

Agenda

6.30 pm

Monday, 8 October 2018

Council Offices, Knowle Green, Staines-upon-Thames

TW18 1XB



Discussion

- **School Travel Plans**
- **Collaborating on Health and Wellbeing**
- **Highways updates**

You can get involved in the following ways

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 joint committee a question about it. The joint committee provides an opportunity to raise questions, informally, up to 30 minutes before the formal business of the meeting officially starts. If an answer cannot be given at the meeting, it 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 joint 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 Spelthorne and have a local issue of concern, you can petition the joint 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 two weeks before the meeting. You will be asked if you wish to outline your key concerns to the committee and will be given three minutes to address the meeting. Your petition may either be discussed at the meeting or alternatively, at the following meeting.

Attending the Joint Committee meeting

Your Partnership officer is here to help.

Email: gregory.yeoman@surreycc.gov.uk

Tel: 01483 517530

Website: <https://www.surreycc.gov.uk/people-and-community/get-involved/your-local-area/spelthorne>



Follow @SpelthorneJC on Twitter

This is a meeting in public.

Please contact **Gregory Yeoman, Partnership Committee Officer** using the above contact details:

- If you would like a copy of this agenda or the attached papers in another format, e.g. large print, Braille, or another language
- If you would like to attend and you have any **additional needs, eg access**
- If you would like to talk about something in today's meeting or have a local initiative or concern

Surrey County Council Appointed Members

Mr Richard Walsh, Laleham and Shepperton (Chairman)
Mr Robert Evans, Stanwell and Stanwell Moor
Mr Tim Evans, Lower Sunbury and Halliford
Mr Naz Islam, Ashford
Miss Alison Griffiths, Sunbury Common & Ashford Common
Mrs Sinead Mooney, Staines
Ms Denise Turner-Stewart, Staines South and Ashford West

Borough Council Appointed Members

Cllr Ian Beardsmore, Sunbury Common
Cllr Ian Harvey, Sunbury East (Vice-Chairman)
Cllr Maureen Attewell, Laleham and Shepperton Green
Cllr Alfred Friday, Sunbury East
Cllr Joanne Sexton, Ashford North & Stanwell South
Cllr Richard Smith-Ainsley, Laleham & Shepperton Green
Cllr Howard Williams, Ashford Common

Chief Executive
Spelthorne Borough Council
Daniel Mouawad

Chief Executive
Surrey County Council
Joanna Killian

MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE
<p>Those attending for the purpose of reporting on the meeting may use social media or mobile devices in silent mode to send electronic messages about the progress of the public parts of the meeting. Anyone is permitted to film, record or take photographs at council meetings. Please liaise with the council officer listed in the agenda prior to the start of the meeting so that those attending the meeting can be made aware of any filming taking place.</p> <p>Use of mobile devices, including for the purpose of recording or filming a meeting, is subject to no interruptions, distractions or interference being caused to the PA or Induction Loop systems, or any general disturbance to proceedings. The Chairman may ask for mobile devices to be switched off in these circumstances.</p> <p>It is requested that if you are not using your mobile device for any of the activities outlined above, it be switched off or placed in silent mode during the meeting to prevent interruptions and interference with PA and Induction Loop systems.</p> <p>Note: This meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed. The images and sound recording may be used for training purposes within the Council.</p> <p>Generally the public seating areas are not filmed. However by entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.</p>

If you have any queries regarding this, please contact the representative of Community Partnerships Team at the meeting.

Thank you for your co-operation

1 APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2 MINUTES FROM PREVIOUS MEETING

(Pages 9 - 16)

To approve the Minutes of the previous meeting on 23 July 2018 as a correct record.

3 DECLARATIONS OF INTEREST

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter

- (i) Any disclosable pecuniary interests and / or
- (ii) Other interests arising under the Code of Conduct in respect of any item(s) of business being considered at this meeting.

NOTES:

- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest.
- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner).
- Members with a significant personal interest may participate in the discussion and vote on that matter unless that interest could be reasonably regarded as prejudicial.

4 PRESENTATION FROM LEAD SCC CABINET MEMBERS FOR PEOPLE AND PLACE (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN - AGENDA ITEM)

Presentation from SCC Lead Cabinet Members for People and Place on working together with district and borough councils, with a key focus on health and wellbeing.

5 DECISION TRACKER (FOR INFORMATION)

(Pages 17 - 20)

To review any outstanding decisions from the Joint Committee.

6 PETITIONS & PETITION RESPONSES

To receive any petitions in accordance with Standing Order 14.1. Notice must be given in writing or by email to the Community Partnership and Committee Officer at least 14 days before the meeting. Alternatively, the petition can be submitted on-line through Surrey County Council's or Spelthorne Borough Council's e-petitions website as long as the minimum number of signatures has been reached 14 days before the meeting.

7 WRITTEN MEMBER QUESTIONS

To receive any written questions from members under Standing Order 13. The deadline for members' questions is 12 noon four working days before the meeting.

8 WRITTEN PUBLIC QUESTIONS

To answer any questions from residents or businesses within Spelthorne borough area in accordance with Standing Order 14.2. Notice should be given in writing or by email to the Partnership Committee Officer by 12 noon four working days before the meeting.

9 ECO PARK UPDATE (AGENDA ITEM - FOR INFORMATION)

(Pages 21 - 22)

To hear an update on progress with the Eco Park, Charlton Lane.

10 HEATHROW EXPANSION UPDATE (AGENDA ITEM - FOR INFORMATION)

To hear an update on expansion at Heathrow Airport, looking at implications on transport and parking.

11 SPELTHORNE HOMELESS HOSTEL UPDATE (FOR INFORMATION)

To hear an update on progress with the development of the new homeless hostel by Spelthorne Borough Council.

12 HIGHWAYS UPDATE (EXECUTIVE FUNCTION - FOR DECISION)

(Pages 23 - 40)

To receive an update from the Highways Area Team Manager (North East).

13 SCHOOL TRAVEL PLANS (FOR INFORMATION) (Pages 41 - 48)

An update on the status of each School Travel Plan for schools in the Spelthorne Borough, as well as the take-up of activities offered to schools by the county council's Safer Travel and Cycle Training Teams over the last academic year.

14 MEMBERSHIP OF THE SPELTHORNE SAFER STRONGER PARTNERSHIP (SSSP) (FOR INFORMATION)

To note the appointment of Cllr Patel to SSSP.

15 FORWARD PROGRAMME 2018/19 (Pages 49 - 50)

To review the forward programme 2018/19, indicating any further preferences for inclusion.

16 DATE OF NEXT MEETING

To be held on Monday 10 December 2018 at 6.30pm in the Council Chamber, Spelthorne Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB.

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DRAFT

Minutes of the meeting of the
Spelthorne JOINT COMMITTEE
held at 6.30 pm on 23 July 2018
at Council Offices, Knowle Green, Staines-upon-Thames. TW18 1XB.

Surrey County Council Members:

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

Borough / District Members:

- * Cllr Ian Beardsmore
- * Cllr Ian Harvey (Vice-Chairman)
- * Cllr Maureen Attewell
- * Cllr Alfred Friday
- * Cllr Joanne Sexton
- * Cllr Richard Smith-Ainsley
- * Cllr Howard Williams

* In attendance

Spelthorne leisure centre

A record of the representation by residents about the Spelthorne leisure centre consultation is included as an Annex to the minutes.

Open Forum questions

Questions and responses from the informal open forum session are attached as an Annex to the minutes.

17/18 APOLOGIES FOR ABSENCE [Item 1]

No apologies were received.

The Chairman welcomed Cllr Beardsmore to the committee.

18/18 MINUTES FROM PREVIOUS MEETING [Item 2]

The minutes of the meeting held on 19 March 2018 were approved as a correct record.

19/18 DECLARATIONS OF INTEREST [Item 3]

No declarations of interest were received.

20/18 DECISION TRACKER (FOR DECISION) [Item 4]

Declarations of Interest: None

Officers attending: Nick Healey, Area Highways Officer

Petitions, Public Questions, Statements: None.

Resolved:

The Chairman said that he would follow-up with Cabinet members regarding bus services around the south of Heathrow, and would report at the next meeting.

The Area Highways Officer agreed to update the petitioner regarding the feasibility study and other progress on the Wraysbury Road/Staines Lammas pedestrian crossing, and would include the divisional and ward members.

The Area Highways Officer stated that initial work had begun on the drainage survey in Charlton Village and that it was planned to be completed within the current financial year. Cllr Attewell's requests for the work to be prioritised were noted.

The Area Highways Officer agreed to check with the Highway Maintenance Engineer regarding the timing of the gulley works at Crooked Billet.

21/18 PETITIONS & PETITION RESPONSES [Item 5]

Declarations of Interest: None

Officers attending: Nick Healey, Area Highways Manager

Petitions, Public Questions, Statements: One petition was received from Mr Christopher Doe asking for Walton Bridge to be cleaned before 2019/20.

The Petition wording and officer response were included in the agenda pack. Mr Doe did not attend the meeting and there was no discussion.

22/18 WRITTEN MEMBER QUESTIONS [Item 6]

Declarations of Interest: None

Officers attending: Nick Healey, Area Highways Manager

Petitions, Public Questions, Statements: None.

Member Discussion – key points:

One question was received from Cllr Beardsmore, who asked about traffic monitoring at Sunbury Cross.

The wording of the question and the officer response were included in the agenda pack.

The Area Highways Manager confirmed that any data collected by the survey would not become available to Surrey County Council as it had been bought and paid for by a third party.

Cllr Griffiths stated that any concerns about traffic monitoring activity should initially be addressed to divisional members.

23/18 WRITTEN PUBLIC QUESTIONS [Item 7]

Declarations of Interest: None

Officers attending: Nick Healey, Area Highways Manager

Petitions, Public Questions, Statements: Three written questions were received.

A copy of the questions and officer responses were included in the agenda and supplementary agenda packs.

Neither Mr McLuskey nor Mr Hirsh was present at the meeting. Mr Catt had asked about extension of the 20mph limit in Thames Street, Sunbury; he commented that he was concerned about the apparent ineffectiveness of the work that had already been carried out and asked about the installation of speed bumps as a more effective way to slow down the traffic.

Member Discussion – key points:

Members noted the response to Mr McLuskey's question about concerns relating to the expansion of Heathrow.

Regarding Mr Hirsh's question on the application of parking regulations in respect of new developments, it was agreed that Cllr Tim Evans and Cllr Smith-Ainsley would continue the conversation outside the committee to allow proper discussion of the technicalities involved.

The idea of a blanket ban on pavement parking was discussed. The Area Highways Officer explained that the committee could issue a traffic order to implement this but it would need to go through the normal parking review process; implementation would incur costs through signage and the legal process, along with potential issues from associated displacement parking.

The Area Highways Officer indicated that budgets and resources for the current financial year were already fully committed and any new work carried out during that time would mean removing allocated resources from planned work. A better option would be for the committee to consider the possible installation of speed bumps in Sunbury when it prioritises work for 2019/20 in the autumn.

