



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 – 9.00pm
Wednesday, 4 March 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, Pyrford
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
Tel: 01483 404788

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, 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

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

1 APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2 MINUTES OF PREVIOUS MEETING

(Pages 1
- 14)

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

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

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.

5 WRITTEN PUBLIC QUESTIONS

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.

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 COMMUNITY INFRASTRUCTURE LEVY - APPLICATION FOR FUNDING OF 3 BENCHES

(Pages
15 - 24)

The Joint Committee at its meeting on 13 March 2019 agreed the arrangement for local communities to identify local community infrastructure projects that CIL money could be used and how Ward Councillors could make a request to the Council to secure CIL money to enable the delivery of the projects.

The Ward Councillors for West Byfleet Neighbourhood Area have submitted an application to secure £1,594.68 to install three benches at the West Byfleet Recreation Ground.

8 MAKING SURREY SAFER

To receive a presentation from Cabinet Member Denise Turner-Stewart, Chief of Staff Sarah Kershaw and Chief Fire Officer Steve Owen-Hughes on Surrey Fire and Rescue Service.

9 CABINET MEMBER FOR HIGHWAYS UPDATE TO COUNCIL

(Pages
25 - 28)

SCC Cabinet Members provide a briefing on their portfolios to council meetings. The most recent briefing is provided for the local committee's consideration and comment.

10 HIGHWAYS UPDATE REPORT

(Pages
29 - 42)

To report progress made with the delivery of proposed highways schemes, developer funded schemes, and revenue funded works for the 2019/20 financial year and to provide an update on the latest budgetary position for highway schemes and revenue maintenance.

To agree the proposed capital works programme for 2020/21.

11 DECISION TRACKER

(Pages
43 - 44)

12 FORWARD PLAN

(Pages
45 - 46)

To review the forward plan for the year.

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Minutes of the meeting of the
Woking JOINT COMMITTEE
 held at 6.00 pm on 22 January 2020
 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

32/18 OPEN FORUM [Item]

There were 4 members of the public present.

One public question was asked by Cllr Ben Carasco, regarding parking at Beaufort Road.

The question and answers given are attached as Annex A

33/18 APOLOGIES FOR ABSENCE [Item 1]

Apologies were received from Cllrs David Bittleston and Liz Bowes.

34/18 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.

35/18 DECLARATIONS OF INTEREST [Item 3]

There were no declarations of interest made.

36/18 PETITIONS [Item 4]

ITEM 2

There were no petitions received.

37/18 WRITTEN PUBLIC QUESTIONS [Item 5]

There were 2 public questions received

Question 1 - Daniell Ross regarding pavement parking in Redding Way, Knaphill

Question 2 - James Pembroke regarding speeding in Littlewick Road.

The questioners attended the meeting and both asked supplementary questions.

The full written questions and the answers given are attached as Annex B, along with the additional questions asked.

38/18 WRITTEN MEMBER QUESTIONS [Item 6]

There were 2 member questions received from Cllr Ann-Marie Barker regarding the asset value of the Lakers youth club and the issue of potholes in Surrey.

The questions and answers given are attached as Annex C.

39/18 MAKING SURREY SAFER [Item 7]

This item was deferred until the next meeting.

40/18 COMMUNITY INFRASTRUCTURE LEVY [Item 8]

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

41/18 HIGHWAYS UPDATE REPORT [Item 9]

Declarations of Interest: None

Officers attending: Andrew Milne, Area Highways Manager, SCC

Petitions, Public Questions, Statements: None

The Area Highways Manager (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.

The Local Committee agreed 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) Note that a further Highways Update will be brought to the next meeting of the Committee.

42/18 EGLEY ROAD - SPEED LIMIT REVIEW [Item 10]

Declarations of Interest: None

Officers attending: Andrew Milne, Area Highways Manager, SCC

Petitions, Public Questions, Statements: None

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.

Members supported the lowering of speeds around the school and also discussed whether Vehicle Activated speed signs were also needed.

The Joint Committee (Woking) agreed 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.

Reason for Decision:

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.

43/18 WOKING TOWN CENTRE - CONTROLLED PARKING ZONE 1 [Item 11]

Declarations of Interest: None

Officers attending: David Curl, Parking Manager, SCC & Geoff McManus, Parking Manager, WBC

Petitions, Public Questions, Statements: None

The Joint Committee discussed the report in detail. It was noted that the report did ask for Bank Holiday parking charges to be considered throughout the Borough, but Members asked that this be restricted to Zone 1 only. Members also discussed bringing the car parks in line with the off street parking areas and commencing evening charges at 6pm and this will be considered later in the year once the new technology allows.

The Joint Committee (Woking) agreed that:

- (i) the proposed changes to parking controls in and around Zone 1, as amended following a statutory consultation (described in

Section 2 & 3) are implemented and the traffic order amendment made. – **with Bank Holiday charging only applying to Zone 1.**

- (ii) authority to introduce parking restrictions in The Grove, Ferndale and Horsell Moor (**subject to public consultation**) 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

44/18 DECISION TRACKER [Item 12]

The decision tracker was noted.

45/18 FORWARD PLAN [Item 13]

The forward plan was noted.

ITEM 2

Meeting ended at: 7.15 pm

Chairman

Annex A**Woking Joint Committee
22 January 2020
Open Public Question Time****Question 1: Cllr Ben Carasco, regarding parking at Beaufort Road.**

Beaufort Road is the Woking North County Division, for which I am County Councillor and the Pyrford Borough Ward, with Cllrs Rashid, Gary and Graham, all of whom, at different times, have tried to address this matter.

