Accident History (general / parking related)	Score (max 60)	Location	Issue / Request	Comments	Reason Given
Shalford / Ash South & Tongham	Cardinals Estate (East Ring)*	No	16	in vicinity of schools, children's daycare centre and old peoples' home	parking on junctions, pavements and across lowered kerbs causes safety and access issues, particularly during school run. Increased parking provision required and yellow line waiting restrictions.	Additional request(s)	Safety, Access & Availability of Space
		No	11	in vicinity of No.22	Wants restriction around and opposite driveway to facilitate access for his large, disabled-adapted vehicle	Existing request	Access
Shalford / Ash South & Tongham	Carfax Avenue	No	6		Parking on footpaths a problem. Verge parking would be beneficial	Existing request	Safety, Access, Availability of Space & Environmental
		No	6		wants parking bays and parking controls to be introduced	Existing request	Safety, Access & Availability of Space
		No	6	opposite driveway	registered disabled and has 18ft long vehicle that has difficulty accessing off-street facilities when vehicles parked opposite.	New request	Access
		No	6		availability of space issues.	New request	Availability of Space
Shalford / Ash South & Tongham	Farm Walk	No	1	in turning head	parking by residents causes issues	Existing request	Safety & Access
Shalford / Ash South & Tongham	Foreman Park	Yes / No	15		parking on estate already chaotic and likely to be exacerbated by new controls to be introduced nearby.	New request	Safety, Access & Availability of Space
Shalford / Ash South & Tongham	Grange Road	No	8	both sides of road beyond existing restrictions	wants additional controls to prevent parking obstructing deliveries by large vehicles	New request	Access
Shalford / Ash South & Tongham	May Crescent	No	6		insufficient parking for residents leading to inconsiderate parking. More parking required.	New request	Safety, Access & Availability of Space
Shalford / Ash South & Tongham	Newton Way	No	6		motorists encroach upon lowered kerb and park opposite making access difficult	Existing request	Access
Shalford / Ash South & Tongham	Oxenden Road	No	19	opposite Phillips Close	wants restrictions to prevent parking on verge which blocks pedestrian link through to footway	Existing request	Safety & Access
<b>Shalford / Ash South &amp; Tongham</b>	<b>Poyle Road</b>	<b>Yes / Yes</b>	<b>37</b>	<b>in vicinity of Parish Hall during events</b>	<b>obstructive parking</b>	<b>Existing request</b>	<b>Access</b>
Shalford / Ash South & Tongham	Shawfield Lane	No	6	in vicinity of junction with Shawfield Road	inconsiderate parking close to driveway and junction cause issues.	New request	Safety & Access
Shalford / Ash South & Tongham	Spoil Lane	No	6	near junction with Manor Road	parking associated with Vets causes issues	New request	Safety & Access
Shalford / Ash South & Tongham	The Street, Tongham*	No	15	in vicinity of No.20	inconsiderate parking on pavements and opposite driveways cause issues	New request	Safety & Access
		Yes / No	24	between Grange Road and give way 'feature'	parking combined with the volume of vehicles using the road causes issues	New request	Safety, Access & Availability of Space
Shalford / Ash South & Tongham	Underwood Avenue	No	6	junction with Roberston Way	parking close to junction causes safety and access issues	Existing request	Safety & Access
		No	8	in vicinity of St Georges Stores	inconsiderate parking on grass verges and footways causing issues.	New request	Safety, Access & Environmental
		No	6		levels of car ownership amongst some residents, and those having building works done. causes issues for other residents.	New request	Safety, Access & Environmental
Shalford / The Pilgrims	The Green, Seale	No	3	in vicinity of The Sands Room	parking associated with club causes severe access issues and impacts on availability of space	Existing request	Safety, Access & Availability of Space
Shalford / The Pilgrims	The Street, Puttonham	No	17	in vicinity of Good Intent public house	parking associated with pub coupled with lorries wishing to gain access to nearby ind. est. causes issues	New request	Safety & Access
Shalford / Shalford	Poplar Road	No	6	outside No.35 on bend	parking by residents of No.35 causes issues	New request	Safety & Access
Shalford / Shalford	Tillingbourne Road*	Yes / No	20	in vicinity of school	parking associated with school run causes issues which need to be addressed	Existing request	Safety & Access
Shalford / Shalford	Almsgate	Yes / No	8	in vicinity of No.1	inconsiderate parking on grass verges and footways.	New request	Safety & Access
Shalford / Shalford	New Road, Chilworth*	No	19	further to 2012 controls	Further request from Police for additional controls	Additional request(s)	Safety & Access
Shalford / Shalford	Oakdene Road*	No	6		all day parking associated with Astolat industrial estate (particularly the Renault garage) causes issues. Could the grass verge be engineered to create more parking. Residents of road are using cones, boxes and other items to sequester public highway for their own use	Existing request	Safety, Access, Availability of Space & Environmental

**Preliminary assessment of requests for controls in ad-hoc locations**  
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**ITEM 13**  
**ITEM 13 ANNEXE 1**

Division(s) / Ward(s)	Road	Accident History (general / parking related)	Score (max 60)	Location	Issue / Request	Comments	Reason Given
Shalford / Shalford	Spiceall	No	1	disabled bay outside No.33	needs to be formalised to deter abuse	New request	Access & Availability of Space
Shalford / Shalford	various roads within Compton	No	1		wants DYLS to prevent ongoing obstruction of driveway issues	New request	Safety & Access
Shalford / Shalford	The Ridges	Yes / No	11		inconsiderate parking associated with Mount Brown Police HQ causes issues.	New request	Safety & Access
Shere / Clandon & Horsley	Lime Grove / Woodstock	No	1	at junction	wants restrictions to prevent parking close to junction	New request	Safety & Access
Shere / Clandon & Horsley	Meadowlands*	No	5		parking in laybys by rail commuters at West Clandon railway station by day and within the carriageway by residents in the evening is causing issues	Existing request	Safety, Access, Availability of Space & Environmental
		No	5	opposite Nos.41-43	Verges are damaged, unsightly and could be used to create additional parking	New request	Availability of Space & Environmental
Shere / Clandon & Horsley	The Street (A247), West Clandon	Yes / No	23	in vicinity of school	enforceable parking controls required to resolve issues caused by the school run	New request	Safety & Access
Shere / Send	Maple Road	No	1	in vicinity of junction with Send Marsh Lane	parking close to junction causes issues	New request	Safety & Access
Shere / Send	Maysfield Close	No	1	parking by non-residents	wants residents' only parking scheme for residents of Maysfield Road, and 6 & 7 Send Marsh Road to prevent parking by other residents who live nearby	New request	Availability of Space
Shere / Send	Portsmouth Road (B2215), Send	No	11	to right of junction with Broughton Hall Avenue	parking in vicinity of junction and in bus stop needs to be prevented	New request	Safety & Access
Shere / Send	Potters Lane	No	4	in vicinity of New Inn public house	footway parking causes safety and access issues	Existing request	Safety & Access
Shere / Send	Sandfields	No	3	junction with Send Hill	inconsiderate parking associated with school run causes issues. Would like restrictions associated with the times of the school run	New request	Safety & Access
Shere / Send	Sandy Lane*	No	3	around Rec.	Would prefer not to have formalised controls but inconsiderate parking adjacent to and opposite drive associated with Rec. causes issues.	New request	Safety & Access
		No	3	in vicinity of Sandilands	inconsiderate parking close to driveway cause issues.	New request	Access
Shere / Send	Send Barns Lane*	Yes / No	22	in vicinity of Send 1st School	during school run parents of children cause serious issues	Additional request(s)	Safety & Access
		No	17	in vicinity of Village Medical Centre	want additional posts (or the like) to the east of the entrance, to prevent parking.	New request	Safety & Access
Shere / Send	Send Hill	No	6	around St Bede's School	problems associated with school run need to be addressed by DYL on both sides of road	Existing request	Safety & Access
Shere / Send	Send Road*	Yes / Yes	32	junction with Tannery Lane	<b>Issue needs addressing through use of parking controls but additional time limited spaces need to be created on Recreation Ground to compensate. Alternatively perhaps physical measures could be used to rectify issues</b>	Existing request	<b>Safety, Access &amp; Availability of Space</b>
		No	15	Nos.157-160	inconsiderate parking associated with nearby shops and café causes issues for bin collections	New request	Safety & Access
Shere / Send	Wharf Lane*	No	1	parking close to junctions	inconsiderate parking causes issues and particular residents who run business regularly block road with vans	Additional request(s)	Safety & Access
Shere / Tillingbourne	Dorking Road (A248), Chilworth*	Yes / No	25	in vicinity of school, Haywards Corner, bus stop and railway level crossing	parking associated with Percy Arms and new residential development causes issues, particularly near level crossing	New request	Safety & Access
Shere / Tillingbourne	Felday Glade, Holmbury St Mary	No	5	opposite Glade House and at junction with B2126	wants restrictions opposite driveway to facilitate visits by fuel lorries and at junction to improve safety	New request	Access
Shere / Tillingbourne	Halfpenny Close	No	6	close to junction with Blacksmith Lane	wants restrictions to prevent parking by commercial vehicles, particularly on footways	New request	Safety, Access & Environmental
Shere / Tillingbourne	Middle Street	Yes / No	26	next to Co-op	continuing concerns about issues caused by convenience store, and particularly deliveries.	New request	Safety & Access
Shere / Tillingbourne	New Road, Gomshall	No	1	junction with Queen Street	parking close to junctions causes safety and access issues, particularly for refuse vehicles	Existing request	Safety & Access

Division(s) / Ward(s)	Road	Accident History (general / parking related)	Score (max 60)	Location	Issue / Request	Comments	Reason Given
Shere / Tillingbourne	Pathfields	Yes / No	18	in vicinity of junctions	concerns about lack of parking for residents forcing them to park in dangerous locations. Wants parking issues addresses and car park for residents	Existing request	Safety, Access & Availability of Space
Shere / Tillingbourne	Shere Lane*	No	23	between Pathfields and Pilgrims Way and cycle shop	inconsiderate parking including on footways causes serious safety issues. Want DYLS.	New request	Safety & Access
Shere / Tillingbourne	Station Road (A25), Gomshall*	Yes / No	20	pavement parking near Murco garage	wants issues it poses to pedestrians resolved	Existing request	Safety & Access
		Yes / No	23	outside Council Offices (Tanyard Hall)	inconsiderate parking on blind bend, partly on footway at night, primarily by residents of Tannery Cottages.	Additional request(s)	Safety & Access
Shere / Tillingbourne	Upper Street	No	18	in vicinity of and opposite Pilgrims Garth	wants parking prevented in vicinity of access and on pavements	New request	Safety & Access
Worplesdon / Normandy	Glaziers Lane	No	13	near church	a car regularly parks inconsiderately on footway	New request	Safety & Access
Worplesdon / Pirbright	School Lane, Pirbright*	Yes / No	25	in general and in vicinity of Knowle School in particular	parking on footways, KEEP CLEAR markings cause issues during school run	New request	Safety & Access
Worplesdon / Pirbright	Church Lane	No	5	around The Little Green	Comuter and all day parking causes issues for residents, visitors and customers	New request	Availability of Space
Worplesdon / Pirbright	Mill Lane	No	7	from A324 Guildford Road to Rapley's Field	Comuter and all day parking causes issues for residents, visitors and customers	New request	Availability of Space
Worplesdon / Pirbright	Avenue de Cagny car park	Yes / No	21		Comuter and all day parking causes issues for residents, visitors and customers	New request	Availability of Space
Worplesdon / Pirbright	Guildford Road	Yes / No	28	lay-by opposite Pirbright Terrace	Comuter and all day parking causes issues for residents, visitors and customers	New request	Availability of Space
Worplesdon / Pirbright	White Hart Corner	No	14	lay-bys next to village green	Comuter and all day parking causes issues for residents, visitors and customers	New request	Availability of Space
Worplesdon / Worplesdon	Broad Street	Yes / No	20	outside Rydes Hill prep school	wants parking on verges prevented	New request	Safety, Access & Environmental
Worplesdon / Worplesdon	Cranstoun Close	No	1		particular households parking on footway cause issues	New request	Safety & Access
Worplesdon / Worplesdon	Ecob Close	No	1	footways	inconsiderate pavement parking by a resident with a van	New request	Safety & Access
Worplesdon / Worplesdon	Keens Lane*	No	4	throughout but particularly near Sime Close and some of the other cul-de-sacs of Keens Lane	inconsiderate and footway parking close to junctions causes issues	New request	Safety & Access
Worplesdon / Worplesdon	Oak Hill	Yes / No	24	in vicinity of Wood Street Infants School	parking controls required to resolve existing issues and protect access to Wood Street Village Community car park	New request	Safety & Access
Worplesdon / Worplesdon	Perry Hill	No	5	service road in vicinity of White Lyon and Dragon public house	inconsiderate parking by customers causes issues	New request	Access
Worplesdon / Worplesdon	White Hart Lane	No	8	in vicinity of White Hart PH	parking in lane restricts with and would prevent access for emergency vehicles	New request	Safety & Access
Worplesdon / Worplesdon	Wildfield Close	No	1		existing advisory markings ineffective at preventing obstruction. Unspecified controls	Existing request	Safety & Access
Worplesdon / Worplesdon	Worplesdon Road	No	17	in vicinity of Ship Cottage	inconsiderate parking on footway close to access causes issues	New request	Safety & Access

Summary of requests

Existing	63
Additional	24
New (received since 2010-12 review)	152
Others (associated with engineering scheme etc)	5
Those roads / locations scoring 25 or above	18

Key  
 \* denotes multiple  
 same road / issue

with one of these (Sheepfold Rd) being dealt with directly by SCC as part of an engineering scheme



**Key to Existing Restriction Types Displayed**

	No Waiting At Any Time
	No Waiting Mon-Sat 8.30am-6pm
	Permit B Holders Only Mon-Sat 8.30am-6pm
	Limited Waiting 2 Hours No Return Within 1 Hour Mon-Sat 8.30am-6pm or Permit B Holders
	Permit F Holders Only Mon-Sat 8.30am-6pm
	Permit F Holders Only Mon-Sat 8.30am-6pm or Permit B Holders

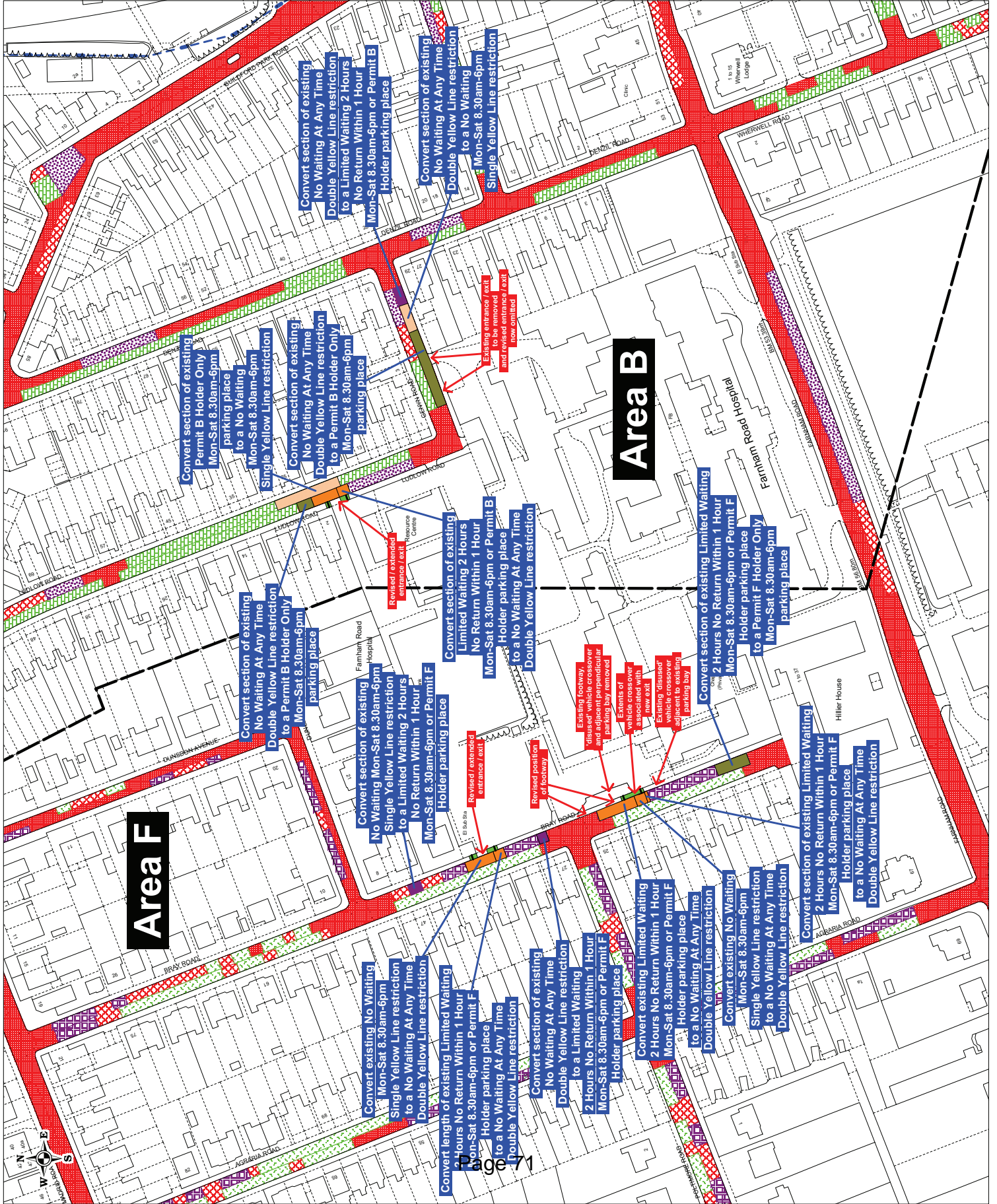
**Key to other items displayed**

	New No Waiting At Any Time (double yellow line) restriction
	New No Waiting Mon-Sat 8.30am-6pm (double yellow line) restriction
	New No Waiting Mon-Sat 8.30am-6pm (single yellow line) restriction
	New No Waiting Mon-Sat 8.30am-6pm (double yellow line) restriction to a Limited Waiting 2 Hours No Return Within 1 Hour
	New No Waiting Mon-Sat 8.30am-6pm (double yellow line) restriction to a Permit B Holder Only
	New No Waiting Mon-Sat 8.30am-6pm (single yellow line) restriction to a Permit F Holder Only
	New No Waiting Mon-Sat 8.30am-6pm (double yellow line) restriction to a Limited Waiting 2 Hours No Return Within 1 Hour or Permit F Holder Only
	New No Waiting Mon-Sat 8.30am-6pm (double yellow line) restriction to a Permit B Holder Only or Permit F Holder Only
	New No Waiting Mon-Sat 8.30am-6pm (double yellow line) restriction to a Permit F Holder Only or Permit B Holder Only
	Existing (revised) vehicle crossover / footway

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DRAWING TITLE	Guildford on-street parking review Revised amendments around Farnham Rd Hospital development
SCALE	1 : 1250 at A3
DATE	05/09/2014
DRAWING No.	GBC/APH/FarnhamRdHospitalRev/04
DRAWN BY	ANDREW HARKIN
ITEM	13
	ANNEXE 2



**Area F**

**Area B**

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**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (GUILDFORD)**

**DATE: 24 SEPTEMBER 2014**

**LEAD OFFICER: DAVID LIGERTWOOD – LSTF PROGRAMME MANAGER**

**SUBJECT: LOCAL SUSTAINABLE TRANSPORT FUND UPDATE AND 2014/15 PROGRAMME**

**DIVISION: ALL**



**SUMMARY OF ISSUE:**

Surrey County Council was successful in securing an award of £14.3 million in grant funding from the Department for Transport (DfT) Local Sustainable Transport Fund (LSTF). This was in addition to the award of £3.9 million LSTF Key Component.

Both grants are for the period up to 31 March 2015 and jointly form the Surrey TravelSMART programme. As part of this programme a total of £10.789 million has been allocated for sustainable travel improvements in Guildford.

This report updates the Local Committee with progress made with the programme to date.

**RECOMMENDATIONS:**

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

- (i) Note progress to date with the Guildford Travel SMART programme;

**REASONS FOR RECOMMENDATIONS:**

The Department for Transport advise that all LSTF grant money should be spent by 31 March 2015 and there is no ability to carry forward LSTF grant beyond this date. The indicative 2014/15 LSTF TravelSMART programme for Guildford has been developed to meet this financial requirement, while meeting all the LSTF objectives.

## 1. INTRODUCTION AND BACKGROUND:

- 1.1 Surrey County Council has been successful in securing £18.2 million from the Department for Transport's (DfT) Local Sustainable Transport Fund (LSTF) to deliver the Surrey Travel SMART programme. £3.9 million was awarded in July 2011 with a further £14.3 million awarded in June 2012 as part of the large bid of £16 million. The aim of the fund is to deliver sustainable travel measures that support economic growth and carbon reduction.
- 1.2 £10.789 million (Large Bid and Key Component) funding has been allocated for sustainable travel improvements in Guildford. This includes a share of the £1.7million shortfall that SCC has funded through the New Homes Bonus Grant.
- 1.3 Funding for 2014/15, taking account of unspent 2013/14 grant carried forward, £4.677 million, as set out in Table 1 below

Table 1: 2014/15 Guildford LSTF Finance

Element	Capital	Revenue	Total
P&R	1,022	403	1,425
Bus	801	158	959
Walk/Cycle	879	0	879
Traffic Network	5	70	75
Travel Promotion	375	964	1,339
<b>Total</b>	<b>3,082</b>	<b>1,595</b>	<b>4677</b>

Figures in the table in units of £1000

- 1.4 In addition to the DfT LSTF grant the programme is supported by secured third party developers contributions of some £500K.
- 1.5 While all available funds have been costed to be included in the current programme, any remaining unspent LSTF grant cannot be carried over beyond 31 March 2015 and will be returned to the DfT.

## 2. ANALYSIS:

### LSTF Programme 2014/15

- 2.1 The current LSTF Capital Construction Programme 2014/15, comprising bus corridor, cycle and walking improvements being delivered by Keir was set out in the report to Guildford Local Committee 25 June 2014.

### Quality Bus Corridor Works

- 2.2 The Quality Bus Corridor through Park Barn has been completed and officers are now progressing implementing bus stop clearways on eight bus stops within the corridor. Bus stop upgrade works, which includes raising kerbs heights to allow step free access to buses and to improve bus waiting areas, is programmed to start at the end of September on the Epsom Rd and Woking Rd Bus Corridors. Design work continues on the remaining bus corridors.



## Walking and Cycling

- 2.1 The construction of the A25 Shared Pedestrian and Cycle Route which was programmed to start on site from the end of July 2014 has been delayed, largely due to addressing land ownership issues and design matters. Work has started on the widening of the footpath linking Cathedral Roundabout near Surrey University with Ash Grove. The widened footpath is part of the popular pedestrian route under the A3 from Southway to the University. Flooding problems near the railway bridge will be treated by laying pipework beneath the path to carry away any build up of surface water during winter months. The A25 Shared Pedestrian and Cycle Route scheme is anticipated to be completed by January 2015.
- 2.2 The Guildford TravelSMART Cycling Festival was held on Sunday 17 August. This event is designed to encourage more local residents to take up cycling. A good attendance from those who are keen cyclists to people looking to try out a bike for the first time. Attractions included the Savage Skills stunt display team, who performed a series of stunts fifteen feet off the ground. The more competitive attendees could take part in Rollapaluzza, where they battled to complete the fastest 500 metre sprint time. Bouncy castles and face painting kept the smaller children entertained, while older children were able to develop their cycling skills in the bike handling zones
- 2.3 The Travel SMART stand was one of the most popular stands providing information on Travel SMART initiatives and free local travel maps to help sustainable travel around Guildford. Attendees were invited to enter the Travel SMART raffle to win a £750 Specialized bike. Contact details from the raffle will be used to conduct a follow-up survey in the autumn.

