

## **DRAFT**

Minutes of the meeting of the  
**Spelthorne JOINT COMMITTEE**  
held at 6.30 pm on 6 December 2017  
at Council Offices, Knowle Green, Staines-upon-Thames. TW18 1XB.

### **Surrey County Council Members:**

- \* Mr Richard Walsh (Vice-Chairman)
- \* Mr Robert Evans
- \* Mr Tim Evans
- Miss Alison Griffiths
- \* Mr Naz Islam
- \* Mrs Sinead Mooney
- \* Ms Denise Turner-Stewart

### **Borough / District Members:**

- \* Cllr Ian Harvey (Chairman)
- Cllr Maureen Attewell
- \* Cllr Mark Francis
- Cllr Alfred Friday
- Cllr Joanne Sexton
- \* Cllr Richard Smith-Ainsley
- \* Cllr Howard Williams

\* In attendance

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### **OPEN FORUM**

An informal question time was held prior to the formal start of the meeting.  
The questions that were asked are recorded here.

#### **64/16 APOLOGIES FOR ABSENCE [Item 1]**

There were 4 apologies for absence:

Cllr Maureen Attewell  
Cllr Alfred Friday  
Cllr Joanne Sexton  
Miss Alison Griffiths

#### **65/16 MINUTES FROM PREVIOUS MEETING [Item 2]**

The minutes of the 2<sup>nd</sup> October, 2017 were agreed to be a true and accurate record.

### **66/16 DECLARATIONS OF INTEREST [Item 3]**

No declarations of pecuniary interests were received. Cllr Mark Francis stated a personal interest in item 10 (Parking Review) as he lives in one of the streets where a change in parking measures is being proposed.

### **67/16 CHAIRMAN'S ANNOUNCEMENTS [Item 4]**

The Chairman made the following announcements.

#### Announcement 1

On 14 November, Spelthorne Borough Council hosted a community resilience event in the council chamber. The event was open to existing community flood action groups from Spelthorne, Runnymede and Elmbridge and was carried out by the Environment Agency and emergency planning partners. An emergency scenario was put to the groups to test the robustness of their emergency plans in preparation for the winter.

#### Announcement 2

The Surrey Historic Buildings Trust can consider (modest) grants for renovating listed buildings and certain historic items of interest (eg. entrances or statues). This SHBT source of grants may be helpful in some cases.

The SHBT was set up originally by SCC but is now independent and a registered charity. It is registered at Surrey County Council County Hall and the Chairman of the Trust is ex SCC Chairman Angela Fraser. The present trustees include David Davis (also past SCC Chairman) and Nick Skellett (former SCC Chairman).

Contact details and website can be obtained from the Committee Officer.

## **68/16 VICE CHAIRMAN'S ANNOUNCEMENTS [Item 5]**

### **Announcement 1**

Surrey County Council is currently advising on a government consultation around Heathrow. A Members Seminar is being held at County Hall on 11 December to look at the pertinent issues. A further consultation will be carried out by Heathrow in the New Year and this Committee may be invited to submit its views. Members can however register their comments on the current consultation as representatives of their respective areas. This is on the county council website and the Committee Officer will be able to help you to locate it if needed.

### **Announcement 2**

The Vice-Chairman reminded the county members that the deadline for their Members' Allocation was coming up. The Committee Officer has sent out calendar invitation to remind them of this date.

## **69/16 PETITIONS & PETITION RESPONSES [Item 6]**

Petition response 1:

This related to a petition taken at the 17 July committee requesting a reduction in speed limit on Staines Road East.

Whilst options for speed reduction were being investigated, a serious accident occurred on the road in question which is currently subject to a police investigation. In view of this, it was felt that it would be inappropriate to comment on this petition at this time. A statement has been prepared by the Area Highway Manager which is annexed to these minutes. This item will be revisited when the police investigation has been completed.

Petition response 2:

This related to a petition that was brought to the committee on 2 October requesting action following the withdrawal of bus services between Stanwell and Heathrow.

To follow up on this petition, we were joined by a representative from Abellio and officers from the county council's Strategic Transport Team.