The road is host to a green, between the road and the front of houses, which the Borough classes as an amenity. There is also a path between the green and the houses. The green is used by a number of vehicles, including trade vehicles, as an unauthorised car park.

As a consequence, the area is an unsightly mess, an eyesore and a safety hazard. Both Borough and County Officers have visited the site and recognise the issues. Residents have been seeking action for many years and, until recently, my various interactions on this matter were on the assumption that this was Borough land.

However, other voices are now indicating the green is Highways property.

Could I, through the Chair, request formal clarification on the ownership of this land and responsibility for issues arising. This would allow both myself and Borough Councillors to pursue this long running issue and hopefully sort our appropriate action.

Response:

This area and the parking issues there were discussed in September 2019. In brief, the Highways authority has no legislative requirement to provide residential parking. Because of the level of the land, the creation of parking spaces on the green would be expensive.

The highways information team subsequently confirmed that the area of verge under discussion does form part of the public highway. This is shown on GIS records that were created by Woking BC when they were our agents for delivery of highway services. WBC own the freehold of the land as housing authority. Although it is a large area it is consistent with the general rule with council housing estates that verges between the carriageway and the nearest footway are part of the highway.

This being the case, any scheme to introduce additional parking at this location could be promoted by either SCC or WBC subject to approval of details by SCC as the highway authority. However, as was explained in the previous written response to Committee in the September 2019 meeting, SCC Highways have no statutory obligation to provide parking on the public highway, and this would be a difficult and expensive location to create parking due to the gradient of the area. We routinely receive requests for parking provision, and these are normally not progressed due to them being very low priority in comparison to other local need, and if such a project was progressed, it is likely to increase demand from other residents.

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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 Cllr Melanie Whitehand and Cllr Saj Hussain 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.

ITEM 2

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.

Additional Information since the response was drafted...

Mr Ross Daniel has also provided a photograph (Please find attached photograph taken 06:59 hrs 7th January 2020. The vehicles are parked on the designated footway on the right and the available area to the left is the designated cycle lane. The photograph covers the section of Redding Way from Sainsbury's Garage looking to Cavell Way roundabouts)



Supplementary Question

Can anything be done to stop parking on the footpaths?

Cllr Saj Hussein agreed that the option of double yellow lines could be put forward to the next parking review and that parking at Tudor Way be looked at as well as banning pavement parking in the area. It was agreed that the Councillor would link with Mr Daniell over the review.

Question 2: Mr James Pembroke

Please could the Council explore what options are available in order to help reduce the high volume of speeding vehicles that regularly travel along Littlewick Road.

A large proportion of the road is residential and home to a number of young families, it contains concealed driveways and also has to be crossed on a daily basis by parents and children travelling to the Peter Pan pre-school on Littlewick Common.

Added to this, in parts, the pavements are very narrow - meaning you have to get very close to the road and it can feel like a dangerous task just to leave the house at times.

As a resident, the issue with speeding appears to be getting worst and this is from an already unacceptable position - which was highlighted in the traffic survey undertaken by the council between 3rd and 9th November 2015 and obtained under the freedom of information act. This survey shows that on the Eastbound direction alone 43,181 vehicles passed through during this timeframe, of these 5% (or 1,978 vehicles) were travelling at 51 mph and above, more than 25% above the speed limit of 40 mph for this road and in total during the period of the survey a total of 46% of all journeys made were done so above the speed limit.

The numbers from this survey only add weight to the argument that there is indeed an issue with speeding along Littlewick Road and I would ask that the council acts now to help tackle this problem before there's a serious accident.

Answer

Thank you for your question.

The speed survey that was carried out in November 2015, which Mr Pembroke refers to, indicates mean speeds of 41mph eastbound and 38mph westbound. The corresponding 85th percentile figures were 46mph and 42mph. The 85th percentile figure is the speed at which or below, 85% of drivers are travelling. Conversely, it means that 15% of drivers are exceeding this figure.

The Department for Transport document, "Circular 01/2013 Setting Local Speed limits" states, "Mean speed and 85th percentile speed (the speed at or below which 85% of vehicles are travelling) are the most commonly used measures of actual traffic speed. Traffic authorities should continue to routinely collect and assess both, but mean speeds should be used as the basis for determining local speed limits."

Surrey County Council and Surrey Police follow this guidance and consider the mean speeds when assessing speed limits but also look at the 85th percentile speeds when considering compliance with the existing limit. The DfT guidance goes on to say, "For the majority of roads there is a consistent

relationship between mean speed and 85th percentile speed. Where this is not the case, it will usually indicate that drivers have difficulty in deciding the appropriate speed for the road, suggesting that a better match between road design and speed limit is required. It may be necessary to consider additional measures to reduce the larger than normal difference between mean and 85th percentile speeds or to bring the speed distribution more in line with typical distributions. The aim for local speed limits should be to align the speed limit to the conditions of the road and road environment.”

The recorded mean and 85th percentile figures for Littlewick Road are quite close together and indicate relatively good compliance with the 40mph speed limit, although it should be noted that they are too high to permit the speed limit to be reduced. As is the case in many roads, there will be a number of vehicles travelling in excess of the 85th percentile speed. However, the 51mph figure that Mr Pembroke quotes equates to the 95th percentile figure which, as explained previously, would not be considered when assessing the speed limit or reviewing compliance with it.

Having checked the personal injury collision database, there are 3 such collisions recorded along the road, not including the roundabouts at either end, in the last 5 year period. Two of these occurred on 20 January 2015 and both appear to have been caused by a water leak which subsequently froze to create hazardous driving conditions. The members of the Joint Committee will be aware that the problematic water main along the road has recently been replaced. The third incident, which took place in 2018 is likely to have been caused by driver fatigue.