24/18 FUNDING A NEW HOMELESS HOSTEL IN SPELTHORNE (FOR DECISION) [Item 8]

Declarations of Interest: None

Officers attending: David Birley, Housing Strategy Officer, Spelthorne Borough Council

Petitions, Public Questions, Statements: None.

The Officer gave an overview of the situation regarding the review by Government of how rental payments are made for or by individuals in short-term supported housing and the possibility of a ring-fenced grant being issued to Surrey County Council. He confirmed that the proposed new hostel to be built by Spelthorne Borough Council would be situated at Fordbridge roundabout, with opening expected in approximately 18 months.

Member Discussion – key points:

The Officer responded to some specific questions relating to trends in the statistics included in his report, and the number and costs of residential units in the hostel.

The Chairman recognised the County Council's responsibilities towards the wellbeing of residents but stated that the Joint Committee was a sensible forum for looking at the homeless hostel plan in its early stages and ensure that both authorities were kept informed of progress.

It was generally agreed that accommodation in this new hostel should be limited to Spelthorne residents. The Officer recognised the costs of providing C4 accommodation (Houses in Multiple Occupation for three to six people) and explained that this project was a step towards increasing the borough's self-sufficiency in regard to homeless provision and a move away from reliance on private landlords to provide C4 accommodation that proves unpopular with neighbours.

Resolved:

The Spelthorne Joint Committee:

- (i) Noted that funding arrangements for short term supported housing, including those for homeless people, are due to change from 2020/21, with current expectations that Surrey County Council will receive an annual grant to distribute to the eleven boroughs and districts.
- (ii) Noted that Spelthorne Borough Council are actively seeking to build a hostel for single homeless people with a connection to Spelthorne.
- (iii) Agreed that, based on the evidence provided, the provision of a new homeless hostel in Spelthorne is required.
- (iv) Agreed that, subject to a final decision by HM Government on the method of revenue funding from 2020/21, and subject to receiving detail on the conditions which will be attached to that grant funding, that the proposed new hostel in Spelthorne is prioritised for revenue funding.

25/18 SERVICES FOR VULNERABLE PEOPLE (FOR DECISION) [Item 9]

Declarations of Interest: None

Officers attending: Deborah Ashman and Karen Sinclair, Joint Group Heads, Community Wellbeing, Spelthorne Borough Council

Petitions, Public Questions, Statements: None.

The officers gave a presentation describing cuts in services for vulnerable people, how these have affected the community and how Community Wellbeing is addressing the situation. The presentation included two case studies that highlighted problems of numerous agencies being involved in an uncoordinated way and reductions in services meaning that the closest clinics and help centres are too far away to be of practical value.

Cuts to services may impact Spelthorne's work indirectly (eg the closure of sexual health clinics, reduction in housing floating support, or a reduction in local CAMHS provision), directly (eg Continuing uncertainty around funding for Meals on Wheels, Community Centres, Home Improvement Agencies etc), or through a reduction in the County's own services (eg through reduced levels of staffing).

The officers sought to make members aware of the situation and to support a more collaborative approach through for example transparency, long-term planning, adequate notice of service changes to allow suitable planning, and suitable monitoring of the effects gaps in service provision have on individual households.

Member Discussion – key points:

Members thanked the officers for their presentation and the work their team carries out in difficult circumstances. It was hard to say how many individuals would come under the scrutiny of the Community Wellbeing team because they are not rough sleepers but 'sofa surfers' who often stay at one address for a short period of time before moving on. As Spelthorne is on the fringes of London a number of individuals make their way here and increase the numbers of Spelthorne residents, adding to the problem of establishing how many cases originate from within the borough.

Cllr Harvey commented that Spelthorne has an active investment strategy that contributes towards filling the funding gaps and providing the resources to tackle the issues raised.

In response to comments about similar messages of lack of funds being heard from teams at Surrey's Adult Social Care and Children's Centres, and Spelthorne's relative performance against other boroughs and districts in terms of receipt of support, the Chairman asked the Health and Wellbeing Strategic Group to be the main lead on this and to look into the comparative levels of funding.

Cllr Mooney asked about data on teenage pregnancy rates. The officers explained that Public Health hold that information, along with various other statistics that Community Wellbeing makes use of. The Chairman asked to be updated on current teenage pregnancy rates, which he believed were falling.

Resolved:

It was agreed that information about future meetings of the Health and Wellbeing group would be circulated to the members. Cllr Griffiths expressed an interest in shadowing the officers to get a more detailed idea of the day to day issues covered.

26/18 HIGHWAYS UPDATE (EXECUTIVE FUNCTION - FOR DECISION) [Item 10]

Declarations of Interest: None

Officers attending: Nick Healey, Area Highways Manager

Petitions, Public Questions, Statements: None.

Member Discussion – key points:

The Area Highways Manager's report summarised progress to date with the Joint Committee's programme of Highways works in the 2019/19 financial year.

In response to a request for an update on Staines town centre SCOOT the Area Highways Manager explained that surveys of the sensors had been completed and had identified some problems that needed fixing and he was expecting final validation of the system in September. IT and staffing issues that had delayed the review had been resolved, and local members had been kept informed of the situation and revised schedule. There may be some pressure on the allocated £30,000 but the Area Highways Manager would do his best to keep the spend within that limit.

The Area Highways Manager reminded Divisional members that they each have £7500 to spend on local highway maintenance projects and he encouraged them to submit their proposals as soon as possible. Details of the other allowances of £5000 made available to members would be circulated by Cllr Griffiths.

Resolved:

The Joint Committee (Spelthorne):

- (i) Authorised the Area Highway Manager to undertake any necessary statutory procedures to implement the Spelthorne School scheme, including the advertising of a legal notice for a new Zebra Crossing if this were to be the preferred option (paragraph 2.2.3 and refers);
- (ii) Authorised the Area Highway Manager to advertise an appropriate legal order for a new 20mph limit in Laytons Lane, Peregrine Road and Falcon Way, Sunbury, and further to consider any representations in consultation with the Chairman, Vice Chairman and Divisional Member, and if there are no significant objections to make the legal order for the implementation of a new 20mph limit (paragraph 2.2.3 refers);
- (iii) Approved the new bus stop clearway as detailed in paragraph 2.9.1 and Annex C.
- (iv) Authorised 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 for recommendations:

The Spelthorne School feasibility study is now complete. Officers need the necessary authorisation to work with the Divisional Member to implement the scheme.

The 20mph Zone signs in Laytons Lane have no legal backing. Measured traffic speeds would allow for implementation of a 20mph limit in accordance with Surrey County Council's policy for setting speed limits. Funding has been made available by the Divisional Member to implement a new 20mph limit.

A new bus stop clearway is needed in Woodthorpe Road to prevent obstruction of a new bus stop.

Committee is asked to provide the necessary authorisation to deliver its programmes of work in consultation with the Chairman, Vice Chairman and relevant Divisional Member without the need to revert to the Committee as a whole.

27/18 COMMUNITY SAFETY FUNDING (EXECUTIVE FUNCTION - FOR DECISION) [Item 11]

Declarations of Interest: None

Officers attending: Gregory Yeoman, Partnerships Committee Officer

Petitions, Public Questions, Statements: None.

Member Discussion – key points:

The Partnerships Committee Officer explained that only one project had been supported with Spelthorne's Community Safety Funding money in 2017/18, namely the Safe Drive Stay Alive event. The Chairman and Cllr Beardsmore both stated how impressed they were with this annual event and its very engaging and thought-provoking approach to promoting road safety to young drivers and road users.

The deadline for submitting applications for funding support in 2018/19 was 14 September.

Resolved:

The Joint Committee (Spelthorne) agreed that:

- (i) The committee's delegated community safety budget of £3000 for 2018/19 be retained by the Community Partnership Team, on behalf of the Joint Committee, and that the SSSP and/or other local organisations be invited to submit proposals for funding that meet the criteria and principles set out at paragraph 2.4 of this report.
- (ii) Authority be delegated to the Community Safety Manager, in consultation with the Chairman and Vice-Chairman of the Joint Committee, to authorise the expenditure of the community safety budget in accordance with the criteria and principles stated at paragraph 2.4 of this report.
- (iii) The committee receives updates on the project(s) funded, the outcomes and the impact it has achieved.

28/18 REPRESENTATION ON TASK GROUPS AND EXTERNAL BODIES (EXECUTIVE FUNCTION - FOR DECISION) [Item 12]

Declarations of Interest: None

Officers attending: Gregory Yeoman, Partnerships Committee Officer

Petitions, Public Questions, Statements: None.

Member Discussion – key points:

Cllr Harvey stated that Cllr Gething had resigned and there would therefore be a new borough member on the Spelthorne Safer Stronger Partnership board, whose name would be known in September.

The Chairman asked that all task groups give an annual report to the committee, indicating the work and progress that has been achieved for residents.

Resolved:

The Joint Committee (Spelthorne) agreed to the membership and continuation of the task groups and appointments to outside bodies, as detailed at paragraphs 2.1 to 2.9 and Annex 1, except for the appointment of the Borough Council's Cabinet Member for Community Safety which will be confirmed in September by the Council Leader.

29/18 FORWARD PROGRAMME 2017/18 (FOR INFORMATION) [Item 13]

The Forward Plan was noted.

30/18 DATE OF NEXT MEETING (FOR INFORMATION) [Item 14]

The next meeting is scheduled for Monday 8 October 2018 at 6.30pm.

Meeting ended at: 8.45 pm

Chairman

Spelthorne Joint Committee Decision Tracker

This tracker monitors progress against the decisions that the Joint Committee has made. It is updated before each committee meeting.

- Decisions will be marked as 'open', where work to implement the decision is ongoing.
- When decisions are reported to the committee as **complete**, they will also be marked as 'closed'. The Committee will then be asked to agree to remove these items from the tracker.
- Decisions may also be 'closed' if further progress is not possible at this time, even though the action is not yet complete. An explanation will be included in the comment section. In this case, the action will stay on the tracker unless the Committee decides to remove it.

Meeting Date	Item	Decision	Status (Open / Closed)	Officer	Comment or Update

6 Dec 2017	6	To lobby Heathrow Ltd to provide bus services around the south of the airport (Vice Chairman to assert Heathrow's social responsibilities as members' session)	OPEN	Strategic Transport team/ Vice Chairman	<p>Chairman to update on his conversations with Heathrow.</p> <p>Strategic Transport team are awaiting data from LHR on their staff's work journeys to determine if additional services are viable.</p> <p>SBC 10/8/18 - SBC officers engaging regularly with HAL in bi-lateral discussions on Heathrow expansion, and via the Heathrow Strategic Planning Group (both in sub group on Transport sub group and at main meeting). Meetings also taking place at Chief Exec level between SBC and HAL on bus services and wider public transport issues.</p> <p>SCC 12/9/18 - Effectively, there has been little progress with dialogue with Heathrow Airport Ltd. This has been exacerbated by an extensive change of HAL personnel dealing with surface access and their pre-occupation with planning surface access developments in connection with the long-term Heathrow expansion plans.</p> <p>SCC Passenger Transport has been represented at stakeholder workshops considering the airport expansion plans and has made the point that enhancements need to be facilitated now by HAL for bus</p>
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					<p>services from the south side of the campus, in order to establish a better platform on which to build in the future. The need for better services in the short term is also being pursued through the Heathrow Transport Forum.</p> <p>For itself, SCC still has no budgetary capacity to pay for enhanced bus services from the south side</p> <p>Recommend this item remains open for further updates.</p>
6 Dec	8	<p>Written question on parking policy</p> <p>To review comments offered by questioner following written response. (see minutes)</p>	CLOSED	PCO	<p>Following further questions from the resident for the March and July 2018 mtgs (see relevant minutes) and written replies being provided, the chairman recommended that Cllr Tim Evans and Cllr Smith-Ainsley continue the conversation outside the committee to allow proper discussion of the technicalities involved.</p> <p>RECOMMEND this item is removed at next mtg.</p>
19 Mar 2018	6	Examine possibility of strategic review of crossing amenities along Staines Road West.	OPEN	Area Highways Manager	No funding allocated so no progress.
19 Mar 2018	6	Review of flooding issues in Charlton Village and proposal for future additional measures to be taken.	OPEN	Area Highways Manager/ Cabinet Member	Officers are working to develop a solution for implementation this Financial Year 2018-19.

