

Agenda

7.00 pm

Wednesday, 16 March 2022

The Council Chamber, Millmead House, Millmead,
Guildford, Surrey GU2 4BE

A link to view the live and recorded webcast of the remote meeting will be available on the [Guildford Joint Committee page](#) on the council's website.



Discussion

- **Highways schemes**
- **Rural speed limits**
- **Parking business plan**

You can get involved in the following ways

Ask a question

If there is something you wish to know about how your council works or what it is doing in your area, you can ask the joint committee a question about it.

This will enable you to listen to the Written Questions item and to then ask a further question based on the response provided if you wish, when invited to do so by the Chairman.

Write a question

You can also put your question to the joint committee in writing. The Partnership Committee Officer must receive it a minimum of four working days in advance of the meeting.

Before submitting your question we would encourage you to use the report it function on the [SCC website](#) to get a quicker response to your issue whenever possible.

We will, where possible, endeavour to provide a written response to your question in advance of the meeting.

When you arrive at the meeting let the committee officer (detailed below) know that you are there for the answer to your question. The committee chairman will decide exactly when your answer will be given and may invite you to ask a further question, if needed, at an appropriate time in the meeting.

Sign a petition

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

Attending the Joint Committee meeting

Your Partnership Committee Officer is here to help.

Email: gregory.yeoman@surreycc.gov.uk

Tel: 07968 832 390 (text or phone)

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

This is a meeting in public.

Please contact **Gregory Yeoman** using the above contact details:

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

Committee members 2021/22

Bo. Cllr. Chris Blow
Co. Cllr. Colin Cross
Co. Cllr. Fiona Davidson
Co. Cllr. Matt Furniss
Co. Cllr. Angela Goodwin
Bo. Cllr. David Goodwin
Bo. Cllr. Jan Harwood
Co. Cllr. Robert Hughes
Bo. Cllr. Steven Lee
Co. Cllr. Julia McShane
Co. Cllr. Carla Morson
Bo. Cllr. Ramsey Nagaty
Co. Cllr. George Potter
Bo. Cllr. Jo Randall
Bo. Cllr. John Rigg
Bo. Cllr. Tony Rooth
Bo. Cllr. Paul Spooner
Bo. Cllr. James Steel
Co. Cllr. Fiona White
Co. Cllr. Keith Witham

Joint Chief Executive of Guildford and
Waverley Borough Councils
Tom Horwood

Surrey County Council Chief Executive
Joanna Killian

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. **To support this, wifi is available for visitors – please ask for details.**

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

Note: This meeting may be filmed for live or subsequent broadcast - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed. The images and sound recording may be used for training purposes within the Council.

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.

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

1 APOLOGIES FOR ABSENCE

To receive any apologies for absence from members under Standing Order 39.

2 MINUTES FROM PREVIOUS MEETING

(Pages 7 - 14)

To approve the Minutes of the previous meeting as a correct record.

3 DECLARATIONS OF INTEREST

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

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

NOTES:

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

4 PETITIONS

(Pages 15 - 16)

To receive any petitions in accordance with Standing Order 65. An officer response will be provided to each petition.

5 MEMBER WRITTEN QUESTIONS

To receive any written questions from Members under Standing Order 47.

6 PUBLIC WRITTEN QUESTIONS

To receive any questions from Surrey County Council electors within the area in accordance with Standing Order 66.

7 DECISION TRACKER [FOR INFORMATION]

(Pages 17 - 22)

This report updates the committee on the progress of decisions that have been made at previous meetings.

8 HIGHWAYS UPDATE (EXECUTIVE FUNCTION - FOR DECISION)

(Pages 23 - 30)

This report seeks approval of a programme of highway works for Guildford funded from the Joint Committee's delegated capital and revenue budgets.

9 ON-STREET PARKING BUSINESS PLAN 2022-2023 (EXECUTIVE FUNCTION - FOR DECISION)

(Pages 31 - 80)

This report presents the Parking Annual Report 2020-21 for Guildford and makes a number of recommendations to the Joint Committee in respect of on-street parking and the use of the surplus generated from this service. This report also expands upon the Parking team's work in support of residents and the national effort during the Covid-19 pandemic.

10 RURAL SPEED LIMIT REVIEW (EXECUTIVE FUNCTION - FOR DECISION)

(Pages 81 - 98)

This report presents proposals for a reduction in speed limits across a wide area of the south of rural Surrey and seeks agreement from the committee to proceed.

11 MEMBERSHIP OF THE PARKING & AIR QUALITY WORKING GROUP (FOR DECISION)

(Pages 99 - 104)

This report seeks the joint committee appointment of members to the Parking and Air Quality working group.

12 FORWARD PLAN (FOR INFORMATION)

(Pages 105 - 106)

Committee members are asked to note the contents of the forward plan and suggest any items that they would like to be considered for

future meetings.

13 DATE OF NEXT MEETING

Wednesday 29 June 2022.

Minutes of the meeting of the
Guildford JOINT COMMITTEE
held at 7.00 pm on 21 October 2021
at Council Chamber, Millmead, Guildford.

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

Committee Members:

- * Bo. Cllr Jan Harwood (Chair)
 - * Co. Cllr. Fiona White (Vice-Chair)
 - * Bo. Cllr. Chris Blow
Co. Cllr. Colin Cross
 - * Co. Cllr. Fiona Davidson
 - * Co. Cllr. Matt Furniss
Co. Cllr. Angela Goodwin
 - * Bo. Cllr. David Goodwin
 - * Co. Cllr. Robert Hughes
Bo. Cllr. Steven Lee
 - * Co. Cllr. Julia McShane
 - * Co. Cllr. Carla Morson
 - * Bo. Cllr. Ramsey Nagaty
 - * Co. Cllr. George Potter
 - * Bo. Cllr Jo Randall
 - * Bo. Cllr John Rigg
Bo. Cllr Tony Rooth
 - * Bo. Cllr Paul Spooner
Bo. Cllr. James Steel
 - * Co. Cllr. Keith Witham
 - * In attendance
-

43/20 APOLOGIES FOR ABSENCE [Item 1]

Apologies were received from Cllrs Cross, A Goodwin, Rooth and Steel.

44/20 MINUTES FROM PREVIOUS MEETING [Item 2]

The minutes of the meeting held on 17th March 2021 were approved as a correct record.

45/20 DECLARATIONS OF INTEREST [Item 3]

There were no declarations of interest.

46/20 PETITIONS AND PETITION RESPONSES [Item 4]

There were no petitions.

47/20 MEMBER WRITTEN QUESTIONS [Item 5]

Declarations of Interest: None

Officer Attending: Andy Harkin, Parking Lead, GBC

Petitions, Public Questions and Statements: Two member questions were received before the deadline. The questions and officer responses were available to view within the agenda.

Cllr Seabrook did not attend the meeting but had sent the following comments to the chairman as a supplementary to her second question:

I appreciate bus operators set fares and on and off street parking are reviewed separately. Perhaps they should be considered at the same time. I also appreciate constraints on council finances, but can the committee lobby government to make it cost effective for people to 'do the right thing'? Cost is certainly mentioned frequently to me when discussing public transport with residents (along with frequency and reliability). Perhaps we need a publicity campaign to boost use of the P&R and promote the bundle fares. In view of climate change, air pollution and congestion on our roads, I would urge the committee to find ways of taking a more joined-up and holistic approach to our parking and travel policies.

Key points from discussion:

The Parking Lead officer from Guildford Borough Council outlined the split in responsibilities between the borough and county authorities regarding parking and bus operations, with decisions on on-street parking and Park & Ride resting with the joint committee and other aspects such as off-street parking being covered by the GBC Executive. Management of bus services and their promotion are for the bus operators and SCC Passenger Transport team; GBC is keen to work alongside partners to improve patronage and financial viabilities.

A written response to Cllr Seabrook's supplementary question would be prepared and circulated to members.

48/20 PUBLIC WRITTEN QUESTIONS [Item 6]

There were no public questions.