## Onslow Park & Ride

- 2.3 The final design, procurement and construction of the passenger waiting room is programmed to be completed by end March 2015. Discussion and implementation of a comprehensive signing strategy for Park & Ride on the A3 is ongoing, while promotion and marketing campaign is developed, linking closely with business engagement.

## Community Funding - Westborough

- 2.4 The groups receiving funding in the latest round for Westborough include:
- Guildford Borough Council Playrangers, smoothie bike, £1,350
  - Spinney Children's Centre, Education, Training and Employment Co-ordinator, £2,800
  - Park Barn Community Centre, outside information board, £695
  - Barn Youth Project, enhancing volunteering, £2,605
  - Guildford City Boxing Club, skills development, £3,000

2.5 The TravelSMART team are reviewing applications for the bids of up to £15,000 and the allocations will be decided by the community at the voting day on Saturday 27 September 2014. This event will be partner with the Joining In! Jamboree at Kings College from 12pm.

### **Community Funding – Stoke and Stoughton**

2.6 The following projects have received funding:

- Footlight Arts, Smart Talk, £3,000
- Christ's College Guildford, minibus adaptations £3,000
- Queen Elizabeth Park Centre/ New Life Baptist Church, community coffee shop volunteer training, £1,020
- Stoughton Infant School, Eco school green travel, £2,975
- Weyfield, Bikability training, £1,050

2.7 The deadline for applications to bid for funding of up to £15,000 is 17 November 2014.

### **Traffic Management**

2.8 The review of the UTC/SCOOT traffic management systems in Guildford continues and this will improve the control and management of traffic throughout the town, and address performance related maintenance issues. The rebuild of the UTC started over the summer while as part of the validation process on-street works will commence September 2014.

## **3. OPTIONS:**

3.1 As this report forms a progress update for the Local Committee there are no options to consider at this stage.

## **4. CONSULTATIONS:**

4.1 Guildford Local Committee Task Group has been consulted throughout the development of the LSTF Programme.

## **5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

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

## **6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

6.1 The major elements of the LSTF programme have been subject to Equality Impact Assessments. These documents are published on the Surrey County Council website and can be found by clicking [here](#).

## **7. LOCALISM:**

7.1 The Travel SMART programme was designed with Localism in mind. Guildford Local Committee has decision making powers relating to the

programme. Furthermore, elements of the programme such as the Community funding and Business engagement use Localism tools to encourage localised decision making, and seek to increase local participation in the programme.

## **8. OTHER IMPLICATIONS:**

Area assessed:	Direct Implications:
Crime and Disorder	No significant implications arising from this report
Sustainability (including Climate Change and Carbon Emissions)	Set out below.
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	Set out below.

### **8.1 Sustainability implications**

The central aims of the Travel SMART Programme are to encourage the uptake of sustainable transport, enabling economic growth and reducing carbon emissions. The measures included in the Travel SMART programme therefore have positive sustainability outcomes.

### **8.2 Public Health implications**

The Travel SMART programme is making significant investment in providing new infrastructure and promoting active travel such as walking and cycling. Evidence suggests that investment in these schemes have a proportionate benefit in overall public health. Walking promotions in particular are being linked with the Surrey CC Public Health team's 'Walk for Life' campaign.

## **9. CONCLUSION AND RECOMMENDATIONS:**

9.1 This report provides an update to the Local Committee on the progress made to date with the Travel SMART programme for Guildford. As noted previously the DfT LSTF grant award cannot be carried forward beyond end March 2015.

## **10. WHAT HAPPENS NEXT:**

10.1 The Guildford Local Committee Task Group will meet to review the schemes within the LSTF programme. The programme will be continue to be developed and delivered with further reports presented to Guildford Local Committee.

## ITEM 14

**Contact Officer:**

David Ligertwood  
LSTF Programme Manager  
03456 900900

**Consulted:**

GLC Task Group

**Sources/background papers:**

- Surrey County Council LSTF Large bid document. [Click here](#) to access this document.
-

SURREY COUNTY COUNCIL  
LOCAL COMMITTEE (GUILDFORD)



DATE: 24 September 2014

LEAD OFFICER: John Hilder / Helen Treasure

SUBJECT: Guildford Local Committee prioritisation framework

DIVISION: All

### **SUMMARY OF ISSUE:**

Annual funding is devolved to the Guildford Local Committee by Surrey County Council to commission minor Highways works in the locality. Currently the committee receives frequent requests and petitions for safety improvements (e.g. 20 mph speed limits). To date there has not been a recognised process for prioritising these requests. The committee Chairman has asked for a framework to be developed to assist the members of the committee to evaluate and to prioritise them. This paper provides a draft for framework for the committee to consider.

### **RECOMMENDATIONS:**

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

- (i) A draft prioritisation framework is under development subject to committee feedback and comments.
- (ii) The proposed scheme proforma as presented in **Annex 1**. Subject to committee comments, it is proposed that this is used to assess how each scheme performs in relation to policy alignment, route importance and deliverability.
- (iii) The proposed scheme prioritisation process as presented in **Annex 2**. Subject to committee comments, it is proposed that this is used to support and guide effective decision-making as to which schemes should be prioritised, while leaving scope for discussion, challenge, debate and committee judgement.

### **REASONS FOR RECOMMENDATIONS:**

The proposed framework process will assist members to ensure that limited funds are directed towards interventions that will deliver the greatest benefits and value for money for residents.

## **1. INTRODUCTION AND BACKGROUND:**

- 1.1 Guildford Local Committee have annual funding devolved to them by Surrey County Council for minor works in the locality. Currently the committee receives a lot of requests and petitions for safety improvements (e.g. requests for 20 mph speed limits) and there hasn't been a recognised process for prioritising these. The committee chair has raised concerns regarding the number of these requests received and has asked for a framework to be developed to help prioritise them.
- 1.2 This item is for information and comments. The final proposals will be subject to committee approval in December 2014.

## **2. ANALYSIS:**

- 2.1 The prioritisation framework aims to provide a robust and consistent method for prioritising committee spend on road safety and other highway interventions.
- 2.2 The prioritisation framework has been developed to take account of Surrey County Council and Guildford Borough Council policies and strategic objectives. This includes the Local Transport Strategy (LTS) objectives (informed by the Guildford Core Strategy Spatial Vision and the vision and objectives of the Surrey Transport Plan).
- 2.3 The Local Transport Strategy for Guildford includes the following objectives:
  - Managing congestion at congestion hotspots within the borough
  - Promoting movement by public transport between towns and villages and major destinations both within and outside the borough
  - Promoting movement on foot and by bicycle within Guildford towns and villages and to their neighbouring communities

The above objectives are reflected in the prioritisation criteria within the framework.

- 2.4 The framework is consistent with other policies and strategies including Surrey County Council's Speed Limit and Road Safety Outside Schools policies, and recommendations from the Guildford Transport and Movement Study (GTAMS).

## **3. OPTIONS:**

- 3.1 The main options considered were whether to develop a process based on numerical scoring against various criteria, or whether to adopt an approach based on categories such as red/amber/green or high/medium/low.
- 3.2 Initial conversations indicate a general preference for using categories rather than scoring although there have been a mixture of views on this question.

- 3.3 The main benefits of scoring are that it can provide order to and help distinguish between a long list of potential schemes. It also means that schemes that are more closely aligned to the criteria set out in the framework are more likely to be selected. The drawbacks of scoring are that results can be sensitive to the way the process is designed (e.g. the number of criteria, the importance / weight assigned to each criteria, overlap between related criteria etc). Best practice guidance suggests that either approach can be effective, as long as it is flexible, transparent, evidence based and open to discussion and challenge.
- 3.4 There are also choices to be made in relation to the detail of the process, for example the choice and number of categories, and the extent to which the process aims to achieve a geographical spread of investment.

#### **4. CONSULTATIONS:**

- 4.1 The proposals have been to the Transportation Task Group for consideration and received broad support. There were a few detailed suggestions that will be taken into account as the proposals are further developed. In particular regarding scoring proposals there was an interest in 'trying both' i.e. working up and testing both a score based and category based method.

#### **5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

- 5.1 There are no direct costs to implementing the prioritisation framework, apart from the time required to assess proposals. The process design aims to minimise the administrative effort required. Overall, use of the prioritisation framework should significantly improve how limited committee funds are spent, increasing value for money.

#### **6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

- 6.1 The proposals aim to ensure that committee spend on road safety and other highways improvements are prioritised in accordance with strategic objectives. This should have a positive impact on all residents including those in protected groups. Proposals to encourage modal shift to sustainable modes of transport will create improved travel choice, particularly for those without access to a car. Equalities and diversity benefits could be further considered in the development of scheme assessment criteria.

#### **7. LOCALISM:**

- 7.1 The proposals will help ensure that limited committee funds are spent effectively in accordance with locally agreed criteria. Within the framework, the degree of local support for a scheme is factored into the prioritisation process.

#### **8. OTHER IMPLICATIONS:**

Area assessed:	Direct Implications:
Crime and Disorder	No significant implications arising from this report
Sustainability (including Climate Change and Carbon Emissions)	Set out below
Corporate Parenting/Looked After	No significant implications arising

Children	from this report
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report
Public Health	Set out below.

#### 8.1 Sustainability implications

The criteria for prioritising schemes includes those that encourage modal shift from the car and sustainable modes of transport. Schemes that meet these criteria are more likely to be selected, with positive implications for sustainability.

#### 8.2 Public Health implications

The criteria for prioritising schemes includes those that encourage active travel such as walking and cycling. Schemes that meet these criteria are more likely to be selected, with positive implications for public health.

### **9. CONCLUSION AND RECOMMENDATIONS:**

- 9.1 This report recommends that Guildford Local Committee supports the development of a prioritisation framework and provides any feedback and comments relating to the proforma in **Annex 1** and the process in **Annex 2** that might contribute to improving the current proposals to maximise effectiveness.

### **10. WHAT HAPPENS NEXT:**

- 10.1 Following committee comments the proposals will be further developed and tested in relation to previous / existing schemes.
- 10.2 The final proposals will be presented to committee in December for approval.

#### **Contact Officer:**

Helen Treasure, Project Consultant, 020 8541 7379

#### **Consulted:**

Guildford Local Committee Transportation Task Group

#### **Annexes:**

Annex 1: Draft proforma to assess schemes

Annex 2: Draft prioritisation process

#### **Sources/background papers:**

- Guildford Local Transport Strategy
- Surrey County Council Setting Local Speed Limits Policy
- Surrey County Council Road Safety Outside Schools Policy
- Guildford Transport and Movement Study
- Advice on the Prioritisation of Smaller Transport Schemes (Atkins / DfT, 2008)



**Scheme name**

Short title to capture location and purpose, e.g. "20 mph zone covering neighbourhood A".

**Electoral division and division cluster**

Division clusters are Town Centre (Guildford South West and South East), Neighbourhoods (Guildford North, West and East), Western Parishes (Ash, Shalford and Worplesdon), Eastern Parishes (Horselys and Shere).

**Location**

Description of location, including a map and photographs if appropriate.

**Purpose**

Sentence or paragraph to briefly explain why the scheme is needed.

**Assessment - policy alignment**

(Colours as an example for illustration only)

Criteria	Assessment <sup>1</sup>	Evidence / comments
Encourages modal shift	Amber	
Reduces congestion	Amber	
Supports public transport improvements		
Encourages walking	Amber	
Encourages cycling	Amber	
Improves public realm	Amber	

**Assessment - route importance**

Criteria	Assessment	Evidence / comments
Contributes to green transport corridors		
Contributes to safe routes to schools	Green	
Strategic route (e.g. town centre, employment)		
Addresses casualty cluster		

**Assessment – deliverability**

Criteria	Assessment	Evidence / comments
Cost	Green	
Public support	Amber	
Technical feasibility	Green	
Overall risk	Green	

**Other comments**

Any further information relevant to the scheme

<sup>1</sup> Definitions for RAG assessment on reverse

## ITEM 15

### Annex 1: Guildford local committee prioritisation framework - draft proforma for scheme evaluation

#### **RAG definitions**

In general, green ratings highlight factors that support the scheme while red ratings highlight potential issues, risks or drawbacks.

Policy alignment and strategic importance:

- Green = significant (positive) impact
- Amber = moderate (positive) impact
- Pale blue = low or no impact
- Red = negative impact
- U = unknown

Cost:

- Green = up to £10,000
- Amber = £10,000-£100,000
- Red = over £100,000

Public support:

- Green = majority support/acceptance, little opposition
- Amber = some support and some opposition (possibly strong on both sides)
- Red = significant opposition, limited support

Technical feasibility:

- Green = no significant technical problems anticipated
- Amber = significant technical problems that can be overcome
- Red = significant technical problems that present a serious risk to project delivery

Overall risk:

- Green = low
- Amber = moderate degree of risk that can be managed
- Red = high risk

**Annex 2: Guildford prioritisation framework - proposed process**

**1. Identify scheme**

Schemes will be identified as at present, e.g. through public petitions and through existing plans and programmes.

**2. Complete proforma**

- Complete proforma, which includes scheme name, electoral division, division cluster, location details and purpose
- Use proforma to assess scheme in relation to various criteria under headings of policy alignment, route importance and deliverability. Assess each criteria as red/amber/green.
- Need to consider who would do this, and ensure it is evidence based, consistent and open to challenge / debate. The draft proforma suggests some definitions in relation to red/amber/green, which could be made more detailed/specific if required.

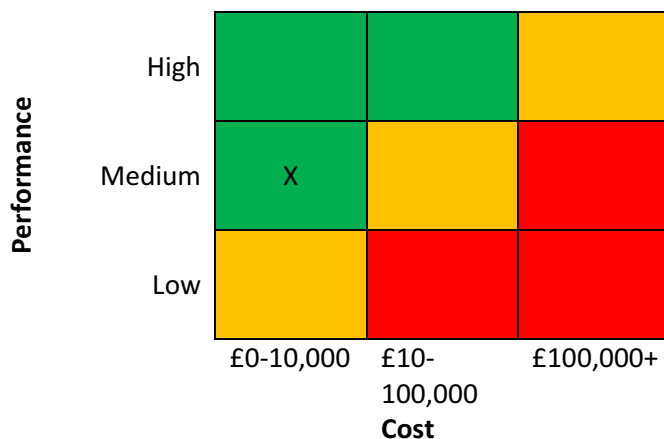
**3. Assign overall scheme 'performance' level**

- Assign an initial 'performance level' to each scheme (e.g. high, medium, low) based on policy alignment and route importance. (Not taking into account cost/deliverability at this stage). This could be assessed as follows:

High	Performs well on both policy alignment and route importance <ul style="list-style-type: none"> <li>• e.g. at least one 'green' rating for both</li> </ul>
Medium	Performs well on policy alignment and moderately on route importance, or vice versa <ul style="list-style-type: none"> <li>• At least one 'green' rating for policy alignment and at least one 'amber' rating for route importance; or</li> <li>• Several 'amber' ratings for policy alignment and at least one 'green' rating for route importance.</li> </ul>
Low	Does not meet any of the criteria above.

**4. Compare performance against cost**

This could be carried out using a cost/performance matrix, e.g. as follows (schemes nearer the top left providing better value for money):



Could be done for schemes individually or could show all schemes on the same matrix for comparison. There are alternative methods of display, for example the cost bands could be more even to give a more accurate picture.

### **5. Allocate schemes into division clusters**

This will enable the committee to identify the priority schemes in each cluster and ensure that areas aren't overlooked for investment.

### **6. Final prioritisation of schemes**

The committee can decide the final prioritisation of schemes, based on the cost/performance matrix, and taking into account public support, technical feasibility, geographical spread and overall risk. The above factors may influence whether the committee wishes the scheme to go ahead, or the timescales for delivery. Therefore a scheme may be prioritised, de-prioritised or moved backwards or forwards as a result.

### **7. Alternative approaches**

- The process could be based on 'scores' instead of or as well as RAG ratings. Different criteria can be weighted according to importance in a scoring process. This can assist with prioritisation, however may be sensitive to value judgements such as the weight assigned to each criteria, and the number of categories (which are likely to overlap and lead to a risk of a 'double counting'). However scoring has benefits in giving order to a large number of schemes and helping to choose between schemes.
- Another alternative presented in best practice guidance involves political and professional judgement rather than scoring, without any weighting of criteria. In this case it is essential that decisions are based on robust evidence and open to challenge.
- Any process (whether score-based, category-based, or judgement-based) will involve an element of value judgement.

### **8. Other considerations**

- The process should be tested against existing proposals to see whether recommendations make sense.
- The process should be treated as a guide to aid decision making, and not as the final arbiter as to which schemes are prioritised. This is strongly recommended as best practice within guidance produced on behalf of the DfT.
- It is essential that every stage of the process is open to challenge, discussion and debate, and that assessment is based on evidence wherever possible.
- The process is likely to evolve over time based on experience of using it and opportunities to resolve any problems or make improvements.

## SURREY COUNTY COUNCIL

## LOCAL COMMITTEE (GUILDFORD)

DATE: 24 SEPTEMBER 2014

LEAD OFFICER: Rebecca Harrison



SUBJECT: ROAD SAFETY OUTSIDE SCHOOLS REPORT  
 Boxgrove Primary School  
 St Peters Catholic Secondary School  
 St Thomas of Canterbury Catholic Primary School

DIVISION: Guildford South East / Guildford East

<p><b>SUMMARY OF ISSUE:</b></p> <p>Local member and resident concern has been expressed over the safety of children arriving and leaving Boxgrove Primary School, St Peters Catholic Secondary School and St Thomas of Canterbury Catholic Primary School and the associated congestion caused by school journey traffic. This report will propose utilising the county council's Road Safety Outside Schools Policy (<b>Annex A</b>) to evaluate the issues raised and proposes a further report back to committee with outcomes and recommendations.</p>
<p><b>RECOMMENDATIONS:</b></p> <p><b>The Local Committee (Guildford) is asked to:</b></p> <ul style="list-style-type: none"> <li>(i) Agree the proposal to investigate the above schools in accordance to the councils newly approved policy.</li> <li>(ii) Note that highway improvements addressing congestion, accessibility, safety, economy and future maintenance liabilities in the Boxgrove area may be recommended in a future report.</li> </ul>
<p><b>REASONS FOR RECOMMENDATIONS:</b></p> <p>The outcome of this process may recommend highway measures that would help to reduce traffic speeds and reduce antisocial parking and would improve the road environment to encourage more walking, scooting and cycling to school. A successful increase in these modes of transportation would contribute to fewer car journeys and less motor vehicle congestion. The recommended school travel plan and road safety education would also help to improve road safety and reduce reliance on the car for the school journey.</p>

### **1. INTRODUCTION AND BACKGROUND:**

- 1.1 One of the most frequently expressed road safety concerns is that of the safety of children outside schools. At school drop off and pick up times the roads in the immediate vicinity of schools are especially busy and there is usually a higher level of vehicle, pedestrian, scooter and cyclist activity. This causes congestion resulting in slower vehicle speeds and very often leads to frustration from residents and motorists at the apparent chaos caused by parents and children arriving or leaving the school.
- 1.2 Concerns have been expressed over the safety of children arriving and leaving Boxgrove Primary School, St Peters Catholic Secondary School and St Thomas of Canterbury Catholic Primary School in Guildford. There have also been ongoing concerns over the behaviour of parents parking inappropriately in the vicinity of the named schools and related congestion.
- 1.3 A future report to the Local Committee will describe the results of investigations into these issues and will present possible highway and road safety education improvements to address the problems identified. These have been developed in accordance with the county council's Road Safety Outside Schools policy approved by county council Cabinet on 24 June 2014.

### **2. ANALYSIS:**

- 2.1 A report will be brought to the next Local Committee which will focus on the components listed below; this will provide a detailed analysis of each school specified. A site survey will be carried out at each site during school peak times. Other area studies such as the Guildford Town and Approaches Movement Study will be taken in to account as part of this process.
  - a. Site Description and Existing Infrastructure
  - b. Perceived Problems
  - c. Analysis of Road Collision Data
  - d. Speed Survey Data
  - e. Post Code and Sustainable Travel Data
  - f. Road User Behaviour Observations
  - g. School Travel Plan and Road Safety Education

### **3. OPTIONS:**

- 3.1 A report will be brought to the next Local Committee which will outline various options that have been considered as part of this process.

**4. CONSULTATIONS:**

- 4.1 A meeting was held with the Divisional Member Councillor Brett – Warburton to discuss the scope of our investigations. Site visits will be undertaken during October which will include police colleagues, local highway engineers, road safety team and sustainable travel team.
- 4.2 The Divisional and Local Members and Schools Leadership Teams will be consulted as part of this process.

**5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

- 5.1 The proposals that will be presented will need to be prioritised alongside other schemes within Guildford using the countywide scheme assessment process to ensure value for money. This will take into account the likely effect of the proposals on congestion, accessibility, safety, economy and future maintenance liabilities. Any recommended school travel plan and road safety education activities could be delivered using existing staff resources.

**6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

- 6.1 This report has been created in accordance with the council's Road Safety Outside Schools Policy which has been subject to Equality and Diversity Impact Assessment. Highway improvements are subject to independent road safety audit which take into account the needs of all road users including those with mobility impairment.

**7. LOCALISM:**

- 7.1 Future proposals presented within further reports will be developed following consultation with the Local and Divisional Member and School Leadership Teams. If implemented they would improve road safety and encourage more walking, cycling and scooting to school and would help reduce car journeys, anti social parking and congestion which have a negative impact on the local community.

**8. CONCLUSION AND RECOMMENDATIONS:**

- 8.1 It is recommended that the Guildford Local Committee approve for this process be implemented at the schools mentioned within this report.

**10. WHAT HAPPENS NEXT:**

- 10.1 If approved the Sustainable Travel Team will lead the process and work with the school and colleagues to implement the Road Safety Outside Schools Policy.

**Contact Officer:**

Rebecca Harrison    Sustainability Community Engagement Team Leader  
01483 517515

**Consulted:**

Guildford Local Committee Transportation Task Group

**Annexes:**

Annex A:        Road Safety Outside Schools Policy.

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# Road Safety Outside Schools

## Surrey County Council's Policy



## 1. Introduction

One of the most frequently expressed road safety concerns is that of the safety of children outside schools. At school drop off and pick up times the roads in the immediate vicinity of schools are especially busy and there is usually a high level of vehicle, pedestrian, and cyclist activity. This causes slower vehicle speeds and congestion and very often leads to frustration from residents and motorists at the apparent chaos caused by parents and children arriving or leaving the school.

The purpose of this policy is to set out the process that will be used by Surrey County Council for investigating and responding to concerns about road safety outside schools. The aim is to reduce the risk of collisions, and to make the road feel safer in order to improve the attractiveness of walking and cycling to and from schools.

The county council would like to encourage safe walking and cycling to school, as this is better for the health of children, and reduces congestion and pollution. The perceived danger to children on busy roads on the school journey, especially in the vicinity of a school, can prove to be a barrier to more walking and cycling. This then results in more car journeys and more congestion.

This policy was approved by the county council's cabinet on 24 June 2014, and became effective on 3 July 2014.

## 2. Main Principles, Roles and Responsibilities

### **Local committees allocate funding for highway improvements**

Within Surrey decisions over most local highway matters are made by local committees of elected councillors in each District or Borough. Each local committee is provided with an annual budget for highway improvements, and it is for the committee to decide where best to spend their money. Therefore any proposals for highway improvements outside a school will require money from the local committee, and the committee will have to weigh this up alongside other requests for highway improvements at other sites.

### **The county council's road safety and highways colleagues will assess the site and develop possible solutions**

The county council's Sustainable Transport Team will lead the process to investigate concerns over road safety outside a school, and the county council's local highways engineers, road safety engineering specialists and police road safety colleagues will also be invited to assist. This will result in a report containing options, where possible, to tackle the concerns that were raised. The local committee will then decide whether to allocate money from their budget on any improvements depending upon the extent of the problem, the estimated costs and the funds available.



