

DRAFT

Minutes of the meeting of the
Guildford LOCAL COMMITTEE
held at 7.00 pm on 13 December 2016
at Council Chamber, Guildford Borough Council, Millmead House, Millmead,
Guildford, Surrey, GU2 4BB.

Surrey County Council Members:

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

Borough / District Members:

- * Cllr Matt Furniss (Vice-Chairman)
- Cllr Nigel Manning
- * Cllr David Bilbe
- * Cllr Julia McShane
- * Cllr Tony Phillips
- Cllr Tony Rooth
- Cllr David Wright
- * Cllr Illman
- * Cllr Reeve
- * Cllr Sarti

* In attendance

178/16 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

Apologies received from Marsha Moseley, Nigel Manning, Tony Rooth and David Wright.

179/16 MINUTES OF PREVIOUS MEETING [Item 2]

The Minutes of the meeting held on 20 September 2017 were agreed as a true and accurate record of the meeting and were duly signed by the Chairman.

180/16 DECLARATIONS OF INTEREST [Item 3]

There were no declarations of pecuniary interest.

181/16 CHAIRMAN'S ANNOUNCEMENTS [Item 4]

There were no Chairman's announcements.

182/16 PETITIONS & LETTERS OF REPRESENTATION [Item 5]

Mr Tim John presented a petition with 101 signatures to get approval from the Task Group at Surrey Highways for additional sets of speed cushions (bumps) along Wodeland Avenue and new ones in Wherwell Road and Annandale Road to improve road safety for residents and pedestrians.

Mr John pointed out that speeding is a very real and constant issue on the three roads and whilst there are currently two speed cushions in place in Wodeland Avenue there is a long stretch between them allowing cars to gather significant speed.

An incident took place in August where a car crashed into a front garden wall causing significant damage.

The Highways Manager reported that two years ago the Committee approved a 20 MPH speed limit plus two speed cushions. Average speed records showed it to be a low speed road, but he would recommend to the Transportation Task Group that an additional set of cushions be installed.

Cllr Goodwin thanked the petitioner for his presentation and suggested that an additional two humps might be more appropriate and he might be able to use some of his Member's Allocation to provide additional funding.

183/16 WRITTEN PUBLIC QUESTIONS [Item 6]

There were four written questions from members of the public received by the specified deadline.

Question 1 from John Oliver

I fully understand that the Newlands Corner site in itself does not fall within the remit of the Guildford Local Committee. However, Drove Road, which bisects the site, is a public highway/bridleway and, therefore, does fall within the Committee's remit. Surrey County Council has stated its intention to restructure the car park without defining what this means.

Could you please let me know:

What discussions, either face to face or through correspondence, have taken place with the SCC Countryside Group, its Director or Assistant Director or the SCC Cabinet Member for Environment and Planning about the restructure, what those discussions entailed and what outcomes and decisions, if any, were reached as a result of them;

If the restructure was to involve the resurfacing of the car park area, would the Highways Department pay for the resurfacing of that part of the whole area which is Drove Road

What steps will be taken to ensure that car parking spaces do not encroach onto Drove Road?"

The following written response was provided to Mr Oliver:

Public Bridleway 147 Albury runs through the car parking area at Newlands Corner and as you rightly point out, is shown on many Ordnance Survey maps as 'Drove Road'. It is therefore open to walkers, cyclists and equestrians. There are no plans to alter the route either physically, such as resurfacing as part of the car park or legally, with a change to the alignment or status.

The Countryside Access Team have been consulted in this matter and bridleway use will not be adversely affected by the parking arrangements.

Question 2 from Dylan White

On the invitation of Cllr Graham Ellwood I spoke at this meeting on 8th Dec 15. At that I outlined the problems ALDI were causing the residents of north east Guildford and also proposed some solutions. Cllr. Ellwood thought these solutions were all worth pursuing so as we're a year further on and the busiest month is upon us, I'd like to find out what progress has been made.