The transport officers' reported that they had recently been in talks with Heathrow Ltd about bus links. It is recognised that services to the south of the airport (such as the one that was the subject of the petition) are not as

frequent as those to the north side. When looking at changes in bus service, Heathrow Ltd link these to the shift patterns of airport staff, as they realise that many of them rely on the buses to get to work. They have agreed to review bus usage by staff and see if this suggests that further routes are warranted. The transport officers will continue their talks with them to follow this up. At the point in time, the county council's bus budget is fully committed and so it will not be possible to look at a subsidised service at this time.

Abellio's position is that it is commercially motivated. Bus routes outside of London are deregulated and only maintained if they are financially viable. Earlier in the year there was a review of bus routes in Surrey which led to Abellio failing to retain routes that they had previously operated and in addition to this, Heathrow Ltd withdrew funding that they had previously supplied the bus company to sustain services at key points in the day. This meant they needed to evaluate the viability of their remaining routes. When looking at the route, Abellio noticed that it cost more to run the Stanwell end of the route than they were making in ticket sales and that led to the decision to withdraw that service. To run an all day service could cost over £120,000 for one bus, for a year and it would take two buses to be able to run the service at the frequency previously enjoyed by passengers. To do this, passenger volumes would have to double in the short to medium term. So, at this time, there is no proposal to reinstate it.

Committee members commented that the removal of services like this encourage car usage which puts more pressure on road infrastructure, parking and the environment. As Heathrow intends to expand, they should be encouraged to invest more in the services that impact the community around it.

The Vice- Chairman mentioned the members' seminar that he had announced earlier in the meeting and thought this might be a good opportunity to impress upon Heathrow the moral case for them providing services into the community most impacted by their presence. He also suggested that Heathrow limited should be asked to consult the Committee on any significant changes to ground transport.

#### **70/16 WRITTEN MEMBER QUESTIONS [Item 7]**

No members' questions have been received.

#### **71/16 WRITTEN PUBLIC QUESTIONS [Item 8]**

Questions 1-5

Mr Hirsh presented his questions to the committee. There were taken together as they all related to the allocation of parking in consideration of planning permission. The questions and responses have been added as an annex to these minutes.

Mr Hirsh stated that he disagreed with some aspects of the answers he received.

Firstly, he disputed the officer's position that the parking standards are not enshrined in law and quoted the Localism Act 2011 and the Town and Country Planning Regulations 2012 which he believes gives the most recent legislation on this. The example he provided was regulation 14, which states that a council can adopt planning guidance without the need for independent examination provided usual publicity and consultation conditions are observed.

Secondly, he noted that the officer's response stated that there was no formal mechanism for assessing cumulative impact of parking and therefore means that this cannot meaningfully be factored in at a mid-morning site visit as claimed in the written answer.

With regards to parking on the pavement, he does agree that causing any highway obstruction is illegal and therefore enforceable by the police but points out that it is the local authority that determines whether parking on the pavement is prohibited in their area and that Spelthorne had not made this determination.

For his supplementary question, Mr Hirsh asked if the local authority as a statutory consultee will recognise the primacy of parking and comment on residential applications in the future.

Cllr Richard Smith-Ainsley was invited to speak as both the chairman of the Spelthorne planning committee and a joint committee member. He explained that the parking standards were introduced because there was no minimum standard that existed before that and so developers were not compelled to make adequate parking provision. There are sometimes difficulties in doing this as it is the county council who are the County Highways Authority not the borough council and the county's recommendations might not align with those of the borough's planning committee.

Furthermore, whilst police enforcement of highway obstruction would be welcome, it is recognised that as vehicles are constantly arriving and departing, it can be difficult to ticket them at the appropriate moment.

The committee felt that the answers given to Mr Hirsh's questions were not satisfactory and expressed a desire for these to be followed up with the officers concerned. It was therefore suggested that officers from the county's Transport Development and Planning department address the committee to add some clarity. In addition, it was requested that the police stance on pavement parking was clarified along with the stance taken by the borough's planning team.

#### Question 6

Mr Andrew McLuskey asked about the River Thames Scheme and what update there was on the financial status of the project. The written answer that was provided is annexed with these minutes.

Mr McLuskey expressed that he was concerned about the lack of detail in the answer as it was now four years since the last serious flooding. This has a drastic effect on residents' lives and in one case contributed to a loss of a life. It also has an impact on land values and property. As a follow up question, he

asked if the committee was following this up with the MP and any other influential people.