19 Mar 2018	7	Look into possible additional solutions at Crooked Billet: extra overflow ditches.	OPEN	Area Highways Manager	Works on order to create an overflow ditch. 09/18 - The contractor is discussing programing with Highways England and the high pressure pipeline company.
19 Mar 2018	8	Written answer to public question concerning apparent lack of support for bus services in the north of the county.	CLOSED	Strategic Transport Group	Response sent 6/4/18, as follows: "The County Council has recently provided funding support to service 216 to ensure the continuation of the long-standing direct link to Staines from parts of Sunbury and Ashford. Service 555 has been supported by the Council for over 30 years and is part of a portfolio of funding for various bus services in north Surrey. This also includes services 438, 442, 456, 458 and 557, which without this funding would not operate. For example, support from the Council enables bus links from Stanwell area to various points on the Heathrow Airport campus to be maintained, as well as access to major food shops and health care sites." RECOMMEND this item is removed at next mtg.
23 Jul 2018	Open forum	Written response to Mr Want in answer to his question asking what advice the County Council provides to its local authorities who wish to build significant developments on Zone 3 flood plains.	CLOSED	Partnership Committee Officer	A response was sent to Mr Want on 27 July 2018. RECOMMEND this item is removed at the next meeting.

**SURREY COUNTY COUNCIL
SPELTHORNE BOROUGH COUNCIL**

JOINT COMMITTEE (SPELTHORNE)



DATE: 08 OCTOBER 2018

**LEAD OFFICER: RICHARD PARKINSON
WASTE OPERATIONS GROUP MANAGER**

SUBJECT: ECO PARK UPDATE

DIVISION: Lower Sunbury and Halliford

Officer update

The construction of the Eco Park is almost completed and the construction contractor M+W has begun testing the various systems related to the anaerobic digestion and gasification plants. Once the systems have been tested and inspected, the next step will be to import waste to commission the plant. The commissioning process is expected to commence in October/ November 2018.

Once M+W has demonstrated that the plant has met the acceptance criteria, to the satisfaction of the Independent Certifier, it will be handed over to Suez to commence full service operation.

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SURREY COUNTY COUNCIL

JOINT COMMITTEE (SPELTHORNE)

DATE: 8TH OCTOBER 2018

SURREY

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

SUBJECT: HIGHWAYS UPDATE

DIVISION: ALL

SUMMARY OF ISSUE:

This report summarises progress with the Joint Committee's programme of Highways works for the current Financial Year 2018-19.

Committee is asked to agree the strategy for allocation of Joint Committee budgets for next Financial Year 2019-20.

RECOMMENDATIONS:**The Joint Committee (Spelthorne) is asked:**

- (i) To approve the provisional allocation of budgets for 2019-20 as shown in Table 3 below (paragraphs 2.1.7 to 2.1.13 refer);
- (ii) To authorise the advertisement of a legal notice for the relocation of two speed cushions in Clare Road, Stanwell, in support of bus stop improvements at the junction with Bedfont Road, and to consider any representations in consultation with the Chairman, Vice Chairman and Divisional Member and if there are no significant objections to relocate the speed cushions (paragraphs 2.6.1 to 2.6.3 and Annex B refer);
- (iii) To authorise the implementation of a new bus stop clearway at the bus stop in Clare Road at the junction with Bedfont Road (paragraphs 2.6.1 to 2.6.3 and Annex B refer);
- (iv) 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 FOR RECOMMENDATIONS:

Recommendations are made to facilitate development of Committee's 2019-20 Highways programmes, while at the same time ensuring that the Chairman, Vice Chairman and relevant Divisional Members are fully and appropriately involved in any detailed considerations.

A number of changes are proposed to improve bus stop facilities in Clare Road at its junction with Bedfont Road.

Committee is asked to provide the necessary authorisation to deliver its programmes of work in consultation with the Chairman, Vice Chairman and relevant Divisional Member without the need to revert to the Committee as a whole.

1. INTRODUCTION AND BACKGROUND:

- 1.1 Surrey County Council's Local Transport Plan (LTP) aims to improve the highway network for all users. In general terms it aims to reduce congestion, improve accessibility, reduce the frequency and severity of road casualties, improve the environment, and maintain the network so that it is safe for public use.
- 1.2 The Spelthorne Joint Committee has been delegated Highways budgets to be able to contribute to the objectives set out in Surrey County Council's LTP, according to local priorities.

2. ANALYSIS:

2.1 Joint Committee finance

- 2.1.1 The Spelthorne Joint Committee has been delegated Highway budgets in the current Financial Year 2018-19 as follows:
- Committee revenue: £168,182
 - Member revenue: £52,500 (£7,500 per Division)
 - Capital: £36,364
 - Capital under-spend carried forward from 2017-18: £30,500
 - **Total: £287,546**
(2018-19 budget £257,046 plus 2017-18 carry forward £30,500)
- 2.1.2 The funds delegated to the Joint Committee are in addition to funds allocated at a County level to cover various Highways maintenance and improvement activities, including inspection and repair of safety defects, resurfacing, structures, vegetation maintenance, and drainage.
- 2.1.3 In accordance with Committee's authorisation in March 2018, the Area Highway Manager consulted Committee at its informal meeting of April 2018 and allocated the 2018-19 budgets as shown in Table 1 below.

Table 1 Allocation of budgets for 2018-19

Allocation	Amount
Capital to deliver minor ITS schemes and feasibility studies	£36,400
Capital contingency	£30,000
Revenue for day to day maintenance To cover various revenue concerns across the Borough for example: patching and kerb works, minor safety schemes, extra vegetation and drainage.	£168,200
To support the ITS programme or the maintenance programmes according to priorities within each Division	£52,500 £7,500 per Divisional Member.
Re-validation of Staines Town Centre SCOOT region	£30,000 from Parking surplus

Revenue to deliver the Parking Review	£20,000 from Parking surplus
Develop strategic schemes for CIL bids The Area Highways Manager will work with the Leader of Spelthorne Borough Council and the CIL Task Group to develop recommendations for schemes to develop with this allocation.	£18,000 from Parking Surplus <i>subject to agreement of programme of schemes</i>
Total	£355,100 Including £68,000 from Parking Surplus

- 2.1.4 In addition to the regular Highways capital and revenue budgets detailed above Committee is able to make allocations from the parking surplus. The surplus must be spent according to section 55 of the Road Traffic Regulation Act 1984 (<https://www.legislation.gov.uk/ukpga/1984/27/section/55>). Expenditure can cover all types of highway improvement and maintenance. The parking surplus and associated expenditure is detailed in Table 2 below.

Table 2 Parking surplus – financial summary

Surplus	Amount		Expenditure / Allocation	Amount
2013-14	£22,868		Signs & lines maintenance and additional enforcement	£32,000 (Expenditure)
2014-15	£8,407		2017-18 Parking Review implementation	£20,000 (Allocation to be used in 2018-19)
2015-16	£38,577		2017-18 develop strategic schemes for CIL bids	£18,000 (Originally allocated in 2017-18)
2016-17	£36,966		Re-validation of Staines Town Centre SCOOT region	£30,000 (Allocation to be used in 2018-19)
2017-18	£8,500			
Total	£115,318		Total	£100,000

- 2.1.5 Members will observe that the parking surplus account is currently under allocated, and also that monies that were previously allocated have not been spent. Monies from the parking surplus carry over from Financial Year to Financial Year, so the unallocated monies may be held in reserve for future projects.

- 2.1.6 To date there has been no expenditure from the previous allocation from the parking surplus to develop strategic schemes for CIL bids. The spending of

this allocation cannot begin until a programme of potential strategic schemes has been agreed with the Leader of Spelthorne Borough Council, the CIL Task Group and the Joint Committee. The Area Highway Manager is working with the Leader of Spelthorne Borough Council to identify and agree priorities – this work is ongoing.

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

2.1.7 Based on the Medium Term Financial Plan (<https://www.surreycc.gov.uk/council-and-democracy/finance-and-performance/medium-term-financial-plan>) that was agreed by Surrey County Council's Cabinet on 27th March 2018, the Highways budget allocations for the eleven Local and Joint Committees for 2019-20 are expected to be approximately as follows:

- £2,400,000 revenue (split between Committees to be confirmed)
- £810,000 individual Member Highways allocation (£10,000 per Member)
- £400,000 capital (£36,364 per Committee)

2.1.8 If the split of revenue between the Local and Joint Committees were to be the same in 2019-20 as it has been in previous years, Committee might expect revenue and capital Highways budgets as follows:

- £196,000 revenue
- £70,000 individual Member Highways allocation (£10,000 per Member)
- £36,000 capital
- **£302,000 Total**

2.1.10 Committee will be aware that in the context of the current financial challenges faced by the County Council, the Medium Term Financial Plan is likely to be reviewed, and any Highways budgets allocated to Local and Joint Committees may well change. In this context it is recommended that Committee makes provisional allocations of its 2019-20 budgets as detailed in Table 3 below, subject to confirmation of the Medium Term Financial Plan in due course.

Table 3 Recommended provisional allocation of budgets for 2019-20

Allocation	Amount
Capital to deliver minor ITS schemes and feasibility studies	£36,000
Revenue for day to day maintenance To cover various revenue concerns across the Borough for example: patching and kerb works, minor safety schemes, extra vegetation and drainage.	£196,000
To support the ITS programme or the maintenance programmes according to priorities within each Division	£70,000 £10,000 per Divisional Member.
Total	£302,000

- 2.1.12 If the recommended provisional allocation of budgets for 2019-20 were to be approved, over the coming months officers would work with Members to identify priorities for the Member allocations, and would recommend a programme of capital ITS schemes for 2019-20 to Committee at its next meeting in December 2018. The recommended programme of capital ITS schemes would be drawn from the prioritisation list shown in Annex A, which is due to be reviewed and updated in the lead up to December's Committee meeting.
- 2.1.13 It is possible that there will be further parking surplus income during 2018-19, which Committee could allocate to programmes of works in 2019-20, in addition to the regular Highways budgets.