Given the relatively good compliance with the speed limit that the November 2015 survey indicated and the personal injury collision history, there are no plans for any work to be undertaken or measures to be introduced along the road.

However, we can make arrangements for a further speed survey to be carried out and, for comparison purposes, we will endeavour to have this conducted at the same location as before.

Supplementary Question

In order to increase speed awareness on Littlewick Road, could vehicle activated signs be installed?

Cllr Colin Kemp agreed to look at this as an option, possibly using local Community Infrastructure Levy funds.



WOKING JOINT COMMITTEE

DATE: 22 JAN 2020
SUBJECT: WRITTEN MEMBER QUESTIONS
DIVISION: WOKING

2 x Written Member Questions have been received from Cllr Ann-Marie Barker, Liberal Democrat Group Leader and Councillor for Goldsworth Park

Question 1:

Lakers Youth Centre sadly suffered a fire 2 years ago this month. Since the fire the building has been left to deteriorate with little to no protection from the weather. What asset value did the Lakers Youth Centre building have:-

- i) Prior to the 2018 fire? and
- ii) What is the current asset value?

Answer

Surrey County Council (SCC) carries out valuations of its operational assets every 5 years.

Lakers Youth Centre was valued in 2013 at £371,000 (Existing Use Value).

The site was then re-valued in 2018, following the fire which partly destroyed the building, at £600,000 (if fully rebuilt) and estimated value of £420,000 for the impaired property. SCC has not carried out any further valuations since 2018.

Question 2:

Surrey has recently received the dubious accolade of being the pothole capital of the UK with more than three and a half thousand claims for pothole damage made in the first 10 months of 2019. What is being done to avoid Surrey being the pothole capital of the UK in future years?

Answer

Surrey County Council is working against a backdrop of increased demand on its highway network, and we repair approximately 50,000 potholes every year, from revenue funding, through our Reactive Service.

ITEM 2

In addition to this, we repair and prevent a further 25,000 to 30,000 potholes through one of our capital funding streams on the residential road network.

Our planned maintenance programme funds the resurfacing of all, or sections of, approx 20 roads a year, these roads are selected via a prioritisation process as outlined in our Asset Strategy (on the website). To clarify, this covers around 20 roads under the Major Maintenance Programme - but that will increase to 50 in 2020/21 due to the increased budget.

For the last 2 years we have received additional capital funding for Severe Weather Recovery, which has seen delivery of further resurfacing and patching work across the network and for the next 4 years we have been allocated some additional monies as part of the Medium Term Financial Plan to fund more road repairs.

In total, we do minor and major patching, major maintenance, and locally funded LSR across approx 200 roads.



WOKING JOINT COMMITTEE

DATE: 4 MARCH 2020
LEAD OFFICER: ERNEST AMOAKO, PLANNING POLICY MANAGER

SUBJECT: COMMUNITY INFRASTRUCTURE LEVY – APPLICATION FOR CIL FUNDING TO INSTALL THREE BENCHES AT WEST BYFLEET RECREATIONAL GROUND IN WEST BYFLEET NEIGHBOURHOOD AREA

AREA: WEST BYFLEET NEIGHBOURHOOD AREA

SUMMARY OF ISSUE:

The Joint Committee at its meeting on 13 March 2019 agreed the arrangement for local communities to identify local community infrastructure projects that CIL money could be used and how Ward Councillors could make a request to the Council to secure CIL money to enable the delivery of the projects. The Ward Councillors for West Byfleet Neighbourhood Area have submitted an application to secure £1,594.68 to install three benches at the West Byfleet Recreation Ground. The new benches are intended to meet local need, enhance the overall quality of the Recreational Ground and consequently, its usability. A Map showing the locations of where the benches will be installed (marked in purple arrows) is in Appendix 1. For the avoidance of doubt, as at 31 January 2020, £385,021.20 on CIL money had been earmarked for community projects in West Byfleet Neighbourhood Area

RECOMMENDATIONS:

Woking Joint Committee is asked to agree that:

- (i) The application submitted by Ward Councillors for West Byfleet Neighbourhood Area to install three benches at West Byfleet Recreation Ground be approved;
- (ii) The Deputy Chief Executive be authorised to approve payment for the total cost of installing the benches when the works have been undertaken and the invoices have been submitted to the Council. The cost of installing the benches is estimated at £1,594.68 and will be drawn from the total CIL income earmarked for the West Byfleet Neighbourhood Area, this currently stands at £385,032.20; and
- (iii) The Ward Councillors for the West Byfleet Neighbourhood Area be asked to oversee all works relating to the procurement and installation of the benches in accordance with their project plan, project specification, costs and quality control.

REASONS FOR RECOMMENDATIONS:

To enable funding to be secured for the installation of three benches at the West Byfleet Recreational Ground, West Byfleet Neighbourhood Area.

1. INTRODUCTION AND BACKGROUND:

1.1 The Council introduced the Community Infrastructure Levy (CIL) from 1 April 2015 as the main means for securing development contributions towards the provision of infrastructure to support development across the Borough. To date, a total of £4,215,367.19 CIL contributions have been received by the Council. The Government requires the Council to pass on a proportion of the income to local communities where the chargeable development occurred. If the community has a Neighbourhood Plan such as West Byfleet Neighbourhood Area, it receives 25% of the CIL income from development occurred in the Neighbourhood Area. As at 31 January 2020, £385,021.28 has been secured for community projects within the West Byfleet Neighbourhood Area. The Government expects the Council to keep the community element of the CIL money in its account and ring-fence it for local community projects.

