



# **Woking Joint Committee**

## **Together shaping our Borough**

Opportunity to ask questions of your local  
Councillors from 6.00pm for up to 30 minutes

6.00pm – 9.30pm  
Wednesday, 22 January 2020

Woking Borough Council Civic Offices  
Gloucester Square  
Woking, Surrey, GU21 6YL

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

**Ayesha Azad, Woking South-West (Chairman)**  
**Liz Bowes, Woking South East**  
**Amanda Boote, The Byfleets**  
**Ben Carasco, Woking North**  
**Saj Hussain, Knaphill and Goldsworth West**  
**Will Forster, Woking South**  
**Colin Kemp, Goldsworth East and Horsell Village**

### **Woking Borough Council Appointed Members**

**Cllr David Bittleston, Mount Hermon (Vice-Chairman)**  
**Cllr Simon Ashall, Heathlands**  
**Cllr Gary Elson, West Byfleet**  
**Cllr Tahir Aziz, Canalside**  
**Cllr Ann-Marie Barker, Goldsworth Park**  
**Cllr Graham Chrystie, Pyrford**  
**Cllr Melanie Whitehand, Knaphill**

Chief Executive  
**Ray Morgan**  
Woking Borough Council

Chief Executive  
**Joanna Killian**  
Surrey County Council

# 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 Woking, you can ask the joint committee a question about it. Woking Joint committee provides an opportunity to raise questions, informally, up to 30 minutes before the official business of the meeting starts. If an answer cannot be given at the meeting, they will make arrangements for you to receive an answer either before or at the next formal meeting.

## ***Write a question***

You can also put your question to the 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.

# Get involved

## ***Sign a petition***

If you live, work or study in Woking 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 2 weeks before the meeting. You will be asked if you wish to outline your key concerns to the committee and will be given 3 minutes to address the meeting. Your petition may either be discussed at the meeting or alternatively, at the following meeting.

## **Thank you for coming to the Woking Joint Committee meeting**

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

Email: [Nicola.Thorntonbryar@surreycc.gov.uk](mailto:Nicola.Thorntonbryar@surreycc.gov.uk)  
Tel: 01276 800269

## MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE

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.

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.

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.

*Thank you for your co-operation*

### **Broadcasting on the Web**

Please note the meeting will be filmed and will be broadcast live and subsequently as an archive on the Council's website ([www.woking.gov.uk](http://www.woking.gov.uk), [www.surreycc.gov.uk/webcasts](http://www.surreycc.gov.uk/webcasts)). The images and sound recording may be used for training purposes within the Council. The broadcast will be stopped if any confidential/Part II items on the agenda are reached. 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.

The Chairman of the meeting has the discretion to terminate or suspend filming, if in his/her opinion continuing to do so would prejudice the proceedings of the meeting or, on advice, considers that continued filming might infringe the rights of any individual.

As cameras are linked to the microphones, could Members ensure they switch their microphones on before they start to speak and off when finished and do not remove the cards which are in the microphones.

The agenda for the meeting is set out below.

**If you would like a copy of this agenda or the attached papers in another format, e.g. large print, Braille, or another language please call Nikkie Thornton-Bryar, Partnership Committee Officer on 01483 404788 or write to the Community Partnerships Team at or [nicola.thorntonbryar@surreycc.gov.uk](mailto:nicola.thorntonbryar@surreycc.gov.uk)**

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

## **OPEN PUBLIC QUESTIONS**

Members of the public and local businesses are invited to ask questions of Councillors about council services in the community. No advance notice is needed. If answers cannot be provided on the evening, then a written reply will be provided after the meeting.

## **AGENDA**

### **OPEN FORUM**

#### **1 APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

#### **2 MINUTES OF PREVIOUS MEETING**

To approve the minutes of the previous meeting as a correct record and agree that the Chairman signs the minutes.

(Pages 1  
- 8)

#### **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 bound by the Code of Conduct of the authority which appointed them to the Woking Joint Committee.
- 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.
- SCC Members must notify SCC's Monitoring Officer of any interests disclosed at the meeting which are not already recorded in the Register of Members' Interests. WBC Members must notify WBC's Monitoring Officer of any interests disclosed at the meeting which are not already recorded in the Register of Members' Interests.

#### **4 PETITIONS**

This is a standard item to receive any petitions in accordance with Standing Order 14.1. Notice should 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 or Woking Borough Council's e-petitions website as long as the minimum number of signatures (30) has been reached 14 days

before the meeting.

No petitions were received before the deadline for this committee.

## **5 WRITTEN PUBLIC QUESTIONS**

(Pages 9  
- 10)

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

One question has been received to date, but more may come in over the next few days and will be answered on the night or published in a supplementary agenda.

## **6 WRITTEN MEMBER QUESTIONS**

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

## **7 MAKING SURREY SAFER**

The Joint Committee will receive a presentation on how the Council and its partners are making Surrey safer. The presentation will be given by Cabinet Member Denise Turner-Stewart and Dan Quin (Assistant Chief Fire Officer).

## **8 COMMUNITY INFRASTRUCTURE LEVY**

This is a standard item for this committee, however there is nothing to report to this committee.

## **9 HIGHWAYS UPDATE REPORT**

(Pages  
11 - 20)

The Joint Committee is asked to review the progress made with the delivery of proposed highways schemes, developer funded schemes, and revenue funded works for the 2019/20 financial year in Woking.

## **10 EGLEY ROAD - SPEED LIMIT REVIEW**

(Pages  
21 - 30)

The Joint Committee is being asked to review the assessment of speeds along A320 Egley Road, B380 Guildford Road, Mayford Green and Westfield Roads and consider the recommendation to reduce the speeds on these roads.

## **11 WOKING TOWN CENTRE - CONTROLLED PARKING ZONE 1**

(Pages  
31 - 42)

The Joint Committee is being asked to review the outcome of a statutory consultation about changes to parking controls and decide whether to amend the operational hours of the Woking Controlled Parking Zone 1 (the town centre area including The Grove and Ferndale) and introduce a restricted zone into Church Street East and roads leading from it.

**12 DECISION TRACKER**

(Pages  
43 - 44)

The Joint Committee is asked to note the decision tracker

**13 FORWARD PLAN**

(Pages  
45 - 46)

The Joint Committee is asked to note and comment on the forward plan for future meetings.

Minutes of the meeting of the  
**Woking JOINT COMMITTEE**  
 held at 6.00 pm on 25 September 2019  
 at Woking Borough Council Civic Offices, Gloucester Square,  
 Woking GU21 6YL.

These minutes are subject to confirmation by the Committee at its next meeting.

**Surrey County Council Members:**

- \* Ms Ayesha Azad (Chairman)
- \* Mrs Liz Bowes  
Amanda Boote  
Mr Ben Carasco
- \* Mr Saj Hussain
- \* Mr Will Forster
- \* Mr Colin Kemp

**Borough / District Members:**

- \* Cllr David Bittleston (Vice-Chairman)
- \* Cllr Simon Ashall, Heathlands
- \* Cllr Gary Elson
- \* Cllr Tahir Aziz, Canalside
- \* Cllr Ann-Marie Barker
- \* Cllr Graham Chrystie
- \* Cllr Melanie Whitehand

\* In attendance

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**16/18 OPEN FORUM [Item ]**

There were 4 members of the public present. No public questions were asked.

**17/18 APOLOGIES FOR ABSENCE [Item 1]**

Apologies were received from Cllrs Ben Carasco and Amanda Boote.

**18/18 MINUTES OF PREVIOUS MEETING [Item 2]**

The minutes of the previous meeting were agreed as a true record of the meeting and were signed by the Chair.

**19/18 DECLARATIONS OF INTEREST [Item 3]**

There were no declarations of interest made.

**20/18 PETITIONS [Item 4]**

There were no petitions received.

## ITEM 2

### **21/18 WRITTEN PUBLIC QUESTIONS [Item 5]**

One written public question was received from Mr Keith Creswell, West Byfleet Village Representative, regarding pedestrian improvements and cycle route between Byfleet and West Byfleet.

The full written question and the answer given is attached as Annex 1. There were no supplementary questions.

### **22/18 WRITTEN MEMBER QUESTIONS [Item 6]**

Three written member questions were received.

Question 1 – Cllr Gary Elson, regarding verge parking at Beaufort Road, Maybury.

Question 2 – Cllr Graham Chrystie, regarding CIL procedures

Question 3 – Cllr Will Forster, regarding speeds and accidents on Westfield Road.

The full questions asked and the answers given are attached as Annex 2. There were no supplementary questions.

### **23/18 HIGHWAYS UPDATE [Item 7]**

**Declarations of Interest:** None

**Officers attending:** Andrew Milne, Area Highways Manager, SCC

**Petitions, Public Questions, Statements:** None

The Area Highways Manger (AHM) presented a report on progress made with the delivery of proposed highways schemes, developer funded schemes, and revenue funded works for the 2019/20 financial year.

It was noted that the report now included details of gully cleaning (2.8 in the report), which had been highlighted as of particular importance to residents and members in order to avoid flooding. Members were also encouraged (2.3 in the report) to raise any expenditure plans with Highways.

**The Joint Committee (Woking):**

- (i) Noted the progress with the ITS highways and developer funded schemes, and revenue funded works for the 2019/20 financial year.



- (ii) Noted the budgetary position.
- (iii) Noted that a further Highways Update will be brought to the next meeting of this Committee.
- (iv) Agreed that a notice is advertised in accordance with the Road Traffic Regulation Act 1984, the effect of which would be to revoke any existing traffic orders necessary and introduce a 7.5 Tonne structural weight limit in Lock Lane, Pyrford, where it crosses the Wey Navigation; and
- (v) Agreed that any objections to the Traffic Regulation Order should be considered and resolved by the Area Team Manager for Highways in consultation with the Chairman and Vice-Chairman of the Joint Committee and the local Divisional Member, and that this issue only be returned to Committee if any objections prove insurmountable; and
- (vi) Agreed that the Order be made once any objections have been considered and resolved.
- (vii) Approved the relocation of the Guildford-bound bus stop on Westfield Road, Westfield near its junction with New Lane, to a point approximately 30m in advance of its current position.