## **Schools and parents have a responsibility to provide road safety education and training**

Road safety education and training for children is just as important as improving the safety for road users outside schools. Schools and parents have a vital role to play in child pedestrian and cycle training, and encouraging responsible attitudes to using motor vehicles as children grow older. An assessment of the road safety education provided within a school will always be undertaken alongside an assessment of the road safety situation outside the school gate. The county council provide a range of resources for delivering road safety education and training to children and this can be found via [www.drivesmartsurrey.org.uk](http://www.drivesmartsurrey.org.uk).

## **Different problems require different solutions**

The type of roads and problems will not be the same outside every school. There may be a mix of different problems such as inconsiderate parking, inappropriate vehicle speeds or difficulties in trying to cross the road. Therefore highway improvements provided outside one school will not necessarily be effective or useful outside another school. It will be important therefore to assess and understand the unique problems outside each individual school before any improvements can be developed and agreed.

## **School Crossing Patrols**

A School Crossing Patrol is one possible road safety measure that could be considered when investigating safety issues outside schools. The School Crossing Patrol service is overseen by the county council's Sustainable Transport Team who ensure that School Crossing Patrols are recruited, trained and appropriately supervised, that adequate records are kept, and that potential sites are risk assessed to ensure that they are appropriate and safe. The operation of the School Crossing Patrol service will be based on the Road Safety GB School Crossing Patrol Guidelines (2012).

The Education and Inspection Act 2006 (section 508A) puts a duty on schools to promote sustainable travel to school and School Crossing Patrols are one option that can contribute to this duty. Whilst the county council's Sustainability Group oversees the service, day to day management and the first line of management lie with the school.

Any school that has, or receives approval for a School Crossing Patrol will be expected to undertake further road safety education with their pupils and commit to reviewing their school travel plan with help and resources provided by the Sustainability Group.

The county council will undertake a review of road safety outside a school whenever a school crossing patrol employee leaves their employment. This will

provide an opportunity to assess what solution would be the most effective to improve road safety before taking a decision on whether to recruit a replacement.

National guidance advises that school crossing patrols should not operate where there is a light controlled crossing already in situ as this is a duplication of resources and could cause confusion. Therefore any request for a new school crossing patrol at a site that has a light controlled, or zebra crossing, will not be approved. Existing sites where there is this is the case will be reviewed. If there is a request for a new school crossing patrol where there is a pedestrian refuge, this will be subject to risk assessment.

If a new light controlled or zebra pedestrian crossing is installed (or installed nearby to) where a school crossing patrol is currently operating, then the service will be reviewed and may be relocated or withdrawn after a provisional period of 3 months.

If the outcome of an assessment of road safety outside a school concludes that a School Crossing Patrol is the most appropriate measure at a site, the site will be prioritised as being high, medium or low risk. It is the intention of the council to fund all approved School Crossing Patrol sites at maintained schools and Academy and Free schools, although this is only possible where there is sufficient funding. If there is a shortfall in available funding, priority will be given to high risk sites, over medium and, in turn, low.

For Independent schools, a charge of £3,600 per annum will be made to cover the cost of salary, uniform and training.

If a school leadership disagree with a decision by county council officers in relation to a School Crossing Patrol, then a meeting will be held with the school staff and governing body to explain the reasoning behind the decision. The school staff and governing body can then appeal to the Cabinet Member responsible for road safety if they wish.

### **3. Procedure to Assess Road Safety Outside a School**

#### **STEP 1: Request received**

Any request for road safety improvements outside a school will be referred to the council's Sustainable Transport Team. If necessary the person making the request will be contacted to clarify and understand their concerns.

#### **STEP 2: Consultation with local county councillor and highways colleagues**

The Sustainable Transport colleagues will inform the local county councillor and local highways colleagues of the concerns who will in turn will be able to highlight any issues that have been raised before, and any work that has been completed previously. Consequently the local county councillor will confirm the need to proceed or not with the assessment described in the steps below. If the concerns are submitted to the local committee (for example by petition), then the local





committee will confirm whether or not to proceed with the assessment described in the steps below.

### **STEP3: School Travel Plan and road safety education assessment**

A meeting will be set up with the school to discuss the concerns and to complete an audit of the road safety education provided within the school. Sustainable Transport Team colleagues will advise the school if there are any gaps in provision and whether the school's travel plan needs to be updated.

### **STEP 4: Conduct site meeting and produce risk assessment**

The Sustainable Transport Team colleagues will arrange a site meeting with key colleagues including the council's local highways engineers, road safety engineering team and Surrey Police Road Safety and Traffic Management Team. A risk assessment will be carried out for the area immediately outside the school. Other nearby points of concern on the journey to school may be assessed too if necessary. The assessment will include analysis of collisions, speeds, and may include the views of the school and comments from road users. The existing road conditions, signing and highway infrastructure will also be checked and noted.

### **STEP 5: Assess and report upon options**

The Sustainable Transport Team colleagues will present a report to the school and local county councillor containing the results of the road safety education assessment and a description of any potential highway improvements along with estimated costs. The Surrey Police Road Safety and Traffic Management team will also be consulted. It will be then for the local committee to decide whether to allocate funding to implement any improvements depending upon the extent of the problem, the estimated costs and the funds available. In some cases improvements may be possible through improved maintenance of the existing infrastructure, rather than through the implementation of new infrastructure. Sometimes there may be money available from developers as a result of the planning process.

### **STEP 6: Scheme implementation (if the decision is taken to proceed)**

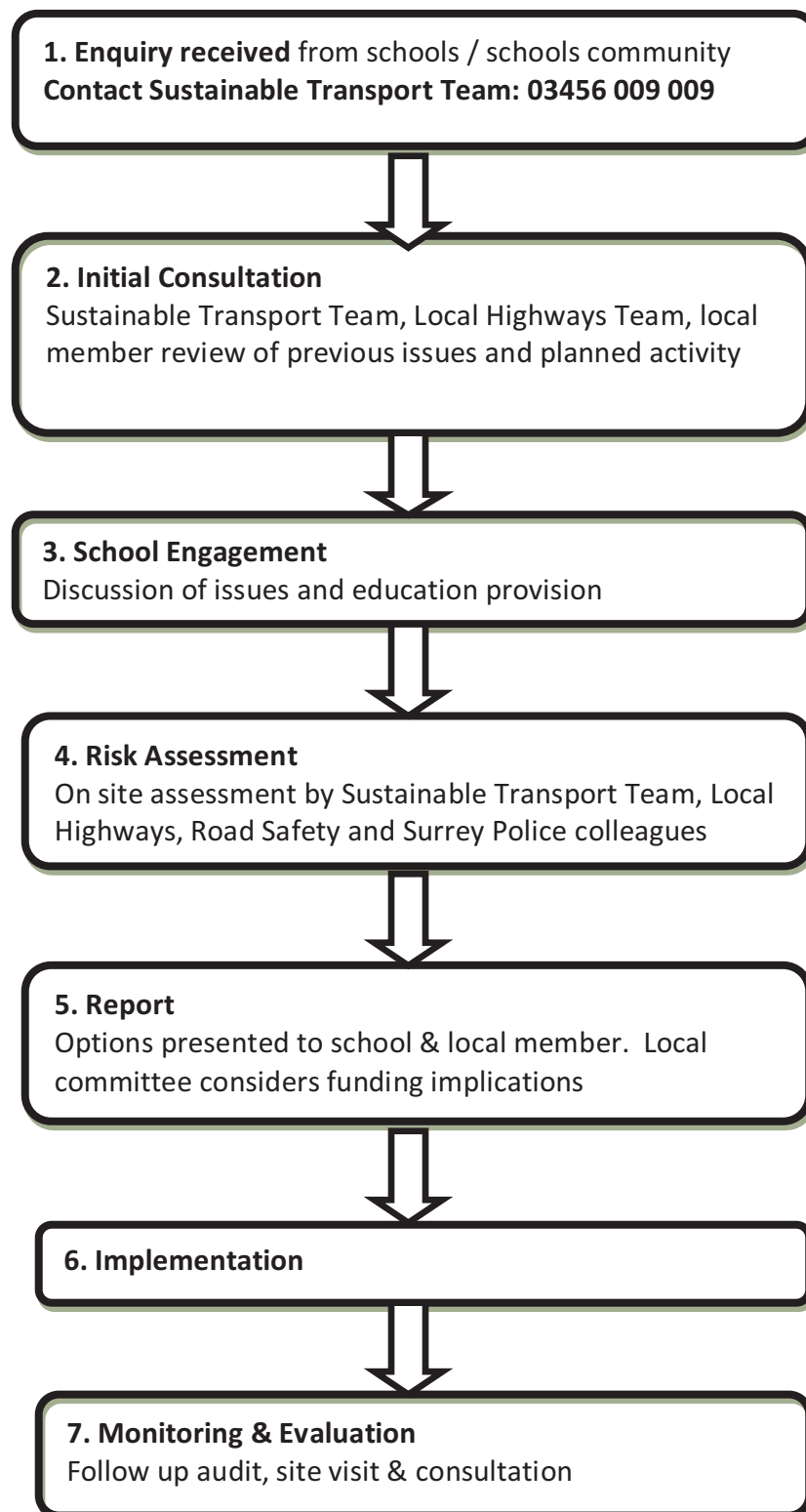
If funding is provided by the local committee, then the scheme will be submitted for design and then construction by the county council's highway contractors. A standard road safety audit of the design will also be completed as an integral part of the design process for schemes that involve changes to the highway.

### **STEP 7: Evaluation and monitoring**

Following implementation, the Sustainable Transport Team colleagues will visit the site and will consult with the school and local councillor to check upon the effectiveness of the improvements. A stage three road safety audit involving a site visit by road safety engineers and police will also be undertaken following implementation.

The diagram below sets out this process.

### Flowchart showing the Procedure to Assess Road Safety Outside a School





#### **4. How to Get in Touch about Road Safety Outside a School**

If you have concerns about road safety outside a school, please get in touch with Surrey County Council's Sustainable Transport Team via the county council's contact centre 03456 009 009.

Alternatively you may wish to lobby your local committee to explain your concerns and to ask them to fund road safety improvements outside a school. Information on how to lobby your local committee can be found via [www.surreycc.gov.uk](http://www.surreycc.gov.uk) or by calling 03456 009 009.

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**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (GUILDFORD)**

**DATE: 24 September 2014**



**LEAD OFFICER: Duncan Knox, Road Safety Team Manager**

**SUBJECT: Guildford Speed Management Plan**

**DIVISION: All Divisions**

**SUMMARY OF ISSUE:**

Reducing speeds successfully may reduce the likelihood and severity of collisions, and can help to encourage more walking, scooting and cycling. This can help to make communities more pleasant places to live, and can help sustain local shops and businesses. Excessive speed is often cited as prime concern of Surrey residents. Consequently Surrey County Council and Surrey Police have joined together through the Drive SMART partnership to create local speed management plans. The Guildford speed management plan lists the stretches of road where speeding vehicles are of prime concern either because of a history of collisions or because of public concerns. The plan is presented here for comment. The aim of the plan is to ensure that the roads with the worst speeding problems are identified so that Drive SMART resources are targeted at the sites that need them the most.

**RECOMMENDATIONS:**

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

- (i) review and comment on the Guildford Speed Management plan.

**REASONS FOR RECOMMENDATIONS:**

The Guildford speed Management plan lists the stretches of road where speeding vehicles are of prime concern. Officers would welcome the comments of Members so that their views and suggestions can be taken into account to ensure that Surrey Police and county council road safety colleagues are targeting Drive SMART resources at the sites that need them the most.

## **1. INTRODUCTION AND BACKGROUND:**

- 1.1 Reducing speeds successfully may reduce the likelihood and severity of collisions, and can help to encourage more walking, scooting and cycling. This can help to make communities more pleasant places to live, and can help sustain local shops and businesses. Excessive speed is often cited as a prime concern of Surrey residents. Consequently Surrey County Council and Surrey Police have joined together through the Drive SMART partnership to create local speed management plans. The Guildford speed management plan lists the stretches of road where speeding vehicles are of prime concern either because of a history of collisions and/or because of public concerns.

## **2. ANALYSIS:**

- 2.1 Annex A lists the “Live Enforcement” sites within the Guildford speed management plan along with the length of the stretch of road, the number of casualties within that stretch for the three years to the end of 2013, a summary of speed data, and the proposed interventions. These are the sites that due to the casualty and/or public concerns being raised and speed data confirming the extent of the problem, are receiving additional attention from the police to encourage improved compliance with the speed limit.
- 2.2 The type of police interventions will depend upon the site characteristics and the extent of the problem. For example it may be possible to position a police camera van at the side of the road at some sites, whereas other sites may require hand held laser enforcement, or may benefit from a community speed watch (whereby local volunteers record speeding vehicles so that a warning letter can be issued to the registered keeper).
- 2.3 Annex C contains a map for each electoral division within Guildford showing all the “Live Enforcement sites” within that area, along with casualty data by mode, and severity for the most recent three years to the end of May 2014.
- 2.4 With limited resources it is not possible for police colleagues to provide regular enforcement on all the roads throughout Guildford. However the speed management plan system ensures that all sites will be investigated and then resources will be allocated and prioritised depending upon the extent of the problem and the resources available. Annex B lists the “Non-Live Enforcement” sites within the Guildford speed management plan. These are sites that have been investigated, or are due to be investigated, and where data has shown that the extent of the problem does not warrant the site currently being designated as a priority.
- 2.5 If members or residents raise concerns over any new site, then this will be added to the list of sites to be investigated. The County Council Road Safety Team will then assess the level and nature of collisions on that stretch, and the police will deploy their speed detection radar to measure speeds. These are black boxes that can be mounted on lamp columns or other street furniture to measure speeds without drivers knowing they are there. The speed detection radar will be used to collect data over a one week period.
- 2.6 A review meeting is held between County Council Road Safety Team, local highways colleagues and police every six months so that new data can be added to the plan and amendments can be discussed and agreed.

**3. OPTIONS:**

- 3.1 The list of live enforcement sites is determined through inspection of collision and speed data alongside the level of concern that may have been expressed by the local community. Experience shows that local people may raise their concerns in different ways, for example at police neighbourhood panel meetings, through submission of complaints to the police or county council contact centres, by letter to police or county council highway teams or through contact with local elected members. Therefore it is important for county council and police colleagues to work together to take into account all the concerns that have been raised alongside the data when deciding which sites need the most attention.
- 3.2 In some cases the perception over the level of speeding on a road is not as great as the measured speeds. If this is the case then there is no point attempting to provide speed enforcement when speeds are already mostly in compliance with the speed limit. Officers would be very happy to share speed data with local people to demonstrate the extent of vehicle speeds. This will often provide reassurance that the issue has been investigated and the concerns have been taken seriously, even if no further regular enforcement is proposed.
- 3.3 It is not possible to provide precise criteria as which sites will be added to the live enforcement site list. This is because there are so many different variables in terms of the number of collisions, the severity, the level of vulnerable road user involvement, the level of speeding, the nature, use and characteristics of the road, the level of public concerns being expressed and the resources available.
- 3.4 Instead through discussion between police and county council colleagues that takes these factors into account and through consultation with elected members, it is hoped that roads are prioritised in a sensible way that will both reduce casualties as well as provide reassurance to the public.
- 3.5 The local speed management plan does not highlight which roads need a new speed limit. Rather it is a method of identifying which roads need the most attention to ensure compliance with existing speed limit. Requests to change speed limits should be dealt with separately with reference to the county council's new policy "Setting Speed Limits on Local Roads".

**4. CONSULTATIONS:**

- 4.1 The local speed management plan is continually refined through regular consultation between County Council Road Safety Team, local highways colleagues and police, and in response to complaints and concerns raised by local people.
- 4.2 Elected members are invited to provide comment on the plan presented here so that these comments can be taken into account. Elected members are also reminded that they would be welcome to raise concerns over speeding at any time with the county council's road safety team or area highway colleagues so that these can be taken into account when determining the priority "Live Enforcement" sites.

**5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

- 5.1 The speed management plan system ensures that existing resources are prioritised at the sites that need the most attention.

**6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

- 6.1 The drivers that are subject to speed enforcement will be self selecting through their deliberate or accidental inattention to the speed limit. The enforcement provided does not therefore discriminate by race, gender, age, religion or disability.
- 6.2 The number of vulnerable road user casualties and the presence of vulnerable road users including those with mobility impairment, older people and children will be assigned a greater importance when deciding upon the level of enforcement that is required on a stretch of road. It is intended that the speed management plan system will therefore have a positive outcome for these groups.

**7. LOCALISM:**

- 7.1 The speed management plan is developed in response to concerns expressed by local people alongside data on road casualties and speeds. Reducing speeds successfully may reduce the likelihood and severity of collisions, and can help to encourage more walking, scooting and cycling. This can help to make communities more pleasant places to live, and can help sustain local shops and businesses.

**8. OTHER IMPLICATIONS:**

Area assessed:	Direct Implications:
Crime and Disorder	Set out below.
Sustainability (including Climate Change and Carbon Emissions)	Set out below.
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	Set out below.

8.1 Crime and Disorder implications

Effective speed management will reduce the level of speeding offences.

8.2 Sustainability implications

Effective speed management will reduce the level of excessive speeding which will reduce carbon emissions and other pollution from vehicle engines. Reducing speeds successfully can also encourage more walking, scooting and cycling which will reduce emissions if it replaces motorised travel.

### 8.3 Public Health implications

Reducing speeds successfully can reduce the risk of road casualties and can encourage more walking, scooting and cycling which is better for the cardiovascular health of the participants.

## **9. CONCLUSION AND RECOMMENDATIONS:**

- 9.1 The Guildford Speed Management Plan is presented here so that views and suggestions from Members can be taken into account to ensure that Surrey Police and county council road safety colleagues are targeting Drive SMART resources at the sites that need them the most.

## **10. WHAT HAPPENS NEXT:**

- 10.1 Comments from Members will be taken into account when updating the speed management plan.

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**Contact Officer:** Duncan Knox, Road Safety Team Manager, 020 8541 7443

**Consulted:**

Surrey Police, County Council Road Safety Team, Area Highway Colleagues

**Annexes:**

Annex A: Guildford Speed Management Plan “Live Enforcement Sites”  
 Annex B: Guildford Speed Management Plan “Non-Live Enforcement Sites”  
 Annex C: Guildford Speed Management Plan – Maps of Electoral Divisions

**Sources/background papers:**

None

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**Guildford Casualty Reduction Routes and Speed Management Plan - LIVE ENFORCEMENT SITES**

**Definitions**

KSI = Killed or Seriously Injured  
 PIC = Personal Injury Collision  
 CRO = Casualty Reduction Officer  
 85th percentile speed - the speed above which the fastest 15 % of vehicles travel

CSW = Community Speed Watch  
 NSO = Neighbourhood Specialist Off  
 REED = Roadside Education Enforcement Day

RPU = Roads Policing Unit  
 SCP = Safety Camera Partnership  
 SDR = Speed Detection Radar

SSW = School Speed Watch  
 VAS = Vehicle Activated Sign  
 RPCSO = Roads Police Community Support Officer

District / Borough	SMS Ref No.	Electoral Division	Status	Road No.	Road Name	From	To	Length (m)	Collision Summary (2011-2013)				Speed Survey Data			Existing or Proposed Highway Improvements	Police Enforcement Actions	
									Total KSI*	Total PIC*	Total KSI*/km	Total PIC*/km	Speed Limit (mph)	Date of Survey	Mean Speed (mph)			85th Percentile* Speed (mph)
Guildford	SM-07-A25-066	Guildford East	Live	A25	Epsom Road, Merrow (Casualty Reduction Route)	Fairway	Park Lane	420	1	7	2.4	16.7	30	1/03/2012 - 7/03/2012 (Trafficmaster GPS data)	SWbnd - 25, NEbnd - 34	N/A		• Mobile patrols
Guildford	SM-07-A3100-042	Guildford East	Live	A3100	London Road, Burpham	Clay Lane	Woodruff Avenue	590	3	18	5.1	30.5	30	17/06/2013 - 24/06/2013 (Police SDR survey)	Nebnd - 30, Swbnd - 31	Nebnd - 35, Swbnd - 37	Road Safety Working Group study	• CSW • SCP - Exceptional mobile enforcement
Guildford	SM-07-B2234-071	Guildford East	Live	B2234	New Inn Lane, Burpham	Outside 61 New Inn Lane	London Road	480	0	4	0.0	8.3	30	1/03/2012 - 7/03/2012 (Trafficmaster GPS data)	Wbnd - 36, Ebnd - 37	N/A		• CRO and NSO enforcement
Guildford	SM-07-A320-078	Guildford North	Live	A320	Woking Road, Slyfield	Stoughton Road	Woodlands Road	960	1	5	1.0	5.2	30	01/05/2012 - 11/05/2012 (Police SDR survey)	Sbnd - 38, Nbnd - 38	Sbnd - 43, Nbnd - 45	Proposed VAS x 2 '30 slow down'	• CRO, RPU and NSO enforcement
Guildford	SM-07-A246_A25-009	Guildford South East	Live	A246_A25	Epsom Road, Guildford (Casualty Reduction Route)	Sydney Road	Fairway	2240	3	20	1.3	8.9	30	June 2013 (1 month Transport Studies survey)	Ebnd - 29.3, Wbnd - 30.8	Ebnd - 34, Wbnd - 35	2014 - Proposal to upgrade existing crossing facilities, Mid June 2013 bidirectional camera housing replaced	• SCP bidirectional camera site • CRO, RPU, NSO enforcement • SSW
Guildford	SCPSM-07-A3100-056	Guildford South East	Live	A3100	London Road, Guildford	Nightingale Road	Mildred's Road	890	0	4	0.0	4.5	30	09/11/2013 - 15/11/2013 (SCC Transport Studies survey)	Nbnd - 30, Sbnd - 31	Nbnd - 35, Sbnd - 36	Existing VAS	• SCP - Core mobile enforcement site • Temp VAS site
Guildford	SM-07-D4007-010	Guildford South East	Live	D4007	Tangier Road, Merrow	Epsom Road	Warren Road	510	0	1	0.0	2.0	30	1/03/2012 - 7/03/2012 (Trafficmaster GPS data)	NWbnd - 32, SEbnd - 30	N/A	Temp VAS (Parish scheme)	• Monitor
Guildford	SM-07-C146-029	Guildford South West	Live	C146	The Chase, Onslow	Elmside	Madrid Road	510	1	4	2.0	7.8	30	14/03/2014 - 21/03/2014 (Police SDR Survey)	Nbnd - 32, Sbnd - 35	Nbnd - 37, Sbnd - 39		• Local team • SSW
Guildford	SM-07-A3100-026	Guildford South West	Live	A3100	Portsmouth Road, Guildford	Guildown Road	The Mount	700	0	10	0.0	14.3	30	12/11/2012 - 19/11/2012 (Police SDR survey)	Nbnd - 25, Sbnd - 21	Nbnd - 27, Sbnd - 29	VAS x 2	• CSW
Guildford	SM-07-B2039-039	Horsleys	Live	B2039	Ockham Road North / Ockham Road South	Green Lane	A246	3380	1	10	0.3	3.0	30 / 40	1/03/2012 - 7/03/2012 (Trafficmaster GPS data)	NWbnd - 41, SEbnd - 39	N/A	Temp VAS (Parish scheme)	• CRO patrols
Guildford	SM-07-B2215-020	Horsleys	Live	B2215	High Street, Ripley	Milestone Close	Bridgefoot Farm	1570	3	11	1.9	7.0	30	14/02/2013 - 22/02/2013 (Police SDR survey)	NEbnd - 30, SWbnd - 32	NEbnd - 35, SWbnd - 37		• CRO, NSO, RPU and NST enforcement • SSW
Guildford	SM-07-B367-019	Horsleys	Live	B367	Newark Lane, Ripley	Homewood Farm	High Street	640	1	1	1.6	1.6	30	1/03/2012 - 7/03/2012 (Trafficmaster GPS data)	Ebnd - 24, Wbnd - 34	N/A		Site to be reviewed