The Chairman reported that Spelthorne has a steering group on this scheme which is chaired by Cllr Williams and which exists to monitor and influence the progress of this project. Spelthorne Borough Council is being asked to contribute £20million to the project and as this is a substantial amount, residents will be consulted on whether they think this contribution should be made on their behalf.

*Mr Islam left at the end of this item.*

## **72/16 DECISION TRACKER (FOR INFORMATION) [Item 9]**

The updated decision tracker was reviewed by the committee.

Mr Ken Snaith's question was taken as part of this item. He was following up on an issue he had brought to the committee's attention at a previous meeting concerning litter alongside Sheep's Walk. In previous meetings, there was an undertaking to see if any funding could be found to clear the waste. The present decision tracker seemed to infer that this action was not going ahead and he was questioning why this was.

The Area Highway Manager, reported that because the site was so overgrown, it was difficult to see what the litter consisted of and there was a chance that some of it was contaminated. In order to be able to obtain an accurate quote, the land was strimmed so that contractors could assess the work and bid accordingly.

Once the strimming had taken place, the site was visited by the Highway Manager and the divisional member and it was decided that the only other work required was to remove the larger fly-tipped items. This has been done and so the issue is considered closed.

The Vice-Chairman, who is the divisional member concurred with the Highway Manager and invited Mr Snaith to visit site with him to observe its present condition.

With regards to the item on St Anne's Walk. The committee officer reported that she had received an update from the Countryside Team who had completed the clearance work and she had received before and after photo's that she would share with the committee.

## **73/16 SPELTHORNE PARKING REVIEW [FOR DECISION] [Item 10]**

The Parking Engineer presented his report recommending changes to on street parking restrictions across the borough. He noted that this year there seemed to be a trend of requesting lines around junctions.

From the 135 suggestions that had been received from residents and councillors, the report has put forward 41 recommendations. The Chairman took each recommendation in turn which were sorted by division, inviting comments from the divisional and ward members to raise any queries or objections.

38 out of the 41 recommendations were agreed as presented. These will be advertised in the New Year and residents will be invited to submit their comments and objections.

Where it was proposed that further development or consultation should be carried out it was recognised that this might mean that these recommendations may have to become part of the next parking review.

The Joint Committee (Spelthorne) agreed to the proposed amendments to on-street parking restrictions in Spelthorne as described in this report **except for the following proposals:**

Staines Railway Station (River Thames Side) Parking Consultation. **This item to be referred to the Parking Task Group for further consideration.**

Thornhill Way. **This is to be removed.**

Ford Close. **This is to be put on hold pending further consultation with residents.**

**Reasons:**

1. Agreeing the proposals authorises the Parking Team to move to the next stage of the process. Proposals will now be advertised and comments and objections will be invited from the public.

**74/16 HIGHWAYS: IMPROVING TRAFFIC FLOW IN STAINES TOWN CENTRE [FOR DISCUSSION] [Item 12]**

This item is presented as item 12 on the agenda but was brought forward by the Chairman and he felt that this discussion would be useful prior to making decisions on the highways update.

The Area Highway Manager outlined the current issues around traffic flow in Staines and set out options for how this could be improved.

He reports that the present road network in Staines town centre was established as part of the project to pedestrianise the High Street in the late 1990s

Since the late 1990s the town centre has undergone substantial development, resulting in increasing economic activity, which in turn has resulted in an increase in the number of journeys to and from the town centre. During this time the road network has not benefitted from any significant development. The town centre area has four points of entry, all of which are constrained:

- Staines Bridge – which is constrained by the fact that it is a major listed structure spanning the River Thames;
- Laleham Road – which is constrained by the railway bridge;
- The Iron Bridge – which is constrained by the fact that it is a railway bridge;
- Wraysbury Road – which is constrained by the fact that it leads directly to the County Boundary with the Royal Borough of Windsor and Maidenhead.

There are a number of significant car parks – including the Elmsleigh Centre, Two Rivers, and Bridge Street. A car park guidance system has previously been installed, but is now defunct and obsolete.