**Reasons for recommendations:**

The above recommendations are made to enable progression of all highway related schemes and works.

**24/18 COMMUNITY INFRASTRUCTURE LEVY UPDATE [Item 8]**

Community Infrastructure Levy (CIL) is a standing item on the agenda, however, there was nothing to report.

**25/18 WOKING PARKING REVIEW [Item 9]**

**Declarations of Interest:** None

**Officers attending:** Peter Wells, Engineer, Parking Strategy and Implementation Team, SCC

**Petitions, Public Questions, Statements:** None

The Parking Engineer presented a report which outlined that Surrey County Council's Parking Strategy and Implementation Team had carried out a review of on street parking restrictions within the borough of Woking and identified

## ITEM 2

changes which would benefit road safety and reduce instances of obstruction and localised congestion.

Joint Committee approval was required in order to progress these changes firstly to the stage of 'formal advertisement', where the proposed restrictions will be advertised for 28 days and open to support, comments or objections from members of the public and then to implementation.

It was noted that the parking review had covered 138 locations – which had been requested by residents, businesses and members. Each location had been assessed during June / July, with visits on at least 2 occasions. Councillors publically thanked the Parking Engineer for his hard work and for including local members fully in all discussions and visits.

### **The Joint Committee (Woking) agreed that:**

- (i) the proposed amendments to on-street parking restrictions in Woking as described in this report and shown in detail on drawings in annex A be approved.
- (ii) the joint committee allocates funding as detailed in paragraph 5.1 of this report to proceed with the introduction of the parking amendments.
- (iii) the intention of the county council to make an order under the relevant parts of the Road Traffic Regulation Act 1984 to impose the waiting and on street parking restrictions in Woking as shown on the drawings in annex A is advertised and that if no objections are maintained, the orders are made.
- (iv) if there are unresolved objections, they will be dealt with in accordance with the county council's scheme of delegation by the parking strategy and implementation team manager, in consultation with the chairman/vice chairman of this committee and the appropriate county councillor.
- (v) the intention of the county council to advertise the making of a consolidation Order (without change) of the existing Traffic Regulation Orders to Woking is approved, and that approval for future consolidations, when they become necessary, can be granted by the committee chairman.

### **Reasons for recommendations:**

It is recommended that the waiting restrictions are implemented as detailed in Annex A. They will make a positive impact towards:-

- Road safety
- Access for emergency vehicles
- Access for refuse vehicles
- Easing traffic congestion
- Better regulated parking
- Better enforcement

**26/18 ALLEGED PUBLIC FOOTPATH BETWEEN PYRFORD COMMON AND UPSHOT LANE [Item 10]**

**Declarations of Interest:** None

**Officers attending:** Debbie Prismall, Senior Countryside Access Officer,  
SCC

**Petitions, Public Questions, Statements:** None

The Senior Countryside Access Officer presented a report which outlined that the County Council has a duty under Section 53 of the Wildlife and Countryside Act 1981 to modify the Definitive Map and Statement if it discovers evidence which can be reasonably alleged to support a modification.

An application has been received for a Map Modification Order to add a public footpath on land between Pyrford Common and Upshot Lane, Pyrford to the Surrey County Council Definitive Map.

There was no public discussion on this item. Members noted the evidence that the path was well used and provided key access.

**The Joint Committee (Woking) agreed that:**

- i) Public Footpath rights be recognised over the route shown on drawing no. 3/1/79/H66 as Alleged Public Footpath no. 422, Woking between points A – B – C – D – E and that a MMO under sections 53 and 57 of the Wildlife and Countryside Act 1981 be made to modify the Definitive Map and Statement for Surrey.
- ii) In the event of the County Council being directed to make a MMO by the Secretary of State following an appeal by the claimant, the County Council as surveying authority will adopt a neutral stance at any Public Inquiry or Hearing, making all the evidence available to help the inspector determine the case.

**Reasons For Recommendations:**

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

In this instance the evidence submitted in support of the application was considered sufficient to establish that public footpath rights are reasonably alleged to subsist over the claimed route, having been acquired by virtue of use by the public on foot under statutory deemed dedication (under s.31(1)) of the Highways Act 1980).

Evidence suggests that landowners have not sufficiently challenged users or taken sufficient actions to demonstrate their lack of intention to dedicate during the relevant period.

**27/18 HEALTH AND WELLBEING STRATEGY PRESENTATION [Item 11]**

Cllr Alison Griffiths, Deputy Cabinet Member for Public Health and Cllr Sinead Mooney, Cabinet Member for Adult Social Care and Public Health gave a presentation on the emerging Health and Wellbeing Strategy. It was noted that the aim was to address significant priorities, with a focus on engaging and working in partnership with partners, districts and boroughs and residents.

The priorities were place based and relevant with a particular focus on prevention. Localities could influence up to 80% of health outcomes – healthy lives, access to services and leisure, open spaces and particularly healthy housing.

Members noted that the Health and Wellbeing Task group priorities were aligned with the Countywide priorities and the group extended an invitation to the speakers to attend and look at working more closely in partnership.

**28/18 COMMUNITY SAFETY ANNUAL REPORT [Item 12]**

**Declarations of Interest:** None

**Officers attending:** Camilla Edmiston, Community Safety Manager, WBC and Inspector Andrew Greaves, Surrey Police

**Petitions, Public Questions, Statements:** None

The Community Safety Manger presented a report which gave an update on the activity and impact of the Safer Woking Partnership in the year 2018/19, and reported on community safety budget spend.

Members were very pleased to note the excellent projects and work undertaken and it was noted that the Art Exhibition at the Lightbox was well worth a visit. The Community Safety team were commended and thanked for the excellent work that they do.

The Police Inspector outlined the challenges of resources (with staffing levels at 83% of capacity) and public demand. Particular focus had been on closure orders, targeting of key offenders and the introduction of disbursal orders at Warton Court and West Byfleet. Work at Warton Court had also included partnership working to clean, paint and manage behaviour.

Several operations had been held – Op. Barricade working with the British Transport Police with Military support and Op. Popcorn – both targeting drug related violence, supply and crime.

Members discussed the anti-social behaviour and intimidation at West Byfleet and noted the many other approaches with schools and businesses prior to the disbursement order.

Members welcomed the fact that the Police would soon be based at the Civic centre and asked that the retiring schools liaison officer be thanked for his many years of hard work.

**The Joint Committee (Woking):**

- (i) Noted the contents of the report and progress made in 2018/19
- (ii) Noted the community safety budget spend during 2018/19 (Annex 1)
- (iii) Noted the 2019-22 Safer Woking Partnership Plan (Annex 2)
- (iv) Agreed that authority be delegated to the Community Safety Task Group to agree expenditure of the community safety budget in accordance with the criteria and principles stated in this report.
- (v) Noted that the Community Safety Task Group receives updates on the project(s) funded, on behalf of the committee and provides information on those projects in the quarterly community safety reports circulated to councillors.

**Reasons for Recommendations:** The updated Safer Woking Partnership Plan is in place and publically available on the Woking Borough Council website. In order to ensure the timely publication of the next plan, authority to sign the document off on behalf of the committee is delegated to the Chief Executive (Woking Borough Council) in consultation with the Community Safety Task Group.

**29/18 NEW TERMS OF REFERENCE FOR THE HEALTH AND WELLBEING TASK GROUP [Item 13]**

The Joint Committee (Woking) noted the new Terms of Reference for the Health and Wellbeing Task Group – with the following two amendments:-

Membership to include Adult Social Care  
 Membership of Woking Borough Council to read “for example – Family Services / Health and Wellbeing

It was noted that Cllr Saj Hussein would replace Cllr Simon Ashall on the Health and Wellbeing Task Group and the Community Safety Task Group, both of which meet in the daytime.

**30/18 DECISION TRACKER [Item 14]**

The decision tracker was noted.

**31/18 FORWARD PLAN [Item 15]**

The forward plan was noted.

Meeting ended at: 7.30 pm

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**Chairman**

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**WOKING JOINT COMMITTEE**

**DATE: 22 JAN 2020**  
**SUBJECT: WRITTEN PUBLIC QUESTIONS**  
**DIVISION: WOKING**

**Question 1: Mr Ross Daniell, local resident**

When will we have a Traffic Regulatory Order Forbidding Pavement Parking along the length of Redding Way, Knaphill?

Driving on the pavement is illegal, yet parking is now the accepted practice. Lack of Off Street parking in Tudor Way has resulted in overspill onto Redding Way's pavements even though there are no carriageway parking restrictions. Cyclists regularly have near misses with pedestrians walking in the cycle lane as the vehicles park with all 4 wheels on the pavement.

Photographic evidence taken by a SCC Highways representative at 13:40 hrs on 15.11.2019. The gentleman even asked if I was cycling on a designated cycle lane!

I have raised over 80 reports to Surrey Police over the last 3.5 years as obstruction is the only way of bringing any action against the drivers. Not a single report has been followed up because it's a SCC Highways issue!

I have also made both Melanie and Saj aware of my request.

**Answer**

Thank you for your question.

The conflict of interest in this location stems from the lack of parking for residents in Tudor Way when the majority are at home. Most of the properties in Tudor Way probably have more than one vehicle, and there is insufficient parking capacity within the development to cater for them all. Therefore the extra vehicles end up parked, straddling the advisory cycle lane along Redding Way. Drivers are probably parking in this manner as they think it is less obstructive than parking fully on the carriageway which is a busy through route. This style of parking has now become a habit.

It is however inadvertently obstructing passing cyclists, who cannot use the full extent of the cycle lane for the use it is intended. This then creates some conflict between cyclists and pedestrians, when cyclists are forced to use the footpath.

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A length of double yellow line was introduced in 2018 covering the junction of Tudor Way, and extending north westwards along Redding Way towards the roundabout with the delivery entrance to Sainsbury's. This was where the majority of parked vehicles were straddling the cycle lane, and should now be clear of parked vehicles at all times.