1.2 The Joint Committee has agreed an arrangement for local communities to identify community projects that could be delivered with CIL money and how the money could be secured from the Council to deliver them. The Ward Councillors for the West Byfleet Neighbourhood Area have submitted an application to secure £1,594.68 of the CIL money earmarked for the West Byfleet Neighbourhood Area to install three benches at the West Byfleet Recreational Ground. The Joint Committee is asked to consider the application and decide whether or not the application meets the agreed criteria for the money to be approved.

2. ANALYSIS:

2.1 The Joint Committee has agreed a list of requirements to be met when submitting an application for CIL money to fund local community projects. This include:

- a. Name of the infrastructure/project that the CIL income will deliver;
- b. A brief description of the project and what it seeks to achieve; and
- c. Evidence of broad community support for the project.

2.2 The Government has prescribed that the CIL receipts can only be used for:

- a. The provision, improvement, replacement, operation or maintenance of infrastructure; or
- b. Anything else that is concerned with addressing the demands that development places on an area.

2.3 The above are the key requirements against which Members should assess the application. The application is specific and clear about the number of benches to be installed, their precise locations within the Recreational Ground as demonstrated on the attached Map. There is a description of the type of benches to be installed (benches with hard ground fixings). The entire project is well costed and the

indicative costings covers both the acquisition of the benches and their installation. Given that the benches are to be installed at the Recreational Ground, which the Council owes, it is highly likely that their future maintenance cost would be met by the Council through its general maintenance budget. In this regard, the costing for the project does not make any allowance to cover maintenance costs. Members should note in this instance that any commitment by the Council to cover the maintenance cost is not setting a precedent to bear the maintenance cost for future applications. Each future application should be treated based on its own individual merits.

2.4 It is possible for the actual cost of the project to be marginally higher or lower than the original quote set out in the report due to changing market conditions and unforeseen contingencies. However, the Neighbourhood Area has sufficient money to be able to mitigate the risk of any marginal cost overrun. The installation of the benches falls within the Government's definition of what CIL receipts could be used. The proposal has broad community support. Appendix 2 is an email from the West Byfleet Neighbourhood Forum confirming their support for the proposal. A survey carried out to inform the adopted West Byfleet Neighbourhood Plan identified improved sports and recreational facilities as an objective to achieve. Based on the above, Officers are satisfied that the proposal broadly meets the agreed list of requirements and the application should be approved.

2.5 **Recent changes to CIL Regulations** - There has been recent changes to the CIL Regulations which Members should note. Of particular relevance are the removal of the requirement to publish a Regulation 123 list with effect from September 2019. Instead of Regulation 123 list, the Government requires local authorities to publish an Infrastructure Funding Statement by 31 December of each year starting from 31 December 2020 setting out how much money they have received, spent and on what. Members should be aware that any CIL money approved by the Joint Committee for both borough-wide and local community projects will be published in the public domain. There is also the removal of 'pooling restrictions'. Local authorities can now collect more than five contributions to fund the same infrastructure by using S106 Agreements.

3. OPTIONS:

3.1 The Council has a statutory duty to pass on a proportion of its CIL receipts to local communities where the development occurred. The Joint Committee has agreed a criteria that local communities have to meet to be able to secure CIL money from the Council to implement community infrastructure projects. It will be indefensible for an application that meets the agreed criteria to be refused unless there is a substantive reason to do so. It is important to also note that the Joint Committee has the authority to refuse an application if it felt that the criteria have not been met. On this particular occasion, Officers are satisfied that the application be approved.

4. CONSULTATIONS:

4.1 The following have been consulted and their comments have been incorporated into the report:

- Councillor David Bittleston – Chair of the Woking Joint Committee;
- Councillor Graham Cundy – Portfolio Holder for Planning (Woking Borough Council)

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- Douglas Spinks – Deputy Chief Executive (Woking Borough Council)
- Leigh Clarke – Finance Director

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 The cost of administering how much CIL income will be earmarking for local community projects, managing the individual accounts for the various Wards and Neighbourhood Areas and providing Members with update on money received and spent is presently being met from existing Planning Policy and Finance Service Plan budgets. Members should note that 5% of the CIL income has been set aside to cover CIL administration.
- 5.2 As at end of January 2020 a total of £385,021.19 (net) has been earmarked for community infrastructure projects within West Byfleet Neighbourhood Area. The estimated overall cost of the project is £1,594.68. There is sufficient money to cover the cost of the project and to mitigate against any risk due to cost overrun.
- 5.3 By 31 December of each year, the Council is required to publish the total amount of CIL income received and how much has been spent and on what. This information will be published in the Council's Annual monitoring Report.

6. RISK MANAGEMENT:

- 6.1 The Council has a statutory duty to pass on a proportion of its CIL income to local communities where the development occurred. The Joint Committee has agreed a list of requirements that local communities have to satisfy to secure the CIL money earmarked for their areas to implement identified community projects. The Joint Committee would be failing on its duty if it refuses an application for CIL money for community projects that meets the agreed criteria.
- 6.2 The money being sought would contribute towards the delivery of necessary infrastructure to minimise development impacts on the local community. Refusing the application could encourage resentment against future development in the local community.
- 6.3 There is the expectation that Councillors would provide oversight on the delivery of the project to ensure that it is delivered to the agreed specification and project costs.

7. LOCALISM:

- 7.1 The installation of the benches is a locally specific project, which relates to the use of CIL money to deliver benches at the West Byfleet Recreational Ground in West Byfleet Neighbourhood Area.

8. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 8.1 There are no equalities and diversity implications.

9. 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.
Human Resource/Training and Development	No significant implications arising from this report.

9.1 Crime and Disorder implications

No implications arising from the report.

9.2 Sustainability implications

No implications arising from the report.

9.3 Corporate Parenting/Looked After Children implications

No implications arising from the report...

9.4 Safeguarding responsibilities for vulnerable children and adults implications

No implications arising from the report.

9.5 Public Health implications

No implications arising from the report.

9.6 Human Resource/Training and Development

No implications arising from the report.

10. CONCLUSION AND RECOMMENDATIONS:
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10.1 It is important that development is supported by the provision of the necessary infrastructure to ensure sustainable development, in particular, infrastructure projects that local residents have identified to benefit their communities. The identification of the benches and the choice of the locations for their installation have all been decided by the local community with their Ward Councillors. The proposal is well costed and there is sufficient money earmarked for West Byfleet Neighbourhood Area to cover the cost. The application meets the criteria agreed by the Joint Committee, and in this regard, should be supported..

11. WHAT HAPPENS NEXT:

11.1 Subject to the Joint Committee approving the application, both Borough Ward Councillors and County Divisional Councillors representing the West Byfleet Neighbourhood Area should be notified of the decision and be advised to go ahead and procure and deliver the project according to their own project plan and specification. Responsibility for overseeing the delivery of the project rests with the Ward Councillors. The Deputy Chief Executive will authorise payment of invoices when the Ward Councillors are satisfied of the works undertaken.

Contact Officer:

Ernest Amoako, Planning Policy Manager (01483 743427).

Consulted:

Douglas Spinks – Deputy Chief Executive

Leigh Clarke – Finance Director

Councillor David Bittleston – Chair of the Joint Committee

Councillor Graham Cundy – Portfolio Holder for Planning, Woking Borough Council

Borough Portfolio Holder

Councillor Graham Cundy – Portfolio Holder for Planning

Annexes:

Appendix 1 - Map showing the various locations of where the benches will be installed.

Appendix 2 – Copy of e-mail from West Byfleet Neighbourhood Forum

Sources/background papers:

- The Community Infrastructure Levy Regulations 2012 (as amended).
- Community Infrastructure Levy (CIL) – Arrangement on managing the proportion of the CIL income earmarked for local community projects – report to Joint Committee meeting on 13 March 2019.

Woking MapViewer

XY centrepoint
504,597 , 161,042



05/02/2020

Recreation
Ground

Page 2

Bowling Green

Pavilion

Tennis Court

PARVIS ROAD

SCALE 1:1,250

0.025 0.0125 0 0.025 km

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

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Sent: 05 February 2020 12:38

To: Ernest Amoako

Cc: Cllr Amanda Boote; penny hoskyn; stewart dick

Subject: Neighbourhood Community Infrastructure Levy

Ernest,

I confirm that the purchase and installation of three benches on West Byfleet Recreation Ground funded from our share of Neighbourhood Community Infrastructure Levy monies held by Woking Borough Council on our behalf has been agreed by the West Byfleet Neighbourhood Forum Committee.

Regards,

Wade Pollard,

Chairman, West Byfleet Neighbourhood Forum

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SURREY COUNTY COUNCIL
JOINT COMMITTEE (WOKING)



DATE: 4 MAR 2020

LEAD: MATT FURNISS, CABINET MEMBER - HIGHWAYS & TRANSPORT

SUBJECT: CABINET MEMBER FOR HIGHWAYS UPDATE TO COUNCIL

DIVISION: ALL SURREY

SUMMARY OF ISSUE:

SCC Cabinet Members provide a briefing on their portfolios to council meetings. The most recent briefing is provided for the local committee's consideration and comment, as annex one.

RECOMMENDATIONS:

The Joint Committee (Woking) is asked to note the briefing.

REASONS FOR RECOMMENDATIONS:

To provide the committee with the opportunity to consider and comment on the Cabinet Member updates.

1. INTRODUCTION AND BACKGROUND:

1.1 SCC Cabinet Members provide a briefing on their portfolios to full council meetings. The most recent briefing is provided for the local committee's consideration and comment, as Annex A.

2. ANALYSIS:

Not applicable – provided for information only.

3. OPTIONS:

Not applicable – provided for information only.

4. CONSULTATIONS:

Not applicable – provided for information only

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

Not applicable – provided for information only

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

Not applicable – provided for information only

7. LOCALISM:

Not applicable – provided for information only

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:

Not applicable – provided for information only

10. WHAT HAPPENS NEXT:

Not applicable – provided for information only

Contact Officer:

Nicola Thornton-Bryar, Partnership Committee Officer

Consulted:

N/A

Annexes:

Annex One - Cabinet Member updates (included in this report)

CABINET MEMBER UPDATE TO FULL COUNCIL**ANNEX A****NAME:** Matt Furniss**PORTFOLIO:** Highways & Transport**Winter Service**

The Cold Weather Plan has been updated and is now available on the website. We have over 12 tonnes of salt in stock and all of our 1800 grit bins were inspected in the summer. Deliveries of salt have been made to Districts and Boroughs so they can keep their priority pavements clear, and arrangements are being made to provide salt to the farmers who help us during snow events. There has been a review of Priority 2 salting routes following engagement with Local Committees and their feedback has been incorporated into the revised Priority 2 routes. These are available to view on the online map. Priority 1 routes were reviewed and updated following Local Committee engagement in 2018 and there have been no significant changes to the Priority 1 routes since then. 8 gritting runs were completed in November and gritting runs are continuing during December.