49/20 ON-STREET PARKING BUSINESS PLAN 2022-2023 (EXECUTIVE FUNCTION FOR DECISION) [Item 7]

Declarations of Interest: None

Officer attending: Andy Harkin, Parking Lead, GBC

Petitions, Public Questions, Statements: None

Member Discussion – key points:

There were concerns that the report lacked transparency in relation to figures showing a breakdown of the on-street parking income streams and the level of the government grant that had been received.

Members were frustrated that the Park & Ride scheme was still affected by the use of two sites for covid-related activity. The value of this work was recognised but it was felt that the sites could perhaps accommodate both P&R services and covid activity if planned carefully. The question of the charging model that applies to the P&R service was raised again (ie charging per passenger rather than per car), which reduces the competitiveness of P&R.

Comments were made about the condition and outmoded nature of the payment machines. The GBC Parking Lead stated that the new pay-by-phone technology was being installed in November, and there were also more up-to-date machines available from SCC that were being installed.

Cllr Furniss proposed a deferral of the report until the next meeting to allow more detail to be provided on the income streams and situation regarding the grant, and to provide more opportunity for involvement of SCC officers in the report production. Cllr Potter seconded. It was noted that deferral would not have an effect on the introduction of any new charging levels that might be agreed because these would not be introduced until the new financial year.

Resolved:

The Joint Committee (Guildford) agreed:

- (i) To defer the report until the next formal meeting of the Joint Committee.**

Reasons for recommendation:

Further clarity and transparency of on-street parking income stream figures is needed and more detail on the level of Government grant that was received.

50/20 PIRBRIGHT BENDS, SPEED LIMIT CHANGES AND AVERAGE SPEED CAMERAS (EXECUTIVE FUNCTION - FOR DECISION) [Item 8]

Declarations of Interest: **None**

Officer attending: **Duncan Knox, Road Safety & Sustainable School Travel Team Manager, Surrey County Council**

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

Member Discussion – key points:

The SCC officer introduced his report, stressing the high number of traffic accidents that have occurred on the roads in question.

The local Divisional member welcomed the report and its recommendations, thanking the officer and his team for the work involved. It was noted that the scheme crosses the border into Surrey Heath as well, for a short section of road.

In response to comments about the funding for this scheme, which came from Section 106 funding and the Drive SMART Partnership, the officer stated that the SCC cabinet had recently agreed a new policy on speed cameras that would cover areas with a history of speed-related incidents and also areas of community concern to tackle the nuisance effect of speeding traffic. The number of schemes developed would depend on the level of funding that could be achieved.

Resolved:

The Joint Committee (Guildford):

- (i) Agreed that, based upon the evidence, the speed limit be changed to 40mph in the section of the B3012 Gapemouth Road and D3455 Mytchett Place Road that are currently subject to a 30mph speed limit.
- (ii) Agreed that, based upon the evidence, the national speed limit in the B3405 Grange Road and Stanley Hill be reduced to 40mph.

- (iii) Agreed that, based upon the evidence, the start of the 30mph speed limit in Mytchett Place Road is moved from its current location (in Guildford) to a new location (in Surrey Heath) to include the bend at the Keogh Barracks access.
- (iv) Authorised delegation of authority to the Area Highway Manager (**or equivalent officer under the Scheme of Delegation**) in consultation with the Chairman, Vice-Chairman of the Joint Committee, and the local divisional member to resolve any objections received in connection with the proposals described above.
- (v) Noted that an average speed camera system will be installed to enforce the 40mph speed limit.
- (vi) Noted that bend warning sign improvements will be installed to complement the average speed camera system.

Reasons for recommendations:

A consistent 40mph speed limit will allow the introduction of average speed cameras which will help to reduce traffic speeds and therefore reduce risk and severity of collisions on the Pirbright Bends, where there has been a history of collisions including death and serious injury.

51/20 GUILDFORD TOWN CENTRE, AIR QUALITY MANAGEMENT AREA (EXECUTIVE FUNCTION - FOR DECISION) [Item 9]

Declarations of Interest: None

Officers attending: Gary Durrant, Senior Specialist - Environmental Protection, Justine Fuller, Head of Environment and Regulatory Services, Guildford Borough Council

Petitions, Public Questions, Statements: None

Member Discussion – key points:

The officer emphasised GBC's duty to designate an Air Quality Management Area (AQMA) having breached air quality limits. There had been a delay in progressing the designation because of interruptions to work caused by covid-19. When considering the extent of the AQMA the air quality threshold had been reduced to 38 microgramme per litre (from 40) to ensure a more cautious approach.

The officer thanked the Transport Studies Team Manager at SCC, who had supplied a good deal of the data to the consultants, and noted that the report was the result of joint working between the two authorities.

The officer invited input from members on the development of the Air Quality Action Plan; the draft would be brought to this committee in spring 2022. The chairman commented that it would be an opportunity to consider bold solutions to the problem of air pollution, including clean air zones, congestion charges, electric vehicles and ways to encourage a modal shift to reduce the number of trips being made in petrol and diesel vehicles. Working with SCC, especially the Highways team, would be very important.

The gyratory in the town centre was highlighted as a well-known area of traffic congestion which could become more congested as traffic levels increase with new local housing developments unless behaviours are tackled.

There was a discussion about the completeness of the data that had been used to support the call for designation of the AQMA, with the view expressed that it did not cover the full five-year period required and only showed exceedances in a few discrete locations within the overall area of the proposed AQMA. Opinion was divided, with some members preferring to collect more data and others feeling that there was sufficient to support the designation. The officer commented that DEFRA would review everything in the documents carefully and would report if they felt unsupported conclusions had been reached. He added that there were locations where premises had had a change of use since the measurements had been taken, eg with business premises becoming residential, and this meant reviewing the significance of the results. There was a need to interpret the results cautiously as well because covid restrictions would have reduced measurements temporarily.

In response to a request from the Ward member for Onslow, the Cabinet Member for Highways said he would speak to National Highways about a local access route off the A3, adding that NH had commented previously that they would not want to have too many junctions in a short length of the A3.

The Head of Environment and Regulatory Services reminded members of the need to focus on measures that would be impactful and to come up with a useful suite of measures that would avoid resolving the issue in the town centre while causing another problem elsewhere nearby. She added that a draft air quality communication strategy had been prepared around health messages and it included a call to action for residents for them to get involved.

The officer recommendations were put to the members by the chairman for a vote by a show of hands.

Number of votes for recommendations (i) and (ii): 13
Number of votes against recommendations (i) and (ii): 0
Number of abstentions: 1

Resolved:

The Guildford Joint Committee:

- i. Agreed that Guildford Borough Council designate an Air Quality Management Area as identified within the bold purple area shown in Appendix 1.
- ii. Authorised the Director of Service Delivery, Guildford Borough Council, to make the Order required under Section 83 of the Environment Act 1995 to implement recommendation (i).

Reasons for recommendations:

To ensure the Council meets its statutory duties to designate an air quality management area and to improve air quality in an area of Guildford Town Centre.

**52/20 REVIEW OF JOINT COMMITTEE WORKING GROUPS (FOR DECISION)
[Item 10]**

Declarations of Interest: None

Officers attending: Gregory Yeoman, Partnerships Committee Officer,
Surrey County Council

Petitions, Public Questions, Statements: None

Member Discussion – key points:

Points made in the discussion included:

- Working group meetings were often long but without tangible results.
- It would be worth keeping working groups that covered specific, specialised topics such as air quality.
- Parking and air quality need not necessarily remain covered by the same group.
- Task and finish groups could be established where necessary.
- Committee informal meetings could be used to cover some topics such as the list of highways schemes.
- The officer reminded members that formal meetings of the committee were now concentrating on hearing decision items rather than updates and broad discussions.
- Whatever approach was adopted, changes could be made at a later date.

Resolved:

The Joint Committee (Guildford) considered the options set out in this report and:

- (i) Agreed that the remit and terms of reference of any working/task group convened by the Joint Committee be reviewed annually;
- (ii) Considered the options set out in this report and advised preferences for the way forward for the existing working groups;
- (iii) Included in the Terms of Reference a decision on the need and frequency for the working/task groups to present a public report to the Joint Committee so as to keep local residents informed of progress concerning the prioritised workstreams of both councils working in partnership.