The rest of Redding Way down to Cavell Way and beyond, has been assessed during more than one Woking parking review to consider if parking controls are necessary. Initial proposals have been sketched out in the past, but observations are that there is a low number of both cyclists and pedestrians using the paths regularly, and although on occasion there is some inconvenience they are able to negotiate any parked vehicles safely, Therefore the resources required to advertise and install parking controls over this length of road have not been prioritised.

If regular usage of the paths by cyclists and pedestrians increased then I'm sure there would be more clamour to keep the paths clear of parked vehicles and local decision makers would respond accordingly.





**SURREY COUNTY COUNCIL**

**WOKING JOINT COMMITTEE**

**DATE:** 22 JANUARY 2020

**LEAD OFFICER:** ANDREW MILNE, AREA HIGHWAY MANAGER

**SUBJECT:** HIGHWAYS UPDATE

**AREA(S) AFFECTED:** ALL

**SUMMARY OF ISSUE:**

To report progress made with the delivery of proposed highways schemes, developer funded schemes, and revenue funded works for the 2019/20 financial year.

To provide an update on the latest budgetary position for highway schemes and revenue maintenance.

To report on relevant topical highways matters.

**RECOMMENDATIONS:**

**The Local Committee is asked to:**

- (i) Note the progress with the ITS highways and developer funded schemes, and revenue funded works for the 2019/20 financial year.
- (ii) Note the budgetary position.
- (iii) A further Highways Update will be brought to the next meeting of this Committee.

**REASONS FOR RECOMMENDATIONS:**

The above recommendations are made to enable progression of all highway related schemes and works.

## 1. INTRODUCTION AND BACKGROUND:

- 1.1. Surrey County Council's Local Transport Plan (LTP) states the aim of improving the highway network for all users, through measures such as reducing congestion, improving accessibility, reducing personal injury accidents, improving the environment and maintaining the highway network so that it is safe for all users.

## 2. ANALYSIS:

### 2.1. Local Committee finance

#### Capital budget 2019/20

- 2.1.1. The capital budget for the 2019/20 financial year has been confirmed as £177,778 (an increase of £141,415 from the 2018/19 capital allocation of £36,363).

#### Other funding sources 2019/20

- 2.1.1 In addition to the above capital budget it is expected that there will again be some parking surplus, although at the time of writing, the amount is unknown.
- 2.1.2 Surrey County Council Officers are currently working with Woking Borough Council Officers and relevant Local Members to identify opportunities for spending Community Infrastructure Levy (CIL) moneys allocated to local Wards in delivering local highway schemes already identified on the Woking highway schemes list.

### 2.2 Local Committee capital works programme 2019/20.

- 2.2.1 The Highways Update report presented to the Joint Committee on 13 March 2019 outlined recommendations for the Joint Committee's capital programme for the upcoming financial year. The Joint Committee approved the proposed ITS schemes referred to in paragraph 2.3.1 of that report. The LSR element of the capital works programme was to consist of those schemes carried over from the 2018/19 financial year plus any additional schemes identified by the Maintenance Engineer. These schemes are set out in Table 1 below.
- 2.2.1 As previously agreed by the Joint Committee, a flexible approach will be taken in progressing schemes based on the available budget.

Scheme Name	Scheme type / Limits	Progress	Estimated cost (£)
ITS Westfield Road – speed reducing measures.	Design / Construct – traffic islands between Honeypots Road and Apers Avenue.	Design finalised and Safety Audited. Awaiting cost estimate and programme date.	40,000
ITS Bampton Way – pedestrian facility.	Design / Construct – enlarge existing pedestrian refuge	Constructed December 2019. Snagging and Stage	25,000

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	island adjacent to Goldsworth Park Centre.	3 Safety Audit required.	
ITS Lock Lane – width restriction.	Design / Construct – Traffic Order and signs for width restriction at bridge over Wey Navigation at Pyrford Lock.	Traffic Order to be made and signs installed in January 2020.	6,000
ITS A320 Egley Road – speed limit review.	Design / Construct – speed limit review between Turnoak Roundabout and Mayford Roundabout and including Guildford Road as far as Westfield Road.	Speed surveys and assessment have been undertaken.  PLEASE SEE SEPARATE REPORT.	12,000
Capital drainage.	Implementation / construction	Ongoing.	30,000
Signing / road markings / pedestrian dropped kerbs.	Implementation / construction	Ongoing.	10,000
LSR Goldsworth Road roundabout (Morrison's roundabout)	Carriageway maintenance – roundabout junction with Morrison's entrance.	Removed from LSR list – resurfacing needs to be a "major scheme"	-
LSR Westfield Road	Carriageway maintenance – either side of junction with Mayford Close	Programmed for construction in November (subject to weather).	40,500
LSR Havelock Cottages (Egley Road)	Carriageway maintenance – access road between Egley Road and cottages	Programmed for construction in November (subject to weather).	7,800
ITS - A320 Guildford Road junction with Mount Hermon Road and Hill View Road	Construction – junction improvements (potential for this to be delivered as part of the A320 Housing Infrastructure Fund (HIF) project from Victoria Arch, southwards.	Included in HIF project.	60,000
LSR Lincoln Drive, Pyrford	Carriageway maintenance – Old Woking Road to lamp column 2 (approx. 65m)	Contingency scheme.	43,000
LSR White Rose Lane	Carriageway maintenance – between Ashwood	Contingency scheme.	£48,000

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	Road and Wendela Close.		
LSR Coniston Road, Old Woking	Carriageway maintenance – complete length, joint sealing, repair of defective concrete areas and micro-surfacing.	Contingency scheme.	£35,000
LSR Brewery Lane, Byfleet	Carriageway maintenance – between High Road and Eden Grove Road.	Contingency scheme.	£52,000
LSR Goldsworth Road roundabout (Parley Drive)	Carriageway maintenance – roundabout junction with Parley Drive.	Contingency scheme.	£38,000

**Table 1 – 2019/20 Capital works programme**

**2.3 Member funding**

2.3.1 Each County Councillor has a Member Highway Fund allocation of £7,500 for 2019/20.

2.3.1 The Maintenance Engineer for Woking will provide guidance and assistance, organise cost estimates, and raise orders to ensure delivery of works.

2.3.2 To ensure that this fund is effectively spent, and to enable highways contractors to deliver works before the end of the financial year, all works should be agreed before 31 October 2019.

2.3.3 In the event of no firm spending decisions being made, the Maintenance Engineer will determine suitable works and organise their delivery.

2.3.4 A summary of spend progress is shown in Table 2.

<b>Member</b>	<b>Allocation (£)</b>	<b>Spend to date (£)</b>
Amanda Boote	7,500	7,500
Will Forster	7,500	7,500
Colin Kemp	7,500	7,500
Liz Bowes	7,500	7,500
Saj Hussain	7,500	7,500
Ayesha Azad	7,500	7,500
Ben Carasco	7,500	7,500

[www.surreycc.gov.uk/woking](http://www.surreycc.gov.uk/woking)

<b>Total</b>	<b>52,500</b>	<b>52,500 committed</b>
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**Table 2 – 2019/20 Member Highway Fund spend progress**

## **2.4 Parking**

- 2.4.1 The report on the 2019 review was presented to the joint committee on 25 September and the proposals will be advertised in on 17 January 2020, with a closing dates for comments and objections of 14 February.

### **Other highway related matters**

## **2.5 Customer services**

- 2.5.1 The total number of enquiries received for the nine months between January and September 2019 is 95,916; an average of 10,657 per month. This is a 19% decrease on the number received during the same period in 2018. This reflects the milder winter and the work that has taken place to improve the website and online reporting.
- 2.5.2 For Woking specifically, 5,201 enquiries have been received since January of which 2,812 (54%) were directed to the local area office for action, of these 96% have been resolved. This response rate is slightly above the countywide average of 95%.
- 2.5.3 Since January 2019, Highways & Transport have received 102 Stage 1 complaints. Fifty were escalated to Stage 2, of which the Service has been found to be partially or fully at fault in 18 cases. In addition three have been escalated to the Local Government Ombudsman, none of which have been upheld.

## **2.6 Major schemes**

- 2.6.1 Woking Integrated Transport Project

No update received.

- 2.6.2 Woking Sustainable Transport Package (STP)

Grant funding from EM3 LEP has been awarded and the legal agreement is being drawn up. A full report will be presented to a future meeting of the Woking Joint Committee.

## 2.7 Centrally funded maintenance

2.7.1 Table 3 below shows the Horizon 2 Woking **Roads** programme for 2019/20 showing the month during which the works are proposed.

Horizon 2 – 2019/20 <b>Carriageway</b> programme, Woking				
Road name	Location	Limits	Type of work	Status
A322 Bagshot Road	Woking	Heath House Road to The Fairway	Major Maintenance	Complete
A3046 Chobham Road	Horsell Common	Littlewick Road roundabout to Surrey Heath boundary	Surface Dressing	Complete
C12 Littlewick Road	Horsell Common	Carhouse Lane roundabout to A3046 Chobham Road	Surface Dressing	Removed due to unsuitability for programme
B380 Smarts Heath Road	Mayford	Saunders Lane to Smarts Heath Lane	Surface Dressing	Complete
D3746 Engliff Lane	Pyrford	Coldharbour Road to Bolton Lane	Surface Dressing	Complete

**Table 3 - 2019/20 Horizon 2 Woking Roads Programme**

2.7.2 Table 4 below shows the Horizon 2 Woking **Pavement (Footway)** programme for 2019/20.

Horizon 2 – 2019/20 <b>Pavement (footway)</b> programme, Woking				
Road name	Location	Limits	Type of work	Status
C141 Hook Heath Avenue	Woking	St Catherines Close to railway bridge	Footway Slurry	Completed – some snagging to be done.
D3673 Lambourne Crescent	Sheerwater	Albert Drive to just past Lockwood Path (both sides)	Footway Slurry	Completed.
D3709 Heathside Road	Woking	White Rose Lane to Heathfield Road (south side only)	Footway Slurry	Completed.
D3766 Hart Road	Byfleet	Rectory Lane to St Mary's School (both sides)	Footway Slurry	Completed.