During the 2019/20 winter season Surrey and Kier will be working with Meteogroup to trial the "Route Based" method of forecasting. Route Based Forecasting provides more accurate localised forecast modelling, allowing for more precise decision making. Providing the trial is successful, this will improve the accuracy of decision making and provide a reduction in the number of full gritting actions required over the winter season. Anticipated benefits are both environmental and financial, including a reduction in CO2 emissions, driver call out costs, and salt usage.

Epsom Marketplace Improvement Project

Following the successful pedestrian and vehicle improvements delivered by the County Council in Epsom Town Centre last year, in January works started on the next phase, the Marketplace. This is a £1.8m scheme to significantly enhance the pedestrian heart of the town, encompassing quality paving materials and street furniture, mature trees, public art and maximising use of the available space. Epsom & Ewell BC committed in excess of £1m towards the scheme, which has been designed by the County Council in close cooperation with the Borough. This is a very busy area with many shops and a thriving market. A real challenge has been to "keep the town open" and everybody informed while works progress. The County's contractor, Kier, have done an excellent job in managing the site and it is being delivered to programme with completion due in spring 2020. So far, there has been nothing but positive feedback. The completion of this scheme won't be the end of highway improvements to Epsom Town Centre, in 2020 we move on to improving the northern footway. Again, this will be designed and delivered by the County Council in partnership with Epsom & Ewell, who are providing the funds.

Improvement to Scheme Information provision

Currently information about our planned maintenance "Horizon" programmes for roads, pavements, bridges and structures, traffic signals, safety barriers and drainage are shared on the SCC website in a series of documents separated out for each District/ Borough. Our Highway Asset GIS team have been working to provide this data on a GIS based map and plan to make the map live for publication of the 2020/21 programmes at the end of January 2020. The map will be updated regularly so the public and members will be able to see any updates or changes to the proposed schemes. This work follows on from previous improvements to map based data provision which includes map based winter gritting routes and map based parking restrictions. Other improvements are being looked at and will be reported on in due course.

Electric Bus Scheme

At the UK Bus Awards in November, our electric bus scheme operating on Guildford Park and Ride was awarded the 'silver' runners-up award in the Environment Category. The nine fully electric Park and Ride buses came into service in February. They are the first ultra-low emissions buses in the county, with others planned. These electric buses were introduced in partnership with Stagecoach and a supporting Department for Transport grant. Stagecoach operates the Guildford Park and Ride services commercially, carrying 900,000 passengers each year and taking hundreds of car journeys out of the town every day to help relieve congestion and tackle air quality.

SURREY COUNTY COUNCIL**WOKING JOINT COMMITTEE****DATE: 4 MARCH 2020****LEAD****OFFICER: ANDREW MILNE, AREA HIGHWAY MANAGER****SUBJECT: HIGHWAYS UPDATE****AREA(S) ALL
AFFECTED:****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 agree the proposed capital works programme for 2020/21.

To report on relevant topical highways matters.

RECOMMENDATIONS:**The Local Committee is asked to:**

- (i) Note the progress with schemes and revenue funded works for the 2019/20 financial year.
- (ii) Note the budgetary position.
- (iii) Note that a further Highways Update will be brought to the next meeting of this Committee.
- (iv) Agree the proposed capital works programme for 2020/21 shown in Table 2 in section 2.3 of this report.
- (v) Authorise the Area Highways Manager to undertake all necessary actions to deliver the capital works programme, consulting with the Chair, Vice Chair and Divisional Members where necessary.

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. Joint Committee finance

Capital budget 2019/20

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

Other funding sources 2019/20

- 2.1.2 In addition to the above capital budget there was some parking surplus available.
- 2.1.3 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.

Capital Budget 2020/21

- 2.1.4 The Woking Joint Committee will receive a capital budget of £100,000 for the 2020/21 financial year for the delivery of ITS (highway improvement) schemes. This budget can also be used to support the delivery of capital maintenance projects, such as resurfacing.
- 2.1.5 In addition to this capital budget, approximately £105,000 parking surplus is available.
- 2.1.6 Each County Member will also receive £23,000 for capital maintenance projects.

2.2 Joint Committee capital works programme 2019/20.

- 2.2.1 The capital works programme is presented as a combined programme of both ITS and capital maintenance works in Table 1 to provide a clearer picture of works and budgets. This programme was formally approved by the Woking Committee at its public meeting held on 13 March 2019.

Scheme Name	Scheme type / Limits	Progress	Estimated cost (£)
ITS Westfield Road – speed reducing measures.	Design / Construct – traffic islands between Honeypots Road and Apers Avenue.	Construction commenced on 17 February.	40,000
ITS Bampton Way – pedestrian facility.	Design / Construct – enlarge existing	Constructed December 2019.	25,000

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	pedestrian refuge island adjacent to Goldsworth Park Centre.	Stage 3 Safety Audit to be carried out in March 2020.	
ITS Lock Lane – width restriction.	Design / Construct – Traffic Order and signs for width restriction at bridge over Wey Navigation at Pyrford Lock.	Traffic Order has been made and the necessary signs are being installed.	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.	The Traffic Regulation Order for the 30mph limit is being advertised.	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	Completed.	40,500
LSR Havelock Cottages (Egley Road)	Carriageway maintenance – access road between Egley Road and cottages	Completed.	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 Road and Wendela Close.	Contingency scheme.	£48,000

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 Joint Committee proposed capital works programme 2020/21

2.3.1 The proposed programme shown in Table 2 was informally discussed and agreed in principle during a private meeting of the Woking Joint Committee held on 12 February 2020.