In addition, committee agreed:

To disband the Infrastructure Delivery and Transportation working group.

Reasons for recommendations:

Working groups reporting to the main Committee should be regularly reviewed to ensure that the work remains on track and progress reported. It is in the interests of Guildford borough residents to receive updates on local priorities as agreed by the Joint Committee and to be able to comment on those updates at the publicly convened meetings.

53/20 DECISION TRACKER [FOR INFORMATION] [Item 11]

The recommendations in the decision tracker were agreed as described.

54/20 FORWARD PLAN (FOR INFORMATION) [Item 12]

The Forward Plan was noted.

An item updating on the operations on the Park & Ride scheme was included at a date to be confirmed.

A point of order was raised to highlight the description in the committee's constitution of the number of formal meetings that would be held each year, ie "between four and eight", compared with the three that are now planned. The chairman noted this and agreed to consider it.

55/20 DATE OF NEXT MEETING [Item 13]

The provisional date for the next formal meeting is Wednesday 16th March 2022 at 7.00pm.

Meeting ended at: 8.50 pm

Chairman

This page is intentionally left blank



SURREY COUNTY COUNCIL GUILDFORD BOROUGH COUNCIL

JOINT COMMITTEE (GUILDFORD)

DATE: 16 MARCH 2022
SUBJECT: PARKING
DIVISION: GUILDFORD WEST

PETITION DETAILS

Fix Our Parking

Parking for residents across the Southway area has been a problem for quite some time. In order to secure a review of the situation by Guildford Borough Council we must show there is public demand. We the undersigned request a review of the parking situation by the Guildford Joint Committee.

Lead petitioner: Borough Cllr. James Steel
Number of signatures: 38

RESPONSE

We understand the challenges of parking in the area and the concerns of residents. There are limited options, all of which would affect a wide area and as it stands the request is not sufficiently clear, nor does it have significant support from the area to support the allocation of significant resources for a formal review at this time, falling well short of the 70% support required for schemes such as resident permits.

However, we are very conscious that there are significant issues in the area and also wider changes in the area, such as a proposed staff car park for the hospital that has recently succeeded in achieving planning permission, which may provide relief in the medium term.

The primary option to explore is the residents only parking option, the parking team would like to engage with ward councillors and residents to refine in detail what a survey/petition of the area should ask to enable a clearer proposal to emerge and that the support of that clear proposal is sufficiently tested before a decision is made. As with all surveys/petitions of this nature the expectation is that the interested parties undertake the survey/petition.

RECOMMENDATION

The Joint Committee is asked to:

- (i) Note the officer's comment.

Contact Officer: Chris Wheeler, Head of Operational & Technical Services, GBC

This page is intentionally left blank

Guildford Joint Committee Decision and Action Tracker

This tracker monitors progress against the decisions and actions that the Joint Committee has made. It is updated before each committee meeting. (This version presented to committee 16 March 2022).

- Decisions and actions will be marked as **‘open’**, where work to implement the decision is ongoing by the Joint Committee.
- When decisions are reported to the committee as **‘complete’**, they will also be marked as **‘closed’**. The Committee will then be asked to agree to remove these items from the tracker. For some decisions the Committee and public will be able to monitor the progress through Surrey County Council website. A link to the webpage will be included on the item when marked as complete.
- Decisions may also be **‘closed’** if further progress is not possible at this time, even though the action is not yet complete. An explanation will be included in the comment section. In this case, the action can remain on the tracker should the Committee request.

Page 17

Ref number	Meeting Date	Decision	Status (Open/ Closed)	Officer	Comment or update
1	13 June 2018	The Guildford-Godalming Greenway route is adopted into the Guildford Cycle Plan. https://www.surreycc.gov.uk/roads-and-transport/roadworks-and-maintenance/maintenance/roads/department-for-transport-capital-funding/roads-and-pavements	Open	Transport Policy Team Mngr, SCC	9/3/21 - Highways England Designated Funds funding has been awarded to progress feasibility work for the Guildford to Godalming Greenway scheme. 4/2/22 – Feasibility study is well advanced. Work has included progressing: feasibility design drawings, traffic modelling on A281 Milbrook, surveys (e.g. traffic volumes and speeds), economic appraisal and business case development, stakeholder engagement and public consultation on the proposals. Feedback to the public consultation is currently being analysed.

Item 7

2	03 July 2019	Supported the County Council and Guildford Borough Council entering into a formal agreement for the future maintenance and operation of Chapel Street, Swan Lane, Castle Street, High Street and Tunsgate.	Open	Interim Major Projects Consulting Manager, GBC	
3	11 Dec 2019	<ul style="list-style-type: none"> Agreed to the introduction of Pay by Phone technology, providing customers more flexibility in payment options and extending visits, Recommended a review in conjunction with Surrey County Council on replacement of current on-street Pay & Display (P&D) equipment. 	CLOSED	GBC Parking Manager	<p>3/2/22 - Implemented 1 Nov 2021</p> <p>GBC working with SCC and the manufacturer of their spare Countryside car park equipment to swap out a dozen or so coin-only machines with card-only equipment. Work ongoing.</p> <p>Recommend remove from list.</p>
4	11 Dec 2019	<p>In respect of the Phase 2a Works</p> <ul style="list-style-type: none"> Agreed that a notice be advertised in accordance with the Road Traffic Regulation Act 1984, the effects of which will be to allow the implementation of a segregated cycle route in general accordance with drawings 1-6 at Annex 1. Agreed that any representations to the Notice should be considered and resolved by the Chairman, Vice-Chairman and the Local Divisional Member in consultation with the Transport Development Planning Team Leader (West), and that this issue only be returned to Committee if any objections prove insurmountable. Agreed that the Order be made once any representations have been considered and resolved. 	CLOSED	South Team Manager, Transport Dvlt Planning SCC	<p>9/3/21 - Ashenden Road Raised Tables – Order progressed, Tables installed.</p> <p>5/10/21 – works complete bar snagging and road safety audit items. Target for completion – beginning of December 2021.</p> <p>07/02/2022 - Snagging works complete with the exception of white lining and corduroy paving detail.</p> <p>Recommend remove from list.</p>

5	11 Dec 2019	<p>ii. Authorised advertisement of all necessary statutory notices to implement the new A3100 London Road pedestrian and cycle route with any representations reviewed by the Area Highway Manager and Transport Strategy Project Manager, in consultation with the Chairman, Vice Chairman and relevant Divisional Member(s) (paragraph 2.15 refers).</p> <p>iii. Authorised advertisement of all necessary statutory notices to implement the new Guildford College Link+ cycle route with any representations reviewed by the Area Highway Manager and Transport Strategy Project Manager, in consultation with the Chairman, Vice Chairman and relevant Divisional Member(s) (paragraph 2.22 refers). (Subject to engagement with local bus operators and a satisfactory outcome being agreed with Guildford Borough Council Parking Services).</p> <p>https://www.surreycc.gov.uk/roads-and-transport/policies-plans-consultations/major-transport-projects/guildford</p>	Open Open	Principal Project Manager, SCC	<p>7/2/22 - The scheme is being redesigned as part of the wider Guildford to Burpham cycle scheme.</p> <p>7/2/22 - TRO is in place. Woodbridge road to Guildford college is complete. Walnut Bridge to Woodbridge Road awaiting Secretary of State approval of cycle track order.</p>
6	01 July 2020	Traffic Regulation Order (TRO) is made to implement the amended controls as originally advertised, including an extension to the operational hours of the parking bays and single yellow lines in Areas A, B and D to Monday to Sunday 8.30am to 9pm, as and when parking behaviours return to a more normal state following the COVID 19 pandemic.	CLOSED	Parking Services Manager, GBC	3/2/22 - Implemented 1 Nov 2021 Recommend remove from list.
7	18 Nov 2020	JC agreed to the formal advertisement of Surrey County Council's intention to make an order to develop and consult upon the proposals prioritised by the Parking and Air Quality Working Group (the so-called 'quick wins').	CLOSED	Parking Services Manager, GBC	3/2/22 - Implemented 1 Nov 2021 Recommend remove from list.
8	17 March 2021	To advertise and introduce proposed parking restrictions in the 35 sites prioritised by the P&AQWG and scoring 20 points or more.	Open	Parking Services Manager, GBC	3/2/22 - To be progressed in early 2022
9	17 March 2021	Reappraise the methodology associated with parking reviews in preparation for the next review with a view to improving the transparency of the process.	Open	Parking Services Manager, GBC	3/2/22 - To be progressed in early 2022
10	17 March 2021	Write to MOD concerning public access to Ash Ranges.	CLOSED	Partnership Committee Officer	<p>Letter posted 27th April; cc's sent 28th April. Follow-up letter to MOD sent 5/10/21. 27/1/22 – reply received end of Dec21; forwarded to JC members and Mr Cookson.</p> <p>Recommend remove from list.</p>