2.2 Joint Committee capital works programme

- 2.2.1 The allocation for Capital ITS schemes is being used to promote capital schemes previously approved by the Joint Committee. In accordance with Committee's authorisation in March 2018, this programme has been decided by the Area Highway Manager in consultation with Committee. Table 4 below summarises progress with this capital programme.

Table 4 Progress with Capital ITS Programme

Location	Proposed works	Cost	Status
Ashford Road	Speed Management measures	£8,000 including contribution from Divisional Member	Detailed design nearing completion in preparation for delivery this Financial Year 2018-19.
Charlton Village	Further feasibility work following the previous traffic and speed management feasibility study.	£5,000 including contribution from Divisional Member	Pedestrian and speed surveys to be undertaken to inform feasibility study, which is due to be published in March 2019.
Laleham Village	Further feasibility work following the previous traffic and speed management feasibility study.	£5,000 including contribution from Divisional Member	Pedestrian surveys to be undertaken to inform feasibility study, which is due to be published in March 2019.
Wraysbury Road near Vicarage Road	New pedestrian refuge island	£10,000 to £20,000 including contribution from Divisional Member	Detailed design complete. Awaiting programme dates for delivery.
Springfield School	Safety improvements	£5,000	Halo beacons now installed at Zebra Crossing. Awaiting programme dates for bollard installation.

Location	Proposed works	Cost	Status
Spelthorne School	Safety improvements	£tbc Developer funding available for implementation	Officers have met with the Divisional Member to identify preferred options. Detailed design in progress.
A308 Staines Road West junction with C233 Chertsey Road and Littleton Road (Black Dog junction)	Pedestrian improvements	£5,000 to 10,000 for feasibility study	Feasibility study in progress.
Laytons Lane	New 20mph limit	£2,000 including contribution from Divisional Member	Complete.
Halliford Road, on the approach to Halliford Village	New VAS	£2,500 including contribution from Divisional Member	Location agreed; awaiting precise quotes for installation.
French Street	Feasibility study for extension of the 20mph Zone	£5,000 including contribution from Divisional Member	Feasibility study in progress. Speed surveys completed.
Total – noting that costs are approximate		Approximately £47,500 to £62,500	

2.2.4 Officers will keep the Chairman, Vice Chairman and appropriate Divisional Member updated as these schemes are delivered, taking decisions as necessary to ensure the programmes are delivered, and cost variations managed

2.3 Joint Committee revenue works programme

2.3.1 Of the £168,000 revenue allocated for day to day maintenance works, approximately £131,000 has been committed to patching of footways and carriageways, and a further £19,900 has been committed to other minor repairs, including kerb repairs, vegetation management, and replacing damaged posts.

2.3.2 Of the £18,000 allocated to develop strategic schemes for CIL bids, there has been no expenditure for the reasons explained above. Monies from the parking surplus do not have to be spent by the end of the Financial Year; they can carry forward indefinitely.

2.3.3 Of the £52,500 Members' allocations, £36,100 has now been committed to various schemes, including contributions to ITS schemes, carriageway patching, vegetation management, new posts and railings. Officers will continue to work with Members to ensure these allocations are invested fully.

2.3.4 The £30,000 allocated to re-validation of the Staines Town Centre SCOOT region will be spent this Financial Year 2018-19. The original intention to complete the revalidation by Spring 2018 has been delayed due to technical issues following the upgrade of the central Urban Traffic Control (UTC) system earlier this year, and also by capacity limitations in the Traffic Signals Team due to vacancies. At the time of writing this report the preparatory work before the re-validation is in progress, and it is anticipated that the re-validation itself will be completed in October 2018.

2.3.5 In preparation for the revalidation a workshop was held with the Traffic Signals Team, Members, and Spelthorne Borough Council officers at the end of April 2018. This workshop identified key congestion points on the network, discussed potential solutions, and also agreed priority movements through the town centre. Since this workshop the Traffic Signals Team have reported the following progress (as of the middle of September), with reference to the diagram in Annex C:

- Annex C contains a rudimentary network diagram. It shows the three detector faults (ringed in yellow). The junctions ringed in green are 'good' and we will continue with assessing and validating some of the essential parameters during September. Those ringed in Red will require additional time to resolve their problems.
- There were previously three operating plans (AM Peak, Off Peak and PM Peak). These had been customised to modify certain parameters, for example to constrain stage lengths and change the status of SCOOT detectors (which means the on-line model of traffic behaviour was at times not derived from the on-street detection). Therefore many of the parameter changes were artificially distorting the SCOOT model. These previous plans will be removed and new plans created for AM Peak, Off Peak, and PM Peak with six spares for anything in connection with network management (events, incidents, etc).
- At J211 (A308 High Street/London Road/C248 Kingston Road) the narrow lanes of the internal reservoirs leads to poor lane discipline across the SCOOT detectors. In the short term two detectors will be remapped as SCOOT filters, which may mitigate the poor lane discipline.
- There is currently an unresolved detector fault at J213. Our contractor has been instructed to rectify this. The intention here is to configure the appearance of Stage C (Phase D from High Street) as a fixed length stage.
- The carriageway has collapsed at the exit from the bus station at J218, which means that the above ground detection will need to be modified to mimic the in-carriageway detection.
- We are going to try a 'composite' link at J218 (A308 South Street/Bus Station Exit/Elmsleigh Car Park). This would be the first in Surrey and we believe it will be beneficial if we can model the link on the entry to the Elmsleigh multi-storey & surface car park as a Composite link in SCOOT. This is because traffic passing over one of the detectors at J213 bifurcates at J218 (ahead for A308 South Street or left Elmsleigh multi-storey & surface car park). This would allow improved modelling of the link counting the two movements correctly and reducing the green time for A308 South Street (when it is not required).

- At J214 (A308 South Street/Bus Station Entry/D3326 Westbrook Road) we are undecided on how to treat the right turn entry to the bus station (we may consider configuring this as another Fixed Stage).
 - At J216 (A308 Thames Street/South Street/B376 Thames Street) the entry link from J214 (A308 South Street/Bus Station Entry/D3326 Westbrook Road) will be modelled as a Flared Link because it has additional lane capacity at the downstream end at J216. The difficulties occur when the queue behaviour varies from cycle to cycle, that is, the lane usage varies or the queue does not consistently extend past the end of the flare. In these cases, it is important to establish a saturation occupancy value which reflects the average behaviour. Also we intend to create another Composite Link for the left turn movement from South Street.
 - At J226 the right turn for the B376 (Phase C) shares the same SCOOT detector as Phase B (incorrectly placed across both lanes). The lane arrows in the right turn lane are indicating straight ahead. We are assuming vehicles are encouraged to use both lanes and merge between the 'standalone' crossing and the stop line. We're assuming the right turn movement varies by time-of-day. We're not sure how to overcome this problem. We may trial re-mapping one of the detectors. This is another one of those 'difficult' links that may be significant and on-street behaviour will be impossible to model in SCOOT.
- 2.3.6 As things currently stand the revalidation project is anticipated to be completed in October 2018. It is expected to be able to update Committee with further progress during this evening's meeting.

2.4 Parking

- 2.4.1 The 2017 review report was presented to Committee in December 2017. The proposals were advertised in April 2018 and the closing date for comments/objections was 4th May 2018. These have been shared with councillors and final decisions made. Detailed design is underway, with implementation expected to be completed in autumn 2018.

Other highway related matters

2.5 Customer services

- 2.5.1 The total number of enquiries received for the six months between January and June 2018 is 91,245, an average of 15,208 per month. This is a 40% increase on the number received during the same period in 2017 and reflects the huge effect of the severe weather and subsequent defects.
- 2.5.2 For Spelthorne specifically, 5,966 enquiries have been received since January of which 2,824 (47%) were directed to the local area office for action, of these 88% have been resolved. This response rate is below the countywide average of 93%.
- 2.5.3 For the first half of 2018, Highways received 162 Stage 1 complaints (down 18% from 2017) of which 16 were for the Spelthorne area. In addition four have been escalated to stage 2 of the complaints process where the service was found to be at fault in one of these.

2.6 Major schemes

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- 2.6.1 The different elements of the **Wider Staines Sustainable Transport Package (STP)** scheme are progressing. The construction of the Town Lane shared cycle route is now complete from the Tesco junction to High Street. Construction of the Stanwell Moor Road route has now started.
- 2.6.2 Improvements are due to be made to the bus stops in and around Stanwell including providing bus shelters and real-time passenger information screens. In this context Annex B details improvements to the bus stop in Clare Road at its junction with Bedfont Road. These including movement of two speed cushions and the introduction of a new bus stop clearway, both of which need Committee approval. Recommendations have been made to facilitate these changes.
- 2.6.3 Further information on the Wider Staines STP scheme is published on our website here <https://www.surreycc.gov.uk/roads-and-transport/policies-plans-consultations/major-transport-projects/spelthorne-major-transport-schemes>.
- 2.6.4 Officers are preparing a briefing note to summarise the findings of the **Walton to Halliford Transport Study**, in preparation for a meeting with the Member Task Group in autumn 2018. The aim of this meeting would be to review the findings of the study and agree what, if any, schemes should be promoted on the basis of the available evidence.

2.7 Centrally funded maintenance

- 2.7.1 Operation Horizon reports for 2018-19 are available on the Surrey County Council website. These reports list road that are due to be treated in the current Financial Year 2018-19. Also on the same page of the Surrey County Council website is the latest information regarding the Winter Damage programme, and lists of roads for consideration for future Financial Years or the Horizon programme. For more information please see here: <https://www.surreycc.gov.uk/roads-and-transport/highways-information-online/horizon-highway-maintenance-investment-programme>.

2.8 Road safety

- 2.8.1 There was no update at the time of writing.

2.9 Passenger Transport

- 2.9.1 No update at the time of writing.

2.10 Other key information, strategy and policy development

- 2.10.1 Officers are reviewing the Spelthorne Local Transport Strategy in preparation for presentation of the revised forward programme to Committee in December 2018, for consultation and approval.
- 2.10.2 The Cold Weather Plan sets out the Winter Service for treating the Highway in order to prevent ice from forming (precautionary salting), melt ice and snow that has already formed (post salting), and removal of snow in a snow event. As in previous years, members will be sent an electronic copy of the 2018-19 Cold Weather Plan along with links to revised 2018-19 gritting routes prior to the commencement of the Winter Season. County Councillors can request and

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pay for new grit bins, or extension of use of an existing grit bin, by contacting the Maintenance Engineer, who will advise.

3. OPTIONS:

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

4. CONSULTATIONS:

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

5. FINANCIAL IMPLICATIONS:

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

6. WIDER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	A well-managed highway network can contribute to reduction in crime and disorder as well as improve peoples' perception of crime.
Equality and Diversity	It is an objective of Surrey Highways to take account of the needs of all users of the public highway.
Localism (including community involvement and impact)	The Joint Committee prioritises its expenditure according to local priorities.
Sustainability (including Climate Change and Carbon Emissions)	No significant implications arising from this report.
Corporate Parenting/Looked After Children	No significant implications arising from this report.
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report.
Public Health	No significant implications arising from this report.