District / Borough	SMS Ref No.	Electoral Division	Status	Road No.	Road Name	From	To	Length (m)	Collision Summary (2011-2013)				Speed Survey Data			Existing or Proposed Highway Improvements	Police Enforcement Actions	
									Total KSR	Total PIC	Total KSR/km	Total PIC/km	Speed Limit (mph)	Date of Survey	Mean Speed (mph)			85th Percentile* Speed (mph)
Guildford	SM-07-C42-040	Horsleys	Live	C42	Forest Road, E Horsley	Ockham Road South	Old Lane	2370	1	6	0.4	2.5	30	1/03/2012 - 7/03/2012 (Trafficmaster GPS data)	Nbnd - 46, Sbnd - 46	N/A	Temp VAS (Parish scheme)	<ul style="list-style-type: none"> <li>Local NST Ultralyte enforcement</li> <li>Temp VAS site</li> </ul>
Guildford	SM-07-C43-021	Horsleys	Live	C43	Old Lane, Ockham	A3	Horsley Road	3810	2	11	0.5	2.9	40	1/03/2012 - 7/03/2012 (Trafficmaster GPS data)	NWbnd - 43, SEbnd - 43	N/A	Signing refreshed 2011/12	<ul style="list-style-type: none"> <li>NSO and CRO enforcement</li> </ul>
Guildford	SCPSM-07-A31-054	Shalford	Live	A31	Hogs Back, Guildford	Puttenham Hill slip roads	A3 slip roads	3245	8	38	2.5	11.7	60	1/03/2013 - 7/03/2013 (Trafficmaster GPS data)	Ebnd - 50, Wbnd - 59	N/A		<ul style="list-style-type: none"> <li>SCP - Core mobile enforcement site</li> </ul>
Guildford	SCPSM-07-A31-072	Shalford	Live	A31	Hogs Back, Guildford	Elstead Road slip road	Puttenham Hill slip roads	3825	6	19	1.6	5.0	60	10/06/2013 - 30/06/2013 (Transport Studies Survey)	Reservoir: Ebnd - 58.0, Wbnd - 58.5, B3000 - Ebnd -	Reservoir: Ebnd - 66, Wbnd - 65, B3000: Ebnd -	VAS	<ul style="list-style-type: none"> <li>SCP - Core mobile enforcement site</li> </ul>
Guildford	SM-07-B3000-012	Shalford	Live	B3000	The Street, Compton	Downs Lane	The Avenue	1380	2	7	1.4	5.1	30	Down Ln - Spiceall 27/02/2014 - 06/03/2014 (Police SDR survey)	Sbnd - 24, Nbnd - 23	Sbnd - 26, Nbnd - 26	Temp VAS (Parish scheme)	<ul style="list-style-type: none"> <li>CRO, RPU, NSO enforcement</li> <li>Local NST enforcement</li> <li>CSW</li> </ul>
Guildford	SM-07-C17_C119-046	Shalford	Live	C17_C119	Manor Road / The Street, Ash	Ash Street RAB	Poyle Road	1210	3	5	2.5	4.1	30	Manor Road - 22/04/2014 - 19/05/2014 (Guildford BC)	Nbnd - 29, Sbnd - 30	Nbnd - 36, Sbnd - 36	Proposed VAS (Parish scheme)	<ul style="list-style-type: none"> <li>NSO and CRO enforcement</li> </ul>
Guildford	SCPSM-07-A246-055	Shere	Live	A246	Epsom Road, East Clandon	Staple Lane	Shere Road	1440	0	9	0.0	6.3	50	12/06/2013 - 19/06/2013 (Transport Studies Survey)	Wbnd - 53.0, Ebnd - 46.2	Wbnd - 59, Ebnd - 53	Hardstanding installed August 2012	<ul style="list-style-type: none"> <li>SCP - Core mobile enforcement site</li> <li>RPU patrols</li> </ul>
Guildford	SM-07-D4009-061	Shere	Live	D4009	Trodd's Lane, Merrow Downs	Epsom Road	Shere Road	2080	1	4	0.5	1.9	30	Opp. No 23 06/01/2014 - 13/01/2014 (Police SDR survey)	Sbnd - 35, Nbnd - 37	Sbnd - 41, Nbnd - 42	VAS (Parish scheme)	<ul style="list-style-type: none"> <li>CRO enforcement</li> </ul>
Guildford	SM-07-A247-089	Shere	Live	A247	The Street, Clandon	Meadowlands	Epsom Road	1360	0	8	0.0	5.9	30	05/07/2013 - 12/07/2013 (Police SDR survey)	Sbnd - 32, Nbnd - 36	Sbnd - 38, Nbnd - 41		<ul style="list-style-type: none"> <li>CSW</li> <li>CRO and NSO enforcement</li> </ul>
Guildford	SM-07-A322-002	Worplesdon	Live	A322	Worplesdon Road, Worplesdon (Casualty Reduction Route)	Woodbridge Hill	Terminals by Worplesdon View Care Home (approx. 150m)	1985	4	23	2.0	11.6	30	20/11/2013 - 26/11/2013 (SCC Transport Studies Survey)	Nbnd - 30.8, Sbnd - 30.1	Nbnd - 35, Sbnd - 35		<ul style="list-style-type: none"> <li>CRO, RPU, NSO enforcement</li> <li>Temp. VAS site</li> <li>Local NST enforcement</li> </ul>
Guildford	SM-07-A322-070	Worplesdon	Live	A322	Worplesdon Road, Worplesdon (Casualty Reduction Route)	Terminals by Worplesdon View Care Home (approx. 150m)	School Lane / Perry Hill	805	2	7	2.5	8.7	60		Speed survey to be undertaken	Speed survey to be undertaken		<ul style="list-style-type: none"> <li>CRO, RPU, NSO enforcement</li> <li>Temp. VAS site</li> <li>Local NST enforcement</li> </ul>
Guildford	SM-07-A322-091	Worplesdon	Live	A322	Worplesdon Road, Worplesdon (Casualty Reduction Route)	School Lane / Perry Hill	Borough Boundary at Fox Corner	1990	4	22	2.0	11.1	40	40 mph limit: 15/04/2013 - 27/04/2013 (Parish Council Survey) Op. Goose Rye Road: 30/04/2013 - 07/05/2013 (Police SDR survey)	Nbnd - 46, Sbnd - 49	Nbnd - 51, Sbnd - 55		<ul style="list-style-type: none"> <li>CRO, RPU, NSO enforcement</li> <li>Temp. VAS site</li> <li>Local NST enforcement</li> </ul>
Guildford	SM-07-A323-005	Worplesdon	Live	A323	Aldershot Road, Worplesdon (Hunt's Farm)	270m NW of Ryde's Hill Road	420m W of Holly Lane	2045	4	13	2.0	6.4	40	Nr. Hunt's Farm 23/04/2014 - 30/04/2014 (Police SDR survey)	Sbnd - 45, Nbnd - 46	Sbnd - 50, Nbnd - 52	2014/15 - Proposed pedestrian refuge	<ul style="list-style-type: none"> <li>RPU, CRO and Local NST patrols</li> <li>CRO attend local Traffic Committee meeting</li> </ul>



District / Borough	SMS Ref No.	Electoral Division	Status	Road No.	Road Name	From	To	Length (m)	Collision Summary (2011-2013)				Speed Survey Data			Existing or Proposed Highway Improvements	Police Enforcement Actions	
									Total KSR	Total PIC	Total KSR/km	Total PIC/km	Speed Limit (mph)	Date of Survey	Mean Speed (mph)			85th Percentile* Speed (mph)
Guildford	SM-07-A323-047	Worplesdon	Live	A323	Aldershot Road, Worplesdon (Westway)	270m NW of Ryde's Hill Road	Parkhurst Road	1295	5	19	3.9	14.7	30	nr No. 134 27/05/2014 - 03/06/2014 (Police SDR survey)	NWbnd - 34, SEbnd - 33	NWbnd - 39, SEbnd - 37	2014 - zebra crossing installed	<ul style="list-style-type: none"> <li>• RPU, CRO and Local NST enforcement</li> </ul>
Guildford	SM-07-C15-004	Worplesdon	Live	C15	Broad Street, Normandy	New House Farm Lane	Bramble Close	1240	4	5	3.2	4.0	30	8/10/2013 - 15/10/2013 (Police SDR survey)	Ebnd - 36, Wbnd - 36	Ebnd - 42, Wbnd - 42		<ul style="list-style-type: none"> <li>• CRO, NST enforcement</li> <li>• VAS temp site</li> <li>• CRO attended local Traffic Committee meeting</li> </ul>
Guildford	SM-07-A323-001	Worplesdon	Live	A323	Guildford Road, Normandy	School Lane	Bailes Lane	1900	1	5	0.5	2.6	30	19/09/2012 - 27/09/2012 (Police SDR survey)	Ebnd - 34, Wbnd - 35	Ebnd - 40, Wbnd - 41	VAS x 2, 2014 - markings and signs upgraded	<ul style="list-style-type: none"> <li>• REED event</li> <li>• RPU, CRO, NST enforcement</li> <li>• SSW</li> <li>• Temp. VAS site</li> </ul>
Guildford	SM-07-A324-063	Worplesdon	Live	A324	Pirbright Road, Normandy	Guildford Road	Vine Farm	1910	0	3	0.0	1.6	40	Nr. School Lane 28/05/2014 - 04/06/2014 (Police SDR survey)	NEbnd - 45, SWbnd - 43	NEbnd - 49, SWbnd - 50		<ul style="list-style-type: none"> <li>• CRO mobile patrols</li> </ul>
Guildford	SM-07-A324-064	Worplesdon	Live	A324	Aldershot Road, Normandy (Heatherwood)	150m SW of Stanford Common (Fernbank)	100m S of Burners Heath (Burners)	1095	0	5	0.0	4.6	40	nr. Heatherwood 28/05/2014 - 04/06/2014 (Police SDR survey)	Sbnd - 47, Nbnd - 48	Sbnd - 54, Nbnd - 54		<ul style="list-style-type: none"> <li>• Monitor</li> </ul>
Guildford	SM-07-A324-050	Worplesdon	Live	A324	Dawney Hill, Pirbright	Connaught Road	School Lane	760	0	1	0.0	1.3	30	3/10/2012 - 9/10/2012 (Residents survey)	Lane 1 - 39.9, Lane 2 - 38.8	Lane 1 - 46, Lane 2 - 45	2014/15 -Pedestrian refuge	<ul style="list-style-type: none"> <li>• Monitor</li> <li>• SSW</li> </ul>
Guildford	SM-07-B3405-003	Worplesdon	Live	B3405	Grange Road / School Lane, Pirbright	Vapery Lane	Terminals approx 20m west from Dawneys Road	360	0	0	0.0	0.0	30	School Lane 23/06/2013 - 05/07/2013 (Parish survey)	Into village - 33, out of village - 36	Into village - 39, out of village - 42	zebra crossing, 20 mph zone traffic calming and VAS (Parish scheme) 2014/15 - signs and lines review	<ul style="list-style-type: none"> <li>• SSW</li> <li>• Temp. VAS site</li> <li>• CRO enforcement</li> </ul>
Guildford	SM-07-C14-062	Worplesdon	Live	C14	Clay Lane, Jacobs Well	Woking Road	40 Ternimal (Burpham Court Farm)	1000	1	6	1.0	6.0	30	1/03/2012 - 7/03/2012 (Trafficmaster GPS data)	Ebnd - 35, Wbnd - 31	N/A		<ul style="list-style-type: none"> <li>• CSW</li> <li>• RPU mobile patrols</li> </ul>
Guildford	SCPSM-07-C14-058	Worplesdon	Live	C14	Clay Lane, Jacobs Well	40 Ternimal (Burpham Court Farm)	A3	995	0	1	0.0	1.0	40	1/03/2012 - 7/03/2012 (Trafficmaster GPS data)	SEbnd - 32, NWbnd - 39	N/A		<ul style="list-style-type: none"> <li>• SCP - Exceptional mobile enforcement</li> <li>• CRO attended local Traffic Committee</li> </ul>
Guildford	SM-07-C15-067	Worplesdon	Live	C15	Oak Hill / Wood Street Green / Frog Grove Lane, Wood Street Village	New House Farm Lane	No. 44 Frog Grove Lane	1185	0	2	0.0	1.7	30	Oak Hill (opp. sch): 2/12/2013 - 09/12/2013 (Police SDR survey)	Ebnd - 27, Wbnd - 27	Ebnd - 31, Wbnd - 31	2014/15 - entry treatment scheme	<ul style="list-style-type: none"> <li>• CRO, NSO enforcement</li> <li>• RPU mobile patrols</li> </ul>
Guildford	SM-07-D60-052	Worplesdon	Live	D60	Glaziers Lane, Normandy	Guildford Road	Flexford Road	1680	0	0	0.0	0.0	30	O/S 126 20/01/2014 - 27/01/2014 (Police SDR survey)	Sbnd - 36, Nbnd - 35	Sbnd - 42, Nbnd - 42	March 2013 - street lighting review completed., 2014 - 2 x VAS installed	<ul style="list-style-type: none"> <li>• CRO enforcement, temp VAS site</li> </ul>
Guildford	SM-07-D51-081	Worplesdon	Live	D51	Jacobs Well Road, Jacobs Well	Clay Lane	Woking Road	780	1	3	1.3	3.8	30	1/03/2012 - 7/03/2012 (Trafficmaster GPS data)	NEbnd - 33, SWbnd - 35	N/A		<ul style="list-style-type: none"> <li>• CSW</li> </ul>

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**Guildford Casualty Reduction Routes and Speed Management Plan - NON-LIVE ENFORCEMENT SITES**

**Definitions**

KSI = Killed or Seriously Injured

PIC = Personal Injury Collision

CRO = Casualty Reduction Officer

85th percentile speed - the speed above which the fastest 15 % of vehicles travel

CSW = Community Speed Watch

NSO = Neighbourhood Specialist Off

REED = Roadside Education Enforcement Day

RPU = Roads Policing Unit

SCP = Safety Camera Partnership

SDR = Speed Detection Radar

SSW = School Speed Watch

VAS = Vehicle Activated Sign

RPCSO = Roads Police Community Support Officer

District / Borough	SMS Ref No.	Electorial Division	Status	Road No.	Road Name	From	To	Length (m)	Collision Summary (2011-2013)				Speed Limit (mph)	Speed Survey Data			Existing or Proposed Highway Improvements	Police Enforcement Actions	Archive details
									Total KSI	Total PIC	Total KSI/km	Total PIC/km		Date of Survey	Mean Speed (mph)	85th Percentile Speed (mph)			
Guildford	SM-07-A323-060	Ash	Archive	A323	Guildford Road, Ash	Ash Hill Road	Terminal by Nightingale Road	570	0	2	0.0	3.5	30	01/02/2013 - 08/02/2013 (Police SDR survey)	Ebnd - 31, Wbnd - 29	Ebnd - 37, Wbnd - 35		Site to be reviewed	April 2014 - Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-B3165-048	Ash	Archive	B3165	Stratford Road, Ash Vale	Frimley Road	Lynchford Road	520	0	0	0.0	0.0	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	Nbnd - 34, Sbnd - 31	N/A		Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-B3411-007	Ash	Archive	B3411	Vale Road, Ash Vale	Oaklea	Furze Close	1510	1	8	0.7	5.3	30	1/04/2012 - 9/04/2012	Nbnd - 28, Sbnd - 27	Nbnd - 33, Sbnd - 33	Traffic calming and zebra crossing installed early 2012	Site to be reviewed	September 2012 - Traffic calming scheme installed, speed issue not identified, no complaints within last 12 months.
Guildford	SM-07-D4010-087	Guildford East	Archive	D4010	Marrow Woods, Marrow	Outside 7 Marrow Woods	Outside 60 Marrow Woods	340	0	1	0	2.9	30	Outside No. 61 08/05/2013 - 17/05/2013 (Police SDR survey)	Nbnd - 28, Sbnd - 30	Nbnd - 34, Sbnd - 36		Site to be reviewed	Dec 2013 - Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-D4010-011	Guildford East	Archive	D4010	Horse Shoe Lane West, Marrow	Epsom Road	Boxgrove Lane	460	0	1	0	2.2	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	Nbnd - 27, Sbnd - 29	N/A		Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-D4023-049	Guildford North	Archive	D4023	Grange Road, Guildford	Deeprise Close	Stoughton Road	680	0	0	0	0	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	Nbnd - 21, Sbnd - 20	N/A	Traffic calmed	Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-A25-008	Guildford South East	Archive	A25	Boxgrove Road, Boxgrove	Epsom Road	London Road	980	3	15	3.1	15.3	30	06/01/2014 - 13/01/2014 (Police SDR survey)	Nbnd - 30, Sbnd - 30	Nbnd - 34, Sbnd - 34		• Temp. VAS site • SSW	April 2014 - Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-D4006-018	Guildford South East	Archive	D4006	Dene Road, Guildford	Denmark Road	London Road	190	0	0	0	0	30		Speed survey to be undertaken	Speed survey to be undertaken	Civic Hall works	Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-D4010-083	Guildford South East	Archive	D4010	Boxgrove Lane, Guildford	Boxgrove Road	Horseshoe Lane West	515	0	0	0	0	30	14/02/2013 - 22/02/2013 (Police SDR survey)	Nebnd - 27, SWbnd - 23	Nebnd - 32, SWbnd - 34		Site to be reviewed	Dec 2013 - Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-A246-044	Guildford South West	Archive	A246	York Road, Guildford	Woodbridge RAB	London Road	810	0	21	0.0	25.9	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	Ebnd - 19, Wbnd - 21	N/A		Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SCPSM-07-A25-053	Guildford South West	Archive	A25	Woodbridge Road / Ladymead	Woodbridge Meadows	Joseph's Road	490	0	19	0.0	38.8	40	02/11/2013 - 08/11/2013 (SCC Transport Studies survey)	Near Halfords: Ebnd - 32, near Joseph's Rd: Wbnd -	Near Halfords: Ebnd - 39, near Joseph's Rd: Wbnd -	LSTF scheme planned to introduce signal control on left turn filter in place of give way.	• SCP - Two combined speed on green and redlight violation cameras on A25 (ebnd and wbnd)	Speed issue not identified, no resident complaints within last 12 months.

District / Borough	SMS Ref No.	Electoral Division	Status	Road No.	Road Name	From	To	Length (m)	Collision Summary (2011-2013)				Speed Survey Data			Existing or Proposed Highway Improvements	Police Enforcement Actions	Archive details	
									Total KSI*	Total PIC*	Total KSI/km	Total PIC/km	Speed Limit (mph)	Date of Survey	Mean Speed (mph)				85th Percentile Speed (mph)
Guildford	SCPSM-07-A31-057	Guildford South West	Archive	A31	Farnham Road, Guildford	Scillonian Road	Guildford Park Road	735	1	3	1.4	4.1	30	12/06/2013 - 19/06/2013 (Transport Studies Survey)	Ebnd - 26, Wbnd - 25	Ebnd - 30, Wbnd - 29	Existing VAS	• SCP - Fixec bi-directional camera and mobile enforcement near Agraria Road	Dec 2013 - Excessive speed issue not identified now camera present, no resident complaints within last 12 months.
Guildford	SM-07-A320-045	Guildford South West	Archive	A320	Stoke Road, Guildford	Chertsey Street	Nightingale Road	610	1	15	1.6	24.6	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	Nbnd - 16, Sbnd - 24	N/A		Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-C146-085	Guildford South West	Archive	C146	Madrid Road, Guildford	Guildford Road	The Chase	235	0	3	0.0	12.8	30	11/03/2013 - 19/03/2013 (Police SDR survey)	Ebnd - 22, Wbnd - 23	Ebnd - 27, Wbnd - 27	Proposed local engineering scheme	Site to be reviewed	Dec 2013 - Excessive speed issue not identified
Guildford	SM-07-D4005-015	Guildford South West	Archive	D4005	Recreation Road, Guildford	Woodbridge Road	Stoke Road	350	0	3	0	8.6	30	07/05/2008 - 13/05/2008	Wbnd - 20, Ebnd - 21	Wbnd - 23, Ebnd - 24		Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-D4005-D4004-016	Guildford South West	Archive	D4005_D4004	Artillary Road / Artillary Terrace / Stoke Fields, Guildford	Woodbridge Road	Stoke Road	540	0	0	0	0	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	Ebnd - 19, Wbnd - 18	N/A		Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-D4016-032	Guildford South West	Archive	D4016	Wodeland Avenue, Guildford	Farnham Road	The Mount	860	0	2	0	2.3	30	Outside no 76: 06/02/2014 - 13/02/2014 (Police SDR survey)	Ebnd - 20, Wbnd - 25	Ebnd - 26, Wbnd - 31	March 2014 - Traffic calming scheme installed.	Site to be reviewed	Aug 2014 - Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-D4017-028	Guildford South West	Archive	D4017	Manor Way / The Drive	Farnham Road	A3	970	0	0	0	0.0	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	Ebnd - 23, Wbnd - 30	N/A		Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-D4017-038	Guildford South West	Archive	D4017	Queen Eleanor's Road / Wilderness Road / The Square / Wilderness Road, Guildford	Elmside	Litchfield Way	1050	0	1	0	1.0	30	Queen Eleanor's Road 28/11/2012 - 05/12/2012 (Police SDR survey)	Ebnd - 20, Wbnd - 21	Ebnd - 24, Wbnd - 24		Site to be reviewed	Archived March 2011 - Speed issue not identified, no residents complaints within last 12 months, parking issue
Guildford	SM-07-D4018-037	Guildford South West	Archive	D4018	Curling Vale, Guildford	Old Palace Road	Litchfield Way	560	0	1	0	1.8	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	NEbnd - 29, SWbnd - 30	N/A		Site to be reviewed	Archived March 2011 - Speed issue not identified, no residents complaints within last 12 months
Guildford	SM-07-X69011-017	Guildford South West	Archive	X69011	Europa Park Road, Ladymead Retail Park, Guildford	Ladymead	Ladymead	970	0	0	0	0	30		Speed survey to be undertaken	Speed survey to be undertaken		Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-D4000-088	Guildford West	Archive	D4000	Cabell Road, Guildford	Applegarth Avenue	Park Barn Drive	1210	0	4	0	3.3		Outside no. 66: 18/05/2013 - 25/05/2013 (Police SDR survey) Outside no. 187: 18/05/2013 - 25/05/2013 (Police SDR survey)	Sebnd - 28, NWbnd - 24 Sbnd - 29, Nbnd - 30	Sbnd - 34, NWbnd - 31 Sbnd - 36, Nbnd - 37		Site to be reviewed	Aug 2014 - Excessive speed issue not identified, no resident complaints within last 12 months.