11	17 March 2021	Petition on the junction of Guildown Road and Portsmouth Road – progress report following post-committee meeting between divisional member and Traffic Engineer.	Open	Area Highway Manager	21/9/21 - A new VAS has been put up near the junction. There is a request on the list for anti-skid on Portsmouth Road. No further update.
12	17 March 2021	Petition re traffic on Quarry Street and adjoining streets. Traffic engineer to examine the existing signs and road markings on Castle Hill with a view to improving them, if required	Open	Traffic Engineer	21/9/21 - Additional signs in Quarry Street are not required. The signs on Castle Hill will be improved as part of the traffic calming measures scheme 27/1/22 – scheme to be completed before the end of March 2022.
13	30 June 2021 (Q&A session)	Petition re 20mph limit on Recreation Road and nearby roads in Guildford.	CLOSED	Traffic Engineer	27/01/2022 – The speed surveys have been carried out in Recreation Road, Stockton Road and Joseph's Road. The above three roads are also on the Running List (no 24) for a 20mph speed limit. Recommend remove from list
14	21 Oct 2021	Reduce speed limits on Pirbright Bends and install average speed cameras. ROAD SAFETY POLICY Ann A Local Speed Limits.pdf (surreycc.gov.uk)	Open	Road Safety & Sustainable School Travel Team Manager	4/2/22 - The design of the speed limit and bend sign improvements has been completed and is due to be implemented in the coming months. An invitation to tender for the average speed camera scheme has been published.
15	21 Oct 2021	Designate an Air Quality Management Area for Guildford town centre. Air Quality Management Areas (AQMA) - Defra, UK	Open	Senior Specialist – Environmental Protection	03/02/2022 The AQMA was formally declared and lodged with Defra on 21/10/2021. After internal consultation with officers in various disciplines at GBC and SCC a draft Air Quality Action Plan has been produced. The draft plan includes a large number of measures that are intended to improve air quality, reduce emissions and/or heighten awareness of the issue. Due to the need to evaluate all of the

					measures, the report has been delayed until the June committee. In the meantime, officers will be liaising with stakeholders and colleagues on the viability of each measure.
16	21 Oct 2021	Provide written response to Cllr Seabrook re her supplementary questions on parking and air quality.	CLOSED	PCO	Response emailed to Cllr Seabrook and cc'ing JC members, 2/11/21 Recommend remove from list

This page is intentionally left blank

**GUILDFORD BOROUGH COUNCIL AND
SURREY COUNTY COUNCIL**



GUILDFORD JOINT COMMITTEE

DATE: 16 MARCH 2022

**LEAD OFFICER: ZENA CURRY, HIGHWAY ENGAGEMENT & COMMISSIONING
MANAGER**

SUBJECT: DRAFT HIGHWAYS FORWARD PROGRAMME 2022/23

DIVISION: ALL

SUMMARY OF ISSUE:

This report seeks approval of a programme of highway works for Guildford funded from the Joint Committee's delegated capital and revenue budgets.

RECOMMENDATIONS:

The Joint Committee (Guildford) is asked to:

General

- (i) Note that, subject to approval by cabinet, the Joint Committee's devolved highways budget for capital works in 2022/23 is £828,390.
- (ii) Agree that, subject to approval by cabinet, the devolved capital budget for highway works be used to progress both capital improvement schemes and member capital allocation as detailed in section 1.
- (iii) Authorise that the Highway Engagement & Commissioning Manager in consultation with county members to be able to reallocate budget to reserve schemes should there be a need to change the programme.
- (iv) Authorise that the Highways Engagement and Commissioning Manager in consultation with county members, be able to allocate any additional funding for schemes, in accordance with any guidance issued surrounding that funding.

Capital Improvement Schemes

- (v) Agree that, subject to approval by cabinet, the capital improvement schemes allocation for Guildford be used to progress the Major Integrated Transport Schemes programme set out in Annex 1.
- (vi) Authorise that the Highways Engagement and Commissioning Manager be able to vire money between the schemes agreed in Annex 1, if required.
- (vii) Agree that Highways Engagement and Commissioning Manager, in line with the Scheme of Delegation, is able to progress any scheme from the Major Integrated Transport Schemes programme, including consultation and

www.surreycc.gov.uk/guildford

statutory advertisement that may be required under the Road Traffic Regulation Act 1984, for completion of those schemes. Where it is agreed that a scheme will not be progressed, this will be reported back to the appropriate county member.

Member Capital Allocation

- (viii) Note that, subject to approval by cabinet, £50,000 is allocated to each divisional member. Up to £15,000 of this could be allocated to minor ITS, or all £50,000 could be used on capital maintenance (recommended option). The schemes are to be proposed by county members in consultation with the Stakeholder Engagement Officer.

Revenue Maintenance

- (ix) Note that the members, subject to approval by cabinet, will continue to receive a Member Local Highways Fund (revenue) allocation of £7,500 per county member to address highway issues in their division; and
- (x) Agree that each county member allocates £5,000 of their Member Local Highways Fund allocation to be pooled to commission a revenue maintenance gang.
- (xi) Agree that revenue works are to be managed by the Highway Maintenance team on behalf of and in consultation with county members.

REASONS FOR RECOMMENDATIONS:

To agree, subject to approval by cabinet, a programme of highways works in Guildford for 2022/23, funded from budgets available to enable schemes and works to progress.

1. INTRODUCTION AND BACKGROUND:

- 1.1 It is proposed that, subject to approval by cabinet, Guildford receives a devolved capital budget of £328,390 for their top Committee priorities. Each county member will also have £50,000 of county member Capital Allocation, that could have up to £15,000 used for minor ITS or all £50,000 on capital maintenance (recommended option).
- 1.2 It is also proposed that as per the current approach, subject to approval by cabinet, that £5,000 of the £7,500 allocated per county member to address maintenance issues in their division could be pooled across members for a cost-effective revenue maintenance gang.
- 1.3 The proposed major ITS Forward Programme for 2022/23 has been prioritised using the county council's CASEE scoring process (as guidance for members) and is in Annex 1 of this report.
- 1.4 **Capital:** Subject to approval by cabinet, the Guildford Joint Committee's budget for capital works for 2022/23 is £828,390 with £328,390 for Committee priorities and £500,000 for county member Capital Allocation.

- 1.5 The Stakeholder Engagement Officer will assist county members to ensure the best use of the county member Capital Allocation and enable commissioning to the Highway Maintenance team.
- 1.6 **Revenue:** Subject to approval by cabinet, county members will continue to receive an allocation of £7,500 per county member to address maintenance issues in their division.
- 1.7 Table 1 summarises the various funding streams together with the budgets, subject to approval by cabinet, for 2022/23. It also refers to the relevant parts of the report which set out how it is proposed to allocate this funding and the recommendations relating to each funding stream. However, budgets require approval by full council and are therefore subject to change.