7. CONCLUSION AND RECOMMENDATIONS:

- 7.1 This Financial Year's programmes are being delivered.
- 7.2 Members are asked to approve the strategy for spending next Financial Year's budgets.

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- 7.3 Recommendations are made to facilitate bus stop improvements in Clare Road at its junction with Bedfont Road.
- 7.4 Members are encouraged to work with Officers to identify individual schemes for next Financial Year's Divisional Programmes.

8. WHAT HAPPENS NEXT:

- 8.1 The Area Team Manager will work with Divisional Members, the Chairman and Vice-Chairman to deliver this Financial Year's Divisional Programmes, and to identify individual schemes for next Financial Year's programme of investment.
- 8.2 The Area Highway Manager will continue to work with the Leader of Spelthorne Borough Council, the CIL Task Group, and the Joint Committee, to agree priorities for a programme of strategic schemes to be developed by the Joint Committee in preparation for possible future CIL bids.

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

Consulted: N / A

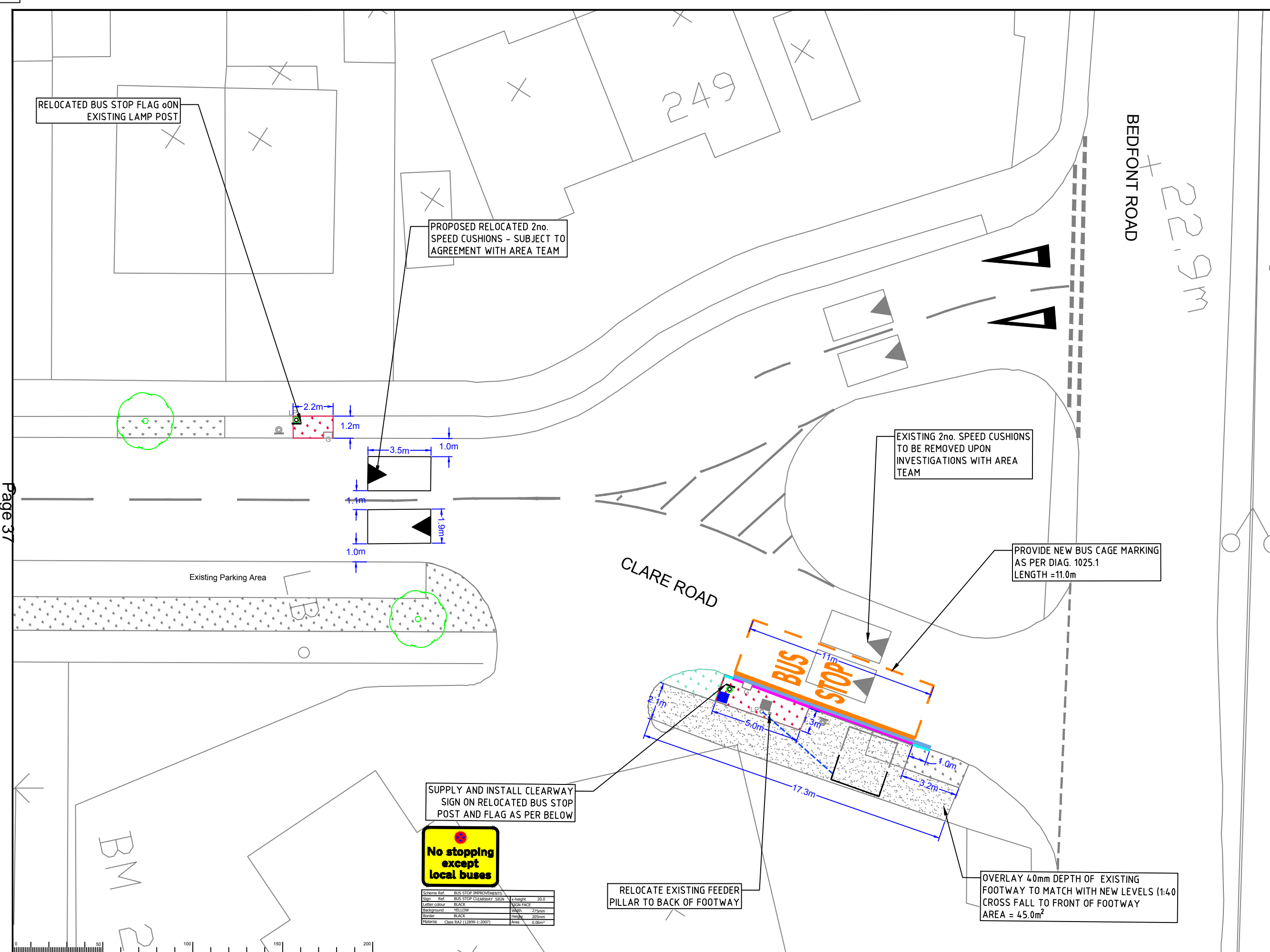
Annexes: 3

Sources/background papers: None

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SPELTHORNE LTP SCHEMES RANKING - SEPT 2017				Congestion						Accessibility							Safety									Environment					Economy								
			Developer funding	15%					Con. Score	Wgt'd. Adj.	15%					Acc. Score	Wgt'd. adj.	35%							Safety Score	Wgt'd. Adj.	15%				Env. Score	Wgt'd. Adj.	20%	Econ. Score	Wgt'd. Adj.	FINAL SCORE	Cost	Benefit/ Cost	
Rank	Scheme / Title	County Division	£(k)	Vehicle delay impact	Traffic growth impact	Support travel plan	Technological congestion management	Parking management		15%	Improve mobility for impaired	Promote public transport	Encourage walking	Reduce community severance	Encourage cycling		15%	Reduce KSI	Reduce child KSI	Reduce slight casualties	Reduce vehicle speeds	Support safe routes to school	Improve street lighting	Reduce fear of crime		35%	Improve streetscene inc. reducing tipping	Reduce vehicle CO2 emissions	Reduce traffic noise	reduce HGV impact		15%	Aligns with planned maintenance	Supports local economy		20%		£(k)	
1	Introduce a one way system for vehicles to access Town Tree flats in Ashford.	Ashford		0	0	0	0	0	0.00	0.00	0	0	0	0	0	0.00	0.00	3	3	4	0	0	0	0	10.00	350.00	0	0	0	0	0.00	0.00	0	0	0.00	0.00	350.00	20	17500.000
2	Feltham Hill Road near Woodlands Parade - new pedestrian crossing	Ashford & Sunbury Common and Ashford Common	20	0	0	2	0	0	2.00	30.00	3	0	4	4	0	11.00	165.00	0	0	0	0	2	0	0	2.00	70.00	0	0	0	0	0.00	0.00	0	2	2.00	40.00	305.00	20	15250.000
3	Indicative right turn aspect at Station Road / Church Road / Knapp Road	Ashford		1	0	0	0	0	1.00	15.00	0	0	0	0	0	0.00	0.00	0	0	2	0	0	0	2.00	70.00	0	0	0	0	0.00	0.00	0	0	0.00	0.00	85.00	10	8500.000	
4	Thameside closure (prohibition of traffic)	Shepperton and Laleham		0	0	0	0	0	0.00	0.00	1	0	0	0	2	3.00	45.00	0	0	1	0	0	0	1.00	35.00	4	2	0	0	6.00	90.00	0	2	2.00	40.00	210.00	30	7000.000	
5	Lower Hampton Road, road safety scheme (Now complete)	Lower Sunbury		0	0	0	0	0	0.00	0.00	0	0	0	0	0	0.00	0.00	0	0	2	1	0	0	3.00	105.00	0	0	0	0	0.00	0.00	0	0	0.00	0.00	105.00	15	7000.000	
6	Worple Road, Staines, Pedestrian Crossing (Feasibility / detailed design complete)	Staines South and Ashford West		-2	0	2	0	0	0.00	0.00	3	2	4	3	0	12.00	180.00	0	0	1	1	3	0	5.00	175.00	-1	-1	0	0	-2.00	-30.00	0	0	0.00	0.00	325.00	20	16250.000	
7	Edinburgh Drive Parade One Way	Staines South and Ashford West		0	0	0	0	2	2.00	30.00	0	0	0	0	0	0.00	0.00	0	0	0	0	2	0	2.00	70.00	-2	1	0	0	-1.00	-15.00	0	0	0.00	0.00	85.00	15	5666.667	
8	Pedestrian improvements in Halliford Road (Feasibility / detailed design complete)	Lower Sunbury and Halliford		0	0	0	0	0	0.00	0.00	1	1	2	1	0	5.00	75.00	0	0	0	0	1	0	1.00	35.00	0	0	0	0	0.00	0.00	0	0	0.00	0.00	110.00	20	5500.000	
9	HGV following on from the Boroughwide Freight Study (per scheme)	All wards		1	0	2	2	0	5.00	75.00	1	0	1	1	1	4.00	60.00	0	0	1	0	0	0	1.00	35.00	0	0	2	4	6.00	90.00	1	-1	0.00	0.00	260.00	50	5200.000	
10	Long Lane jw Bedfont Road - Concerns for safety and HGV manouvres	Stanwell and Stanwell Moor		0	0	0	0	0	0.00	0.00	0	0	0	0	0	0.00	0.00	0	0	2	2	1	0	5.00	175.00	0	0	0	0	0.00	0.00	0	0	0.00	0.00	175.00	35	5000.000	
11	London Road j/w Fairfield Avenue pedestrian facilities	Staines		-2	0	2	0	1	1.00	15.00	3	2	4	4	1	14.00	210.00	0	0	0	1	2	0	3.00	105.00	1	0	0	0	1.00	15.00	1	2	3.00	60.00	405.00	100	4050.000	
12	HGV signs from M25 J13 to Heathrow - link to freight study	Stanwell and Stanwell Moor		2	0	0	1	0	3.00	45.00	0	0	0	0	0	0.00	0.00	0	0	1	0	0	0	1.00	35.00	0	1	0	0	1.00	15.00	0	0	0.00	0.00	95.00	25	3800.000	
13	Feltham Road - HGV mitigation inc traffic calming, ped crossing near Verona Court, road surface improvement and iron work relocation - Also speed management in response to residents' concerns over the speed of traffic and consequent risk of casualties	Ashford		-1	-2	0	0	0	-3.00	-45.00	0	2	1	1	1	5.00	75.00	0	0	5	3	1	0	9.00	315.00	0	1	2	2	5.00	75.00	0	1	1.00	20.00	440.00	150	2933.333	
14	Town Lane S-Bends - casualty reduction, pedestrian accessibility and cycle route from A30 into Stanwell connecting to Heathrow (Now complete)	Stanwell and Stanwell Moor	90	0	0	0	0	0	0.00	0.00	2	0	2	0	0	4.00	60.00	0	0	3	2	0	0	5.00	175.00	-1	0	0	0	-1.00	-15.00	1	0	1.00	20.00	240.00	90	2666.667	
15	Clare Road junction with Hadrian Road - review mini roundabout	Stanwell and Stanwell Moor		0	0	0	0	0	0.00	0.00	0	0	0	0	0	0.00	0.00	0	0	1	1	1	0	3.00	105.00	0	0	0	0	0.00	0.00	0	0	0.00	0.00	105.00	40	2625.000	
16	A244 Upper Halliford Road Pedestrian Improvements	Lower Sunbury and Halliford		-2	0	2	0	0	0.00	0.00	3	2	4	5	0	14.00	210.00	0	0	0	1	3	0	4.00	140.00	-2	-1	0	0	-3.00	-45.00	0	0	0.00	0.00	305.00	150	2033.333	
17	Fordbridge Road cycle facilities connecting from Marshall's RAB	Lower Sunbury and Halliford		0	2	2	0	0	4.00	60.00	2	0	2	2	4	10.00	150.00	0	0	1	1	2	0	4.00	140.00	0	1	0	0	1.00	15.00	0	2	2.00	40.00	405.00	200	2025.000	
18	Cadbury Road - HGV mitigation inc traffic calming, ped crossing near Meadhurst, road surface improvement and iron work relocation	Ashford & Sunbury Common and Ashford Common		-1	-2	0	0	0	-3.00	-45.00	0	0	2	1	2	5.00	75.00	0	0	3	3	1	0	7.00	245.00	1	1	1	2	5.00	75.00	0	-1	-1.00	-20.00	330.00	180	1833.333	
19	A308/ B378 School Road junction improvement (Detailed design complete)	Ashford & Sunbury Common and Ashford Common		2	0	1	3	0	6.00	90.00	4	0	4	4	4	16.00	240.00	0	0	1	0	2	0	3.00	105.00	1	2	1	0	4.00	60.00	2	1	3.00	60.00	555.00	350	1585.714	
20	Church Road jw Stanwell Road replace stand alone crossings with signals at junction	Staines South & Ashford West and Stanwell & Stanwell Moor		2	2	2	2	0	8.00	120.00	2	0	2	0	2	6.00	90.00	0	0	0	1	2	0	3.00	105.00	1	1	0	0	2.00	30.00	0	1	1.00	20.00	365.00	250	1460.000	
21	Staines Road East cycle facilities	Lower Sunbury and Halliford		0	2	2	0	0	4.00	60.00	2	0	2	0	4	8.00	120.00	2	0	1	1	2	0	6.00	210.00	0	1	0	0	0.00	0.00	0	2	2.00	40.00	430.00	300	1433.333	
22	Cadbury Road junction with Chertsey Road - pedestrian facilities (Feasibility study complete)	Ashford & Sunbury Common and Ashford Common		0	0	2	2	0	4.00	60.00	3	0	4	4	2	13.00	195.00	1	0	1	0	3	0	5.00	175.00	0	2	0	0	2.00	30.00	0	2	2.00	40.00	500.00	400	1250.000	
23	Stanwell Moor Road junction with Park Road pedestrian facilities (To be considered as part of Wider Staines STP Phase 1)	Stanwell and Stanwell Moor		1	0	0	0	0	1.00	15.00	2	2	2	1	1	8.00	120.00	0	0	0	0	0	0	0.00	0.00	0	0	0	0	0.00	0.00	0	1	1.00	20.00	155.00	150	1033.333	
24	Stanwell Moor Road / Park Road HGV U-turn facility	Stanwell and Stanwell Moor		0	0	0	0	0	0.00	0.00	0	0	0	0	0	0.00	0.00	0	0	0	0	0	0	0.00	0.00	-3	0	0	5	2.00	30.00	0	2	2.00	40.00	70.00	75	933.333	
25	Feltham Hill Road jw School Road / Convent Road - improved pedestrian facilities	Ashford		0	0	2	2	0	4.00	60.00	3	0	4	4	0	11.00	165.00	0	0	0	0	3	0	3.00	105.00	0	0	0	0	0.00	0.00	0	2	2.00	40.00	370.00	400	925.000	
26	Bedfont Road - widen road - especially between Long Lane and Beacon Road - Possible joint scheme with Hounslow	Stanwell and Stanwell Moor		0	0	0	0	0	0.00	0.00	0	0	0	-2	0	-2.00	-30.00	0	0	0	-2	0	0	-2.00	-70.00	0	0	0	0	0.00	0.00	0	0	0.00	0.00	-100.00	200	-500.000	
	Not scored yet																																						
	French Street - extend 20mph northwards and improved pedestrian / cycle crossing at Hawke Park	Lower Sunbury and Halliford																																				50	
	Link from Hawke Park cycle route to Green Lane Toucan	Lower Sunbury and Halliford																																				25	
	Extend Thames Street 20mph Zone into The Avenue	Lower Sunbury and Halliford																																				50	
	Introduce traffic signals at Fordbridge Roundabout	Ashford																																				300	
	Charlton Road jw New Road roundabout	Laleham and Shepperton																																				500	
	Improved pedestrian crossing in Clockhouse Lane near Parkland Road	Ashford																																				150	
	A308 / A244 Staines Road West / Windmill Road / Cadbury Road pedestrian improvements (Feasibility study complete)	Ashford & Sunbury Common and Ashford Common																																				150	
	Ashford Road Speed Management (Feasibility study complete)	Staines / Staines South and Ashford West																																				20	
	Laleham Village speed and traffic management (Feasibility study complete)	Laleham and Shepperton																																					