Access to the Two Rivers car parks and retail area is very restricted with two constrained access points. Mustard Mill Road provides an entry point from both the London Road and South Street directions, but only provides an exit towards London Road. Hale Street provides access to Wraysbury Road and Bridge Street, which in turn connects to Staines Bridge. Bridge Street itself is narrow and twisting, and frequently heavily congested, resulting in congestion on the approach to Bridge Street across Staines Bridge.

Vehicle movements are controlled by a series of traffic signal controlled junctions, which are coordinated as part of a SCOOT region. SCOOT stands for “Split Cycle Offset Optimised Timing” and is a system whereby all the traffic signal controlled junctions are connected to an Urban Traffic Control (UTC) computer. The UTC computer receives information from vehicle detectors on site, and uses this information in real time to control the timing and coordination of the traffic signals so that all the junctions work together as a team to optimise capacity. If the system is working well, it should respond quickly to the prevailing traffic flows to provide capacity where it is needed.

The SCOOT region was implemented and its operating parameters first validated in the late 1990s, in the context of traffic patterns at the time. It has not been revalidated since the late 1990s, which means the algorithms controlling traffic rely on operating parameters that are out of date. In addition for some time the communications links between the junction controllers and the UTC were not operational. Communication has now been re-established, and arrangements are being made to repair faulty vehicle detectors. At the present time there is no funding available for revalidation of the operating parameters to suit today’s traffic patterns.

The Highway Manager therefore suggests that an investment of Spelthorne’s available parking surplus might be beneficial in revalidating the present traffic control systems as a first step to improving traffic congestion in the short term.

He also suggests that reviewing charges for car parking across the town would be another step. In the longer term, Staines may benefit from an in-depth transport survey which could lead to the road system being remodelled and alternative methods of accessing the town (cycles, park & ride) being explored.

The committee were receptive to this idea, noting that recent improvements such as the Egham by-pass has been very effective and the improvements to Runnymede roundabout which are currently underway will have many

benefits. It was agreed that revalidating the SCOOT system would be a logical first step.

## **75/16 HIGHWAYS UPDATE [FOR DECISION] [Item 11]**

Following the discussion in the previous item, the committee were happy to agree with the first recommendation.

The second recommendation had been made as the road in question changed speed limit from 50 mph to 30 mph when it passes a playground and this is felt to be a huge reduction in speed resulting in many vehicles not sufficiently reducing their speed by the time they reach 30mph zone. A reduction to 40mph in the existing 50mph zone will ensure there will be a more gentle decline in speed to 30mph and this should result in more cars complying with this limit. As other nearby roads already have a limit of 40mph, this will promote more consistent driving in the area.

Recommendations (iii) to (vii) are required to progress schemes that had already been approved in principle by the committee.

Recommendation (viii) was approved to allow the Area Highway Manager to undertake any necessary action to continue to progress this year's improvements programme.

The Joint Committee (Spelthorne) agreed:

- (i)** To re-allocate £30,000 from the parking surplus, which had previously been allocated to the development of strategic schemes for CIL bids, to revalidate and optimise the coordination of the existing traffic signal controlled junctions in Staines Town Centre (paragraphs 2.1.6 to 2.1.9 refer);
- (ii)** To approve the advertisement of the necessary Traffic Regulation Order for the change of speed limit in Shepperton Road, Laleham, from 50mph to 40mph and that any representations be reviewed by the Area Highway Manager in consultation with the Divisional Member, and if no significant objections are received that the Traffic Regulation Order be made (paragraph 2.2.2 refers);
- (iii)** To approve the implementation of a new shared surface for pedestrians and cyclists, on the east side of Town Lane, Stanwell, between Town Farm Way and High Street, Stanwell, and also a short

section on the south side of High Street Stanwell, as shown in Annex C (paragraphs 2.6.1 to 2.6.5 refer);