Funding Stream	Level of Funding 2022/23	Relevant sections of report	Relevant recommendations
Committee capital priorities - Major Integrated Transport Schemes (ITS) – Annex 1.	£328,390	Paras. 2.1 – 2.5 Annex 1	(i), (ii), (iii), (iv), (v), (vi) and (vii)
County Member Capital Allocation	£500,000	Paras. 2.6-2.7	(i), (ii) and (viii)
Revenue Member Local Highways Fund	£75,000	Para. 2.8	(ix), (x) and (xi)
Total	£903,390		

Table 1 – Summary of Guildford Funding Levels 2022/23

- 1.8 It is proposed, subject to approval by cabinet, that delegated authority be given to the Highway Engagement & Commissioning Manager to enable the highways programme to be delivered in a flexible and timely manner.
- 1.9 In addition to the Joint Committee's devolved budget, there are Countywide capital budgets which are used to fund major maintenance (Operation Horizon), surface treatment schemes, footway schemes, drainage works and safety barrier schemes.
- 1.10 Countywide revenue budgets are used to carry out both reactive and routine maintenance works. The maintenance team manages a centrally funded revenue budget to carry out drainage investigation and small repairs locally.
- 1.11 The Road Safety Team manages a small Countywide budget to implement small safety schemes which are prioritised by the collision savings they provide. They also hold a small budget for the maintenance of Vehicle Activated Signs and Wig Wag signs at school crossing patrol sites.

- 1.12 It is proposed, subject to approval by cabinet, that the Road Safety Team have two additional countywide budgets to address the highest priority backlog of Road Safety Outside Schools and Road Safety schemes. Subject to approval by cabinet, suitable schemes from the current ITS list will be put forward for consideration for this central funding. If a scheme on the Major ITS Forward Programme is prioritised for this Road Safety funding, then it is proposed, subject to approval by cabinet, to progress schemes on the reserve Major ITS list shown in Annex 1.
- 1.13 Contributions collected from developers through S106 agreements or Community Infrastructure Contributions (CIL) can be used to fund, either wholly or in part, highway improvement schemes which mitigate the impact of developments on the highway network.
- 1.14 This report sets out the proposed programme of highway works for Guildford.

2. ANALYSIS:

Committee capital priorities - Major Integrated Transport Schemes (ITS)

- 2.1 The Major Integrated Transport Schemes (ITS) budget aims to improve the highway network for all users, in line with the objectives set out in the Local Transport Plan.
- 2.2 The Major Integrated Transport Schemes (ITS) budget, subject to approval by cabinet, is £328,390 and is to be used to progress capital improvement schemes. If Members chose, for 22/23, this could be used to prioritise maintenance schemes. However, it is proposed that this budget is used to support the Major ITS Forward Programme, subject to approval by cabinet, as shown in Annex 1.
- 2.3 It is proposed that the Highways Engagement and Commissioning Manager be able to vire money between the schemes agreed in Annex 1.
- 2.4 It is proposed that the Highways Engagement and Commissioning Manager, in line with the Scheme of Delegation, is able to progress any scheme from the Integrated Transport Schemes programme, including consultation and statutory advertisement that may be required under the Road Traffic Regulation Act 1984, for completion of those schemes. Where it is agreed that a scheme will not be progressed, this will be reported back to the appropriate county member.

County Member Capital Allocation

- 2.5 The capital maintenance budget is used to carry out capital maintenance works that would not prioritise highly under the Countywide prioritisation process for capital maintenance, but the condition of which are of local concern.
- 2.6 It is proposed, subject to cabinet approval, that each county member be allocated £50,000 to spend in their divisions, which should be sufficient to progress either one larger or two small capital maintenance schemes. However, subject to cabinet approval, up to £15,000 of the £50,000 available to each divisional member could also be used to fund a minor ITS scheme

such as the installation of dropped kerbs. It is proposed that the schemes to be progressed will be identified by the county members in consultation with the Stakeholder Engagement Officer and commissioned to the appropriate team.

Members Local Highway Fund (Revenue)

- 2.7 Members will continue to receive, subject to cabinet approval, an allocation of £7,500 per county member to address highway issues in their divisions, subject to budget confirmation. It is proposed that the Member Local Highways Fund be managed by the Highway Maintenance team on county members' behalf.

3. OPTIONS:

- 3.1 The Joint Committee is being asked to approve a forward programme of highway works for Guildford, subject to approval by cabinet, as set out in this report.

4. CONSULTATIONS:

- 4.1 Appropriate consultation will be carried out as part of the delivery of the works programme.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 The highways budget for Guildford for capital works in 2022/23, subject to approval by cabinet is £828,390.
- 5.2 The highways budget for Guildford is used to fund works which are a priority to the local community. A number of virements are in place or suggested to enable the budget to be managed, so as to enable the programme to be delivered in a flexible and timely manner.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 It is an objective of Surrey Highways to treat all users of the public highway equally and with understanding.

7. LOCALISM:

- 7.1 The Highways Service is mindful of the localism agenda and engages with the local community as appropriate before proceeding with the construction of any highway scheme.

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	Set out below.
Sustainability (including Climate Change and Carbon Emissions)	Set out below.
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

8.1 Crime and Disorder implications

A well-managed highway network can contribute to a reduction in crime and disorder.

8.2 Sustainability implications

The use of sustainable materials and the recycling of materials is carried out wherever possible and appropriate.

9. CONCLUSION AND RECOMMENDATIONS:

9.1 The report sets out the proposed programme of highway works for Guildford for 2022/23, subject to cabinet approval, to be funded from the capital and revenue budgets. It is recommended that the Joint Committee agree the programme as set out in section 2 and Annex 1 of this report.

10. WHAT HAPPENS NEXT:

10.1 Officers will progress schemes and deliver works for 2022/23.

10.2 It is proposed, subject to cabinet approval, that the Principal Traffic & Commissioning Engineer will support county members to promote 1 Major ITS scheme for a formal technical assessment funded by central feasibility to assist with future years Major ITS scheme submission decisions. County members will also be supported with engagement with the local community to assist in these decisions.

Contact Officer:

Bahram Assadi, Traffic & Commissioning Engineer, Highway Engagement & Commissioning Team, 0300 200 1003.

Annexes:

Annex 1: Major Integrated Transport Schemes Forward Programme 2022/23

ANNEX 1
GUILDFORD
DRAFT MAJOR INTEGRATED TRANSPORT SCHEMES PROGRAMME- 2022/23

Scheme/Title	2022-23		Budget Allocation	Division	Comments
	D	C			
Trodds Lane, Guildford - Speed limit review	•	•	£15,000	Guildford East	Speed limit reduction measures on a section of D4009 Trodds Lane, Guildford
The Drift, East Horsley - Speed limit review	•	•	£10,000	Horsleys	Speed limit reduction measures on entire length of D246 The Drift, East Horsley
Chalk Lane, East Horsley - Speed limit review	•	•	£10,000	Horsleys	Speed limit reduction measures on entire length of D262 Chalk Lane, East Horsley
Eashing Lane, Godalming - Speed limit review	•	•	£10,000	Shalford	Speed limit reduction measures on a section of D94 Eashing Lane, Godalming
Ash Street, Ash - Traffic calming measures	•	•	£75,000	Ash and Shalford	Traffic calming measures including a zebra crossing on A323 Ash Street, Ash near the library
Christmas Hill, Shalford - Crossing facilities and speed limit review	•	•	£70,000	Shalford	Crossing facilities and speed limit reduction measures on a section of A248 Christmas Hill, Shalford
School Lane, Pirbright - Traffic calming measures	•	•	£60,000	Worplesdon	Traffic calming measures and crossing facilities on B3405 School Lane, Pirbright
The Drive, Guildford - One way system	•	•	£30,000	Guildford South West	D4017 The Drive and A31 Farnham Road junction improvements and the introduction of one way system
Farnham Road, Guildford - Speed limit extension	•	•	£30,000	Guildford South West	Speed limit reduction measures on a section of A31 Farnham Road, Guildford
Ad hoc signs and lines	•	•	£18,390		New signs and markings
			£328,390		

NOTES:

The programme for 2022/23 is indicative and subject to confirmation. Costs may change following design.

KEY:

- D = Design
- C = Construction

Reserved schemes for future potential prioritisation from Road Safety central budgets.