These solutions are based on ALDI's current permitted conditions which they themselves admit they break on a daily basis so should their appeal be successful and they are allowed even more HGV deliveries the situation for us residents is only going to get worse so these solutions will become even more urgent.

To recap, my solutions to the car park being too small and there not being a separate delivery entrance are as follows:

Clearly shoppers need to be got in and out of the store as fast as possible. So all 8 tills need to be constantly manned and helpers need to be on each till to assist with bag packing. I've seen times when only 3 tills are manned with large queues at each.

Plenty of staff need to be on hand to assist people in finding what they want so they don't waste time trying to find things.

The parking time allowed needs to be reduced to an hour which GBC will need to enforce as this is the only way to get cars in and out fast enough to stop the tailbacks onto the roundabout.

These tailbacks cause drivers who are just trying to get passed to then drive on the wrong side of Burpham lane. This is an accident waiting to happen!!

So to forewarn cars turning right out of the store, I suggested the following sign is put up on ALDI's land by the exit: Warning if turning right be aware of vehicles coming on the wrong side of the road.

Where are we with all this?

An oral answer was provided explaining that most of these issues were outside the remit of the local committee, but it was agreed that Cllr Ellwood would have a discussion with Mr White outside of the meeting with a view to discussing the concerns again with Aldi.

Question 3 from Colin Selvin

The Transport Group of The Guildford Society wish to be made aware of progress in dealing with the shortcomings in the design and operation of the

traffic signals on York Road outside Waitrose Guildford, specifically the issue of control of vehicles turning right upon exiting the car park.

It is apparent this issue is unresolved given one of the signals continues to be covered with an orange bag. A petition relating to this was considered at the June Guildford Local Committee & we believe none of this was raised at the September Local Committee.

The following written response was provided to Mr Selvin:

Following the related question to the June 2016 meeting, county council officers and the Surrey Police met on site to further view and discuss the signal problems at the A246 York Road / Waitrose store access. A solution was found that officers hope will alleviate or at least significantly reduce the uncertainty, that drivers turning right to exit the store experience when they near the adjacent pedestrian crossing.

The rational is to add a further signal head opposite the Waitrose exit, to increase their certainty about having authorization to exit the store. And so far as is possible, to move signal heads on the A246 eastbound approach away from the pedestrian crossing, to reduce the uncertainty that right turning drivers exiting the store seem to experience when approaching that pedestrian crossing.

At the end of July 2016, officers put these suggested changes to Waitrose via their transport consultants - Glanville. After a number of prompts by officers, in October 2016 Glanville indicated that they were engaging a specialist traffic signals company - Siemens - to undertake the suggested alterations, but they were unable to commit to a timetable.

In early November 2016 Siemens made a miscellaneous enquiry to the county council. Officers replied to this in early November. Also in early November officers wrote to Glanville expressing ongoing concern that this and other matters associated with the store's highway works, were running on and not being resolved. Text from this latter message is repeated below. At the time of writing this update to the committee, officers have received nothing further from Waitrose's team.

Officers will appreciate the committee's endorsement, that Waitrose should complete the outstanding matters associated with the store highway works, as soon as is possible.

".... The [highway] works were finished at the end of 2015. The [highway works agreement] Provisional Certificate has yet to be issued, because of the incomplete snags. The [highway works] agreement clause 15 states that the [highway] works in the three works areas should be completed within 10-16 weeks from commencement, which is overdue for all areas. Can I please have your client's firm intentions and timetable, concerning completing the [highway agreement] works, up to a stage where SCC can issue the [highway works agreement] Provisional Certificate."

Question 4 from Andrew Hodges

Other than parking restrictions and scheme D4016 (Item 11 on the agenda), what proposals are there for any work in Wodeland Avenue Guildford, and roads off it?

The following written response was provided to Mr Hodges:
Paragraph 1.10 of agenda item 11 'Highways Budgets for 2017/18' lists the schemes recommended for funding in 2017/18 by the Transportation Task Group. This includes a recommended allocation of 10,000 for additional speed cushions in Wodeland Avenue. No further highways works are currently planned in Wodeland Avenue or the roads off it.