**Table 4 - Horizon 2 Woking Pavement (Footway) Programme.**

## 2.8 Gully cleansing

- 2.8.1 Surrey County Council maintain 13,417 gullies, and 40 soakaways in Woking. This is an important activity that reduces the likelihood of flooding on the public highway, and helps to keep roads and footways safe.
- 2.8.2 Not all assets are cleaned on an annual basis, as some require cleaning more frequently, and others less so, depending on local circumstances such as whether there are trees nearby, or the location is rural or urban. Each year, the programme of cleaning is updated and optimised based on the condition the assets were found to be in when they were last visited. The programme is also adjusted to take into account local issues such as roads where access to assets is difficult due to parked cars and other obstructions.
- 2.8.3 For 2019/20, 10,698 gullies are due to be cleaned in Woking, and 32 soakaways.
- 2.8.4 As the cleaning programme is managed on a Countywide basis, cleans in Woking will take place throughout the course of the year. To date, 5,180 gullies and 26 soakaways have been treated.

[www.surreycc.gov.uk/woking](http://www.surreycc.gov.uk/woking)

## 2.9 Road safety

2.9.1 Table 5 below shows the Woking road safety programme for 2019/20 and the progress made in delivering the schemes.

Scheme Name	Detail	Update
A324 Brookwood Lye Road	Speed limit reduction from 60mph to 40mph	Traffic Order effective from 1 November 2019.

Table 5 – 2019/20 Woking Road Safety Programme

## 2.10 Passenger Transport

Nothing to report.

## 2.10 LED street light conversion

2.10.1 Work has continued on the programme to roll out LED lighting for existing street lights across the county. The legal agreement between SCC and the Service Provider has taken longer than expected but is nearing conclusion. It is now expected that the programme to install the LED lighting will commence early in the New Year. Once the programme is complete it is expected that the Council will save 60% of its current energy costs for street lighting. Prior to rolling out the programme a successful pilot site has been running in Kingfisher Drive, Guildford since late 2018. This was expanded in the summer to test the robustness of the Communication Management System (CMS) that comes with this upgrade, which has also been successful.

## 2.11 Other key information, strategy and policy development.

Nothing to report.

## 3 OPTIONS:

3.1 Options, where appropriate, have been presented in this report.

## 4 CONSULTATIONS:

4.1 Consultation is routinely carried out for highway-related schemes with relevant key parties, including residents, Local Members, Surrey Police and Safety Engineering. Specific details regarding consultation and any arising legal issues are included in individual scheme reports as appropriate.

## 5 FINANCIAL IMPLICATIONS:



- 5.1 Proposed ITS schemes are prioritised to ensure that the maximum public benefit is gained from any funding made available. As far as is practicable, Officer proposals follow the Countywide scheme assessment process (CASEE) and the prioritisation order determined by this.
- 5.2 The Committee Capital and Revenue Maintenance budgets are used to target the most urgent sites where a specific need arises, to keep up with general maintenance activities that reduce the need for expensive repairs in the future, and to support local priorities. The nature of these works is such that spend may vary slightly from that indicated.

## **6 WIDER IMPLICATIONS:**

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

## **7 CONCLUSION AND RECOMMENDATIONS:**

- 7.1 The Committee is asked to note the progress with all schemes and budgets.
- 7.2 It is recommended that a further Highways Update is presented at the next meeting of this Committee.

## **8 WHAT HAPPENS NEXT:**

- 8.1 Officers will continue to progress delivery of all schemes and ensure effective use of all budgets.

### **Contact Officer:**

Andrew Milne, Area Highways Manager (NW) – 0300 200 1003

### **Consulted:**

-

### **Annexes:**

### **Background papers:**

-





**SURREY COUNTY COUNCIL**

**JOINT COMMITTEE (WOKING)**

**DATE:** 4 DECEMBER 2019  
**LEAD OFFICER:** KEVIN PATCHING, ENGINEER (WOKING)  
**SUBJECT:** A320 EGLEY ROAD AND B380 GUILDFORD ROAD, MAYFORD GREEN AND WESTFIELD ROAD – SPEED LIMIT ASSESSMENT  
**DIVISION:** WOKING SOUTH

**SUMMARY OF ISSUE:**

The Integrated Transport Scheme (ITS) work programme for Woking includes an assessment of the speed limit on A320 Egley Road, B380 Guildford Road and lengths of B380 Mayford Green and Westfield Road, Mayford.

These roads are currently subject to a 40mph speed limit. The speed limit on Egley Road has been reviewed before, since which time the Hoe Valley School has been opened. An undertaking was given to review the speed limit again once the school had opened and this assessment included the B380 Guildford Road plus the short lengths of B380 Mayford Green and Westfield Road that are also subject to a 40mph and which could be seen as anomalous if they were not included.

The assessment suggests that a reduction of the speed limit to 30mph would generally be appropriate, with one section of the road requiring additional measures to help encourage lower speeds.

**RECOMMENDATIONS:**

**The Joint Committee (Woking) is asked to agree that:**

- (i) The speed limit on A320 Egley Road from a point approximately 20m south of Turnoak Roundabout to a point approximately 110m south of Mayford Roundabout should be reduced from 40mph to 30mph.
- (ii) The speed limit on B380 Guildford Road, between its junctions with Westfield Road and the Mayford Roundabout, and on the B380 Westfield Road, between its junction with Guildford Road and the existing speed limit terminal signs approximately 60m north-eastwards from that junction, should be reduced from 40mph to 30mph.

- (iii) The speed limit on B380 Mayford Green between the Mayford Roundabout and the existing speed limit terminal signs approximately 60m north-west of the roundabout, should be reduced from 40mph to 30mph.
- (iv) The speed limit change should be advertised in accordance with the Road Traffic Regulation Act 1984, the effect of which will be to implement the proposed change and revoke any existing traffic orders, as necessary;
- (v) The Area Highways Manager in consultation with the Chairman of the Woking Joint Committee and the relevant Divisional Member resolve any objections received in connection with this proposal.

**REASONS FOR RECOMMENDATIONS:**

Recommendations have been made taking into account the existing vehicle speeds, the guidance within Surrey County Council's Speed Limit Policy and extensive discussions with Surrey Police's Road Safety and Traffic Management Team.

**1. INTRODUCTION AND BACKGROUND:**

- 1.1 Egley Road is part of the A320 and the section being reviewed is approximately 1.8km long. It is currently subject to a 40mph speed limit between the Turnoak and Mayford Roundabouts. The speed limit has previously been reviewed but as a result of objections being submitted, it was never reduced to 30mph.
- 1.2 Since the last speed limit review, the Hoe Valley School has been opened and this has changed the character of the road; an undertaking was given to the Woking Joint Committee that once the school had been opened, the speed limit would be reviewed again.
- 1.3 Guildford Road, Westfield Road and Mayford Green form part of the B380. From a point outside No 120 Westfield Road, westwards to the Mayford Roundabout is also subject to a 40mph speed limit. Mayford Green is also subject to a 40mph speed limit for a distance of approximately 60m westwards from the Mayford Roundabout. For consistency, these lengths of road have been included in this speed limit assessment.
- 1.4 Surrey County Council's policy for determining speed limits was updated in June 2014. This is an 8 step approach consisting of:
  - Step 1 – Request to change speed limit is received.
  - Step 2 – Measure existing speeds and analyse road casualty data.
  - Step 3 – Compare the existing speeds with the suggested new speed limit.
  - Step 4 – Conduct feasibility of supporting engineering measures.
  - Step 5 – Consult with Surrey Police Road Safety & Traffic Management Team
  - Step 6 – Local Committee decision and allocation of funding
  - Step 7 – Advertisement of legal speed limit order and implementation.
  - Step 8 – Monitoring of success of scheme
- 1.5 There should be no expectation that Surrey Police would be able to provide regular enforcement if a speed limit is set too low as this could result in an

unreasonable additional demand on police resources. It is also important to set reasonable speed limits to ensure consistency across the country.

#### **ANALYSIS:**

- 2.1 All speed surveys were undertaken between 7th and 13th June 2019 using rubber tubes stretched across the road and attached to a speed recording device. The speed survey locations are shown on the plan at Annex A.

Analysis of traffic survey data;

Location		Mean speed	85th percentile	weekday average number of vehicles
<b>Site 1</b>	East Bound	34.7	39.8	4381
	West Bound	32.6	37.7	5145
<b>Combined</b>		<b>33.65</b>	<b>38.75</b>	<b>9526</b>
<b>Site 2</b>	North Bound	31.1	37.6	8727
	South Bound	33.3	39.2	9675
<b>Combined</b>		<b>32.2</b>	<b>38.4</b>	<b>18402</b>
<b>Site 3</b>	North Bound	37.1	42.1	8553
	South Bound	35.8	40.6	9741
<b>Combined</b>		<b>36.45</b>	<b>41.35</b>	<b>18294</b>
<b>Site 4</b>	North Bound	33.2	38.2	8601
	South Bound	34.2	38.9	9506
<b>Combined</b>		<b>33.7</b>	<b>38.55</b>	<b>18107</b>
<b>Site 5</b>	North Bound	28.7	35.5	10132
	South Bound	33.3	38.0	10021
<b>Combined</b>		<b>31.0</b>	<b>36.75</b>	<b>20153</b>

(N.B. – the 85<sup>th</sup> percentile figure is the speed at which, or below, 85% of vehicles are travelling.)

- 2.2 The recorded mean figures indicate that a 30mph speed limit would generally be appropriate, without the need for any additional measures, based on Surrey County Council's speed limit policy. The exception to this is at Site 3, where the northbound speed was slightly higher than the threshold that would indicate whether a lower limit was appropriate. Site 3 was between the Hoe Valley School and Barnsbury Primary School, which has a more "open" feel and which would account for the slightly higher speeds. The fact that the higher speeds were northbound might also be partly explained by vehicles accelerating away from the traffic signals at the Hoe Valley School entrance. It is intended to erect Vehicle Activated Signs along this section of road to remind drivers of the lower speed limit.
- 2.3 An assessment has been made of the personal injury collisions along Egley Road between, but not including, its junction with Turnoak Roundabout and where it crosses the Hoe Stream to the south of Mayford Roundabout. The assessment includes Guildford Road between the Mayford Roundabout and the mini-roundabout junction with Westfield Road.