Scheme/Title	Budget Estimate
A247 Send Barns Lane, Send - Upgrading the existing pedestrian island to a Puffin crossing	£120,000
A323 Guildford Road, Normandy - Puffin crossing	£120,000

This page is intentionally left blank

**GUILDFORD BOROUGH COUNCIL AND
SURREY COUNTY COUNCIL**



**GUILDFORD
BOROUGH**

GUILDFORD JOINT COMMITTEE

DATE: WEDNESDAY 16 MARCH 2022

LEAD OFFICER: ANDREW HARKIN, PARKING LEAD

SUBJECT: ON-STREET PARKING BUSINESS PLAN 2022-2023

DIVISION: ALL

SUMMARY OF ISSUE:

This report presents the Parking Annual Report 2020-21 for Guildford and makes a number of recommendations to the Joint Committee in respect of on-street parking and the use of the surplus generated from this service. This report also expands upon the Parking team's work in support residents and the national effort during the Covid-19 pandemic.

RECOMMENDATIONS:

The Joint Committee (Guildford) is asked to:

- (i) note the contents of Annexe 1, the Parking Annual Report for 2020-21 and the current and planned work associated with on street parking,
- (ii) agree to increase the tariff in the 2-hour max. stay pay and display and pay and display dual-use spaces from 80 pence per half hour to 90 pence per half hour, to be introduced on 1 July 2022.
- (iii) agree to increase the tariff in the 3-hour maximum stay pay and display dual-use spaces from 60 pence per half hour to 80 pence per half hour, to be introduced on 1 July 2022.
- (iv) note that the existing tariff in the 30-minute maximum stay pay and display and pay and display dual-use spaces of £1 for the half hour will remain unchanged, although as part of the current parking review, the intention is to extend the maximum period of stay within these spaces to 1 hour, to meet the changing needs of the high street retailers and their customers.

REASONS FOR RECOMMENDATIONS:

Town centre parking:

- is an enabler to around £150-200m of retail activity within the local economy, as well as supporting a wide variety of other business needs, and the needs of residents (*Systra Parking Study 2020*),

- pricing is the primary mechanism with which to modify user behaviour, and in line with the 2016 Sustainable Parking Strategy, encourage more sustainable transportation modes, such as the Park and Ride, public transport, cycling and walking,
- (normally) generates a significant surplus with which to invest in highway and transportation initiatives, such as Park and Ride.

Although pricing is the primary mechanism to modify behaviour, convenience is also a key factor in determining visitors' choice of transportation mode and parking location. Therefore, although price increases may be perceived as being harmful for the local economy, particularly at a time when it is recovering from the pandemic, the provision of convenient, easy to use and good quality parking facilities are more important influencing factors.

This is supported by the fact that, in recent years, despite the incremental increases in the tariffs within the Guildford Borough Council's (GBC's) off-street public car parks, utilisation has not been greatly impacted. This is despite challenging conditions being experienced by the retail sector, even prior to the COVID pandemic.

However, by comparison, on-street parking has performed less well. This is despite the charges in the majority of paid-for spaces remaining static since 2014. There are a number of possible reasons for this. These include:

- The reduction in the number of spaces
- Changes in the nature of the businesses / vacant premises closest to the on-street spaces
- Limited payment options
- Restrictions on the flexibility of use (in relation to the 30min max stay bays)

In support of the “**drive to and not through**” philosophy, reinforced within the 2016 Sustainable Parking Strategy, the on-street parking charges have always been set at a premium rate above those in the off-street car parks, to reflect the greater convenience associated with the use of these spaces and to encourage turnover.

If the on-street spaces were cheaper than the off-street parking, then it may encourage motorists to circulate within the town centre, searching to find less-expensive on-street parking. This would be counter to both SCC and GBC's objectives in respect to the climate change emergency, air quality and congestion.

At its 25 January 2022 Executive meeting, GBC agreed to increase the parking charges within the car parks in 2022-23. The recommendations within this report are intended to encourage visitors to consider more sustainable transportation choices, maintain the differential between the on- and off-street charges in support of the “**drive to and not through**” philosophy, and improve the financial position of the Guildford on-street account, to assist in its support of the Park and Ride, and other local highway and transportation initiatives.

It is recommended that the introduction of the price increases comes into effect on 1 July 2022, in order support the local economy in the immediate aftermath of the pandemic and the lifting of restrictions.

Even with the recommended price increase, the on-street charges will remain consistent with those levied in nearby towns and cities (see Annexe 2).

1. INTRODUCTION AND BACKGROUND:

1.1 On-street Short-stay Pay and Display Tariffs Update

In recent years, the only increase in on-street parking tariffs occurred in September 2019 when the very short-stay 30-minute maximum stay on-street tariff was increased from 80 pence per half-hour to £1 per half-hour. This change helped maintain the pricing differential between on-street parking and the car parks, and helped maintain the pricing in line with the similarly-convenient North Street off-street car park.

The charges within the remainder of the 2-hour and 3-hour maximum stay on-street pay and display bays within the town centre have remained static since 2014. Over the same period, there has been a steady increase in the off-street parking charges. This has led to a reduction in the tariff differential between on- and off-street parking locations.

The modest increase of 10p per half hour in the 2-hour maximum stay bays from 80p per half hour to 90p per half hour, and the 20p per half hour in the 3 hour bays from 60p per half hour to 80p per half hour, the first changes in tariff since 2014, equate to a 1.48% and 3.65% year-on-year increase in tariff over the 8-year period, respectively.

On-street tariffs recommended encourage turnover, improves the availability of these premium spaces and usage in the most convenient town centre on-street parking spaces. This supports the **“drive to and not through”** philosophy.

It also ensures that the charges for the majority of the on-street parking spaces do not become cheaper than the off-street public car parks. Cheaper on-street charges could lead to motorists circulating within the town centre searching to find less-expensive on-street parking, which would be counter to the climate change emergency, air quality and congestion objectives.

Therefore, in order to continue the good practice of maintaining the pricing differential between on- and off-street parking and encourage use of the most appropriate parking provision, it is recommended that the charges within the 2-hour maximum stay on-street pay and display and pay and display dual-use spaces are increased from 80p per half-hour to 90p per half-hour. It is recommended that the charges within the 3-hour maximum stay on-street pay and display dual-use spaces are increased from and from 60p per half-hour to 80p per half-hour.

It is recommended that the introduction of the price increases comes into effect on 1 July 2022, in order support the local economy in the immediate aftermath of the pandemic and the lifting of restrictions. The rescheduling of the March meeting of the Guildford Joint Committee effectively meant that it would not be possible to introduce the charges on 1 April 2022, as would be the norm. The park and ride bus services should also be operating more normally by July.

1.2 Park & Ride Update

Following the ceasing of the full-time, contracted guarding provision at three Park & Ride (P&R) sites (Artington, Merrow and Onslow) in September 2019, the duties of opening and closing the sites at the beginning and end of the day, and maintaining and cleaning the reception buildings and toilets, are

www.surreycc.gov.uk/guildford

now being undertaken by the Borough Council's Street Cleansing team. The service provided by the Street Cleansing team has derived a saving of around £85,000 in 2020-21, over the previous guarded provision.

The Parking team has received no negative feedback in relation to the removal of the permanent guarding arrangements, the cleanliness of the sites and their facilities, nor security. It is also the case that instances of the sites not being opened on time, due to staff illnesses occurring at short notice, have also reduced, with only one recorded incident in the last two and a half years. This is primarily as a result of the improved resilience associated with using GBC's Street Cleansing team to perform the duties.

At the start of the Covid-19 pandemic, the Park and Ride bus services were suspended. Nevertheless, the Park and Ride facilities have played a key role in assisting the Covid effort.

In the early days of the first lockdown, the Spectrum Park and Ride site formed part of the Covid Hub that was set up at the leisure centre.

The Onslow Park and Ride site was handed over to the DHSC for use as COVID Test site during summer 2020. This arrangement is expected to continue during 2022. The costs associated with the site are being covered by the DHSC during this period and have resulted in a £11,867 (in 2020-21) reduction in the running costs of the car park, in addition to the £100,000+ reduction in the annual running costs achieved across all the sites by the efficiencies the Parking team have instituted.

With the exception of the Onslow site, the Park and Ride bus services at the remainder of the sites slowly returned. Nevertheless, some of these facilities are still playing a key role in the pandemic response.