District / Borough	SMS Ref No.	Electoral Division	Status	Road No.	Road Name	From	To	Length (m)	Collision Summary (2011-2013)				Speed Survey Data			Existing or Proposed Highway Improvements	Police Enforcement Actions	Archive details	
									Total KSI*	Total PIC*	Total KSI*/km	Total PIC*/km	Speed Limit (mph)	Date of Survey	Mean Speed (mph)				85th Percentile Speed (mph)
Guildford	SM-07-D4001-041	Guildford West	Archive	D4001	Egerton Road, Guildford	Ashenden Road	Southway	600	2	8	3.3	13.3	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	Sbnd - 19, Nbnd - 26	N/A	Gill Avenue / Egerton Road roundabout to be signalised during 2011	• SSW	March 2012 - Speed issue not identified, no resident complaints within last 12 months and ongoing roadworks.
Guildford	SM-07-D4019-027	Guildford West	Archive	D4019	Ashenden Road / Beech Grove	Egerton Road	Egerton Road	920	0	2	0	2.2	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	Ebnd - 19, Wbnd - 30	N/A		Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-D4020-080	Guildford West	Archive	D4020	Shepherd's Lane, Guildford	Ryde's Hill	Worplesdon Road	505	0	2	0	4.0	30	01/02/2013 - 08/02/2013 (Police SDR survey)	Wbnd - 27, Ebnd - 25	Wbnd - 32, Ebnd - 31		Site to be reviewed	April 2014 - Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-D4021-090	Guildford West	Archive	D4021	Sheepfold Road, Guildford	Ryde's Hill Road	Worplesdon Road	445	0	0	0	0		Outside no. 30: 06/02/2014 - 13/02/2014 (Police SDR survey)	Ebnd - 22, Wbnd - 23	Ebnd - 27, Wbnd - 29		Site to be reviewed	Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-A246-034	Horsleys	Archive	A246	Guildford Road, Effingham	Western property boundary to Dolphin House	Woodlands Road	1050	1	5	1.0	4.8	40	1/03/2012 - 7/03/2012 (Trafficmaster GPS data)	Ebnd - 33, Wbnd - 37	N/A	Speed limit review 2011	Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-A246-035	Horsleys	Archive	A246	Guildford Road / Epsom Road, E Horsley	The Street	Ockham Road South	1730	2	8	1.2	4.6	50	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	Ebnd - 42, Wbnd - 40	N/A	Speed limit review 2011	Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-B2039-022	Horsleys	Archive	B2039	Ockham Road North, Ockham	Terminals (approx 400m NW of Guileshill Lane)	Terminals (approx 100m South of School Lane)	1145	2	3	1.7	2.6	30	30 mph limit: 25/09/2013 - 02/10/2013 (Police SDR survey)	NWbnd - 39, SEbnd - 41	NWbnd - 44, SEbnd - 47		Site to be reviewed	Dec 2013 - Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-C38-024	Horsleys	Archive	C38	Ripley Road, E Clandon	The Street	Terminal 40m north of Home Farm Cottages	750	0	0	0.0	0.0	30	1/03/2012 - 7/03/2012 (Trafficmaster GPS data)	Nbnd - 28, Sbnd - 25	N/A		Site to be reviewed	Dec 2013 - Trafficmaster GPS data realistic. Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-C38-075	Horsleys	Archive	C38	Ripley Road, E Clandon	Terminal 40m north of Home Farm Cottages	Terminal 80m south of Tithebarns Lane	2060	0	0	0.0	0.0	40	1/03/2012 - 7/03/2012 (Trafficmaster GPS data)	Nbnd - 31, Sbnd - 28	N/A		Site to be reviewed	Dec 2013 - Trafficmaster GPS data realistic. Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-C44_D259-033	Horsleys	Archive	C44_D259	Greendene, East Horsley	Guildford Road	Honeysuckle Bottom	1600	0	3	0.0	1.9	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	Nbnd - 32, Sbnd - 33	N/A		Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-D236-030	Horsleys	Archive	D236	Papercourt Lane, Ripley	Tannery Lane	Newark Lane	730	0	0	0.0	0.0	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	SWbnd - 17, NEbnd - 18	N/A	Speed limit reduced to 30 mph	Site to be reviewed	March 2012 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-D265-051	Horsleys	Archive	D265	Lower Road, Effingham	The Street	Borough Boundary	490	0	2	0.0	4.1	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	Wbnd - 29, Ebnd - 24	N/A		• SSW	March 2012 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-D265-025	Horsleys	Archive	D265	Orestan Lane, Effingham	Effingham Common Road	Calvert Road	890	0	0	0.0	0.0	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	Wbnd - 29, Ebnd - 28	N/A		Site to be reviewed	March 2012 - Speed issue not identified, no resident complaints within last 12 months.

District / Borough	SMS Ref No.	Electoral Division	Status	Road No.	Road Name	From	To	Length (m)	Collision Summary (2011-2013)				Speed Limit (mph)	Speed Survey Data			Existing or Proposed Highway Improvements	Police Enforcement Actions	Archive details
									Total KSI*	Total PIC*	Total KSI/km	Total PIC/km		Date of Survey	Mean Speed (mph)	85th Percentile Speed (mph)			
Guildford	SM-07-D265-036	Horsleys	Archive	D265	Dirtham Lane / Calvert Road, Effingham	Guildford Road	Oreston Lane	1110	0	0	0	0	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	SWbnd - 24, NEbnd - 24	N/A	Speed limit reduction installed	Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-B2039-093	Horsleys		B2039	Ockham Road North, Ockham	Terminals (approx 100m South of School Lane)	Green Lane	1120	0	0	0	0	40		Speed survey to be undertaken	Speed survey to be undertaken		Site to be reviewed	Dec 2013 - Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-B2039-092	Horsleys		B2039	Ockham Road North, Ockham	A3	Terminals (approx 400m NW of Guilehill Lane)	655	1	4	1.5	6.1	40		Speed survey to be undertaken	Speed survey to be undertaken		Site to be reviewed	Dec 2013 - Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-A323-006	Shalford	Archive	A323	Ash Street / Ash Church Road / Guildford Road, Ash	Ash Hill Road	Manor Road	1675	0	15	0.0	9.0	30	Ash Street: 17/12/2012 - 21/12/2012 (Police SDR survey) Ash Church Road: 10/12/2012 - 17/12/2012 (Police SDR survey)	Ebnd - 28, Wbnd - 27 Ebnd - 29, Wbnd - 27	Ebnd - 32, Wbnd - 31 Ebnd - 35, Wbnd - 33		* SSW x 2	Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-B3000-065	Shalford	Archive	B3000	New Pond Road, Farncombe	Old Portsmouth Rd	The Avenue	2500	0	7	0.0	2.8	40	30/05/2012 - 08/06/2012 (Police SDR survey)	Ebnd - 44, Wbnd - 44	Ebnd - 43, Wbnd - 44		Site to be reviewed	Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-C18-086	Shalford	Archive	C18	Foreman Road / White Lane, Ash	Grange Road	Hazel Road	1058	1	1	0.9	0.9	40	20/03/2013 - 27/03/2013 (Police SDR survey)	SEbnd - 26, NWbnd - 27	SEbnd - 30, NWbnd - 31	2011 - road resurfaced and missing signs replaced	Site to be reviewed	June 2013 - Speed issue not identified, no further complaints regarding speed.
Guildford	SM-07-C23-076	Shalford	Archive	C23	Hurtmore Road, Hurtmore	A3	Summers Lane	685	0	1	0.0	1.5	30	11/12/2012 - 18/12/2012 (Police SDR survey)	Ebnd - 32, Wbnd - 33	Ebnd - 39, Wbnd - 37		Site to be reviewed	April 2014 - Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-D97-013	Shalford	Archive	D97	Down Lane, Compton	The Street	Down Lane / A3 junction	1500	3	5	2	3.3	60	03/05/2011 - 12/05/2011 (Police SDR survey)	Nbnd - 18, Sbnd - 22	Nbnd - 22, Sbnd - 26	Proposed speed limit reduction to 30 mph (The Street - The Watts Gallery)	Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-A247-023	Shere	Archive	A247	The Street Clandon	Green Lane	Meadowlands	1515	1	6	0.7	4.0	30	05/07/2013 - 12/07/2013 (Police SDR survey)	Sbnd - 29, Nbnd - 29	Sbnd - 34, Nbnd - 34		Site to be reviewed	Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-A247-077	Shere	Archive	A247	Send Barns Lane, Send	Send Marsh Road	Terminal by Woodhill	560	0	1	0.0	1.8	30	14/11/2012 - 21/11/2012 (Police SDR survey)	Ebnd - 29, Wbnd - 27	Ebnd - 34, Wbnd - 32	VAS (Parish scheme)	Site to be reviewed	Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-A248-043	Shere	Archive	A248	New Road, Chilworth	Hornhatch Lane	Brook Road	780	0	0	0.0	0.0	30	23/04/2014 - 30/04/2014 (Police SDR survey)	Ebnd - 24, Wbnd - 26	Ebnd - 29, Wbnd - 31		Site to be reviewed	Aug 2014 - Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-A248-073	Shere	Archive	A248	The Street, Albury	Weston Lodge	Church Lane	442	0	0	0.0	0.0	30	30/11/2012 - 07/12/2012 (Police SDR survey)	Ebnd - 31, Wbnd - 30	Ebnd - 35, Wbnd - 35		Site to be reviewed	Dec 2013 - Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-D235-031	Shere	Archive	D235	Tannery Lane, Send	Polesden Lane	Send Road	1950	0	0	0.0	0.0	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	Wbnd - 22, Ebnd - 26	N/A	Speed limit reduced to 30 mph	Site to be reviewed	March 2012 - Speed issue not identified, no resident complaints within last 12 months.

District / Borough	SMS Ref No.	Electoral Division	Status	Road No.	Road Name	From	To	Length (m)	Collision Summary (2011-2013)				Speed Limit (mph)	Speed Survey Data			Existing or Proposed Highway Improvements	Police Enforcement Actions	Archive details
									Total KSI*	Total PIC*	Total KSI*/km	Total PIC*/km		Date of Survey	Mean Speed (mph)	85th Percentile Speed (mph)			
Guildford	SM-07-X46-014	Shere	Archive	X46	Pathfields, Shere	Sandy Lane	Pathfields	520	0	0	0	0	30	17/06/2012 - 24/06/2012 (Trafficmaster GPS data)	NEbnd - 14, SWbnd - 14	N/A		Site to be reviewed	May 2011 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-A320-059	Worplesdon	Archive	A320	Woking Road, Slyfield	Woodlands Road	Salt Box Road	695	0	6	0.0	8.6	40	17/06/2013 - 24/06/2013 (Police SDR survey)	Sbnd - 38, Nbnd - 38	Sbnd - 45, Nbnd - 45		Site to be reviewed	Dec 2013 - Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-A323-068	Worplesdon	Archive	A323	Aldershot Road, Worplesdon (Clasford Farm)	420m W of Holly Lane	50m SW of Cobbett Hill Road	1320	2	12	1.5	9.1	50	nr Clasford Farm 28/05/2014 - 04/06/2014 (Police SDR survey)	Ebnd - 41, Wbnd - 42	Ebnd - 47, Wbnd - 49		Site to be reviewed	Aug 2014 - Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-A323-074	Worplesdon	Archive	A323	Guildford Road, Ash	Terminal by Nightingale Road	School Lane	1595	1	4	0.6	2.5	40	1/03/2012 - 7/03/2012 (Trafficmaster GPS data)	Ebnd - 39, Wbnd - 30	N/A		Site to be reviewed	Dec 2013 - Trafficmaster GPS data realistic. Speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-A323-069	Worplesdon	Archive	A323	Aldershot Road, Normandy	50m SW of Cobbett Hill Road	Bailes Lane	1195	0	4	0.0	3.3	50	25/01/2013 - 31/01/2013 (Police SDR survey)	Swbnd - 44, Nebnd - 46	Swbnd - 50, Nebnd - 52		Site to be reviewed	Dec 2013 - Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-B3012-082	Worplesdon	Archive	B3012	Gole Road, Pirbright	Stanley Hill	Dawney Hill	1430	3	9	2.1	6.3	40	14/11/2013 - 21/11/2013 (Police SDR survey)	Ebnd - 41, Wbnd - 40	Ebnd - 45, Wbnd - 45	March 2013 - Petition received to reduce speed limit	• Monitor	Aug 2014 - Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-B3405-084	Worplesdon	Archive	B3405	Stanley Hill, Pirbright	Gole Road	Grange Road	560	0	0	0.0	0.0	National	1/03/2012 - 7/03/2012 (Trafficmaster GPS data)	Nbnd - 34, Sbnd - 36	N/A		Site to be reviewed	Dec 2013 - Excessive speed issue not identified, no resident complaints within last 12 months.
Guildford	SM-07-B3405-094	Worplesdon		B3405	School Lane, Pirbright	Terminals approx 20m west from Dawneys Road	Terminals approx 50m northwest of Dawney Hill	290	0	1	0	3.4	20		Speed survey to be undertaken	Speed survey to be undertaken		Site to be reviewed	
Guildford	SM-07-B3405-095	Worplesdon		B3405	School Lane, Pirbright	Terminals approx 50m northwest of Dawney Hill	Dawney Hill	50	0	0	0	0	30		Speed survey to be undertaken	Speed survey to be undertaken		Site to be reviewed	


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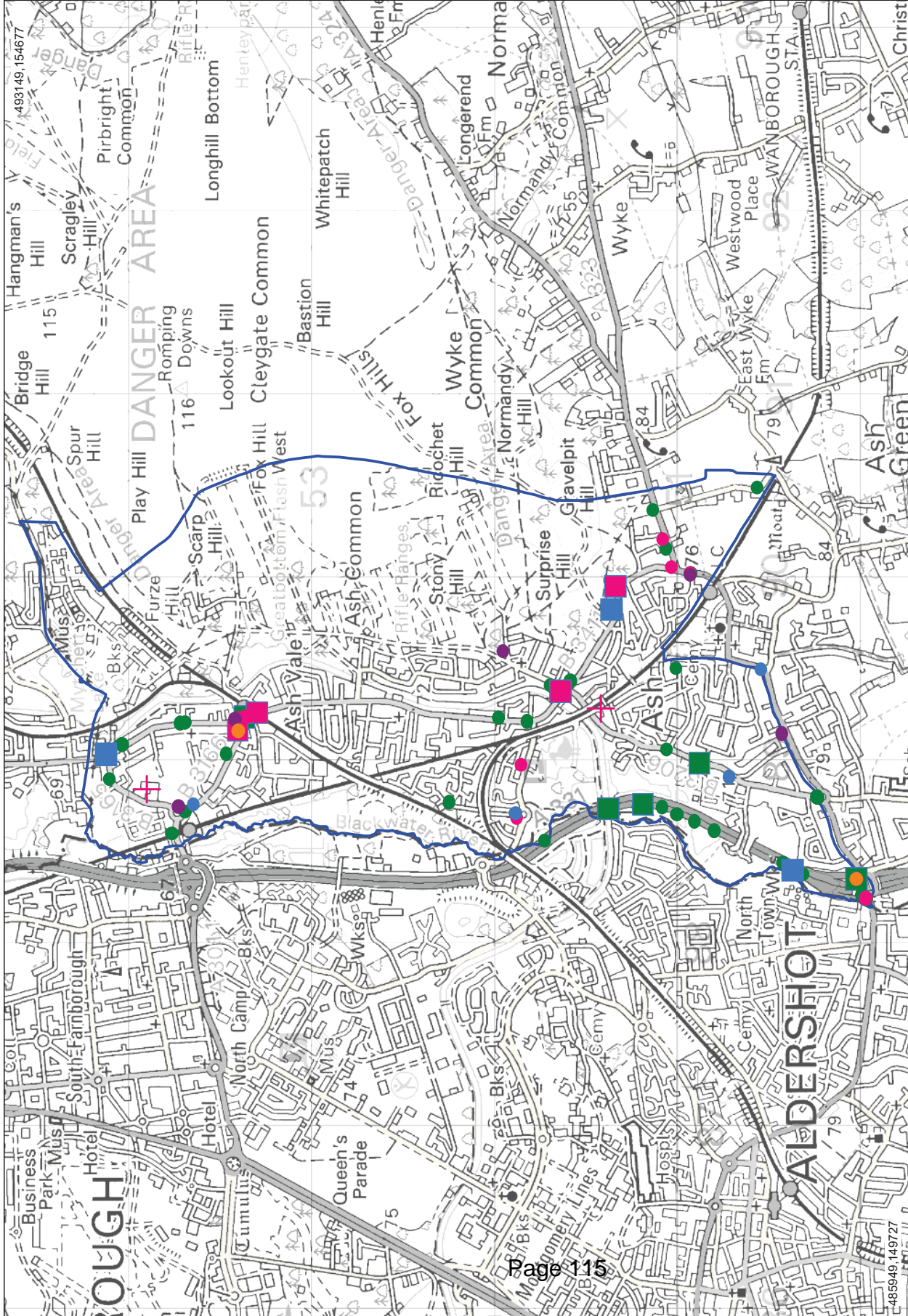




**Key**

- Electoral Division
- Car Occupant
  - Fatal
  - Serious
  - Slight
- Motorcyclist
  - Fatal
  - Serious
  - Slight
- Cyclist
  - Fatal
  - Serious
  - Slight
- Pedestrian
  - Fatal
  - Serious
  - Slight
- Other
  - Fatal
  - Serious
  - Slight
- School
  - Speed Management Site
- 50 Metre Buffer Zone around Speed Management






## Ash - All casualties 06/2011 to 05/2014

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Surrey County Council, LA076872, 2001			






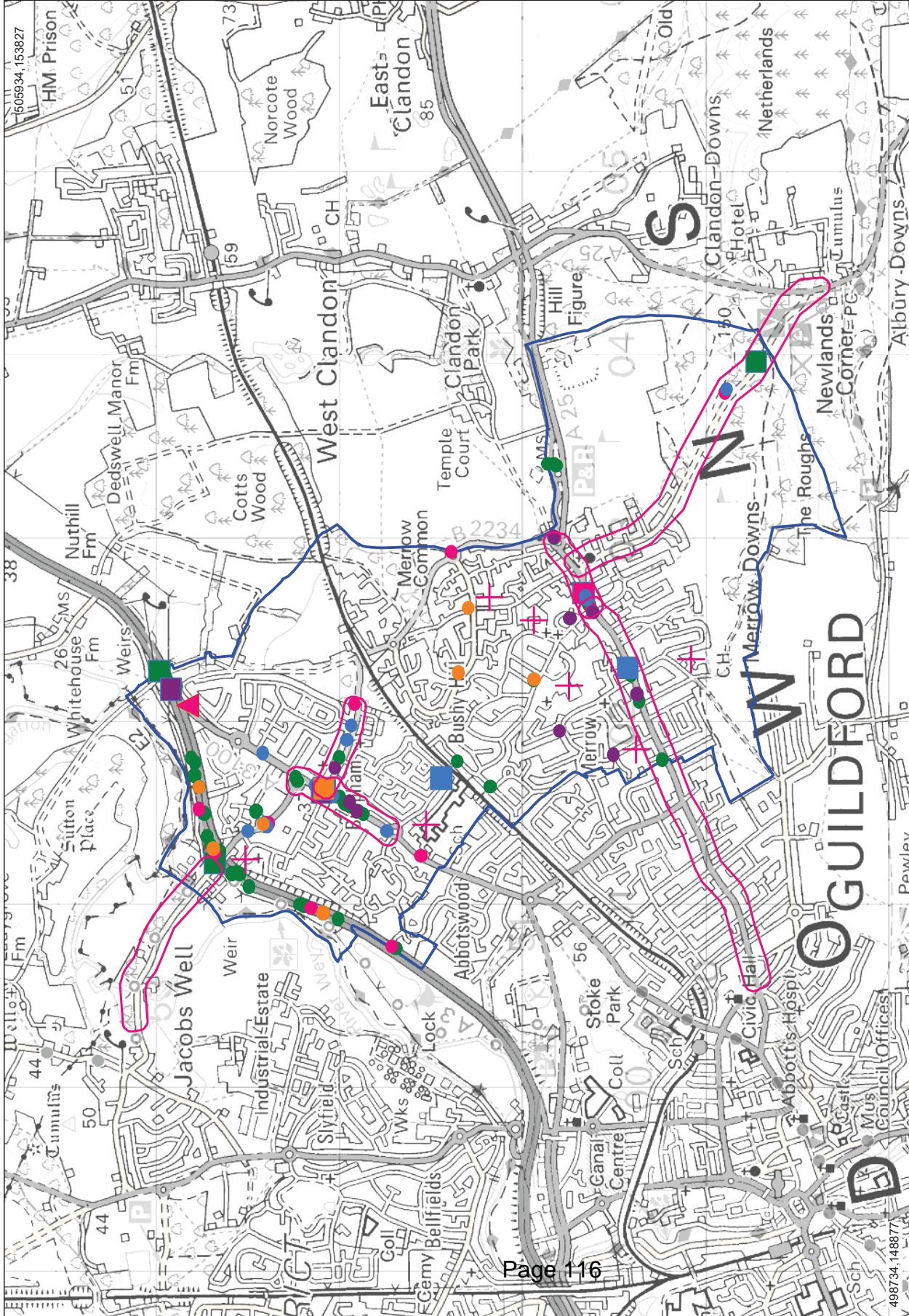
**SURREY NORTH**

**Key**

- Electoral Division
- Car Occupant
  - Fatal
  - Serious
  - Slight
- Motorcyclist
- Fatal
- Serious
- Slight
- Cyclist
- Fatal
- Serious
- Slight
- Pedestrian
- Fatal
- Serious
- Slight
- Other
- Fatal
- Serious
- Slight
- School
- Speed Management Site
- 50 Metre Buffer Zone around Speed Management




**SURREY COUNTY COUNCIL**  
Environment



## Guildford East - All casualties 06/2011 to 05/2014

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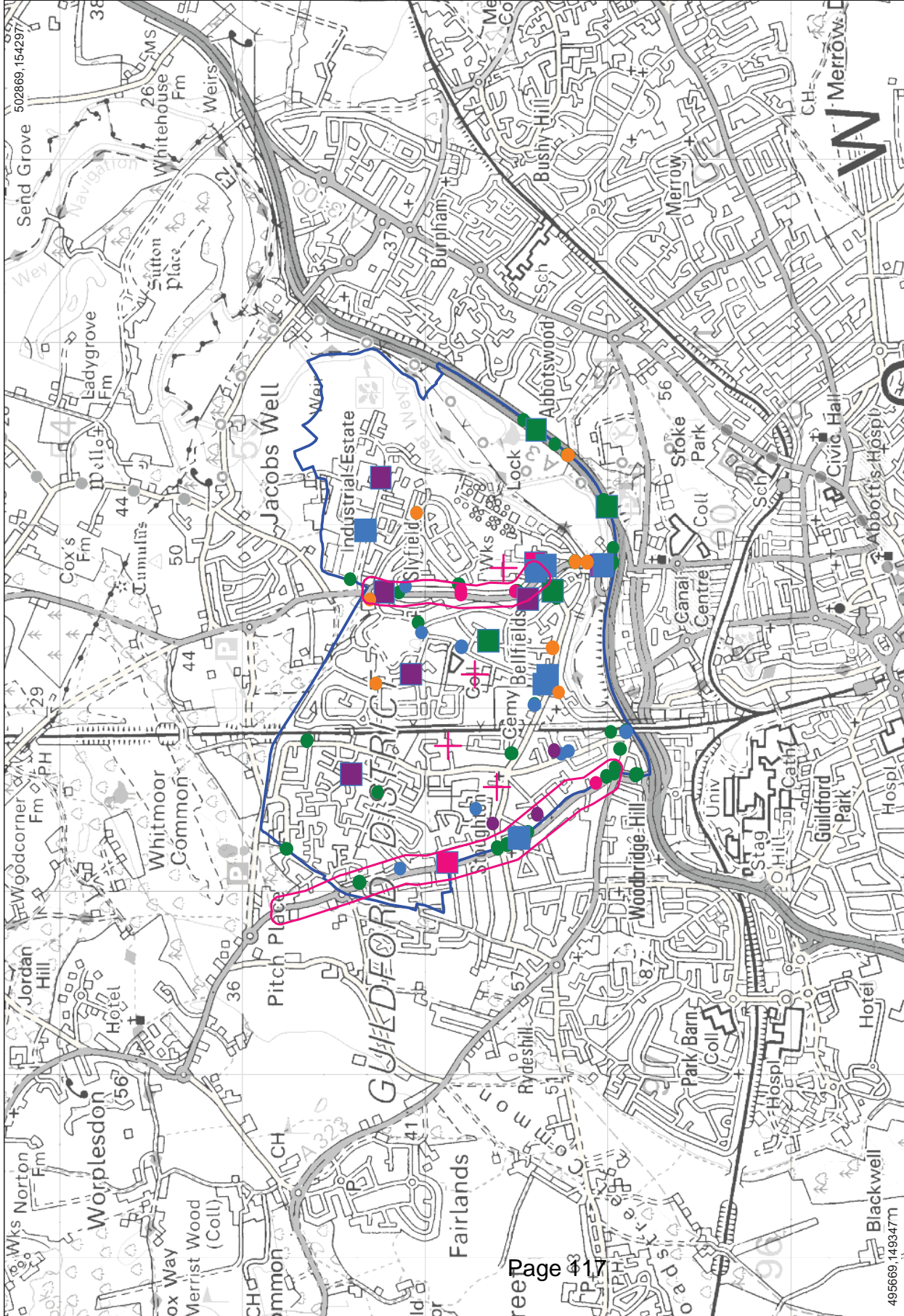