- 2.4 Between 1 January 2016 and 28 February 2019, there were 22 recorded personal injury collisions, 18 of which had a severity of “slight” and 4 with a severity of “serious” There were no fatal collisions during this period.

<b>Latest 3 year and year to date collisions (01/01/16 to 28/02/19)</b>			
<b>Year</b>	<b>Slight</b>	<b>Serious</b>	<b>Fatal</b>
<b>2016</b>	11	1	0
<b>2017</b>	5	1	0
<b>2018</b>	2	1	0
<b>2019 (Jan and Feb))</b>	0	1	0
<b>Total</b>	<b>18</b>	<b>4</b>	<b>0</b>

- 2.5 When the police attend personal injury collisions, they assess and log the contributory factors that led to the collision. The table below shows all the factors.

<b>Collision contributory factors (01/01/16 to (28/02/19)</b>	
<b>Factor</b>	<b>Number</b>
<b>Failed to look properly</b>	13
<b>Poor turn or manoeuvre</b>	3
<b>Failed to judge other persons path or speed</b>	3
<b>Failed to signal/Misleading signal</b>	2
<b>Careless/Reckless/In a Hurry</b>	2
<b>Crossed road masked by stationary vehicle</b>	2
<b>Slippery road (due to weather)</b>	1
<b>No factor given</b>	1
<b>Exceeding speed limit</b>	1
<b>Dazzling sun</b>	1
<b>Cyclist wearing dark clothing at night</b>	1
<b>Other</b>	1
<b>Loss of control</b>	1
<b>Defective steering or suspension</b>	1
<b>Disobeyed double white line</b>	1

- 2.6 Of the collisions, 15 (68.2%) occurred during daylight, and 16 (72.7%) collisions happened when the road surface was dry.

### **3. OPTIONS:**

- 3.1 There are two options available for the Woking Joint Committee.
- 3.2 The first is to retain the existing 40mph, since the recorded speeds show good compliance with that limit, in addition to which, the road has an improving personal injury collision record.
- 3.3 The second option is to reduce the speed limit from 40mph to 30mph in those roads listed in the recommendation at the start of this report and shown at Annex B.
- 3.4 The recorded speeds indicate that such a reduction would be in accordance with Surrey County Council’s Speed Limit Policy, which states that a 30mph

limit could be introduced without the need for any additional measures where the recorded mean speeds are less than 36mph.

- 3.5 Only at one site and in one direction was this figure exceeded and in consultation with Surrey Police, it has been agreed that Vehicle Activated Signs will be employed in that location. Consequently, Surrey Police have given their approval for a 30mph limit and it is recommended that the Woking Joint Committee approve the making of the relevant Traffic Regulation Order.

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

- 4.1 Consultation has been carried out with Surrey Police's Road Safety and Traffic Management Team, who have indicated their support for a 30mph speed limit on condition, as mentioned above, that Vehicle Activated Signs are used on that stretch of road where the recorded speeds were slightly higher.

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

- 5.1 The Woking Joint Committee has previously approved the allocation of up to £12,000 for the assessment and introduction of these speed limit amendments.

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

- 6.1 The Highway Service is mindful of its needs within this area and attempts to treat all users of the public highway with equality and understanding.

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

- 7.1 Local communities would be affected by having to comply with the speed limit agreed upon by the Local Committee.

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

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

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

- 9.1 This report details the assessment of the speed limits on the A320 Egley Road, B380 Guildford Road and parts of B380 Westfield Road and Mayford Green.
- 9.2 The assessment has been carried out using the County Council's speed limit policy, "Setting Local Speed Limits". The practical application of this policy

since its introduction in July 2014 has raised some concerns about the speed limits that it has suggested for some roads. The recommendations have been based on the results of the assessment but also on knowledge of each road and the practical implications of a lower limit.

**10. WHAT HAPPENS NEXT:**

- 10.1 Any agreed changes to these speed limits should be advertised with the intention of making the relevant Traffic Regulation Order and amending the speed limit.

**Contact Officer:**

Kevin Patching, Engineer, North West Area Team  
Contact number - 03456 009 009.

**Consulted:**

Surrey Police Road Safety and Traffic Management Team

**Annexes:**

Annex A – Location of Speed Surveys

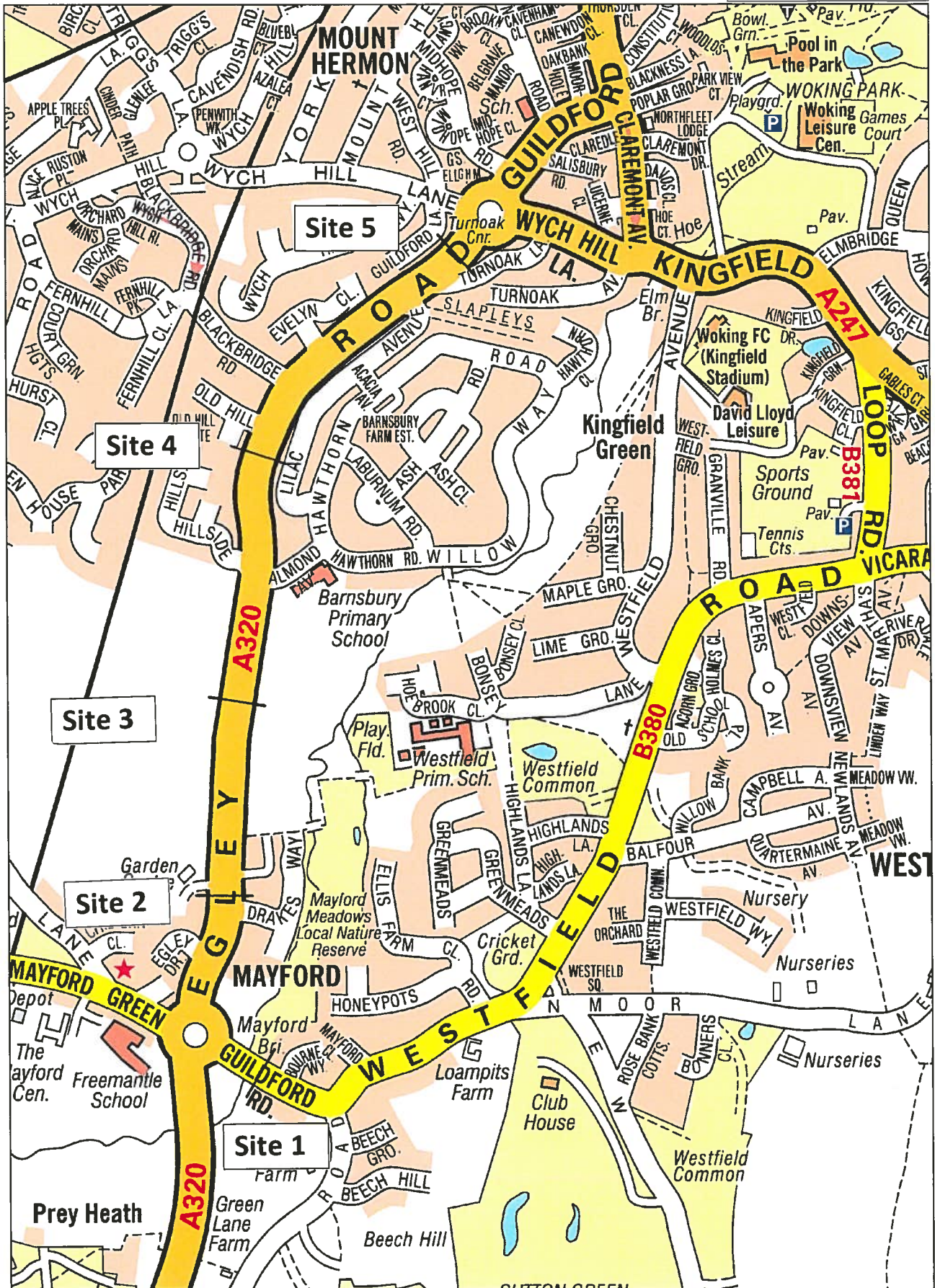
Annex B – Extent of proposed speed limit reduction from 40mph to 30mph

**Sources/background papers:**

Surrey County Council, "Setting Local Speed Limits", July 2014

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**A320 Egley Road and B380 Westfield Road, Guildford Road and Mayford Green speed limit review - speed survey locations.**