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NOTES

- All dimensions are given in metres unless otherwise stated.
- Footway widths vary with location and are specified elsewhere in the contract documents.
- Construction materials
Surface course - AC 6 dense surf 100/ 150 to Clause 1105, BS EN 13108-1 and BSI PD 6691 Annex B. Void content 9% max, 2% min.
Binder course - AC 20 dense bin 100/ 150 rec. to Clause 1105, BS EN 13108-1 and BSI PD 6691 Annex B. Void content 8% max, 2% min.
Sub-base - To comply with clause 803, or asphalt arising to clause 807. To be transported, laid and compacted to clause 802. A proprietary weed killer approved by the engineer shall be applied to the surface of the sub-base in accordance with the manufacturers instructions.
The use of cold mix, foamed bitumen recycled material is permitted subject to the approval of the Implementation Engineer.

KEY

- Proposed Bin Location
- Existing Bin Location
- Proposed HB2 Transition Kerb
- Proposed HB2 Kerb (140mm high)
- Remove Existing Channel
- New HB2 Kerbs (varying upstand)
- Remove Existing Kerbs
- Proposed Electrical Duct
- Proposed Concrete Edging
- Existing Bench to be removed
- Proposed Carriageway
- Proposed Footway Overlay
- New Verge from Carriageway
- Re-profile Existing Verge
- New Footway from Verge
- Existing Verge
- Proposed Footway from Verge
- Supply/Install new slabs
- Carriageway Resurface
- New Quadrant(QHB) for HB kerbs
- New Bus Shelter
- Existing bollard
- Proposed bus stop post/flag
- Existing bus stop post/flag

SAFETY, HEALTH AND ENVIRONMENTAL INFORMATION

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

CONSTRUCTION:

MAINTENANCE/CLEANING:

USE:

DECOMMISSIONING/DEMOLITION:

It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement.

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

North Point

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Surrey County Council LA 076872 2002.

Drawn by: EQ, Date: 10/07/18
Checked by: EQ, Date:
Approved by: DD, Date:

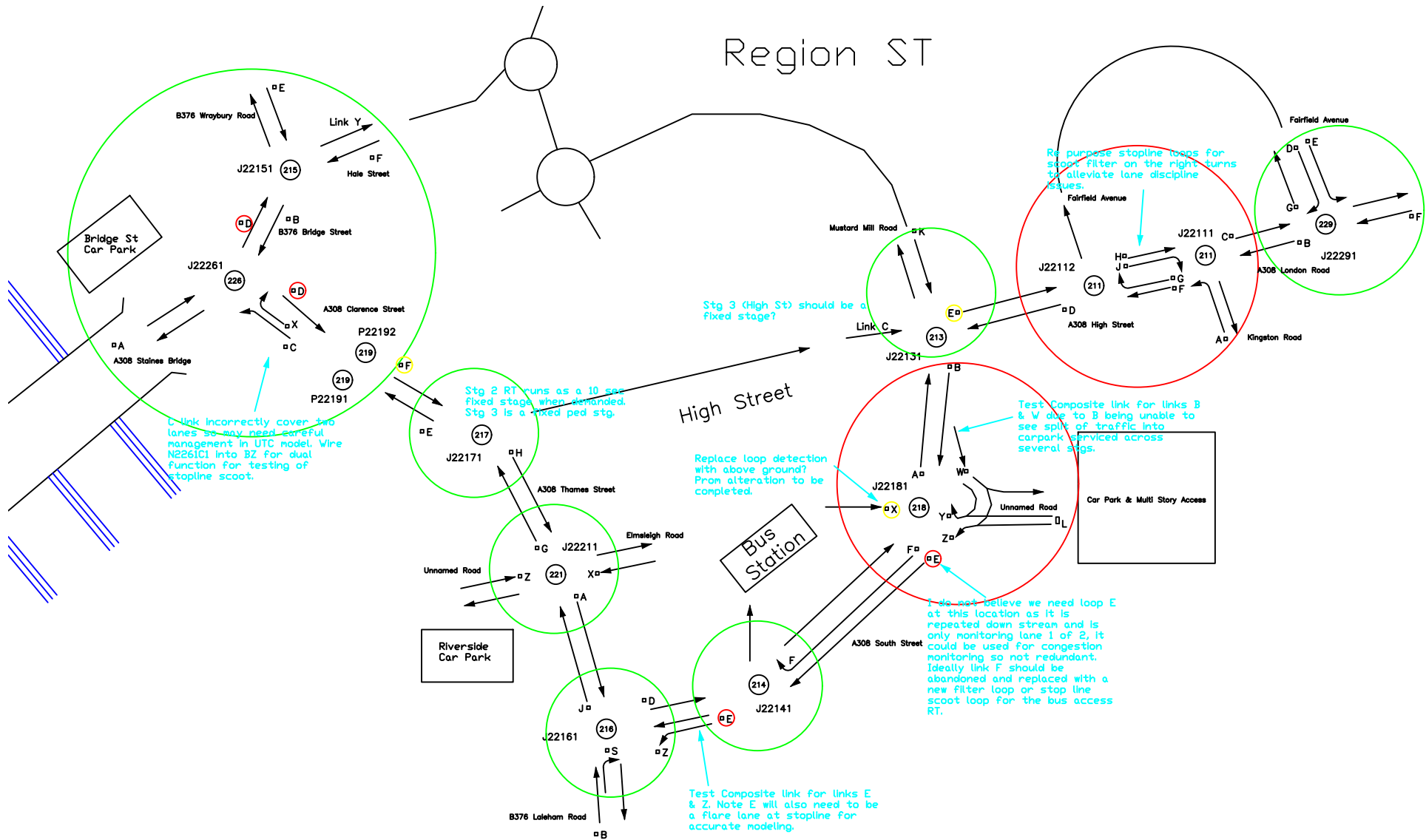
Project: WIDER STAINES STP
BUS STOP IMPROVEMENTS
Clare Road near Bedfont Road

SHEET 1 OF 1

SURREY COUNTY COUNCIL
Surrey's Strategic Transport for Surrey

Project No: SP0012.6
Contract Sheet No: 1011
Drawing No: BS-011
Rev: A
Classification: DETAILED DESIGN

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**SPELTHORNE BOROUGH COUNCIL AND
SURREY COUNTY COUNCIL**



SPELTHORNE JOINT COMMITTEE

DATE: 8 October 2018

LEAD OFFICER: Rebecca Harrison – Safer Travel Team Leader, Surrey County Council

SUBJECT: SCHOOL TRAVEL PLANS – ANNUAL PROGRESS REPORT

AREA(S) AFFECTED: ALL

SUMMARY OF ISSUE:

A School Travel Plan sets out objectives and actions that the school will undertake to improve road safety and promote sustainable travel modes to reduce reliance on the car. Since 2017 the county council's Safer Travel Team have promoted a new national online system called Modeshift STARS www.modeshiftstars.org which provides an online template and supporting materials for schools to create a School Travel Plan.