**SURREY**  
COUNTY COUNCIL  
Environment

**Key**


- Electoral Division
- Car Occupant
- Fatal
- Serious
- Slight
- Motorcyclist
- Fatal
- Serious
- Slight
- Cyclist
- Fatal
- Serious
- Slight
- Pedestrian
- Fatal
- Serious
- Slight
- Other
- Fatal
- Serious
- Slight
- School
- Speed Management Site
- 50 Metre Buffer Zone around Speed Management



## Guildford North - All casualties 06/2011 to 05/2014

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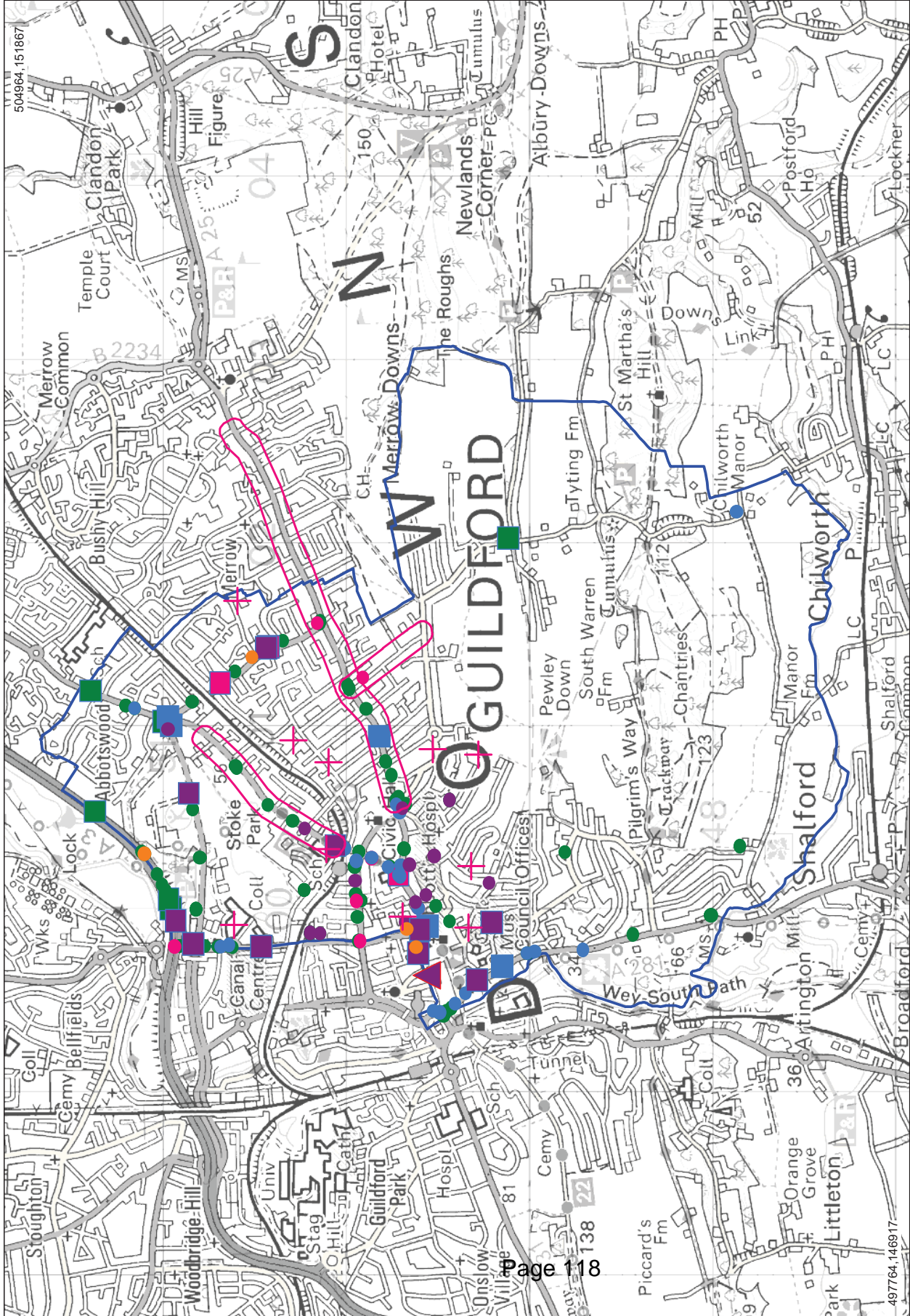




**SURREY**  
COUNTY COUNCIL  
Environment

**Key**

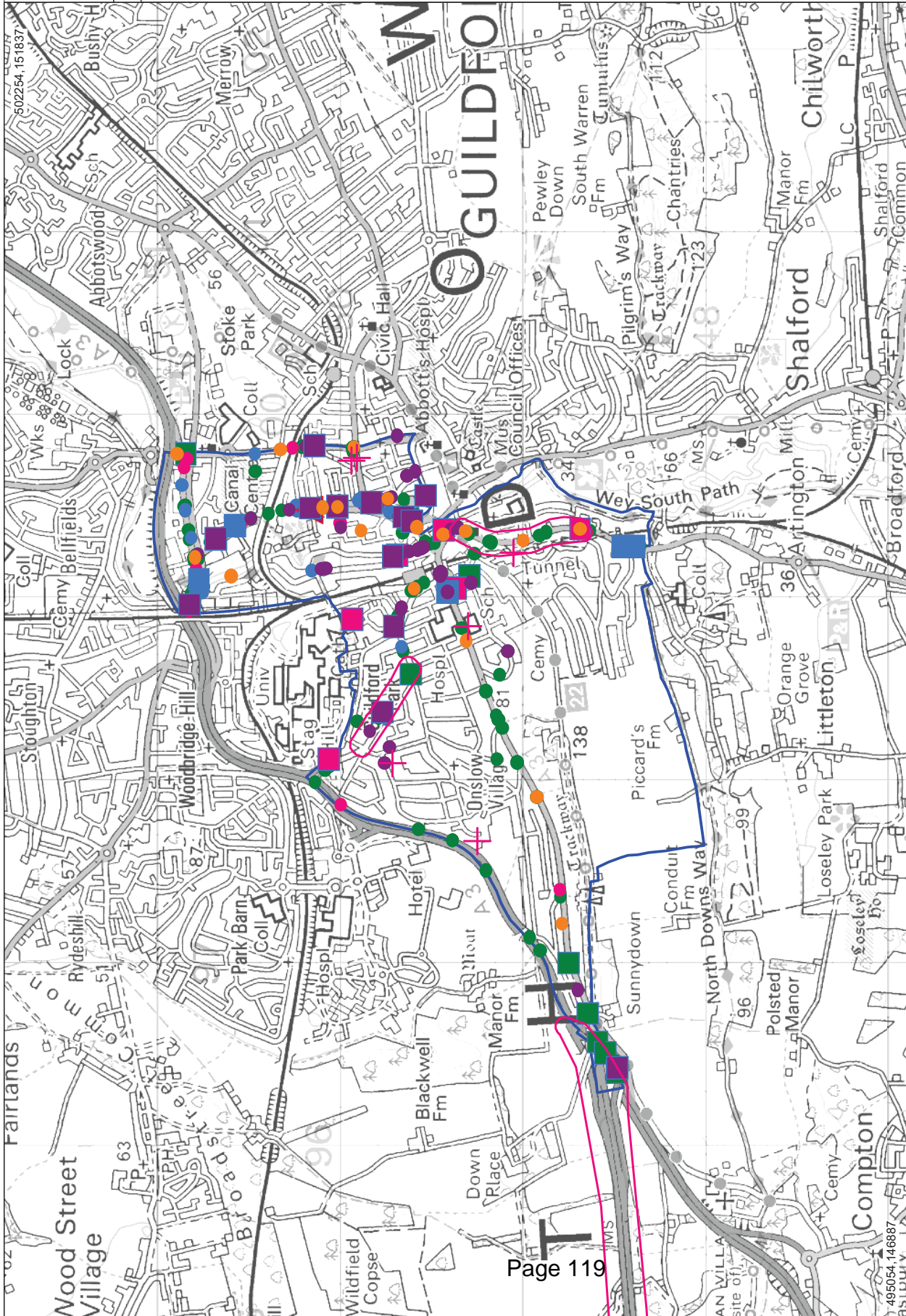
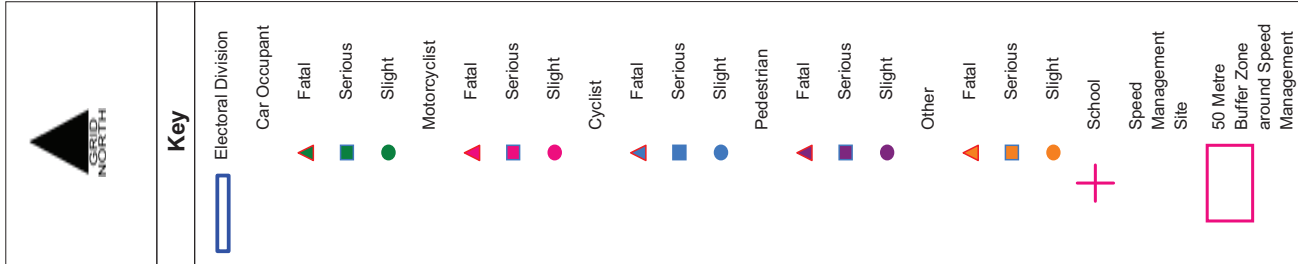
- Electoral Division
- Car Occupant
- Fatal
- Serious
- Slight
- Motorcyclist
- Fatal
- Serious
- Slight
- Cyclist
- Fatal
- Serious
- Slight
- Pedestrian
- Fatal
- Serious
- Slight
- Other
- Fatal
- Serious
- Slight
- School
- Speed Management Site
- 50 Metre Buffer Zone around Speed Management



## Guildford South East - All casualties 06/2011 to 05/2014

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# Guildford South West - All casualties 06/2011 to 05/2014

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**SURREY**  
COUNTY COUNCIL  
Environment

**Key**

Electoral Division

Car Occupant

- Fatal ▲
- Serious ■
- Slight ●

Motorcyclist

- Fatal ▲
- Serious ■
- Slight ●

Cyclist

- Fatal ▲
- Serious ■
- Slight ●

Pedestrian

- Fatal ▲
- Serious ■
- Slight ●

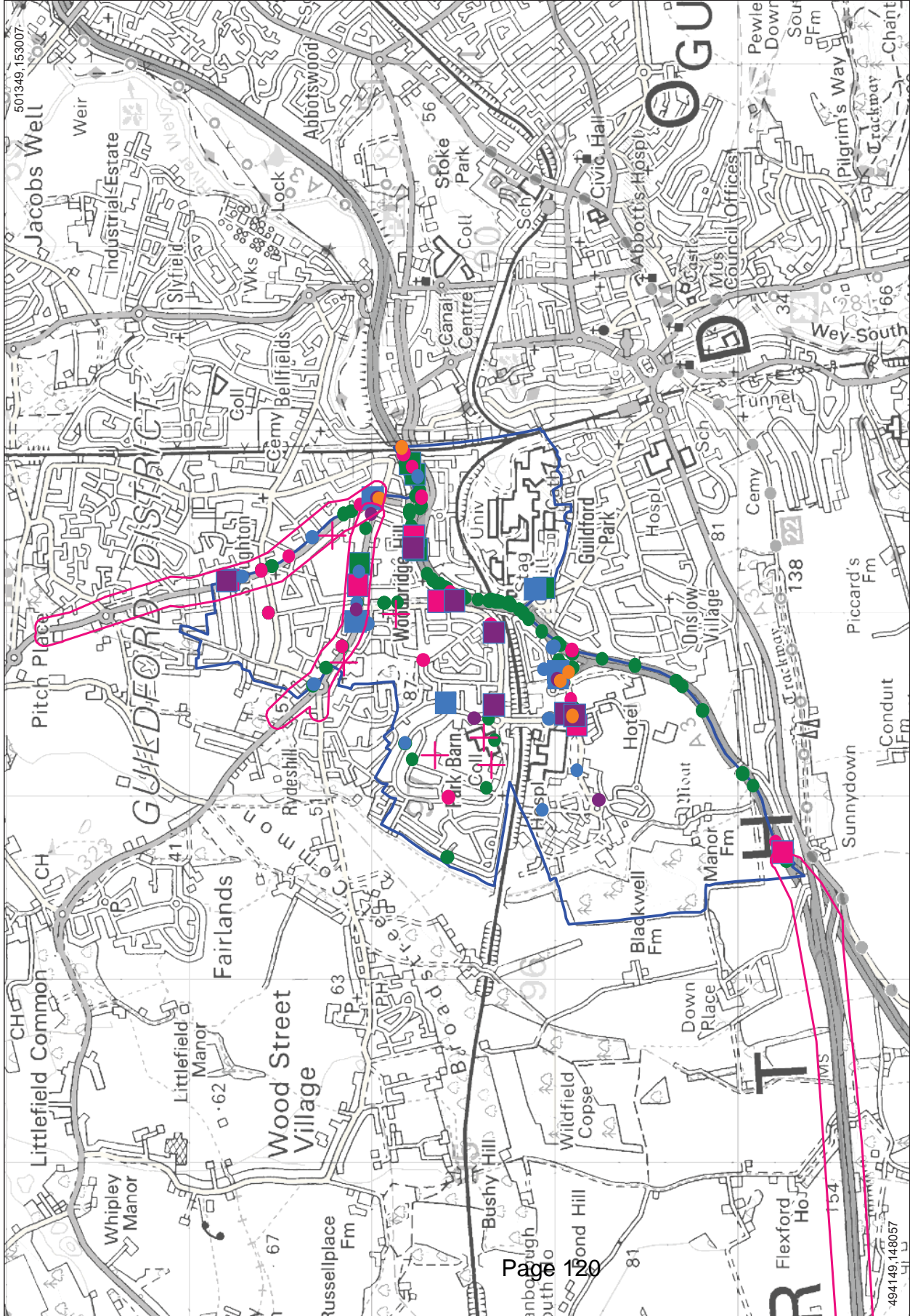
Other

- Fatal ▲
- Serious ■
- Slight ●

School +

Speed Management Site

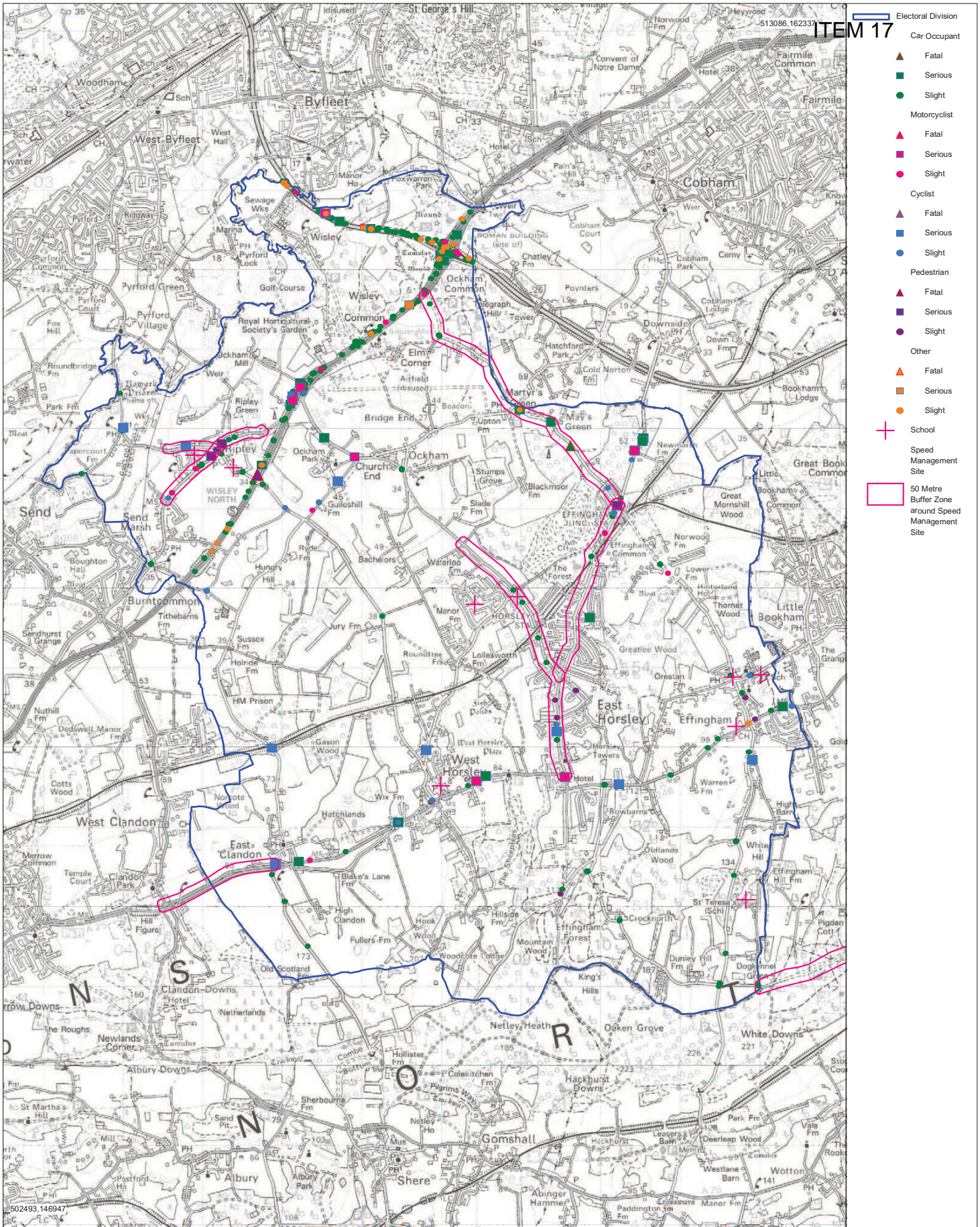
50 Metre Buffer Zone around Speed Management



## Guildford West - All casualties 06/2011 to 05/2014

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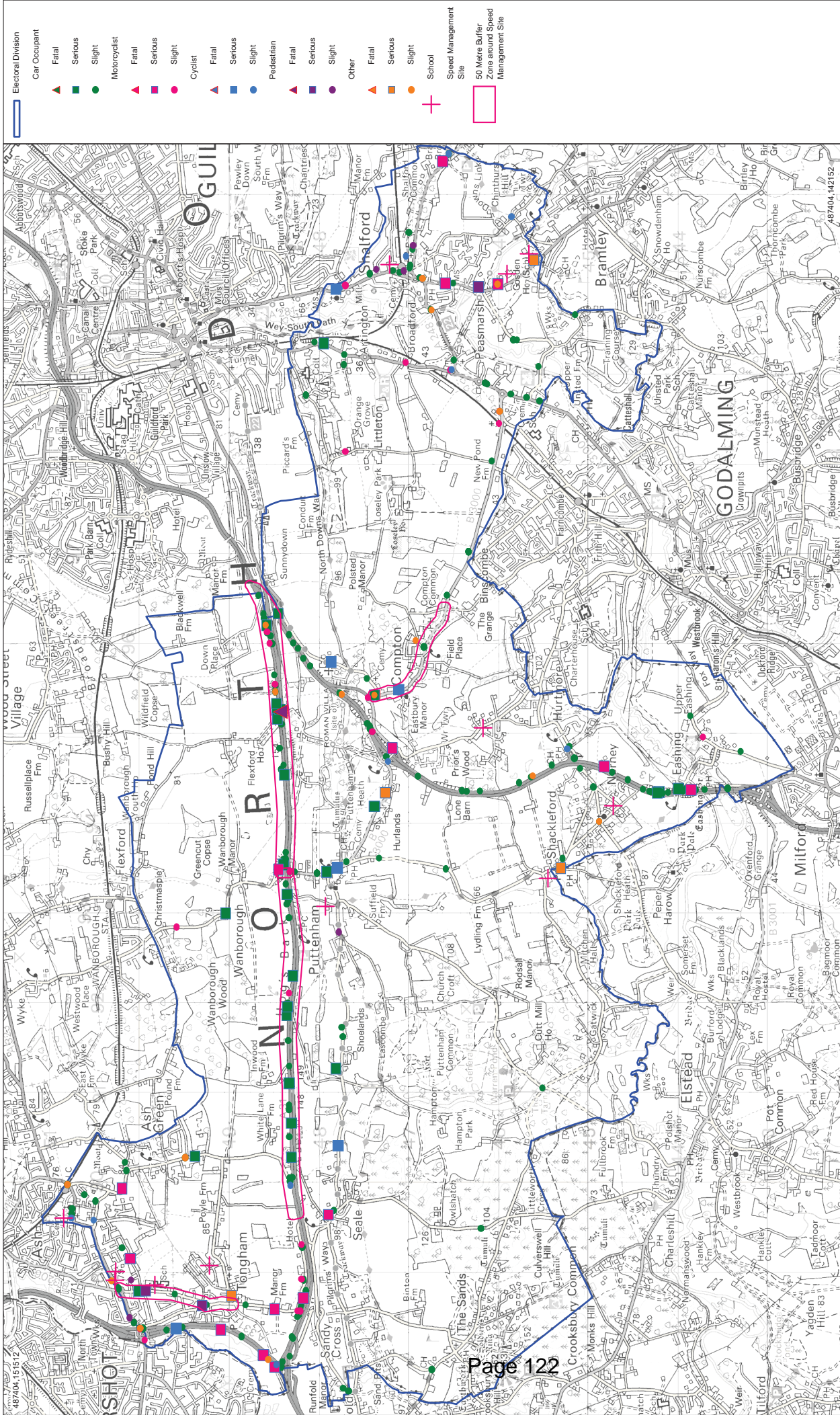




**Horsleys - All casualties 06/2011 to 05/2014**



ITEM 17



Shalford - All casualties 06/2011 to 05/2014

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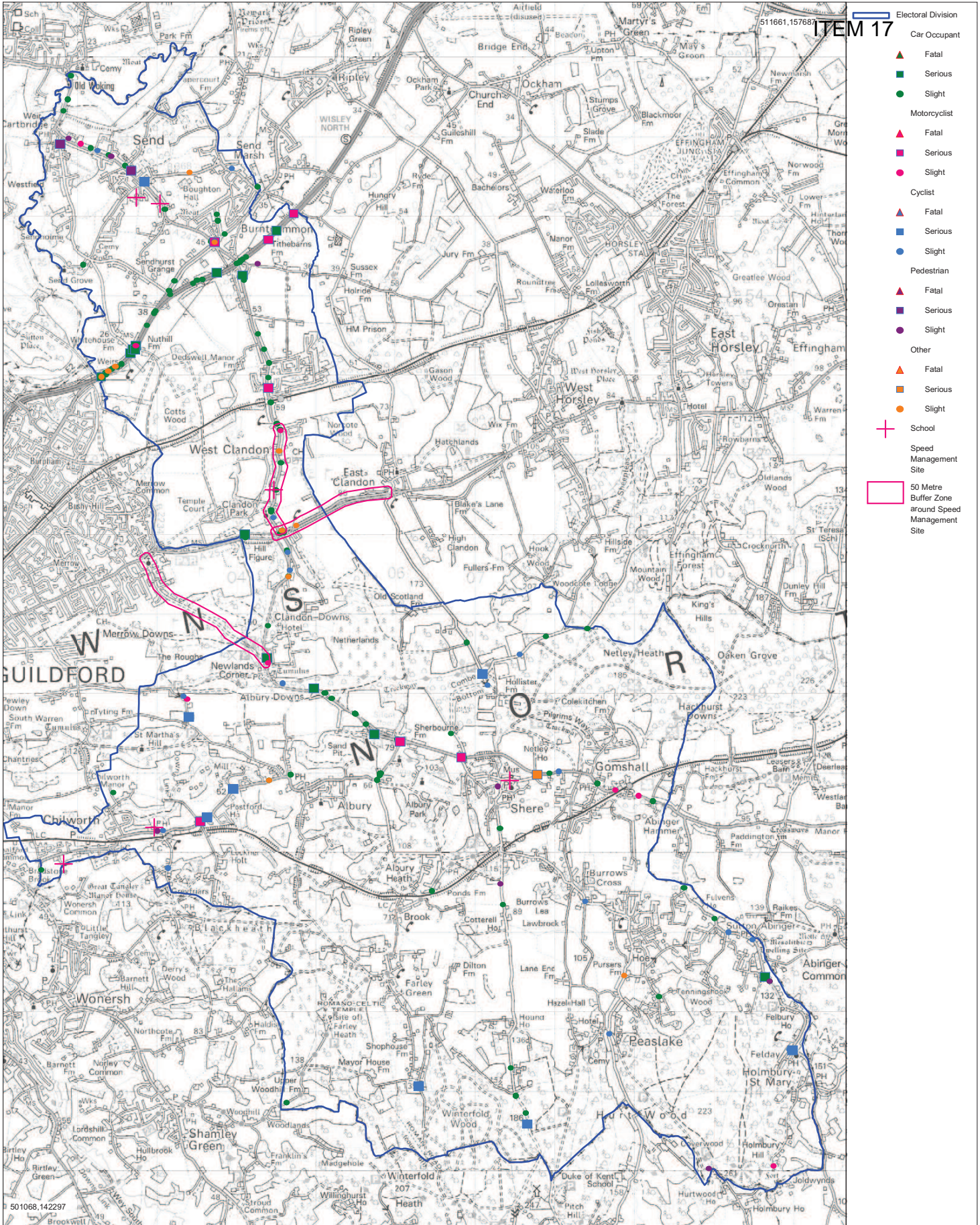
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Surrey County Council, LA076872, 1996.