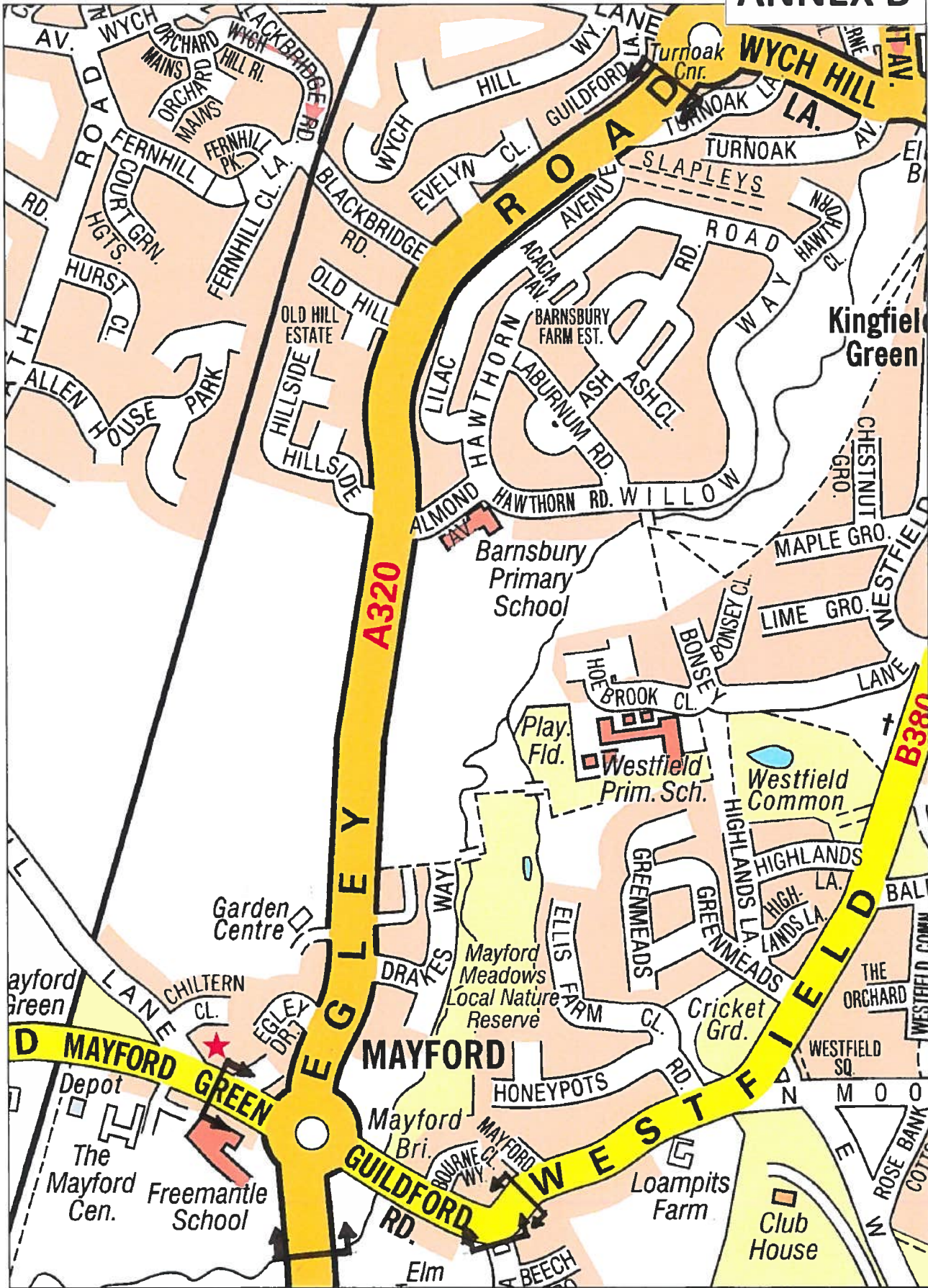
Date Printed:	11/11/2019	Scale (approx):	1:10001
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**A320 Elgey Road and B380 Guildford Road, Mayford Green and Westfield Road - extent of proposed speed limit reduction from 40mph to 30mph.**



Date Printed: 12/11/2019 Scale (approx): 1:7500

Printed By: Drawing Number:

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## WOKING JOINT COMMITTEE

**DATE:** 22 January 2020  
**LEAD OFFICERS:** David Curl – SCC Parking Strategy and Implementation Manager  
**SUBJECT:** Geoff McManus, Assistant Director for Place, WBC  
**AREA:** Woking Town Centre Controlled Parking Zone Changes  
**AREA:** ALL WOKING

### **SUMMARY OF ISSUE:**

To review the outcome of a statutory consultation about changes to parking controls and decide whether to amend the operational hours of the Woking Controlled Parking Zone 1 (the town centre area including The Grove and Ferndale) and introduce a restricted zone into Church Street East and roads leading from it.

### **RECOMMENDATIONS:**

**The Joint Committee (Woking) is asked to agree that:**

- (i) the proposed changes to parking controls in and around Zone 1, as amended following a statutory consultation (described in Section 2) are implemented and the traffic order amendment made.
- (ii) authority to introduce parking restrictions in The Grove, Ferndale and Horsell Moor is delegated to the Parking Strategy and Implementation Team Manager in consultation with the WBC Assistant Director for Place, the chairman/vice chairman of this committee and the local county councillor.
- (iii) the Joint Committee allocates funding from the 18/19 on street parking surplus as detailed in paragraph 5.1 of this report to proceed with the introduction of the parking amendments,
- (iv) An amendment is included in the parking traffic orders to allow the use of 'virtual resident and visitor permits' in all the Woking controlled parking zones.
- (v) A mobile phone payment system for parking is introduced in the Woking CPZ (the existing payment methods, voucher and meter will remain)

**REASONS FOR RECOMMENDATIONS:**

The changes to parking restrictions recommended above will:

- Increase turnover in the on street limited waiting bays in the evenings improving access to local businesses.
- Reduce obstructive parking on the single yellow lines in the town centre to maintain an effective traffic management regime. This will also help keep the footway clear in some locations improving access and safety for pedestrians.
- Protect the residential areas of The Grove and Ferndale from displacement parking **in the event this is needed** and encourage visitors to use the town centre car parks in the evening where there is ample capacity. It is simpler to go straight to a car park rather than driving around town looking for a parking space which in itself adds to congestion and pollution.
- Help improve the street-scene in the Church Street East area
- Allow effective bank holiday parking enforcement
- Provide more choice for visitors about how to pay for parking

**1. INTRODUCTION AND BACKGROUND:****Town Centre CPZ**

- 1.1 Woking Town Centre currently has a Controlled Parking Zone (CPZ, referred to as Zone 1, see map Annex 1) which imposes a uniform set of parking restrictions during the day (Mon-Sun) between 08:30 and 18:00. There are also a number of limited waiting bays in Zone 1 that also operate during the same period providing parking for up to 1 hour.
- 1.2 After 6pm, CPZ Zone 1 is not operational, so vehicles can park on single yellow lines or for unlimited time in the parking bays. The evening economy of the town centre is continuing to grow becoming increasingly busy attracting visitors/shoppers and customers to the many restaurants and attractions in the town. The town centre is also undergoing major redevelopment and will have an increasing number of residential dwellings arising from separate developments.
- 1.3 The lack of consistent parking controls in the busy evening period means vehicles park on the single yellow line in the town centre which can be obstructive particularly if on the pavement. In addition the one hour limited waiting bays in the town centre do not turn over as quickly making it harder for visitors to find a space.
- 1.4 Following discussion at the Joint Committee Parking Task Group over the last year it has been proposed to extend the Zone 1 operational hours from 6pm to 10pm every evening to remedy this problem. The Grove and Ferndale were included in the proposals to reduce the possibility of displacement parking to these residential road that are very close by.

### **Church Street East**

- 1.5 As part of the town centre development it is proposed to create a pedestrian zone in part of Church Street East and Christchurch Way near Town Square as shown on the attached plan (Annex 2). Church Street East, Christchurch Way, Chobham Road and Duke Street are also being resurfaced with new block paving.
- 1.6 To improve the appearance of the area it is planned to create a restricted parking zone instead of the existing conventional yellow lines and signs that are currently present. A restricted zone has boundary signs that state the parking and loading restrictions at the entry point but no other signs or lines within, (except for other parking features such as parking or loading bays etc. which are identified) which improves the overall appearance and street scene.
- 1.7 In Church Street East (and the roads that lead from it) it is proposed to implement a 'restricted zone' that will impose waiting and loading restrictions for the same period as Zone 1, 08:30 to 22:00, Mon to Sun (as amended by the proposals described above).
- 1.8 Within the zone it is also proposed to locate a loading bay (adjacent to the martian) for use during the restricted hours as well as a parking bay for buses that will allow improved transport links into the town centre for local business and a parking bay for police/emergency service vehicles as shown on the plan.
- 1.9 Six disabled bays will also be created in existing limited waiting bays in Chobham Rd and Christchurch Way in to mitigate the loss of those near Concord House and Cleary Court.
- 1.10 Duke Street is similarly proposed to be redeveloped and the new layout will include additional disabled parking bays to mitigate the loss of several bays around Church Street East. There are also disabled parking spaces provided in the adjacent Victoria Way car park.

### **Bank Holiday restrictions**

- 1.11 Bank holidays can be just as busy for traffic movement and retail activity as other days of the year. It is proposed to apply current parking controls across the whole borough so that they apply consistently on bank holidays. This will help improve access to shops/businesses, reduce obstructive parking and generally help keep traffic moving at these times.

### **Service Improvements**

- 1.12 Changes in technology mean that it is no longer necessary to use paper parking permits displayed in vehicle windscreens. It is planned to carry out service improvements through 2020 that will introduce 'virtual' resident and visitor permit in the whole CPZ area. This will allow on line permit applications and renewals and the vehicle registration plate will effectively become the parking permit.
- 1.13 A similar enhancement can be made for the pay and display bays in the town centre by the addition of a pay by phone service. This would allow visitors to pay for parking via their phone instead of using cash at a meter or purchasing a paper voucher (both

## ITEM 11

these payment methods will remain in place). This system already operates in the off street car parks.

- 1.14 These changes are planned to be carried out at the same time as the Zone 1 revisions described in this report in order to minimise signing costs and clutter.

## **2. CONSULTATION**

- 2.1 At their meeting on 20 June 2018 the Joint Committee (JC) agreed to delegate the decision to review and consult about changes to Zone 1 operational hours to senior Woking and Surrey officers in consultation with the JC Parking Task Group. The outcome of this is that following discussion and agreement at the Parking Task Group a statutory consultation on the proposed changes was carried out between 05 September and 04 October 2019.
- 2.2 As part of the statutory consultation a notice explaining the proposals was placed in the Woking News and Mail. Street notices were also placed around the town centre area and all residential and business properties were sent information in the post. A fuller description of the changes were provided at the civic centre, library and on our parking web pages.
- 2.3 There were 43 responses including objections, statements of support and other comments made in response to the consultation. Respondents sometimes objected to some aspects of the proposals but supported others which we have tried to reflect in the summary below.

The general themes mentioned were:

### **The Town Centre Economy**

- 2.4 Thirteen objected or commented that they thought the changes would harm the evening economy of the town centre (such as the Theatre and restaurants) or make it harder to work in the town because parking would be more difficult. Some felt it was a just a plan to increase parking revenue. There was a request to reconsider loading facilities for some businesses.