From August 2021, a section of the Artington Park and Ride site was handed over to the NHS for use as a Vaccination site, following their successful operation which utilised the Borough Council's GLive car park. This arrangement is expected to continue into early 2022. Cost associated with the section of the site being used by the NHS are being covered by them and have resulted in a £49,470 (in 2021-22) reduction in the running costs for the facility. The NHS operation at the Artington site has not led to any capacity issues, and those wishing to use the Park and Ride have always been able to find a space.

In recent months, Stagecoach, the bus operator that provides the Park and Ride services, has experienced driver issues. This has led to the temporary suspension of services at Spectrum and a reduction in frequency at the other two sites presently operating, Artington and Merrow. However, we are working with them and our SCC Passenger Transport colleagues to minimise disruption. Stagecoach have indicated that their current recruitment and training drives should allow a resumption of normal services by May 2022.

As some semblance of normality returns post-pandemic, use of the Park and Ride sites will continue to be encouraged, to increase patronage. Usage levels at the operational sites remain at around 45-55% of their pre-pandemic levels, perhaps reflecting the ongoing changes in working patterns since the beginning of the pandemic. Some adjustment, such as the drive towards

more flexible working patterns, may be permanent, albeit that this has the potential to reduce the overall volume of car journeys.

1.3 **Parking Review Update**

Parking Review 2018-2020

In **October 2020**, the following changes were implemented within the town centre CPZ:

- The limit on permits in Area D of the Controlled Parking Zone was increased by **10%**, from 273 to 316 permits.
- The annual household limit on visitor scratch cards was doubled, from 30 to 60 across all areas of the CPZ.
- Introduced two formalised disabled bays for specific residents.

In **February 2021**, new and amended controls were implemented in 14 locations across the borough, primarily to resolve safety, access and traffic flow issues.

The following changes, which were deferred due to the pandemic, were implemented on **1 November 2021**

- Parking controls within Areas A, B, and D of the town centre CPZ to be extended to operate 8.30am to 9pm, 7 days a week

Additionally, and in line with last year's Business Plan, an on-street pay by phone service was introduced to coincide with the extension of the controlled hours.

Early indications in the first couple of months of operation suggest that the expanded range of payment options have made the on-street parking locations more attractive to those motorists that wish to make short-stay visits to the town centre and to park in the most conveniently situated on-street spaces. Indeed, over 50% of on-street users are now using pay by phone to pay for their parking session. Early indications suggest that this and the extended operational hours are likely to improve on-street revenues by around 15-20% above their pre-pandemic levels, thereby boosting the health of the Guildford on-street account and its ability to fund initiative such as the Park and Ride.

Parking Review 2020-2022

The 'quick win' element of the current parking review cycle become effective in **November 2021**. Locations include:

- Boxgrove Park area, Guildford
- Bowers Lane, Burpham
- Mountside, Guildford (vehicle crossover)
- Chester Close, Ash
- South Hill, Guildford
- Manor Road, Stoughton (Disabled Bay)

www.surreycc.gov.uk/guildford

- Winchester Road, Ash
- Convert the 30min max stay P&D to 1hr max stay P&D in the town centre (this will now be advertised along with the 'main body' of the review)

The proposals associated with the main body of the review will be advertised in Spring 2022.

1.4 **Residents' Permit Scheme**

In line with its 2020 strategy, during the course of FY2022-23, Surrey County Council (SCC) intend to increase residents' permit costs across the county, including the permit schemes within Guildford. They propose to increase the cost of the first permit from £50 to £80 per annum, and the cost of the second permit from £80 to £100 per annum. Carer permits, which currently cost £5 per annum, will become free.

Like the on-street parking charges, the permit fees have remained the same for almost a decade.

1.5 **Electric Vehicle Charging Bays**

The Parking team continues to work with SCC to deliver several EV only charging bays across the borough as part of Phase 1 and Phase 2 of the on-street roll out. The Phase 1 element was advertised alongside the 'quick win' element of the Guildford 2020–22 parking review and is in the process of being rolled out by SCC.

SCC intend to advertise and implement Phase 2 locations during FY2022-23.

1.6 **On-street Pay and Display equipment**

The vast majority of the on-street pay and display machines are now more than 20 years old and they only accept coins. Whilst the recent introduction of the on-street pay by phone service in November 2021 has reduced reliance on these machines, there is still a need to refresh / rationalise the equipment to provide motorists with a greater range of payment options. In turn, improved ease of use is likely to encourage more short-stay visitors to park on-street in the most convenient locations.

Discussions with SCC about possible mechanisms to fund the new P&D equipment are ongoing. However, SCC has offered to donate a number of card-only P&D machines that became surplus when SCC decided to discontinue charging in its countryside car parks. These machines will be used to replace existing coin only P&D machines, providing card only facilities in those locations that have more than one machine. We have recently engaged the machine manufacturer and plan to introduce the equipment in the coming months.

1.6 **Park & Ride Planning Permissions / Leases**

The Parking team continue to consider possible changes to planning permissions and leases to allow services to be expanded, to encourage increased usage, and to meet the wider needs of the community. This also has the potential to improve the financial position associated with operating these sites. However, the ongoing use of the Onslow P&R site as the DHSC's

Test site, and the Artington P&R site as the NHS's Vaccination site currently limit opportunities at these locations.

1.7 **Parking Services Update**

Covid-19 Pandemic

Following the publication of Government guidance, and in support of the covid-19 pandemic response, on- and off-street enforcement was drastically curtailed on 23rd March 2020. This also involved the suspension of parking charges. This allowed residents working from home and those isolating more flexibility to park on-street and in the Borough Council's off-street car parks. The issuing of residents' parking permits and visitor permits was also temporarily suspended over the period.

On-street enforcement and charging resumed on 15th June 2020 with a 2-week warning period to make motorists aware of the changed circumstances. The permits scheme also resumed with customers being able to acquire permits on-line or via Borough Council's Customer Services Centre. Permits were dispatched via post with a 7-day turnaround time, as Borough Council's Millmead offices remained closed to visitors.

During the first lockdown, residents with parking permits did not benefit from them as everyone was required to stay at home and more cars were parked on-street. To recognise this, upon renewal of their permits in September 2020, residents were given 12-month permits but only charged for 10 months. The discount broadly covered the period during the first lockdown when permit-holding residents could not take advantage of their permits / prioritisation.

The Parking team also supported in other ways such as free parking at certain times during the "eat out to help out" campaign. This was advertised via the Borough Council's website, Experience Guildford, the retailers and the local media. Although the lack of ticket data made gauging the success of these initiatives more difficult, the sensor data within the car parks suggested that there was a moderate uplift in utilisation compared to the months before and afterwards. Free parking in the Borough Council's car parks was also offered to permit-holders from Areas A, B and D to provide more facility for residents at a time when many more of them were working from home.

In addition to the national NHS permit scheme, free parking was provided to the Police and Mt Alvernia Hospital staff. This continued, on a discounted basis until summer 2021. Rents were stopped for Market traders and for contract and season ticket holders within the car parks. PCN challenges and appeals stopped, a new Covid-19 cancellation policy was created and payment plans were offered more widely to assist those struggling to pay their parking fines.

The Parking team also assisted the NHS and various pharmacies in the setting up and the operation of their vaccination programmes, through special permitting arrangements and modified enforcement.

The Parking team responded rapidly and adapted quickly to changes in support of residents, business, the town and the national effort. The enforcement team has worked in a Covid-secure environment throughout the pandemic, with measures put in place to minimise the risk of infection. Whilst

this has meant that the enforcement operations have sometimes been impacted, strenuous efforts have been made to try to minimise its effect. Those staff that could work from home did and others were redeployed to support the wider Covid efforts.

Future Guildford Transformation Programme

During the 2020-21, Guildford Borough Council reviewed and implemented Phase B of its transformation programme. As a result, the Parking team moved from the Borough Council's Waste, Cleansing, Recycling and Parking service into its newly formed Customer, Case and Parking service.

The aim of the transformation is to create a more agile, resilient and cost-effective service. As a result, now all permit issues and general parking enquiries are, in the first instance, dealt with by the Customer Services team. More in depth parking administration functions are performed by the Caseworker team. A scaled-back Parking team continue to oversee day-to-day operations, and the implementation of strategies, projects and reviews.