This report provides an update on the status of each School Travel Plan for schools in the Spelthorne Borough, as well as the take up of activities offered to schools by the county council's Safer Travel and Cycle Training Teams over the last academic year. It also highlights those schools that have expanded and are currently in breach of their planning obligations because they have not yet completed an accredited School Travel Plan.

RECOMMENDATIONS:

The Spelthorne Joint Committee is asked to note that:

- (i) The county council's Safer Travel Team will continue to encourage and support all Surrey's expansion schools to complete and maintain their School Travel Plan using the online Modeshift STARS system.
- (ii) From 2018/19, the Safer Travel Team will also encourage all Surrey's schools to create a School Travel Plan using the online Modeshift STARS accreditation system. This will involve promotion and the offer of training and support to all schools.
- (iii) Members are invited to assist by encouraging schools to sign up to Modeshift STARS, and to take up the activities offered by the Safer Travel and Cycle Training Teams to improve road safety and encourage sustainable travel.

REASONS FOR RECOMMENDATIONS:

Successful implementation of School Travel Plans will lead to improvements in road safety and more sustainable travel on school journeys. This will reduce congestion, improve air quality, and active travel will improve the health of children.

1. INTRODUCTION AND BACKGROUND:

What is a School Travel Plan

- 1.1 A School Travel Plan sets out objectives and actions that the school will undertake to improve road safety and promote sustainable travel modes to reduce reliance on the car. This is achieved through education, training and encouragement, and can also be supported through highway engineering improvements, and enforcement. This has long-term health benefits, reduces air pollution and traffic congestion, and helps children arrive at school awake, refreshed and ready to learn.
- 1.2 The Travel Planning Strategy forms part of the Surrey Local Transport Plan and notes:

“The county council acknowledges that increasing the proportion of school children that are walking and cycling to school potentially increases the number of vulnerable road users. However, investment in pedestrian and cycle training, as well as initiatives such as the walking bus, can help to reduce the risk of child casualties on the school journey. Furthermore, school travel planning measures can contribute to a reduction in the number of vehicles on the road, particularly in the immediate vicinity of schools, which can also reduce the instances of conflict between pedestrians and cars at busy times of the day.”

What is Modeshift STARS?

- 1.3 Since 2017 the county council's Safer Travel Team have promoted a new national online system called Modeshift STARS www.modeshiftstars.org. This system is supported by the Department for Transport. The Modeshift STARS website provides an online template and supporting materials for schools to create a School Travel Plan. It also provides automated alerts to the School Travel Plan Champion within each school to remind them when monitoring and updates are required. Appendix 1 shows the list of activities and interventions that schools can choose to undertake to achieve their accreditation.
- 1.4 Once a School Travel Plan is completed and verified by county council officers, the school is presented with a nationally recognised Bronze, Silver or Gold award. For example the photos below show Cabinet Members Colin Kemp and Mary Lewis presenting the Modeshift STARS Bronze awards to Hythe School in Runnymede and New Monument Primary Academy, Woking, in July 2018. The system motivates and assists schools to complete their School Travel Plan and ensures that plans are monitored, updated and completed to a high, verifiable standard. Within Surrey, so far there are 30 schools that have achieved Bronze level awards.



www.surreycc.gov.uk/spelthorne

School Travel Planning at Expansion Schools

- 1.5 The schools expansion programme was implemented as a result of the increased birth rate in Surrey and thus the need for more school places. Since the academic year 2012/13 the county council has provided approximately 16,000 new school places with an expansion programme being implemented at most state maintained schools across the county right through to the year 2021. For the majority, School Travel Plans form part of the planning conditions schools must discharge before expansion is granted. There is also a requirement for these expansions to be monitored for a further five years (which is the same as other types of property development).
- 1.6 Over the last year the Safer Travel Team have been encouraging expansion schools to create their School Travel Plans using the online Modeshift STARS system and have provided training and guidance to achieve this. Over the new academic year the team will begin proactively inviting all schools to develop a school travel plan using Modeshift STARS and will be offering training and support to assist in this.

2. ANALYSIS:

- 2.1 The table in Appendix 2 shows the status of each School Travel Plan in Spelthorne's Schools at the end of the 2017/18 academic year, as well as the take up of activities provided by the county council's Safer Travel and Cycle Training Teams over the 2017/18 academic year. It also highlights those schools that have expanded and whether they have yet completed an accredited School Travel Plan. The activities provided by the county council's Safer Travel and Cycle Training Teams include:

- Reception: Road Safety Play Box – Toys and games related to traffic or road safety.
- Golden Boot Challenge – Month long inter-class competition in June involving whole school to improve levels of sustainable travel.
- Living Streets Walk Once a Week (WOW) campaign. This is a year-long challenge for the whole school to increase walking levels and is delivered by the charity Living Streets with funding provided from the Department for Transport Access Fund targeted at 60 schools in Surrey over three years.
- Pedals – Bike and scooter playground training for years 1 & 2 (ages 5 to 7).
- Bikeability Learn to ride – training for any age to start riding a bike.
- Bikeability Levels 1, 2 – National standard cycle instruction (on and off road) for years 4 to 6 (ages 8 to 11).
- School Speed Watch – Roadside education for speeding drivers by school children.
- ECO Schools and Ashden Award – Award scheme for schools that complete Eco and Sustainable challenges in a variety of topics including transport.

- Park Smart – Student-led parking “enforcement” using a polite notice left on cars to encourage considerate parking by parents, carried out in conjunction with local police.

2.2 For the current academic year 2018/19 the Safer Travel Team will be offering the following additional activities to schools:

- Schools Air Quality Project –a programme of educational measures for schools who are in or near to an air quality management area. This programme began in September 2018 and is funded by DEFRA. The project includes Theatre in Education drama workshops, a media campaign, curriculum resources and subsidised cycle training.
- A pedestrian training course will be piloted in the autumn term and then offered to schools for a fee (that will be passed on to parents) so that the service will be self-funding.
- Theatre in Education – road safety drama workshop about travelling to school independently and dealing with distractions and the impact of road traffic incidents.

2.3 It can be seen from the data in Appendix 2 that Spelthorne has 21 primary schools and 6 secondary schools. Of these, 5 primary schools and one secondary school have expanded. Of these the following schools have yet to fully complete an accredited School Travel Plan:

- Hawkedale Infant School
- Saxon Primary School
- Sunbury Manor Secondary School

2.4 It is possible the above schools are undertaking a number of road safety and sustainable travel activities, but these have not been detailed, and monitored within a School Travel Plan. Consequently these schools are currently in breach of their planning obligations and they have been advised of this by the county council’s Planning Enforcement Officers. They have been advised that any future planning applications associated with the school are likely to be refused if they do not complete a School Travel Plan.

3. OPTIONS:

- 3.1 The Safer Travel Team will continue to encourage and support all Surrey’s expansion schools to complete and maintain their School Travel Plan using the online Modeshift STARS system.
- 3.2 From 2018/19, the Safer Travel Team will also encourage all other schools in Surrey to create a School Travel Plan using the online Modeshift STARS system. This will involve promotion and the offer of training and support to all schools.
- 3.3 Members are invited to assist by encouraging schools to sign up to Modeshift STARS, and to take up the activities offered by the Safer Travel Team to improve road safety and encourage sustainable travel.

4. CONSULTATIONS:

- 4.1 The county council's Safer Travel Team work closely with the county council's Schools Expansion Team and Transport Development Planning officers to support schools to complete their School Travel Plans. The team are in regular contact with Surrey's schools to offer a range of training and interventions to support road safety and sustainable travel.

5. FINANCIAL IMPLICATIONS:

- 5.1 Promotion of sustainable travel to school helps reduce congestion on Surrey's road network at peak times and helps improve the local economy by improving journey time reliability and commuting times for businesses.

6. WIDER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	No significant
Equality and Diversity	Set out below
Localism (including community involvement and impact)	Set out below
Sustainability (including Climate Change and Carbon Emissions)	Set out below
Corporate Parenting/Looked After Children	No significant implications
Safeguarding responsibilities for vulnerable children and adults	Set out below
Public Health	Set out below

Equality and Diversity

The interventions which promote road safety and sustainable travel may not be suitable for everyone in the school community due to cultural, mobility and learning differences. In these circumstances the team endeavour to tailor the interventions or offer alternatives to meet individual needs.

Localism

The school community, local residents and businesses are negatively affected by traffic associated with the school journey. School Travel Plans are important tool to mitigate the effects of school traffic and demonstrate to residents and business owners that the school and county council is taking action to decrease congestion, road danger and pollution, which is especially important at schools that have expanded.

Sustainability implications

Supporting school communities to deliver and promote sustainable transport can reduce levels of congestion, pollution. Increased level of sustainable travel can reduce the financial implications of congestion upon the local economy by reducing commute times.

Safeguarding responsibilities for vulnerable children and adults implications

Surrey County Council gives schools and parents discretion to exclude pupils from events and activities promoting sustainable travel through the Travel Plan if reasonable steps cannot be taken to safeguard vulnerable children or adults.

Public Health implications

Increased sustainable and active travel to school can positively tackle obesity and other related illnesses. Studies suggest that travelling to school actively can improve mental wellbeing and improve concentration levels at school.

7. CONCLUSION AND RECOMMENDATIONS:

- 7.1 A School Travel Plan sets out objectives and actions that the school will undertake to improve road safety and promote sustainable travel modes to reduce reliance on the car. Since 2017 the county council's Safer Travel Team have promoted a new online system called Modeshift STARS www.modeshiftstars.org which provides a template and supporting materials to help schools create and update their School Travel Plans.
- 7.2 Over the last year the Safer Travel Team have focussed their resources on encouraging expansion schools to create their School Travel Plans using the online Modeshift STARS system. Over the new academic year the team will begin proactively inviting all other schools to develop a School Travel Plan using Modeshift STARS and will be offering training and support to schools to assist in this.
- 7.3 Members are invited to assist in the above by encouraging schools to sign up to Modeshift STARS, and to take up the activities offered by the Safer Travel Team to improve road safety and encourage sustainable travel.