### **Response**

- 2.5 The proposals will extend the 1 hour parking time limit until 10pm each evening but that should increase turnover in the spaces and help access for short term parking, which in turn should help the local economy. There will be less long term on street parking before 10pm if the proposals are introduced, however this is part of the overall strategy for the town centre to encourage the use of car parks for long term parking. When vehicles drive around the town centre looking for free parking in the evenings they create congestion and pollution that could be reduced if they went straight to car park.
- The theatre and cinema are most conveniently accessed from the main shopping centre car parks where parking through the evening is available at a flat rate of £1.50 from 7pm each evening.
- It is proposed to amend the proposals in Duke Street to provide a loading bay instead of 2 (of the planned 4) disabled bays.



**Resident/Visitor Parking in Zone 1**

- 2.6 Six people responded that they lived within Zone 1 objected that it would be harder for them and their visitors to park near their properties in the evenings (including 5 from Eastgate). They also said there were too many taxi's around the station area making it harder to find a parking space.

**Response**

- 2.7 Resident and visitor permits are not issued in Zone 1 other than to honour historical agreements which cease as new tenants come into the Town in the full knowledge that on street parking is not available for town centre residents. Residents are typically encouraged to make use of town centre car parks at published rates should they consider purchasing/renting premises around the town centre. In the case of Eastgate residents can purchase off peak residents permits for the adjacent Heathside Crescent car park.

**The Grove and Ferndale**

- 2.8 There were eleven objections against extended hours in The Grove/Ferndale citing the extra cost of purchasing visitor permits and the general inconvenience the extended times of the parking controls would cause. There were three in support of this however.

**Response**

- 2.9 Most respondents acknowledged the operational hours were being extended as a precaution to reduce the likelihood of displacement parking from the town centre in the evenings. However the proposals here do not seem well supported by residents, and may not be justified, so the decision to introduce evening restrictions in the Grove and Ferndale can be deferred and evaluated again should a problem arise following the other Zone 1 changes being implemented.

**Church Street East area (Refer to Annex 2)**

- 2.10 There were comments regarding the new pedestrian zone specifically about access to buildings that will lead from it. There will be a further local consultation about the new arrangements here to ensure all views are taken to account. Overall there were concerns about maintaining access, particularly though the construction period, however there were no substantive objections against the proposal.

**3 PROPOSALS AFTER CONSULTATION**

- 3.1 It is recommended that following the statutory consultation the proposals are modified in some cases and introduced as described below:
- The Zone 1 operational hours are extended from 6pm to 10pm every evening including charges in limited waiting bays (as advertised)
  - The Grove and Ferndale are not included. These roads will be monitored after implementation of the changes above and if necessary the restrictions will be extended until 10pm in this area should this be necessary and supported by residents.

## ITEM 11

- A new loading bay adjacent to Wetherspoons will replace two of the proposed disabled bays in Duke Street.
- The restricted zone in Church Street East and roads leading from it is implemented as advertised.
- Parking restrictions in the whole borough will apply on bank holidays

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

- 5.1 The cost of changing the operational time for Zone 1 as described in this report is estimated to be around £15,000. The main cost implication is for new signs however this is also an opportunity to provide a 'pay by phone' service for the on street parking bays which will also require changes to the parking bays signs. Implementing these together will reduce costs.
- 5.2 It is proposed that this cost is met from the Joint Committee share of the 18/19 Woking on street parking surplus.

### **6. RISK MANAGEMENT:**

- 6.1 The minimum statutory requirement for the introduction of new waiting and parking restrictions is the advertisement of a statutory notice in a local paper. If this was the only form of public consultation there is a risk many residents and highway users would not be aware of the proposals. In order to ensure members of the public are informed and have a chance to comment we also put up street notices and letter drop residents where they could be directly affected. We also provide all the relevant information on our website and with links highlighted in the notices.

### **7. LOCALISM:**

- 7.1 Each location where parking restrictions are proposed to be amended will have an impact on the local residents and visitors in that area. This effect will vary from slight to significant depending on the resident's/ businesses circumstances and requirements for parking on street. The advertisement stage will allow these affected parties to get involved and comment on or object to the proposals. This will impact on what decisions are made following the advertisement. Local councillors can also help in this process by liaising with residents who may not want to contact the parking team directly, and prefer to deal with their local councillor instead.

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

- 8.1 There are no specific equalities and diversity implications for this report.

**9. OTHER IMPLICATIONS:**

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

9.1 Crime and Disorder implications

There should be fewer instances of obstructive parking and improved traffic movements as a consequence of the proposed new restrictions

9.2 Sustainability implications

The introduction of parking restrictions can help reduce congestion and keep traffic moving. In some cases new restrictions can also encourage the use of off street car parks or alternative means of transport.

9.3 Corporate Parenting/Looked After Children implications

There are none.

9.4 Safeguarding responsibilities for vulnerable children and adults implications

There are none.

9.5 Public Health implications

There are none.

9.6 Human Resource/Training and Development

There are none.

**10. CONCLUSION AND RECOMMENDATIONS:**

It is recommended that the waiting restrictions are implemented as detailed in Annex A. They will make a positive impact towards:-

- Road safety
- Access for emergency vehicles
- Access for refuse vehicles
- Easing traffic congestion
- Better regulated parking
- Better compliance with parking restrictions

**11. WHAT HAPPENS NEXT:**

The agreed proposals will be introduced from April 2020. There will be numerous signing changes needed which will provide an opportunity to rationalise signs and posts where possible to improve the street-scene.

**Contact Officers:**

David Curl, Parking Team Manager (SCC Parking Team)  
Tel: 0300 200 1003

**Consulted:**

All proposals have been discussed with the Woking Parking Task group and respective county councillor where appropriate.

**County Council Cabinet Member**

Mr Matt Furness.  
Tel: 0300 200 1003

**Annexes:**

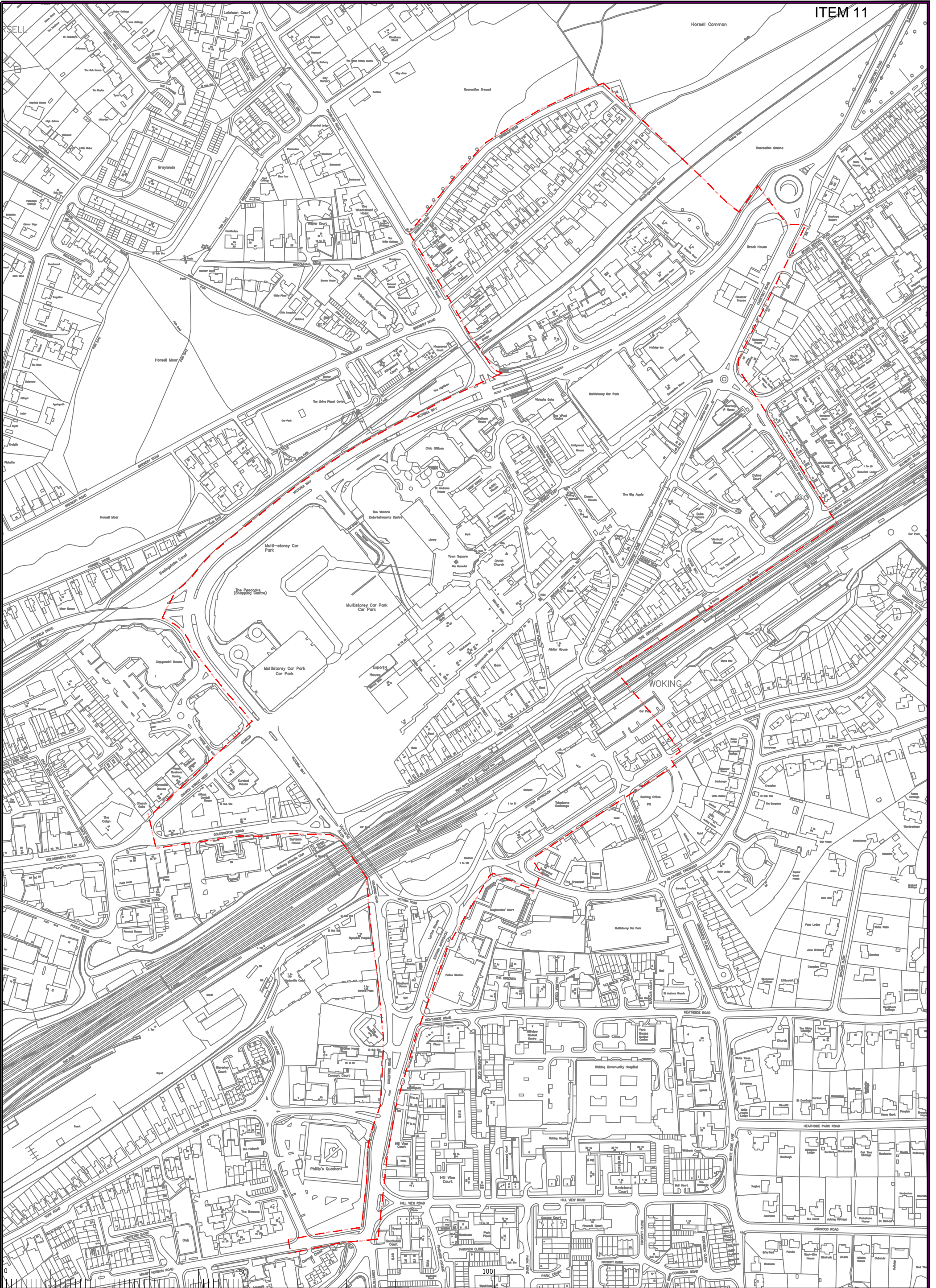
Annex 1 – Plan showing the Woking Zone 1 boundary.  
Annex 2 – Plan showing the proposed restricted zone in Church Street East area

**Sources/background papers:**

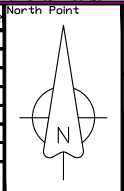
None

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



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Checked by originator: [Signature] Date: [ ]

Approved by: [Signature] Date: [ ]