184/16 MEMBER QUESTION TIME [Item 7]

There were no written questions from Members.

185/16 PARKING BUSINESS PLAN 2017 (FOR INFORMATION) [Item 8]

This item was presented by Kevin McKee, Parking Services Manager, Guildford Borough Council and set out the Parking Business Plan for 2017. It covered off-street parking, on-street parking and park and ride. There were no specific recommendations for the Committee, but it provided an opportunity to comment on the work of the parking service.

The Local Committee (Guildford) noted the business plan.

186/16 GUILDFORD ON-STREET PARKING REVIEW - CHANGES TO REVIEW PROCESS AND SCOPING REPORT (EXECUTIVE DECISION FUNCTION) [Item 9]

This item was presented by Kevin McKee, Parking Services Manager, Guildford Borough Council and sought approval to recommendations for changing the way in which parking reviews are conducted and proposes the scope of the next review. The intention was to move towards smaller, but quicker reviews.

It was noted that the recommendations mirrored the conclusions reached by Surrey County Council officers.

It was noted that to introduce a parking restriction, Surrey County Council needed to follow the process set out in the Road Traffic Regulation Act 1984 (as amended) to create a Traffic Regulation Order. This required the formal advertising of a proposal and for any comments or objections received to be considered before the restriction is introduced. If a comment or objection is received that requires the proposal to be changed significantly, the proposal is likely to need to be advertised again. For more complex or controversial proposals informal consultation would take place before formally advertising the proposal, or have information to show that the proposal is likely to be supported.

It was also noted that to focus its resources more efficiently, the County Council also decided that, prior to considering parking schemes, or significant changes to existing ones, residents and businesses would have to demonstrate significant support for such changes before they were considered as part of a review. Previously, issues raised by a relatively small

number of people had been pursued and large amounts of time had been spent consulting, only to find that there was not general support. This revised approach also meant that reviews were responding to the wishes of communities and also likely to reduce the need to undertake informal consultation for some of the major amendments, instead allowing officers to proceed straight to formal advertisement.

Members supported the proposal for fast-tracking non-controversial proposals in conjunction with a simplified process, although it was noted that the need to retain flexibility was required.

The Local Committee (Guildford) agreed:

- (i) that reviews are combined and deal with issues both in the CPZ and non-CPZs areas,
- (ii) that reviews are limited in scope to deal with around 50 items/locations, and prioritisation is given to safety issues,
- (iii) that permit schemes or changes to them are considered if residents can demonstrate a groundswell of opinion clearly in support of such amendments,
- (iv) that disabled bay, vehicle crossover and less controversial issues are fast-tracked, and formally advertised as early in the review process as possible,
- (v) to formally advertise Surrey County Council's intention to make an order to give effect to the proposals for Annandale Road, Duncan Drive, the Millmead Terrace area, The Oval and Vicarage Gate, shown in ANNEXE 5. If any representations are 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.
- (vi) to develop and formally advertise Surrey County Council's intention to make an order to give effect to the proposals for, Alresford Road, Maori Road, St Omer Road, Sycamore Road, Upperton Road, Warren Road and Woodbridge Road, listed in Paragraph 2.15, If any representations are 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.
- (vii) That officers discuss further with local borough and county councillors the possibility of making changes in respect to the 40 or so 'Local' issues shown in ANNEXE 4, and develop proposals in a number of these locations, to be reported back to the Committee in March 2017, with a view to seeking authority to formally advertise them.

This item was introduced by John Hilder, the Area Highways Manager (SW) and provided an update on the 2016/17 programmes of highway improvement and maintenance works and operations funded by this committee.

It was noted that four ITS schemes will roll forward to 2017/18 and should be completed early in the next financial year.

The Local Committee (Guildford) agreed to:

- (i) Note progress of the 2016/17 programme of highway works and operations detailed at Annex 1.
- (ii) Agree that revenue budget is capitalised as necessary to deliver the agreed programme of works.