- (iv) To approve the advertisement of the legal notice for nine new road tables at the junctions of Town Lane with Viola Avenue (two road tables), Scots Close, Kingsway, Clare Road (two road tables), Town Farm Way, St Mary's Crescent and Lord Knyvett Close, as shown in Annexes D and E, and that any representations be considered by the Area Highway Manager in consultation with the Divisional Member and the Transport Task Group (paragraphs 2.6.1 to 2.6.5 refer);
- (v) To approve the advertisement of the legal notice for one new road table in High Street, Stanwell, near its junction with Town Lane and Park Road, and the removal of the existing road table that is alongside the bus stop, as shown in Annexes D and E, and that any representations be considered by the Area Highway Manager in consultation with the Divisional Member and the Transport Task Group (paragraphs 2.6.1 to 2.6.5 refer);
- (vi) To approve the advertisement of the legal notice for the proposed new 40mph speed limit in Stanwell Moor Road, between the end of the 30mph speed limit to the north of the Crooked Billet junction to a point approximately 320m north of the northern end of the footway on the east side of Stanwell Moor Road, as shown in Annex G, and that any representations be considered by the Area Highway Manager in consultation with the Divisional Member and the Transport Task Group (paragraphs 2.6.1 to 2.6.5 refer);
- (vii) To approve the advertisement of the legal notice for the new Toucan Crossing in Stanwell Moor Road to the north of Stanwell New Road, as shown in Annex H, and that any representations be considered by the Area Highway Manager in consultation with the Divisional Member and the Transport Task Group (paragraphs 2.6.1 to 2.6.5 refer);
- (viii) To authorise the Area Highway Manager in consultation with the Chairman, Vice Chairman, and relevant Divisional Member(s) to undertake all necessary procedures to deliver the agreed programmes.

**Reasons:**

1. To authorise the Area Highway Manager to carry out work to evaluate the efficiency of traffic signals in Staines Town Centre as part of a broader ambition to promote improved traffic flow.
2. To authorise the Area Highway Manager to undertake the next steps to progress the agreed programme of work

*Ms Turner-Stewart leaves after this item*

**76/16 HIGHWAYS DRAINAGE & MAINTENANCE [FOR INFORMATION, NO REPORT] [Item 13]**

*Ms Mooney leaves during this item.*

The Area Highway Manager presented the committee with an overview of the recent audit carried out on work performed by the highways drainage contractors. A previous report had uncovered a variety of inconsistencies in the contractor's practices and demonstrated that there was a need to monitor the work more effectively.

Amongst some of the measures put in place to remedy these issues was a better use of technology to check that jobs had been completed in the appropriate locations and financial penalties issued when key indicators had not been met.

As part of the presentation, the Highway Manager was able to show a screenshot of software that the team are using to monitor wet spots and drainage issues and extended councillors an invitation to view it in real time.

The committee were pleased to see the improvements to the service although it was acknowledged that it as the new contractor had only been in place a few months, it would take around a year before all gulleys had been cleaned and more complex problems were likely to take a number of years to fully resolve.

#### **77/16 FORWARD PROGRAMME 2017/18 [Item 14]**

The Joint Committee (Spelthorne) agreed to include the following into their Forward Plan.

- Early Help Hub and related services
- Highways Update
- Economic Development: Impact of traffic flow, retail chains, parking.
- Enhancing Volunteering Opportunities in Spelthorne
- Update from Surrey County Council Cabinet Member for Highways

**The Committee also agreed to invite officers from the Transport Development and Planning team to the next meeting.**

#### **Reasons:**

1. The Committee agree topics for inclusion at each meeting so that members and residents can see what will be discussed in future meetings.
2. The Committee indicated that they would like to follow up on responses given by the TDP team to Questions 1-5 of the Public Written Questions.

#### **78/16 DATE OF NEXT MEETING [Item 15]**

This date may need to be changed due to a diary conflict. The confirmed date will be featured on the website and will be publicised on social media.

Meeting ended at: 21:57

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**Chairman**



**SURREY COUNTY COUNCIL – SPELTHORNE JOINT COMMITTEE**

**OPEN FORUM: INFORMAL QUESTIONS & RESPONSES.**

**6 DECEMBER, 2017**

Mr McCluskey reported that the withdrawn 446 bus service is still being advertised at bus stops. Representatives from Surrey's Strategic Transport Team were in attendance and promised to visit the stops to make sure the information was up to date.

Mr Derek Brooker asked whether in light of the Crossrail and Elizabeth line being completed in around 14 months, a connection bus service would link Staines and Ashford to Heathrow Terminal 4. The Strategic Transport Team said that they would ask Transport for London to update them on their plans.

Mr Seaman stated that he had reported graffiti on a tunnel in Sunbury. As this is a county council matter, he wanted to know how long it would take for this to be addressed. The Area Highways Manager did not have this information to hand but undertook to follow this enquiry up.