Woking CPZ Zone 1 Changes

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Drawing

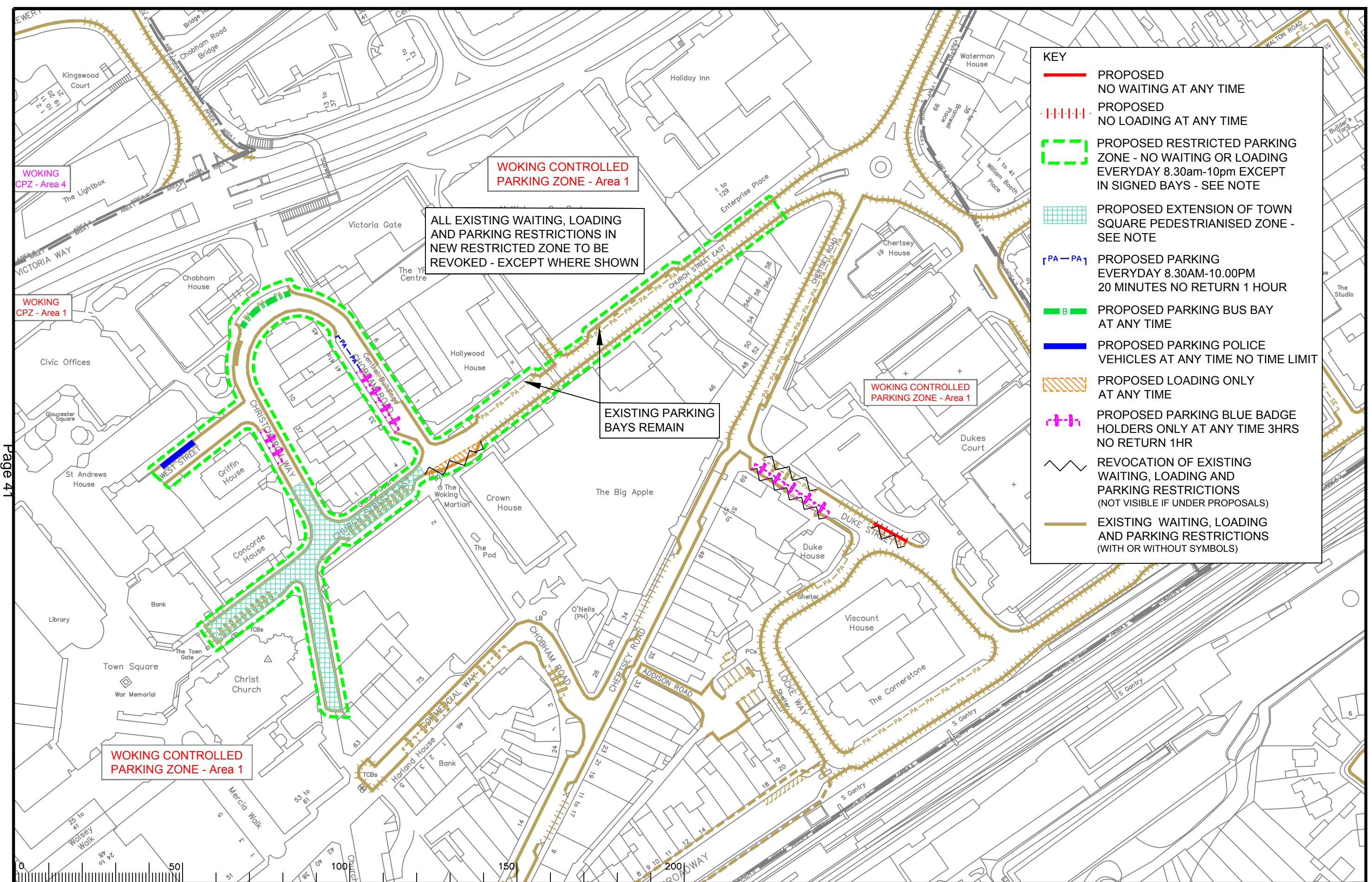
SHEET OF

**SURREY COUNTY COUNCIL**  
Sustainable Development  
Surrey Highways

Project No. [ ]  
Contract Sheet No. [ ]  
Drawing No. [ ]  
Rev. [ ]  
Classification: DRAFT



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**KEY**

- PROPOSED NO WAITING AT ANY TIME
- |-|-|-|- PROPOSED NO LOADING AT ANY TIME
- - - - - PROPOSED RESTRICTED PARKING ZONE - NO WAITING OR LOADING EVERYDAY 8.30am-10pm EXCEPT IN SIGNED BAYS - SEE NOTE
- [ ] PROPOSED EXTENSION OF TOWN SQUARE PEDESTRIANISED ZONE - SEE NOTE
- [ PA - PA ] PROPOSED PARKING EVERYDAY 8.30AM-10.00PM 20 MINUTES NO RETURN 1 HOUR
- B PROPOSED PARKING BUS BAY AT ANY TIME
- PROPOSED PARKING POLICE VEHICLES AT ANY TIME NO TIME LIMIT
- / / / / / PROPOSED LOADING ONLY AT ANY TIME
- + + + PROPOSED PARKING BLUE BADGE HOLDERS ONLY AT ANY TIME 3HRS NO RETURN 1HR
- ~ ~ ~ REVOCATION OF EXISTING WAITING, LOADING AND PARKING RESTRICTIONS (NOT VISIBLE IF UNDER PROPOSALS)
- EXISTING WAITING, LOADING AND PARKING RESTRICTIONS (WITH OR WITHOUT SYMBOLS)

ALL EXISTING WAITING, LOADING AND PARKING RESTRICTIONS IN NEW RESTRICTED ZONE TO BE REVOKED - EXCEPT WHERE SHOWN

EXISTING PARKING BAYS REMAIN

WOKING CPZ - Area 4

WOKING CPZ - Area 1

WOKING CONTROLLED PARKING ZONE - Area 1

WOKING CONTROLLED PARKING ZONE - Area 1

WOKING CONTROLLED PARKING ZONE - Area 1

Rev.	Description	Drwn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date
A	RESTRICTION TIMES AMENDED AND NEW RESTRICTION ZONE ADDED	CAH	CAH	06.19	PW	PW	06.19	DC	DC	06.19

North Point

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Drawn by	CAH	Sig.	CAH	Date	05/19
Checked by	PW	Sig.	PW	Date	05/19
Approved by	RH	Sig.	RH	Date	05/19

Project: WOKING DPE WOKING

Drawing: IMPLEMENTED TRAFFIC ORDERS

SHEET OF

**SURREY COUNTY COUNCIL**

Project No. 3282/WOK

Contract Sheet No. 20075/80

Rev. A

Classification: PROPOSAL

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# Joint Committee Decision Tracker

This tracker monitors progress against the decisions that the Joint Committee has made. It is updated before each committee meeting. When decisions are reported to the committee as complete, they are marked as 'closed', and will subsequently be removed from the tracker.

Decisions will remain on the tracker where 'closed' but not complete. This indicates that the decision has not yet been fully implemented, but that further progress is not possible at this time. The reasons for this will be indicated in the comment section. Decisions will be marked as 'open', where work to implement the decision is ongoing.

Meeting Date	Item	Decision	Status (Open / Closed)	Officer	Comment or Update
21 September 2016	5	Ownership of footpath on Warren Lane and request for it to be tarmacked	Open	Estates Officer, Woking Borough Council	Woking Borough Council (WBC) has carried out a site visit and now need to discuss internally which department is responsible for the land and what works needs to be undertaken as landowner. Due to workloads, it is not possible to give a timescale for this to be carried out at the present time. To be picked up again when workloads and priorities allow. Noted in Dec 2017 it was of concern for residents and therefore action is required. WBC investigated a query around land registry – Feb 2018.  Chased WBC estates team Sept 2019 who are looking into this again.
13 March 2019		To review the CIL process after one year	12 mth review		To be reviewed by the Joint Committee in March / June 2020
26 June 2019		Taxi Bays outside the station – WBC to look at the use of bays and the access for Taxis through the High Street under the Town Centre management		WBC Town Centre management	To come to committee in due course
25 September 2019	7	Review objections and if appropriate implement 7.5 tonne structural weight limit on Lock Lane, Pyrford where it crosses the Wey Navigation	Open	Area Highways Manager	
25 September 2019	9	Advertise parking amendments, review	Open	Parking	To be completed in due course

		objections and implement		Manager	
25 September 2019	10	Amend Definitive Map and Statement for Surrey	Open	Countryside Team	To be completed in due course

## Joint Committee (Woking) - Forward Programme 2019/20

Details of future meetings			
<p><b>Future Dates for the Woking Joint Committee 2020: 4 March, 24 June, 23 Sept and 2 Dec (To be confirmed and may be subject to change)</b></p> <p><b>The Committee meeting commences at 6pm (Informal Public Question Time 6pm - approx. 6.30pm). 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. The Joint Committee is asked to note and comment on the forward plan outlined in this report and offer suggestions for future agenda items.</b></p>			
Topic	Purpose	Contact Officer	Proposed date
<b>Highways Update</b>	Standing item for Woking Joint Committee	SCC Area Highway Manager	ALL
<b>Community Infrastructure Levy</b>	Standing item for Woking Joint Committee	Ernest Amaoko	ALL
<b>Decision Tracker</b>	For information	Partnership Committee Officer	ALL
<b>Forward Programme</b>	Review the Forward Programme and consider further themes for Member briefings	Partnership Committee Officer	ALL
<b>Review of the CIL process</b>	To review the CIL process after this has been in place for 1 year	Ernest Amaoko	Mar / Jun 2020
<b>Presentation by Woking Street Angels</b>	To provide a presentation on the excellent ongoing work of the Woking Street Angels	TBC	Early 2020
<b>Rethinking Transport</b>		Simon Griffin	Mar 2020
<b>Climate Change / Environmental Charters</b>		Rachel Crossley	Mar 2020
<b>School Places</b>	To suggest a review of school places required for Woking	SCC School Place planners	2020
<b>Libraries</b>	To hear about future plans for Libraries as these become available	Library Cabinet Member?	2020

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