**188/16 HIGHWAYS BUDGETS FOR 2017/18 (EXECUTIVE DECISION FUNCTION)
[Item 11]**

This item was introduced by John Hilder, the Area Highways Engineer (SW). It was noted that the budget for 2017/18 would be set at a full meeting of the County Council in March or April 2017. As the council faces increasing budget pressures, particularly on revenue streams, a significant reduction in the highway allocation to local committees was anticipated for 2017/18 compared with the £699,000 for the current year.

The Transportation Task Group met on 8 November to consider requests for new highways schemes and make recommendations for the highways programme for 2017/18. The group considered it prudent to plan for a reduction in both capital and revenue budgets for 2017/18 and recommended making allocations to a sum of £460,000 with £310,000 of this potentially available for new ITS schemes. If budget reductions proved to be less than anticipated the task group would reconvene and make further recommendations to the March meeting of the Local Committee.

It was noted that Highways had some limited funding available for drainage work in April.

The Local Committee (Guildford) Agreed to:

- (i) The capital and revenue allocations recommended by the Task Group and described in this report to a total value of £460,000. This reflects a reduction of £140,000 compared with the value of the current year budget in anticipation of reductions in the highways budget devolved to this committee in the coming financial year.
- (ii) Note that the task group will convene if necessary once the Local Committee budget is known in the Spring of 2017.
- (iii) Subject to approval of recommendations (i) and (ii) authorise the AHM to consider and determine any objections submitted following the statutory advertisement of the traffic orders and notices associated with the programme of schemes, in consultation with the Chairman and/or Vice-Chairman of the Local Committee and relevant local councillors.
- (iv) Delegate authority to the AHM in consultation with the Chairman and Vice-Chairman and locally affected Members to amend budgets throughout the year if required to ensure the budget is

- allocated in a timely manner.
- (v) The Community Enhancement Fund being devolved to each County Councillor based on an equal allocation of £5,000 per division

189/16 20% HORIZON 2 ROADS MAJOR MAINTENANCE PROGRAMME [Item 12]

This item was introduced by John Hilder, the Area Highways Engineer (SW). It was noted that at the beginning of November all Surrey County Council members were provided with the provisional list of carriageway major maintenance schemes within their borough which would be included in the Horizon 2 programme. The list comprised schemes prioritised by Surrey's Asset Planning team based on an assessment based on condition, road hierarchy and risk. This list represented 80% of the overall Horizon 2 programme.

The remaining 20% would need to be prioritised by the local committee by 31 January 2017.

Members expressed concerns over some of the roads which had been included or not included in the priority list and it was agreed that any comments should be sent to David Hall, the Community Partnership and Committee Officer before the end of December.

The Local Committee (Guildford) Agreed to:

- i. Consider the selection of schemes under the influence of the Local
 - i. Committee for inclusion in the Horizon 2 (2017-2021) Roads Major Maintenance Programme.
- ii. Convene the Guildford Transportation Task Group in early January to make recommendations.
- iii. The Asset Planning team recommendation that each local committee delegates the final decision on selection to the Area Highway Manager in consultation with the Local Committee Chairman and Vice Chairman. Selected schemes must be submitted to Asset Planning by 31 January 2017.

190/16 CLUSTER FUNDING 2016/17 (EXECUTIVE DECISION FUNCTION) [Item 13]

It was noted that the four cluster groups had met and confirmed the projects that they wished to support during the 2016/17 financial year

The Local Committee (Guildford) Agreed to:

- (i) Note and confirm the projects at Annexe 1 supported by the Cluster Fund in 2016/17.
- (ii) Review the Cluster initiative prior to the next municipal year.
- (iii) The continuation of the Cluster Fund for 2016-17 being administered by the Surrey County Council.

- (iv) Any variations to be delegated to the Community Partnership Team Leader in consultation with the Chairman and appropriate Divisional Member.

191/16 DECISION TRACKER (FOR INFORMATION) [Item 14]

Members noted progress on the decision tracker.

Meeting ended at: 9.02 pm

Chairman