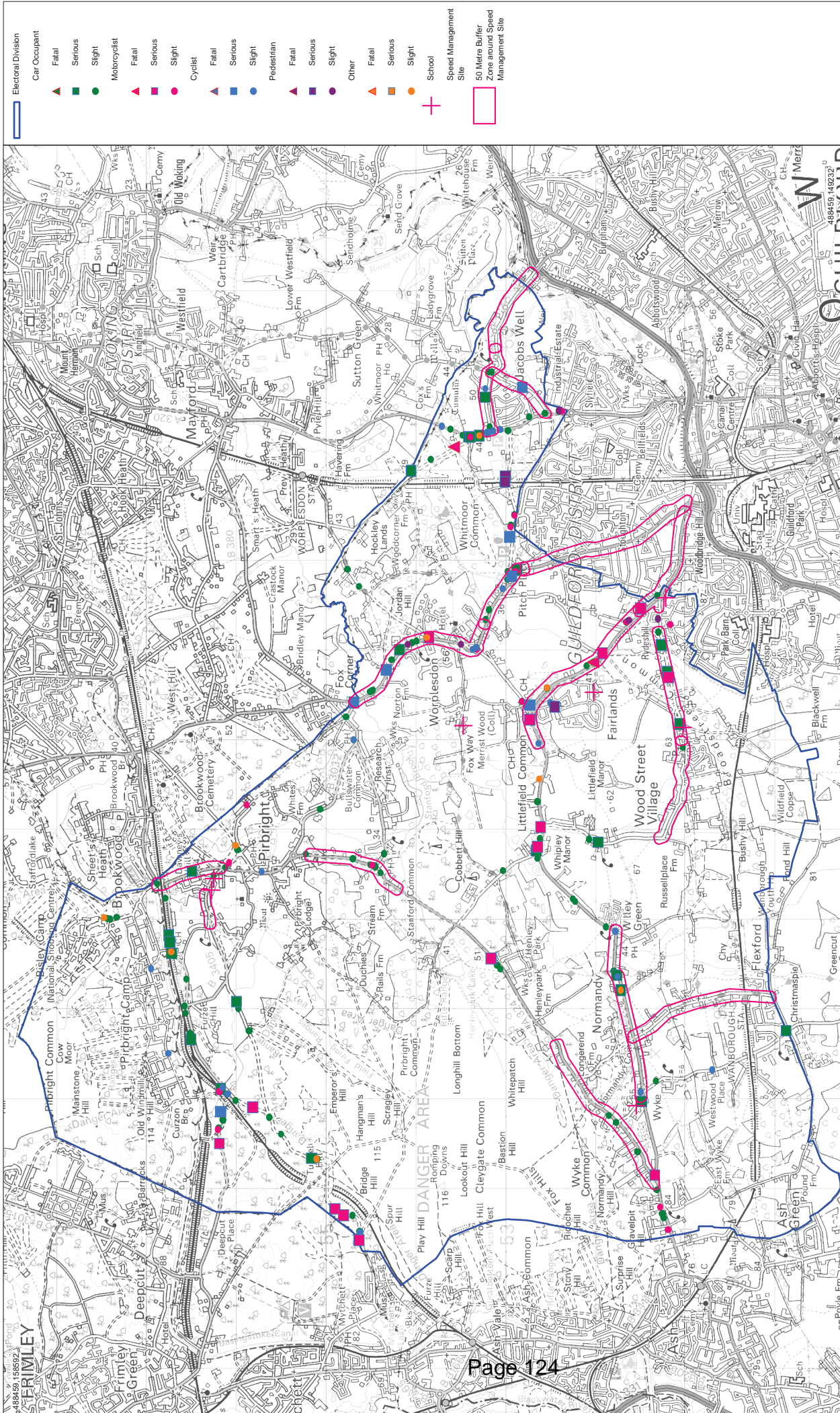
Scale 1:40000





Shere - All casualties 06/2011 to 05/2014





**Worplesdon - All casualties 06/2011 to 05/2014**

**Scale 1:40000**

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**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (GUILDFORD)**

**DATE: 24 SEPTEMBER 2014**

**LEAD OFFICER(S): JOHN HILDER, AREA HIGHWAYS MANAGER**

**SUBJECT: PETITION REPONSE 24 SEPTEMBER 2014**

**DIVISION: SHERE**



<p><b><u>SUMMARY OF ISSUE:</u></b></p> <p>The Local Committee will receive petitions under Standing Order 65.</p> <p>At the meeting on 25 June 2014 a petition requesting the introduction of 20mph speed limits in roads in Peaslake Village was submitted to the committee; the officer response is given at Annex 1.</p>
<p><b><u>RECOMMENDATIONS:</u></b></p> <p><b>The Local Committee (Guildford) is asked to:</b></p> <ul style="list-style-type: none"> <li>(i) Note and comment on the committee response to the petition at <b>Annex 1</b>;</li> <li>(ii) Nominate the Transportation Task Group to review this request along with any others that may be received for consideration in future programmes of capital highway works funded by this committee.</li> </ul>
<p><b><u>REASONS FOR RECOMMENDATIONS:</u></b></p> <p>To enable the Local Committee (Guildford) and residents to engage on matters of local concern.</p> <p><b>Please refer to the response appended as Annex 1.</b></p>

**Contact Officer(s): John Hilder, AHM, 03456 009009**

**Annexes:** Annex 1 – Petition response

**Sources/background papers:**

- None

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## Annex 1

SURREY COUNTY COUNCIL

LOCAL COMMITTEE (GUILDFORD)

**DATE:** 24 SEPTEMBER 2014  
**LEAD OFFICER(S):** JOHN HILDER, AREA HIGHWAYS MANAGER

**SUBJECT:** PETITION REPOSENSE 24 SEPTEMBER 2014**DIVISION:** SHERE

<b>Principal petitioner/organisation</b>	The petition is from Peaslake residents and has attracted 112 signatures.
<b>SCC Division / GBC Ward</b>	Shere/Tillingbourne
<b>Summary of concerns and requests</b>	This petition calls upon Surrey County Council to adopt a 20mph speed limit in the follow streets: Peaslake Lane
<b>Response</b>	<p>An increasing number of requests for 20mph speed limits are being submitted to the Local Committee. Consequently, the Chairman requested officers to develop a framework for prioritising all suggested minor highway schemes (ITS schemes) including 20mph speed limits. The draft framework is included on the agenda at item 12.</p> <p>Requests for lower speed limits, new crossings, junction improvements and other ITS schemes are made to SCC by residents, parish councils and residents associations. Each Autumn the Transportation Task Group meets to review and consider these requests and recommend an annual programme for the following year to the Local Committee meeting in December.</p> <p>This request for a 20mph zone submitted by residents of Peaslake will be considered alongside others when the TTG makes its recommendations to the Local Committee for the 2015/16 programme.</p>

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## SURREY COUNTY COUNCIL

## LOCAL COMMITTEE (GUILDFORD)

DATE: 24 SEPTEMBER 2014

LEAD OFFICER(S): JOHN HILDER, AREA HIGHWAYS MANAGER

SUBJECT: PETITION REPOSE 24 SEPTEMBER 2014

DIVISION: SHERE



<p><b><u>SUMMARY OF ISSUE:</u></b></p> <p>The Local Committee will receive petitions under Standing Order 65.</p> <p>At the meeting on 25 June 2014 a petition requesting the introduction of a 7.5t weight limit through Shere village was submitted to the committee; the officer response is given at Annex 1.</p>
<p><b><u>RECOMMENDATIONS:</u></b></p> <p><b>The Local Committee (Guildford) is asked to:</b></p> <ul style="list-style-type: none"> <li>(i) Note and comment on the committee response to the petition at <b>Annex 1</b>;</li> <li>(ii) Nominate the Transportation Task Group to review this request along with any others that may be received for consideration in future programmes of capital highway works funded by this committee.</li> </ul>
<p><b><u>REASONS FOR RECOMMENDATIONS:</u></b></p> <p>To enable the Local Committee (Guildford) and residents to engage on matters of local concern.</p> <p><b>Please refer to the response appended as Annex 1.</b></p>

Contact Officer(s): John Hilder, AHM, 03456 009009

Annexes: Annex 1 – Petition response

## Sources/background papers:

- None

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## Annex 1

SURREY COUNTY COUNCIL

LOCAL COMMITTEE (GUILDFORD)

**DATE:** 24 SEPTEMBER 2014  
**LEAD OFFICER(S):** JOHN HILDER, AREA HIGHWAYS MANAGER

**SUBJECT:** PETITION REPOSE 24 SEPTEMBER 2014**DIVISION:** SHERE

<b>Principal petitioner/organisation</b>	The petition is from Shere Parish Council and has attracted 236 signatures.
<b>SCC Division / GBC Ward</b>	Shere/Tillingbourne
<b>Summary of concerns and requests</b>	This petition calls upon Surrey County Council to introduce a 7.5t through Shere Village.
<b>Response</b>	<p>The Chairman requested officers to develop a framework for prioritising all suggested minor highway schemes (ITS schemes) including environmental weight limits. The draft framework is included on the agenda at item 12.</p> <p>Requests for environmental weight limits, new crossings, junction improvements and other ITS schemes are made to SCC by residents, parish councils and residents associations. Each Autumn the Transportation Task Group meets to review and consider these requests and recommend an annual programme for the following year to the Local Committee meeting in December.</p> <p>This request for a 7.5t weight limit submitted by Shere Parish Council will be considered alongside others when the TTG makes its recommendations to the Local Committee for the 2015/16 programme.</p>

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## SURREY COUNTY COUNCIL

## LOCAL COMMITTEE (GUILDFORD)

DATE: 24 SEPTEMBER 2014

LEAD OFFICER: JOHN HILDER

SUBJECT: HIGHWAYS UPDATE

DIVISION: ALL



<p><b><u>SUMMARY OF ISSUE:</u></b></p> <p>This report provides an update on the 2014/15 programme of minor highway works funded by this committee as well as Section 106 (developer funded) schemes.</p>
<p><b><u>RECOMMENDATIONS:</u></b></p> <p><b>The Local Committee (Guildford) is asked to:</b></p> <ul style="list-style-type: none"> <li>(i) Agree to reduce speed limits as recommended at <b>Annex 2</b>.</li> <li>(ii) Authorise the prohibition of the right turn from Jacobs Well Road into the A320 Woking Road.</li> <li>(iii) Note five new resurfacing schemes have been prioritised by the area team.</li> <li>(iv) Agree the Lengthsman bids by Shere PC (£7,000) and Worplesdon PC (£4,500) subject to SCC officer scrutiny.</li> </ul>
<p><b><u>REASONS FOR RECOMMENDATIONS:</u></b></p> <p><i>The committee is asked to formally agree the recommendations above in order to progress the programme of work for 2014/15.</i></p>

<b>1. UPDATE</b>
------------------

### **Local Committee Budgets and Forecast Expenditure**

- 1.1 The 2014/15 budget, agreed allocations and forecast expenditure for 2014/15 are set out at **Annex 1**, which shows that the budget is now fully committed.

### **Reduced Speed Limits**

- 1.2 The 2014/15 programme of schemes includes requests for reduced speed limits in a number of roads. Each road has been assessed against the County Council's policy for setting speed limits with the results tabulated at **Annex 2**. The Police have been consulted and support the introduction of the recommended lower limits.

### **Prohibit right turn Jacobs Well Rd into A320 Woking Road**

- 1.3 The 2014/15 programme includes an allocation of £10,000 for improving safety and movement at the junction of Jacobs Well Road with the A320 Woking Road.
- 1.4 The road is bounded by common land (Stringers Common) and there is little opportunity to widen the junction. A design has been produced which would provide an improved central refuge for pedestrians crossing the mouth of Jacobs Well Road and which would prohibit the right turn into the Woking Road.
- 1.5 There have been several personal injury collisions involving right turning vehicles exiting Jacobs Well Rd and this is considered due in part to restricted visibility, particularly at peak hours when vehicles on the A320 southbound queue through the junction. Residents of Jacobs Well would have to access the A320 northbound via Clay Lane.
- 1.6 The police have been consulted and support of the proposal.

### **Capital Maintenance LSR (surfacing) Schemes**

- 1.7 **Annex 1** includes five new surfacing schemes which have been identified and prioritised by the area team. Condition was the primary consideration in the selection of these roads, although officers were mindful of the distribution of surfacing schemes included in the central Horizon and Flood Recovery programmes, which were reported at the June meeting of the committee.

### **High Street Setts**

- 1.8 At their meeting in June the committee agreed to increase the allocation towards relaying the setts in Guildford High St to £150,000. Since then Guildford Borough Council has agreed to commit £318,000 towards the project, as has the Deputy Leader of the County Council, so the major element of funding is now in place.

- 1.9 Guildford town will host the Armed Forces Day in 2015, with the date set for 27 June. The window between now and then is too narrow to be confident that relaying the setts could be procured and completed in advance, and work is planned to start on site in the Summer of 2015, following Armed Forces Day.
- 1.10 Costs will be incurred against design and procurement only in the current financial year, and the balance of the £150,000 allocated by the committee will be carried forward to 2015/16 to meet construction costs.

### **Community Gang**

- 1.11 For the past two or three years the committee has agreed to employ a 'Community Gang' for 48 weeks, effectively throughout the year excluding holidays.
- 1.12 The area team have reviewed this arrangement and consider that this should be reduced to 36 weeks, with funding redirected towards resurfacing roads. The reduction will be made during the winter months.

### **Lengthsman Scheme**

- 1.13 In June the committee agreed to fund a 2014/15 bid of £4,800 by Ash PC.
- 1.14 Bids have recently been submitted by Shere (£7,000) and Worplesdon (£4,500) and it is recommended that both are approved subject to scrutiny/agreement by SCC highways officers.
- 1.15 At the June meeting it was erroneously reported that a bid had been submitted by The Horsleys, when none has been received as yet.

### **Community Enhancement Fund**

- 1.16 At the end of August £17,000 of the £50,000 fund had been committed. SCC members are asked to discuss potential work within their divisions with the area team and confirm their requirements by the end of November so that works can be ordered and delivered before the end of the financial year.

### **Customer Enquiries and Defects**

- 1.17 The first quarter of the financial year (April, May, June) has seen a reduction in the level of enquiries compared to the extremely high volume during January, February and March, mainly due to better weather. For the first half of 2014 some 87,775 enquiries have been received, giving an average of almost 14,600 per month for the calendar year, down from 19,000.
- 1.18 For Guildford specifically, 10,656 enquiries have been received since January of which 5,276 were directed to the local area office for action, 91% of which have been resolved. This response rate is slightly below the countywide average of 95%. Although the response rate remains high, we

are working hard in conjunction with our contractors to improve and also reduce the need for customers to chase for an answer.

1.19 The reduction in customer contacts has also been reflected in the volume of complaints received, 208 for the 6 months to the end of June compared to 143 for the first quarter. The South West area comprising Guildford and Waverley has received 52 stage 1 complaints. The main reasons for these being communication and the failure to carry out works to either the required standard or timescale.

1.20 The Service is reviewing the customer service KPIs and is particularly looking at advance notification of works on the highway through our Customer Stakeholder Engagement Plan.

**4. OPTIONS:**

4.1 As discussed with members.

**5. CONSULTATIONS:**

6.1 Appropriate consultation will be carried out for all schemes.

**6. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

6.2 Works will be carried out by SCC's term highways contractor, Keir, who won the term contract in a competitive tender process.

**7. EQUALITIES AND DIVERSITY IMPLICATIONS:**

7.1 None

**8. LOCALISM:**

8.1 Works and schemes are designed to improve and make safer the facilities for local communities in the borough.

8.2 The Lengthman initiative allows parish councils to undertake enhanced maintenance of the public highway.

**9. OTHER IMPLICATIONS:**

9.1 None

**10. CONCLUSION AND RECOMMENDATIONS:**

10.1 As set out in the body of the report.

**11. WHAT HAPPENS NEXT:**

11.1 Officers will continue to progress the programme of schemes agreed by the committee.



**Contact Officer:**

SCC Area Highway Manager SW  
Tel 0300 200 1003

**Consulted:**

As described within the report

**Annexes:**

1. Highways Budget and Expenditure for 2014/15
2. Reduced Speed Limits

**Sources/background papers:**

Local Committee for Guildford Wednesday 11 December 2013 Item 12: 'Highways Budgets 2014/15'

Local Committee for Guildford Wednesday 12 March 2014 Item 14: 'Highways Update'

Local Committee for Guildford Wednesday 24 June 2014 Item 15: 'Highways Update'

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**Highway budgets and expenditure for 2014/15**

**2014/15 Local Committee Budget**

Capital ITS carried forward from 2013/14	192,000
Capital ITS (Improvement) Schemes	263,000
Capital Maintenance	263,000
Revenue Maintenance	317,000
Community Enhancement	<u>50,000</u>
<b>Total</b>	<b>1,085,000</b>

**2014/15 Forecast Expenditure (pages 2 to 5 below)**

Complete 2013/14	268,000
ITS Schemes	
2014/15 ITS Schemes	285,500
Capital Maintenance -LSR	121,000
Capital Maintenance -	150,000
Revenue Maintenance -	
Community Enhancement	<u>205,000</u>
	<u>50,000</u>
<b>Total</b>	<b>1,079,500</b>

SCHEME TITLE	ALLOCATION	FORECAST EXPENDITURE	STATUS/PROGRAMME/COMMENTS
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**Complete 2013/14 ITS Schemes: Reported to June 2014 LC**

Pirbright Village Safety Scheme	80,000	80,000	Outstanding works programmed for Sept/Oct
Shere Village Safety Scheme	90,000	90,000	Complete
Zebra Crossing Aldershot Road	8,000	4,500	Complete
Traffic Island, Portsmouth Road, Ripley	6,500	8,500	Complete
20mph limit Wodeland Avenue, Guildford	55,000	55,000	Programmed Sept/Oct
Bus stop platform, The Street, Albury	10,000	10,000	Design complete & priced. Dependant on PC agreement with developer/landowner
Safer crossing at Salt Box Road rail bridge	20,000	20,000	Design complete & priced. Ecological surveys underway
<b>Sub Total 269,500</b>		<b>268,000</b>	<b>Carry forward to page 1</b>

**2014/15 ITS Schemes: Programme approved at Dec 2013 LC**

Traffic calming Down Lane, Compton	30,000	30,000	Design in progress. Install Q4
One-way Mount Pleasant, Guildford	10,000	10,000	Consultation Q3, Install Q4
Ped facilities Quarry St signals, Guildford	25,000	25,000	Design in progress. Install Q4
30mph limit A281 Shalford Rd, Guildford	6,000	6,000	Assessment complete, install Q3
Safer crossing Boxgrove Rd, Guildford	20,000	20,000	Design in progress. Install Q4

Continued on next page

Annex 1: Page 2 of 6

SCHEME TITLE	ALLOCATION	FORECAST EXPENDITURE	STATUS/PROGRAMME/COMMENTS
<b>2014/15 ITS Schemes (continued)</b>			
Ped refuge Aldershot Rd, Worplesdon	25,000	25,000	Design in progress. Install Q4
Ped refuge A281 Horsham Rd, Shalford	20,000	20,000	Design in progress. Install Q4
30mph limit in Shere Road East Horsley	15,000	15,000	Assessment complete, install Q3
Traffic calming Oak Hill, Wood St Village	25,000	25,000	Design in progress. Install Q4
Speed limit review Wisley Lane, Wisley	10,000	10,000	Assessment complete, install Q3
Speed limit review Poyle Rd & others, Tongham	15,000	15,000	Assessment complete, install Q4
Improve junction Jacobs Well Rd with Clay Lane	30,000	30,000	Design in progress. Install Q3/Q4
Improve junction Jacobs Well Rd with A320 Woking Rd	10,000	10,000	Design in progress. Install Q3
Road closures Persian New Year, Wisley	7,000	7,000	Late March. Road closures to limit access to Wisley Common
Elm Lane footway extension, Tongham	10,000	10,000	Design in progress. Install Q4
Hornhatch Estate, Chilworth - pram ramps	5,000	5,000	Complete
East Lane, West Horsley footway extension	15,000	15,000	Design in progress. Install Q3
Byrefield Rd/Stoughton Rd Bus Clearways	2,500	2,500	Complete
Epsom Rd j/w The Street W Horsley Feasibility only	5,000	5,000	In progress
<b>Sub Total 285,500</b>		<b>285,500</b>	<b>Carry forward to page 1</b>

Annex 1: page 3 of 6

SCHEME TITLE	ALLOCATION	FORECAST EXPENDITURE	STATUS/PROGRAMME/COMMENTS
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**Capital Maintenance - LSR (Surfacing) Schemes identified & prioritised by SW Area Team**

Flexford Road, Normandy		20,000	Programmed Q3
Fullers Farm Rd, West Horsley		22,000	Ditto
Chantry Lane, Shere		15,500	Ditto
Walking Bottom, Peaslake		43,000	Ditto
Mandeville Close, Stoughton		20,500	Ditto
<b>Sub Total</b>		<b>121000</b>	<b>Carry forward to page 1</b>

Page 142

**Capital Maintenance - High St Setts: Allocation approved at June 2014 LC**

Re-lay High Street setts, Guildford	150,000	150,000	Works planned for 2015/16. Design/procurement costs only in
<b>Sub Total</b>	<b>150,000</b>	<b>150,000</b>	<b>Carry forward to page 1</b>

SCHEME TITLE	ALLOCATION	FORECAST EXPENDITURE	STATUS/PROGRAMME/COMMENTS
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**Revenue Maintenance: Allocations approved at Dec 2013 LC**

Ad-hoc signs, lines, bollards etc by SW Area Team	25,000	25,000	Used through the year in response to requests from residents and members.
Community Gang for 48 weeks	96,000	70,000	Reduced to 36 weeks by area team with funding redirected to LSR work.
Jetter for 5 weeks	25,000	25,000	Area team allocated a central jetter 5 times a year, so this doubles the resource available.
Ad-hoc maintenance by SW Area Team	10,000	10,000	Used through the year in response to requests from residents and members.
Funding for Lengthsman Scheme	25,000	25,000	Bids submitted by Ash, Shere and Worplesdon
LC funding for flood recovery	50,000	50,000	Approved March 2014 LC.
<b>Sub Total 231,000</b>		<b>205,000</b>	<b>Carry forward to page 1</b>

**Community Enhancement**

Allocated at £5,000 per SCC division	50,000	50,000	Approved Dec 2013 LC
<b>Sub Total 50,000</b>		<b>50,000</b>	<b>Carry forward to page 1</b>



SECTION 106 SCHEMES

SCHEME TITLE	EST COST (EXTERNAL FUNDING)	STATUS/PROGRAMME/COMMENTS
Traffic calming - A246 & D4010 Epsom Road / Horseshoe Lane West	65,000	Works should complete by October

## REDUCED SPEED LIMITS

Road	Existing limit	Requested limit	Recommended limit following Speed Limit Policy assessment
<b>C19 Poyle Road, Tongham</b> From the junction with White Lane to the existing 30mph speed limit at 107 Poyle Road	50mph	Not known	40mph
<b>C18 White Lane, Tongham</b> From the junction with the A31 Hogs Back to the existing 40mph limit at Ash Green	50mph	Not known	40mph
<b>A281 Shalford Road, Guildford town</b> From the existing 30mph limit entering Guildford town to the existing 30mph limit entering Shalford	40mph	30mph	30mph
<b>D528 Shere Road, West Horsley</b> From the junction with the A246 Epsom Road (roundabout) southwards to the existing 60mph speed limit near Bonny Bank.	40mph	30mph	30mph
<b>D241 Wisley Lane, Wisley</b> From the existing 40mph speed limit to the south of Oakland Lodge to the existing 60mph speed limit to the west of Church Farm House.	40mph	30mph	30mph

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



**DATE: 24 SEPTEMBER 2014**

**LEAD OFFICER: JOHN HILDER**  
**AREA HIGHWAYS MANAGER (SW)**

**SUBJECT: REPORT OF THE TRANSPORTATION TASK GROUP (TTG)**

**DIVISION: ALL**

**SUMMARY OF ISSUE:**

The Local Committee for Guildford considers a broad range of highways and transportation matters. In order to progress the committee's transportation work programme a task group has been created. The purpose of the task group is to consider local transportation business on a more frequent and flexible basis than the schedule of the formal full committee may allow and thereafter to act in an advisory capacity to the full committee. The Transportation Task Group (TTG) membership is made up of nominated members from the full committee. All formal decisions are undertaken by the full committee.