2.3.2 All costs shown in Table 2 are estimated. Members will note that the total exceeds the capital budget and the excess is intended to be funded from the parking surplus. The list is presented in priority order and it is suggested that the Joint Committee adopt a flexible approach to the list so that as schemes develop, the programme can be adapted to the available budget.

Capital schemes list (ranking)	Estimated cost (£)
Maybury Hill speed reducing measures (Joint 2)	25,000
East Hill speed reducing measures (Joint 2)	25,000
Sopwith Drive pedestrian facilities (18)	30,000
Parley Drive pedestrian improvement scheme (31)	25,000
High Street Horsell 20mph limit (35 – Church Hill)	10,000
Sopwith Drive / Parvis Road cycle kerb revisions (not ranked)	40,000
Signs, lines and dropped kerbs, various (not ranked)	15,000
Support for capital maintenance schemes	35,000
Total	205,000

Table 2 – 2020/21 Member Highway Fund spend progress

2.3 County Member capital maintenance projects.

2.4.1 County Members have been provided with a list of proposed capital maintenance schemes in their division to be considered for funding with their £23,000 capital allocation.

2.4.2 Invariably, it will not be possible to form a programme of resurfacing schemes each of which will cost precisely £23,000. Therefore, it is proposed that a flexible approach is adopted such that small amounts of the capital budget will be used to “top up” the £23,000 allocation and, as mentioned in paragraph 2.3.2 above, the parking surplus is used to part-fund the ITS programme.

2.4 Member Highway Fund

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

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

2.4.3 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 by 31 October 2019.

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

2.4.5 A summary of spend progress is shown in Table 3.

Member	Allocation (£)	Spend to date (£)
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
Total	52,500	52,500 committed

Table 3 – 2019/20 Member Highway Fund spend progress

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2.5.6 It has been confirmed that Members will receive £7,500 allocation for 2020/21.

2.6 Parking

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

Other highway related matters

2.7 Customer services

2.7.1 The total number of enquiries received in the calendar year 2019 is 126,399 an average of 10,533 per month, this represents a decrease of approximately 14% from the total received in 2018. This reflects the milder winter and the work that has taken place to improve the website and online reporting.

2.7.2 The decrease in defect reports is reflected in the balance of enquiries between SCC and Kier. All reports are categorised at the point of logging, either automatically through the website or by officers. Safety defects are directed to Kier with the remainder passed to the SCC local office for further investigation. During 2018 the average split was 47% SCC and 53% Kier, in 2019, because of the reduction in reports this has increased the proportion sent to SCC to 51%.

2.7.3 For Woking specifically, 6,641 enquiries were received between January and December of which 3,608 were directed to the local area office for action, of these 97% have been resolved. This is slightly above the countywide average of 96%.

2.7.4 Since January 2019, Highways & Transport have received 150 Stage 1 complaints. Sixty one were escalated to Stage 2, of which the Service has been found to be partially or fully at fault in 18 cases. In addition ten have been escalated to the Local Government Ombudsman, the Service was found to be partially at fault in one case.

2.8 Centrally funded maintenance

2.8.1 Table 4 below shows the Horizon 2 Woking **Roads** programme for 2019/20 showing the month during which the works are proposed.

Horizon 2 – 2019/20 Carriageway 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	Surface Dressing	Complete

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		Surrey Heath boundary		
C12 Littlewick Road	Horsell Common	Carthouse 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 4 - 2019/20 Horizon 2 Woking Roads Programme

2.8.2 Table 5 below shows the Horizon 2 Woking **Pavement (Footway)** programme for 2019/20.

Horizon 2 – 2019/20 Pavement (footway) 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 5 - Horizon 2 Woking Pavement (Footway) Programme.

2.9 Gully cleansing

2.9.1 Surrey County Council maintain 13,270 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.

2.9.2 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.

2.9.3 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.

2.9.4 For 2019/20, 10,442 gullies are due to be cleaned in Woking, and 22 soakaways.

2.9.5 As the cleaning programme is managed on a Countywide basis, cleans in Woking will take place throughout the course of the year. To date, 9,154 gullies and 8 soakaways have been treated.

2.10 Road safety

2.10.1 Table 6 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	Completed.

Table 6 – 2019/20 Woking Road Safety Programme

2.11 Passenger Transport

Nothing to report.

2.12 LED street light conversion

2.12.1 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

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the Spring of 2020. 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.

2.13 Woking Housing Infrastructure Fund (HIF)

2.13.1 At the Full Council meeting on 13 February 2020, Woking Borough's elected members approved the next stage of a £115 million highways enhancement scheme, which will be Woking's biggest infrastructure project to date.

2.13.2 Acceptance of a £95 million grant, offered by the Government and administered by Homes England, paves the way for the Council to complete the acquisition of the Triangle site on the south side of the town, deliver the significant improvements to the town centre's road network and widen the outdated Victoria Arch bridge by 2024.

2.13.3 In 2018, Woking Borough Council in partnership with Surrey County Council submitted a comprehensive funding bid to the Government's highly contested Housing Infrastructure Fund (HIF), which finances a small number of strategic and high impact infrastructure schemes to unlock housing sites.

2.13.4 The decision to formally accept the HIF grant is the first step towards determining official working arrangements with government agency, Homes England, and triggers the start of detailed negotiations to finalise the grant's conditions and contract. It is anticipated that the contractual arrangements could be secured in a matter of weeks, quickly followed by a comprehensive procurement process to select contractors to deliver the bid proposals.