8. WHAT HAPPENS NEXT:

- 8.1 The Safer Travel Team will proactively contact all schools in September to invite them to complete a school travel plan and to take up sustainable travel and road safety initiatives offered by the Safer Travel and Cycle Training Teams.

Contact Officer:

Rebecca Harrison – Safer Travel Team Leader 01483 517515

Appendices:

- Appendix 1: Modeshift STARS list of interventions
Appendix 2: Summary of School Travel Plans and Interventions in Spelthorne Schools During Academic Year 2017/18

Background papers:

Travel Planning Strategy, Surrey County Council – 2010
School Travel Strategy, Surrey County Council - 2012
Travel Plan Good Practice Guide, Surrey County Council - 2018



THE NATIONAL SCHOOL TRAVEL AWARDS

Walking & Scooting

- W1 Living Streets WOW Campaign
- W2 Living Streets Free Your Feet campaign delivered
- W3 Local Walking Reward Scheme
- W6 Living Streets Walk to School Week
- W7 Walk to school month
- W8 5 / 10 Minute walking zone in place
- W9 Educational / Curriculum Walks
- W10 Walking bus in place
- W15 Using Walking Bus App
- W11 Walking trips
- W12 Scooter storage installed
- W13 Scooter club
- W14 Active travel breakfast
- W19 Parent shelter installed
- W25 Secure buggy storage installed
- W16 - 18 Other walking/scooting initiative

Cycling

- C1 Dr Bike/cycle maintenance sessions
- C2 Cycle parking installed
- C3 Bikers Breakfast
- C4 Opportunity to practice cycling skills at break time
- C5 School takes part in The Big Pedal
- C6 Cycle competitions/ schools cycle challenge
- C7 Cycle reward scheme
- C8 Bike week
- C9 Cycle club in place
- C10 Pool bike system in place
- C11 Cycle purchase scheme for staff
- C12 Bicycle Security Marking
- C13 Cycle rides/excursions
- C14 Cycle Train / Bike Bus in place
- C15 Bling Your Bike Day
- C20 National Cycle Challenge
- C16 - 18 Other cycling initiatives

Supported by



Department for Transport

Modeshift STARS

Initiatives Guide 2017/18

Road Safety & Training

- R1 Cycle training for pupils (E.g. Bikeability)
- R2 Learn to Ride
- R3 Balance Bike Training
- R4 Scooter training
- R5 Pedestrian skills training
- R6 Independent travel training
- R7 Young Driver Training
- R8 Cycle training for staff and / or parents
- R9 Road Safety assembly/ presentation
- R10 Be Bright Be Seen Activities
- R11 School invites experts/organisations to talk about personal safety
- R12 Safety around large vehicles training
- R13 Use of transition resources
- R14 Pupils monitoring traffic
- R15 School has lobbied for installation of traffic calming outside of school
- R16 School has lobbied for installation of safer crossings on the route to school
- R17 School has lobbied for installation of 20mph zone outside of school
- R18 Road Safety Day/Week
- R23 In car safety training for young adults
- R24 Nursery teaches road safety & active travel messages
- R19 - 21 Other road safety & training initiatives

Air Quality

- AQ1 School promotes car sharing
- AQ2 Car free days
- AQ3 Car free zone in place
- AQ4 Park and walk/stride scheme
- AQ5 Removal of car parking spaces
- AQ6 Highway code is promoted to students, staff and parents
- AQ7 Parent parking campaign
- AQ8 Parking Pledge Scheme
- AQ9 Eco Driver Training
- AQ13 Anti Idling Initiative
- AQ14 Air Pollution Promotion
- AQ15 National Clean Air Day
- AQ10 - 12 Other smarter driving initiatives

Public Transport

- PT1 Public transport used for school trips
- PT2 School promotes public transport
- PT3 School promotes responsible behaviour on public transport / has bus behaviour policy
- PT4 Private coaches for school trips pick up and set down in safe / accessible places.
- PT5 School promotes young person's travel card scheme
- PT9 Catch the bus week
- PT10 School has anti-bullying policy for school transport/public buses
- PT11 Hop Off - get off two stops early
- PT6 - 8 Other public transportation initiatives

Promotion

- PR1 Newsletter
- PR2 Info sent to residents / School communicates with residents
- PR3 Local media / Schools gets local media attention
- PR4 Presenting to/ sharing ideas with other schools
- PR5 Distributing cycling and public transport maps
- PR6 School has an active travel policy
- PR7 Travel information on notice board
- PR8 Competitions run & promoted within school
- PR9 Assembly
- PR10 Social Media Campaign
- PR11 Sponsored events
- PR12 Parents' evenings/ Induction evenings
- PR13 Information on website
- PR14 Councillor/ MP/ Mayor invited to an event
- PR15 Within the Prospectus
- PR16 Letter from Head Teacher to Parents
- PR17 New parent pack
- PR18 Transition activities
- PR19 School Railing Banners
- PR20 JTA/YTA/JRSO in place
- PR21 Travel to school information maps created
- PR27 Active travel shop/enterprise
- PR22 - 24 Other promotion method

Curriculum

- CU1 School takes part in competitions promoted by others
- CU2 School teaches the health benefits of safe / active travel
- CU3 School teaches environmental benefits of active travel
- CU4 Theatre in Education on sustainable travel or road safety
- CU5 Bike maintenance lessons
- CU6 Cycling lessons (PE)
- CU7 Road safety lessons
- CU8 Pupils use school travel survey data from STARS in lessons
- CU9 School uses Living Streets WOW Travel Tracker to collect data
- CU13 School collects postcode data
- CU10 - 12 Other curriculum initiatives

Partnerships

- P1 School works with Police/ Safer Neighbourhood Team/ PCSO to promote safe & sustainable travel
- P2 School works with other schools to promote safe and sustainable travel
- P3 School presents their work to other groups
- P4 School works towards the Sustainable Schools Framework
- P5 School works with Local councillors/ Mayor/ MPs
- P6 School has achieved Eco School status
- P7 School works with local residents/ resident associations to promote safe and sustainable travel
- P8 School works with local charities/ NGOs to promote safe and sustainable travel
- P9 School works with local sport/ health partnerships to promote safe and sustainable travel
- P10 - 12 Other partnership initiatives

Supported by



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THE NATIONAL SCHOOL TRAVEL AWARDS

Appendix 2: Summary of School Travel Plans and Interventions in Spelthorne Schools at the end of Academic Year 2017/18

Establishment name	Phase of education	Expansion School	School Travel Plan Status	School Travel Plan Comments	Golden Boot Challenge	Living Streets	Pedals Bike & Scooter Playground Training Yrs 1/2	Bikeability Learn To Ride	Bikeability Level 1	Bikeability Level 2	Bikeability Level 3	Eco Schools Award
Fordway Centre	Not applicable											
Staines Preparatory School	Not applicable				Yes							
Ashford CoFE Primary School	Primary						50		51	21		Bronze
Ashford Park Primary School	Primary	Yes	Green	STARS - Bronze		Local Support						Bronze
Beauclerc Infant and Nursery School	Primary					Remote Support	40					Green
Buckland Primary School	Primary				Yes	Local Support	56		44	18		Green
Chennestone Primary School	Primary				Yes		49		76	36		Green
Clarendon Primary School	Primary								30	21		Silver
Echelford Primary School	Primary				Yes				67	33		
Hawkedale Infant School	Primary	Yes	Amber	STARS - Incomplete		Remote Support	30					Silver
Kenyngton Manor Primary School	Primary											
Laleham CoFE VA Primary School	Primary				Yes				117	42		
Littleton CoFE Infant School	Primary						28					Bronze
Our Lady of the Rosary RC Primary School	Primary									27		Silver
Riverbridge Primary School	Primary	Yes	Green	STARS - Bronze			87		61	36		
Saxon Primary School	Primary	Yes	Amber	STARS - Incomplete		Local Support	40			17		Silver
Spelthorne School	Primary								106	23		
Springfield Primary School	Primary	Yes	Green	STARS - Bronze		Local Support	43		41			Silver
St Ignatius RC Primary School	Primary				Yes							Silver
St Michael Catholic Primary School	Primary				Yes	Local Support			63			
St Nicholas CoFE Primary School	Primary											Silver
Stanwell Fields CoFE Primary School	Primary				Yes							Bronze
Town Farm Primary School & Nursery	Primary				Yes							
Bishop Wand Church of England School	Secondary											Bronze
Matthew Arnold School	Secondary											Silver
St Paul's Catholic College	Secondary											Silver
Sunbury Manor School	Secondary	Yes	Amber	STARS - Incomplete								
Thamesmead School	Secondary											
Thomas Knyvett College	Secondary											
Manor Mead School	Special School											

Joint Committee (Spelthorne) - Forward Plan

Details of future meetings			
<p>Dates for the Spelthorne Joint Committee 2018/19: 8 October 2018, 10 December 2018, 13 March 2019</p> <p>The Committee meeting commences at 6.30pm (Informal Public Question Time 6.30pm – approx. 7.00pm). This forward plan sets out the anticipated reports for future meetings. The forward plan will be used in preparation for the next committee meeting. However, this is a flexible forward plan and all items are subject to change.</p>			
Topic	Purpose	Contact Officer	Proposed date
Highways Update	Standing item for all Spelthorne Joint Committees	SCC Area Highway Manager	ALL
Decision Tracker	For information	Partnership Committee Officer	ALL
Forward Programme	Review the Forward Programme and consider further themes for Member briefings	Partnership Committee Officer	ALL
People and Place	Information item from Cabinet Members describing the new emphasis on SCC approach	Cabinet Members	October 2018
Membership of SSSP	to note the appointment of Cllr Patel to SSSP	Gregory Yeoman	October 2018
School Travel Plans	Update on status of plans	Duncan Knox SCC and Jackie Taylor SBC	October 2018
Eco Park	Update on progress	Richard Parkinson	October 2018
Heathrow	Update on expansion - implications on transport and parking	Ann Biggs	October 2018
Homeless hostel project	Update on situation	David Birley	October 2018
SSSP update	For information	Lee O'Neil	December 2018

Local Transport Strategy	Update for information	Tamsin Ward / Dug Tremellen (SCC)	December 2018
Parking: annual enforcement/surplus reports	For information	Jackie Taylor (SBC); Dave Curl (SCC)	December 2018
Budget process update		SBC officer	December 2018
Early Help	Update for information	Alexis Hyndes	March 2019
Parking review	For decision on implementing parking changes.	Jack Roberts, SCC	March 2019
Highways	Update for info from Cabinet Member		March 2019
Fire service	Update on service provision across borough	Paula Hartwell, SCC - Asst Group Commander	July 2019

Suggested topics not yet confirmed

Topic	Purpose	Lead officer	Suggested date
Education update	For information. Updating on schools improvement transition work and future role of committees in education	Simon Griffin	Oct or Dec 2018
Emergency Management	Update for information	Ian Good	Spring 2019
Highways	Salting routes prioritisation	Dan Squibb	?
Children's services	Update for information	Lesley Hunt, Juliet Neil-Hall	late 2018
LHR expansion	Update from Ann Biggs (following on from Oct 2018) to coincide with 2 nd consultation exercise	Ann Biggs / Heather Morgan	May 2019