This report is for the information of the full committee. The intention is to provide an update of the TTG work programme and a schedule.

**RECOMMENDATIONS:**

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

- (i) Note the work programme and schedule for the Transportation Task Group at **Annex 2**;
- (ii) Agree the revision to the TTG terms of reference as highlighted in **Annex 1**;
- (iii) Approve the revised Guildford Borough Council membership of the TTG for 2014/15 as proposed in paragraph 2.3
- (iv) Agree the delivery timescale for the Guildford Local Transport Strategy as proposed in the briefing note at **Annex 3**

**REASONS FOR RECOMMENDATIONS:**

The purpose of the Transportation Task Group is to provide the Guildford Local Committee with considered and informed advice. The purpose of this report is to keep the full committee informed of matters under consideration by the TTG and when those items are likely be brought forward for the attention of the full committee.

## **1. INTRODUCTION AND BACKGROUND:**

- 1.1 The Transportation Task Group (TTG) comprises of members who have been selected and nominated by the full committee. The TTG has no decision-making powers in itself but provides advice and recommendations to the full committee.
- 1.2 The TTG has flexibility to meet more frequently than the full committee and to consider matters on a level of detail which is not always possible in the agendas of the formal meetings of the full committee. The recommendations and advice of the Task Group will be reported to the full committee for formal discussion and decision.
- 1.3 It is a requirement that the membership of the TTG is broadly representative of the full committee as a whole, both politically and in terms of balance between the urban and rural areas of the borough. Membership includes the Local Committee Chairman and the Borough Lead Member for Infrastructure along with two other County Councillors and two Borough Councillors and one reserve from each council.
- 1.4 Terms of reference agreed by the full committee for the TTG can be found at **Annex 1**.

## **2. ANALYSIS:**

- 2.1 Recent changes in the administration and leadership of Guildford Borough Council have highlighted a need to review the terms of reference in order to provide a more flexible wording. It is proposed that the terms of reference are amended to cover membership of the task group by either the Leader, Deputy Leader, or Lead Member for Transportation and Infrastructure of Guildford Borough Council. It is further proposed that provision be made within the terms reference to enable the Chairman to nominate a deputy and for invitees to attend the meetings should specific advice be required. A copy of the proposed revised wording can be found at **Annex 1**. The proposed changes are in bold type.
- 2.2 In reflection of the above Guildford Borough Council have reviewed their membership of the task group as follows. Borough Councillor Matt Furniss will join the task group and Councillor Tony Rooth will replace Councillor Nigel Manning as the nominated substitute member.
- 2.3 The TTG has approved and recommended to the committee a revised timescale for the delivery of the Guildford Local Transport Strategy (LTS). Since parts of the LTS may only be produced once final Guildford Borough Council Local Plan infrastructure proposals have been agreed and submitted to the Secretary of State it has been recommended that the LTS be divided into two parts. Part A will provide a working document for business as usual to continue. Part B will respond to the agreed Local Plan infrastructure proposals and be compiled and consulted on during 2015. The proposed timescale for the LTS, with explanatory briefing, can be found at **Annex 3**.

**3. OPTIONS:**

- 3.1 The Local Committee customarily reviews the membership and terms of reference for the task groups at the first meeting of the municipal year. The current arrangements were agreed 25 June 2014. The Committee may review these arrangements at its discretion.

**4. CONSULTATIONS:**

- 4.1 All members of the Local Committee were consulted on the membership and terms of reference for the Transportation Task Group.
- 4.2 The members of the TTG have been consulted on the contents of this report and the work programme.

**5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

- 5.1 There are no direct financial implications. The purpose of the arrangements for the Transportation Task Group is to improve informed and considered decision making by the full committee and seek to produce better value for money outcomes for residents.

**6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

- 6.1 There are no direct implications. Both Surrey County Council (SCC) and Guildford Borough Council (GBC) are committed to supporting equal opportunities for all.
- 6.2 Individual schemes and projects will undertake Equalities Impact Assessments as appropriate.

**7. LOCALISM:**

- 7.1 The Local Committee seeks to bring decision making closer to local communities.
- 7.2 The Local Committee seeks to engage local communities in matters of interest, concern and priority.
- 7.3 Through balanced membership the Local Committee task groups seek to represent all communities in the borough.

**8. OTHER IMPLICATIONS:**

- 8.1 There are no additional implications.

**9. CONCLUSION AND RECOMMENDATIONS:****The Local Committee (Guildford) is asked to:**

- 9.1 Note the work programme and schedule for the Transportation Task Group at **Annex 2**;

## ITEM 21

9.2 Agree the revision to the TTG terms of reference as highlighted in **Annex 1**;

9.3 Approve the revised Guildford Borough Council membership of the TTG for 2014/15 as proposed in paragraph 2.3

9.4 Agree the delivery timescale for the Guildford Local Transport Strategy as proposed in the briefing note at **Annex 3**

### **10. WHAT HAPPENS NEXT:**

10.1 The Transportation Task Group will proceed to consider the work programme and to report to the full committee as appropriate. It is intended the work programme be reviewed by the full committee quarterly unless advised differently by the member.

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#### **Contact Officer:**

Carolyn Anderson, Community Partnerships & Committee Officer, SCC  
01483 517336  
Carolyn.anderson@surreycc.gov.uk

#### **Consulted:**

Guildford Local Committee's Transportation Task Group

#### **Annexes:**

1. TTG Terms of reference (agreed 25 June 2014)
2. TTG Work programme
3. Guildford Local Transport Strategy Briefing Note

#### **Sources/background papers:**

- None
-



## Transportation Task Group Draft Terms of Reference 2014-5

### General

1. The Transportation Task Group is a Task Group of the Guildford Local Committee. The Local Committee will:
  - (i) determine the role, appointees and lifespan of the Transportation Task Group
  - (ii) review the operation of the Transportation Task Group over the previous year
  - (iii) confirm the remit for the Task Group and make this remit available to all Members of the Committee.
  
2. The Task Group has no formal decision-making powers as a body, but exists to advise and to make recommendations to Guildford Local Committee. The areas of work that the Task Group may consider and provide advice to the Local Committee will include:
  - (i) On and off street parking and Park and Ride services and any surplus income arising from on-street parking available to the Local Committee.
  - (ii) The Community Infrastructure Levy (CIL) and the regulation 123 list along with other developer contributions.
  - (iii) Joint strategic and strategic highways and transportation matters including the development of a Local Transportation Strategy for the borough.
  - (iv) The Local Committee highways budget and Integrated Transport Schemes (ITS) and including monitoring progress as appropriate.
  - (v) As required by a Local Committee decision or advised by the Area Highways Manager the Task Group can consider and comment on the nature, extent and format of consultations on schemes.
  - (vi) The Task Group may consider and review in detail referrals made by the Local Committee eg matters related to local petitions, issues raised at local 'Cluster' meetings.
  - (vii) The Task Group may consider and advise the Local Committee on relevant matters referred to the Local Committee by the Guildford Surrey Board.
  
3. Recommendations to the Local Committee will be supported by a summary of the reasoning behind the Task Group's position and reflect any professional advice of the Area Highways Manager or appropriate officer(s).
  
4. Officers supporting the Task Group will consult that Group and will give due consideration to the Group's reasoning and recommendations prior to the officer writing their report to the Local Committee.

### Operation

5. The Task Group will:
  - meet in private
  - develop an annual work programme

- formally record its actions
- if appropriate respond to an officer report
- if appropriate submit its own report to the Local Committee or, alternatively, on a quarterly basis report to the Local Committee via the Area Highways Manager's update.

### **Membership & Governance**

6. The Task Group will contain three county councillors and three borough councillors which will include the Chairman of Guildford Local Committee and either the Leader or Deputy Leader **or Lead Member for Infrastructure** of the Borough Council.
7. The Task Group will be chaired by the Chairman of Guildford Local Committee. **In the event that the Chairman is unable to chair the meeting he will nominate a deputy.**
8. **The task group may nominate invitees to attend particular meetings or parts of meetings in order to provide specific advice.**
9. Membership of the Transportation Task Group will be agreed by the full committee at the first meeting of the new municipal year. Other changes to the membership will either follow local elections or on the advice of the full committee.
10. Members of the Transportation Task Group may nominate another member of the Guildford Local Committee to attend the Task Group as a substitute in the event they are unable to attend a meeting. However, the balance of the representation as described in Item 6 and 11 will be retained. A list of substitutes will be agreed at the first municipal meeting.
11. All members sitting on the Task Group will be required to represent the interests of the borough as a whole rather than representing the interests of individual divisions or wards.
12. Members of the Task Group should broadly represent the Committee as a whole, both politically and in terms of balance between the urban and rural areas of the borough.
13. Meetings held in private will base an assumption that any Task Group documentation will be similarly confidential unless officers and members are instructed otherwise.

## Guildford Local Committee Transportation Task Group Work Plan for 2014/15

Actions	Officer	When next to TTG	When next to GLC	Lead Agency	Status / Note / Feedback
GLC Highways Budget 2015/16	JH	21/10/14	10/12/14	SCC	Full report to committee will be submitted.
ITS Schemes progress 2014/15	JH	As req.	24/9/2014	SCC	Refer to Highways Update Rpt.
Minor Works Maintenance Schedule	JH	As req.		SCC	New proposal. To form a liaison between County Councillors and lead Highways officer. To committee only if further decisions req.
Flood recovery	JH	As req.	As req.	SCC	No rpts scheduled currently.
Local Transport Strategy for Guildford (LTS)	LM/SH	21/10/2014	Dec 2015	SCC	Ongoing review. Part A: Current schemes - out for Local Committee member review Part B: Future schemes – updated schedule at <b>Annex 3</b> .
Local Committee Framework	HT/JH	21/10/2014	24/9/2014	SCC	To TTG 4 Sept. First draft for Sept committee. Final draft December committee.
Local Sustainable Transport Fund	DL/MW	As req.	24/9/2014	SCC	Programme review and progress update to all Local Committee formal meetings. To TTG as req.
Bus Review	PM	21/10/2014	13/11/2014 TBC	SCC	Proposed review of current services and future provision. Proposed informal

Actions	Officer	When next to TTG	When next to GLC	Lead Agency	Status / Note / Feedback
					meeting with Local Committee Autumn 2014.
Community Infrastructure Levy	TM-F/PD	TBA	TBC	GBC	To TTG 4 Sept. Initial paper tbc
Transport Strategy for Schools	DF/KB	TBA	TBA	SCC	Awaiting consultation dates
High Street Setts	JH/GSB	As Req.	As Req.	SCC	Local Committee has agreed to reserve up to one third of the cost. GBC has agreed to fund £318k towards the cost. Guildford Surrey Board approved. Start date after June 2015.
Speed Management Plan	DK	As req.	24/9/2014	SCC	To TTG 4 Sept. Tbe updated and include casualty overlay (vehicle/pedestrian/cycle). For liaise with Safer Guildford Executive.
Guildford Cycle Plan	DS	21/10/14	TBA	SCC	In progress. Linked work with other projects on the programme (Framework, road safety etc). TTG recommends a stakeholder workshop to be convened.
Boxgrove Area (Road Safety Outside Schools)	RH	21/10/2014	24/9/2014	SCC	To TTG 4 Sept. Trigger of new policy as approach to one of the worst congested schools.
Park & Ride & on-street parking revenue review	DL/KM	21/10/2014	10/12/2014	SCC/GBC	P&R under regular review.
Parking Strategy	KM	21/10/2014	10/12/2014	GBC/SCC	Joint, holistic approach to using parking

Actions	Officer	When next to TTG	When next to GLC	Lead Agency	Status / Note / Feedback
					as a tool to manage congestion and sustainable transport options.
Parking evaluation matrix	KM	21/10/2014	As req.	GBC	To regularly review the criteria by which parking proposals are evaluated to ensure the process remains relevant and robust.
<b>PETITIONS</b>					
<ul style="list-style-type: none"> <li>WTC Closure</li> </ul>	JH		19/6/2014	SCC	Request for closure was considered by the Transportation Task Group, but was not prioritised for funding in 2014/15 as it is closely linked with work on the gyratory, and felt it could not be progressed in isolation. It is recommended that the closure of Walnut Tree Close is included in the gyratory modelling currently underway in order to gain an appreciation of the effects on the local road network.
<ul style="list-style-type: none"> <li>Onslow 20mph zone</li> </ul>	JH	21/10/2014	TBA	SCC	The TTG will consider ITS schemes for 2015/16 at the October meeting.
<ul style="list-style-type: none"> <li>Peaslake 20mph</li> </ul>	JH	21/10/2014	24/9/2014	SCC	The TTG will consider ITS schemes for 2015/16 at the October meeting.
<ul style="list-style-type: none"> <li>Shere HGV</li> </ul>	JH	21/10/2014	24/9/2014	SCC	The TTG will consider ITS schemes for 2015/16 at the October meeting.
<b>PUBLIC QUESTIONS OUTSTANDING</b>					
Mount Pleasant proposed one-way system	JH	21/10/2014	TBA		Local resident survey to be undertaken and report back to TTG and committee.
Sheepwalk Lane impact of 4x4	JH	21/10/2014	TBA		Referred to Countryside Access officers

Actions	Officer	When next to TTG	When next to GLC	Lead Agency	Status / Note / Feedback
					for investigation.
<b>MEMBER QUESTIONS OUTSTANDING</b>					

ITEM 21

<b>Meetings</b>
14 May 2014 7 July 2014 4 September 2014 21 October 2014 4 February 2015

# Transport Policy

## Briefing Note 3 – Guildford Local Committee 24 September 2014

### Guildford Local Transport Strategy and Forward Programme

#### **Background and Purpose**

Surrey County Council are responsible for producing Local Transport Strategies to take account of and provide a plan for addressing both existing and future transport related problems in a geographical area. Local Transport Strategy & Forward Programme is being produced for each district and borough in the county and will become part of SCC's Surrey Transport Plan (3), which is a statutory requirement.

It should be noted that Guildford Borough are responsible for identifying 'essential' infrastructure in the document called Infrastructure Delivery Schedule to support the Local Plan. The infrastructure schedule will be included in the (LTS&FP) when the Local Plan is adopted.

The Transportation Task Group and Local Committee were asked to review the content of a first draft of the Guildford Local Transport Strategy and Forward Programme (LTS&FP) on 7<sup>th</sup> July 2014 and 10<sup>th</sup> July 2014 respectively.

#### **Timescales**

The timetable provided in the first draft was challenged by the Transportation Task Group (TTG) and the Local Committee. Concerns were raised on the timing of the (LTS&FP) consultation period in relation to current borough led consultation events for both the Local Plan and Town Centre Vision (due to end on the 22<sup>nd</sup> September 2014) and to any other subsequent consultations. *Hence, the overall timetable has been re-scheduled to ensure that it can capture the outcomes of the Local Plan and the Town Centre Vision consultation process and provided adequate time for further member involvement and approval.*

#### **New Timescale**

It is proposed to defer the (LTS&FP) consultation until the Local Plan is adopted as the current draft version of the Forward Programme does not contain any 'essential' infrastructure required to support and deliver the planned development contained in the Local Plan. Furthermore, it is understood that the current Local Plan timetable states a further six week consultation period on the Submission Version of the Local Plan in January 2015, with an expected submission date of 15<sup>th</sup> March 2015 to the Secretary of State (SoS). This is followed by the 'Purdah period' from the 23<sup>rd</sup> March 2015 before the elections in May 2015.



## ITEM 21

It is further proposed to separate the (LTS&FP) programme into two parts, in order to accommodate the Local Plan process.

**Part A** – An ‘interim’ plan, to enable business as usual to progress. This part will not include any reference to the Local Plan Infrastructure Delivery Schedule (IDS), but will include:

- Existing draft as interim version
- Member comments
- Provide commentary on existing and known issues
- Reference to the Guildford Local Committee Speed Framework
- No further consultation until Local Plan Infrastructure Delivery Schedule agreed
- The need to be used as an evidence base for preparing any future funding bids.

**Part B** - to be developed following the preparation of the Infrastructure Delivery Schedule as part of GBC's Infrastructure Delivery Plan for Local Plan submission document, which will set out the future impacts and the ‘essential’ infrastructure required to deliver planned development to be approved at Examination in Public (EiP). The Forward Programme to include the Infrastructure Delivery Schedule prior to consultation.

### **Revised Timetable**

Process	Date	
Transportation Task Group (SCC)	4 Sept 2014	Agree revised schedule
Draft Local Plan consultation ends (GBC)	22 Sept 2014	
Member feedback (SCC)	30 Sept 2014	Approve Interim Part A
Transportation Task Group (SCC)	21 Oct 2014	Receive member feedback
Informal Local Committee meeting (SCC)	13 Nov 2014	Approve Interim Part A
Local Plan Submission Vers. Consultation (GBC)	Jan-Feb 2015	
Local Plan submitted to SoS (GBC)	15 Mar 2015	
<i>Purdah period and local elections 23 March – 7 May 2015</i>		
Transportation Task Group (SCC)	May 2015	Approve Interim Part B
LTS&FP Consultation* (SCC)	June–Jul 2015	6 weeks
Transportation Task Group (SCC)	Sept 2015	Consultation feedback
Informal Local Committee meeting (SCC)	Nov 2015	Consultation feedback
Formal Local Committee (SCC)	Dec 2015	Approve full LTS
SCC Cabinet (SCC)	Dec 2015	Approve full LTS

\*Subject to confirmation following elections

### **Contact information**

Lyndon Mendes  
Transport Policy Team Leader

020 8541 9393  
[lyndon.mendes@surreycc.gov.uk](mailto:lyndon.mendes@surreycc.gov.uk)



**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (GUILDFORD)**

**DATE:** 24 SEPTEMBER 2014  
**LEAD OFFICER:** CAROLYN ANDERSON  
**COMMUNITY PARTNERSHIPS & COMMITTEE OFFICER**

**SUBJECT:** LOCAL COMMITTEE FORWARD PROGRAMME

**DIVISION:** ALL

**SUMMARY OF ISSUE:**

The Forward Programme of reports for the Local Committee for 2014/15.

**RECOMMENDATIONS:**

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

- a) Agree the Forward Programme 2014/15, as outlined in **Annexe 1**, indicating any further preferences for inclusion.
- b) Consider any further themes for Member briefings during 2014/15.

**REASONS FOR RECOMMENDATIONS:**

Members are asked to comment on the Forward Programme so that Officers can publicise the meetings and prepare the necessary reports.

**1. INTRODUCTION AND BACKGROUND:**

- 1.1 The Forward Programme of the Local Committee is revised at each Committee meeting. Members are requested to propose any additional items for inclusion on the Programme.

**2. ANALYSIS:**

- 2.1 Officers are required to investigate and consult with the appropriate services, partners or other agencies on the purpose, content and timing of future reports. As these negotiations are concluded then items are added to the Programme.

**3. OPTIONS:**

- 3.1 It is prudent and practical for the Local Committee to produce and maintain a business forward plan.

**4. CONSULTATIONS:**

4.1 Local Committee members are consulted.

**5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

5.1 None

**6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

6.1 None

**7. LOCALISM:**

7.1 The Local Committee will receive reports relating to communities within the borough.

**8. OTHER IMPLICATIONS:**

8.1 None

**9. CONCLUSION AND RECOMMENDATIONS:**

9.1 Members are asked to agree the Forward Programme

**10. WHAT HAPPENS NEXT:**

10.1 Officers will progress any member request and schedule reports for future meetings

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**Contact Officer:**

Carolyn Anderson 01483 517336  
Carolyn.anderson@surreycc.gov.uk

**Consulted:**

Guildford Local Committee members

**Annexes:**

Annexe 1 Forward Programme

**Sources/background papers:**

- None
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## Surrey County Council Local Committee (Guildford) Forward Programme 2014/15

Details of future meetings			
Formal public	10 December 2014	7pm	Guildford Borough Council Chamber **
Formal public	25 March 2015	7pm	Guildford Borough Council Chamber **

Topic	Purpose	Contact Officers	Proposed date
General Items			
Safer Guildford Partnership	Annual Report 2014	Guildford Borough Council & Surrey Police	10 Dec 2014

Topic	Purpose	Contact Officers	Proposed date
Transportation Items			
Highways	Local Sustainable Transport Fund: Egerton Road/Tesco Roundabout traffic modelling report	David Ligertwood	12 March 2015
Highways	Local Sustainable Transport Fund 2015/15 Programme Update	David Ligertwood	10 Dec 2014
Highways	Guildford Local Committee Prioritisation Framework	John Hilder	10 Dec 2014
Highways	Boxgrove Area (Road Safety Outside Schools)	John Hilder	10 Dec 2014

Please note the Forward Programme may be subject to change.

<b>Topic</b>	<b>Purpose</b>	<b>Contact Officers</b>	<b>Proposed date</b>
Highways	Highways Update (all Highways matters)	John Hilder	10 Dec 2014
Highways	Borough Drainage Plan	Mark Borland	2015 TBA
Highways	Local Transport Strategy	John Hilder	Dec 2015
Parking	Park & Ride review	SCC/GBC	10 Dec 2014
Local Committee 'Plus'*	Guildford Annual Parking Business Report	SCC/GBC	10 Dec 2014
Local Committee 'Plus'*	Review of the Community Infrastructure Levy in Guildford	SCC/GBC	TBA

\* Guildford Local Committee 'Plus' refers to the agreement undertaken in 2014 by both councils to extend joint working arrangements through this committee.

\*\* Meetings will be webcast.