2.13.5 The Councils' successful HIF bid sets out carefully considered and modelled proposals to alleviate long-term congestion issues within Woking Town Centre, future proof the highways and rail network, and unlock 13 brownfield sites for much needed town centre housing, of which over 40% would be affordable.

2.13.6 The proposals are reliant upon the delivery of each stage. These include:

- **The acquisition and demolition of all properties located within 'The Triangle'** (pocket of land surrounded by the one-way gyratory system, incorporating Guildford Road, Victoria Road and Station Approach). The Triangle is of strategic importance for the entire project. Without the acquisition and demolition of the existing site, it is not possible to deliver the proposed highways improvements along Guildford Road and the widening and replacement of Victoria Arch railway bridge. Works are anticipated to start in summer 2020 and conclude in summer 2021.
- **The delivery of highway improvements along Guildford Road.** Working with Surrey County Council, the proposed improvements include: the removal of the one-way gyratory system and the introduction of a two-way dual carriageway, shared pedestrian and cycle paths, and installation of four new toucan crossings for pedestrians and cyclists. Works are anticipated to start in late 2021 and conclude in early 2024.

The widening and replacement of Victoria Arch railway bridge. Working with Network Rail, the ambition is to widen the highway that passes under the bridge

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to improve traffic flows between both sides of the town and provide better access across the railway and to the railway station for cyclists and pedestrians. The road widening will link with the redeveloped dual carriage highway to the north. Works are anticipated to start in spring 2022 and conclude in early 2024.

2.14 Woking Integrated Transport Project and Town Centre Works

2.14.1 Chobham Road Pedestrian Canal Bridge

Work commenced during November 2019 with the drain-down of the adjacent section of the canal. Since then the initial section of path under the road bridge from the southeast nears completion and that for the return to the southwest side and improvement to the ramp on the north-western side of the road bridge have progressed. Works are on programme for the canal refill at the end of March, after which works are expected to continue up to May 2020 with the completion of the path surfaces and hand rail.

2.14.2 WITP Phase 4 and 5

In light of the success of the HIF funding for the widening of the Victoria Arch and the junction improvements to the south along Guildford Road, it may become necessary to revise the timescale for phases 4 and 5 (the section of Victoria Way between the Arch and the Lockfield Drive Junction). This is to avoid completing the section closest to the Arch, just to revise it all again 2 years later. WBC are currently looking into the potential of delaying completion or revising the scheme.

2.14.3 Chertsey Road

A preliminary design is currently being progressed for the provision of a cycle link to the east the town centre along Chertsey Road southbound towards the Station. A design is expected to be available for consultation in around 8 weeks.

2.14.4 Dukes Court

Following the completion of the carriageway repairs and resurfacing along Stanley Road and the provision of a new access to the Dukes Court office development, good progress is being made on first phase of the related works along Dukes Street. This first phase involves the provision of the landscaping and restaurant unit along the northernmost section, which are expected to be completed by mid-summer this year. The second phase, the southern section of Dukes Street, will follow on during the late summer. This involves the pedestrianisation of the carriageway to the south of the junction with Locke Way to provide a landscaped public realm.

2.14.5 Church Street East

With the resurfacing of Church Street East now completed, which involved full depth reconstruction surfaced in block paving, WBC now wish to pursue the pedestrianisation of the western end between Chobham Road and the town gate. The consultation process will start shortly.

2.14.6 Commercial Way

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The section of Commercial Way accessed from Chertsey Road (via Chobham Road) has been subject to an access restriction Monday to Saturday 10:30AM to 4:00PM. However, this has not been enforced for a number of years.

WBC now wish to expand the scope of this restriction forming a pedestrianised zone. Access would be controlled by automatic bollards, allowing entry by pre-approved vehicles only, in a similar way to the restrictions introduced at Church Path.

The consultation process will start shortly.

2.14.7 Lockfield Drive

The design for the widening of Lockfield Drive to provide 2 lanes eastbound towards the junction with Victoria Way is progressing. The design of the first phase, an additional eastbound lane over approximately 75m just before the canal bridge deck is near complete. Currently we are waiting for statutory undertaker's equipment diversion information before finalising the design.

The second phase provides an addition right turn lane onto Victoria Way and a left turn lane into the new multi-storey car park around the corner of Debenhams. A speed survey will be conducted shortly to ensure visibility for drivers joining Victoria Way eastbound is sufficient.

2.15 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:

Area assessed:	Direct Implications:
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:

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Annexes:**Background papers:**

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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 2020

Details of future meetings			
<p>Future Dates for the Woking Joint Committee 2020: 24 June 2020 and 11 Nov 2020</p> <p>Please note that the Joint Committee will hold 3 meetings this year instead of the usual 4 meetings.</p> <p>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.</p>			
Topic	Purpose	Contact Officer	Proposed date
Highways Update	Standing item for Woking Joint Committee	SCC Area Highway Manager	ALL
Community Infrastructure Levy	Standing item for Woking Joint Committee	Ernest Amaoko	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
Review of the Community Infrastructure Levy (CIL) process	To review the CIL process after this has been in place for 1 year	Ernest Amaoko	June 2020
Presentation by Woking Street Angels	To provide a presentation on the excellent ongoing work of the Woking Street Angels	TBC	June 2020
Electric Vehicle Charging Infrastructure Trials	To update on the programme for installing 80 charging points over 4 areas	Cherrie Mendoza	June 2020
School Places	To suggest a review of school places required for Woking	SCC School Place planners	2020
Libraries	To hear about future plans for Libraries as these become available	Library Cabinet Member?	2020

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