The number of enforcement officers were also reduced as part of this process, although these reductions were restricted to the off-street element of our operation, and on-street enforcement operations have broadly been unaffected by these changes.

It is hoped that these changes will derive savings for both the on-street and off-street parking operations.

Notwithstanding, to fill vacant posts, and to cover the expanded enforcement requirements associated with the extended operational hours of the town centre parking controls, we are currently recruiting additional enforcement officer posts.

Government's Breathing Space Initiative

In May 2021 the government introduced its Breathing Space initiative. This aims to assist those with debt issues, by centralising the management of their debt and reducing the impact on their finances that trying to independently manage multiple debts can have. The Parking team have adapted its notice processing and debt recovery processes accordingly.

1.8 On-Street Pay & Display Performance

Within the town centre, there are 463 Pay and Display (P&D) parking spaces, which in 2020-21 accommodated 142,899 parking sessions during the controlled hours. Patronage and utilisation were drastically reduced in comparison with previous years, primarily due to the impact of the pandemic.

To assist the needs of key workers, during the first lockdown, parking charges were suspended from 23rd March 2020, with charging resuming on 15th June 2020.

Additionally, when lockdown measures were eased, much of the parking in the upper section of the High Street was suspended to provide widened footways for social-distancing purposes. The loss of these 30-minute maximum stay spaces is the primarily reason why the average income per ticket has actually increased by 50p from £1.51 to £2.01, the vast majority of

the remaining spaces in the town centre being available for up to 2 hours (£3.20 for a maximum stay).

GFD On-street parking Performance			
Year	Tickets sold	Income £	Avg £ per Ticket
2009-10	535,094	698,102	1.30
2010-11	521,967	692,869	1.33
2011-12	532,978	700,605	1.31
2012-13	525,299	687,639	1.31
2013-14	520,089	698,838	1.34
2014-15	503,659	753,934	1.50
2015-16	477,142	715,455	1.50
2016-17	457,577	697,244	1.52
2017-18	433,996	665,425	1.53
2018-19	388,939	610,124	1.57
2019-20	335,770	507,105	1.51
2020-21	142,899	288,501	2.01

Although convenience is known to be the key influencer on parking location, and despite the on-street spaces being located in some of the most convenient locations, there has been a steady reduction in on-street ticket sales and revenue. The possible reasons for this include:

- The reduction in the number of spaces
- Changes in the nature of the businesses / vacant premises closest to the on-street spaces
- Limited payment options
- Restrictions on the flexibility of use (in relation to the 30min max stay bays)

The introduction of pay by phone, the forthcoming upgrade of some of the P&D machines to card only, and extending the maximum stay within 30-minute bays to 1-hour, will greatly improve flexibility for customers and encourage greater use of the on-street spaces, particularly for those not carrying sufficient change.

The extended operational hours within Areas A, B and D, from Monday to Saturday 8.30am to 6pm to Monday to Sunday 8.30am to 9pm represents a 50% extension in the operational hours of the controls within these areas. In Area D, the charging period within the on-street pay and display and dual-use spaces has been similarly extended, as is already the case in the area around GLive. This helps prioritise space in the dual-use spaces situated in residential streets for permit-holders. However, as early indications suggest, there has also been an increase ticket sales and additional income.

In those roads that are primarily non-residential, the evenings charge is a flat-rate per visit tariff, to allow greater flexibility of use in those particular spaces. This is specifically designed to assist with the evening economy, and in particular, food and drinking establishments, where visitors would otherwise be restricted by the 30-minute time limit, which applies to the bays during the day.

1.9 Enforcement

During the first lockdown, enforcement activity was broadly suspended, other than to ensure main routes were kept free of parked vehicles. Enforcement staff were also redeployed to perform other Covid-related tasks, such as food parcel deliveries to the vulnerable within the community, during both the first and subsequent full and partial lockdowns. The need for the enforcement team to work in a Covid-secure environment, with separate 'bubbles', also impacted the ability to perform enforcement tasks normally.

These factors, along with suppressed parking activity in both on- and off-street parking locations resulted in reduced levels of non-compliance and lower numbers of penalty charge notices being issued during 2020-21 (see below)

PCNs Issued (Guildford)	2017-18	2018-19	2019-20	2020-21	Diff. to prev. year %
On-street	23,885	15,572	19,219	9,094	-52.7%
Off-street	10,368	11,199	11,363	5,093	-55.2%
Total Issued	34,253	26,771	30,582	14,187	-53.6%

Although there are fluctuation from year-to-year, setting aside the impact of the pandemic in 2020-21, the PCN issue rate per enforcement officer has broadly remained constant. The reduction in on-street parking activity in Guildford town centre has been countered by the introduction and enforcement of additional controls across the remainder of the borough.

We have also begun enforcing a wider range of contraventions. Shortly before the first national lockdown, in January 2020, we began issuing "Regulation 10" postal PCNs for those offences where the enforcement officer was prevented from issuing the ticket on the car. This is assisted by the team having the capability to evidence drive-aways using bodycams.

During 2020-21, 267 Reg.10 PCNs were issued by post. This would have been higher, were it not for the pandemic, and the impact it has had on parking activity, non-compliance and enforcement.

In preparation for the extended operational hours, in mid-2021 we began advertising for additional enforcement officers to cover these periods. Due to the nature of the job, recruiting enforcement officers is difficult at the best of times. However, the current job market has made things even more challenging. Notwithstanding, we have recruited 2 additional staff, and we hope to recruit several more in the coming months. This will help ensure appropriate levels of enforcement resource to cover both the 'core' and 'extended' enforcement periods.

Annexe 3 highlights a list of locations where requests for greater enforcement have been received. This reinforces the need for there to be an appropriate level of resource to perform enforcement duties, albeit that additional staff do increase the baseline cost of the operation. However, this can often be offset by the additional PCN revenue and income protection provided.

Notwithstanding, with the extension of the operational hours within the central core of the town centre CPZ (Areas A, B and D), and the forthcoming

introduction of Bus Lane camera enforcement in the coming months, PCN numbers are expected to recover in 2022-23.

1.10 On-street Parking Account / Park & Ride Funding

Historically, the operation of the P&R sites has been funded by the on-street parking account, which ordinarily generates a surplus. However, there have been reductions in on-street parking revenue in recent years and balancing the budget has become more challenging. In 2019, measures were put in place to try to reduce costs by removing the permanent guards. This has resulted in a saving of around £85,000 per annum and is the primary reason for the cost of running the car parks reducing from £434,107 in 2018-19 to £326,561 in 2020-21

The impact of the pandemic on on-street parking utilisation and enforcement has been such that in 2020-21, the on-street income vs costs did not generate a surplus. However, the Government's Covid-related compensation scheme for lost revenue, provided £490,517 in funding. As a result, the account was £268,307 in surplus. 80% of this (£214,646) is retained by the GJC (60%) and GBC (20%), and is primarily used to fund the P&R.

However, the suspension of the P&R bus service for periods during the pandemic, and the subsidies offered by central government to the bus operators mean that no subsidy was required for the majority of bus services during 2020-21. The central government funding for bus operators was extended into 2021-22, and continued until the end of 2021.

As a result, the cost of operating the sites and bus services reduced from £631,597 in 2019-20, to £386,013 in 2020-21. The vast majority of these costs relate to cost of providing the parking facility (rent, rates, electricity, etc.).

Funding 2019-20	£
Bus contract price (net of fare income)	59,452
Car park running costs (rent, site maintenance, general rates and other costs)	326,561
Total cost	386,013
Guildford On-street parking surplus (including £490.579 government grant) (80% of total)	214,646
Paid from Guildford On-street parking reserve	0
Income received from DHSC to cover rent re: Onslow P&R site	11,867
Total funding	0
Shortfall of funding	159,500

The introduction of a minimum £3 charge within the town centre 'shopper' car parks in December 2020 now often makes it cheaper to use the P&R service than the alternative town centre car parks for all but the shortest visits. This may encourage greater patronage of the P&R service, thereby reducing the need to subsidise the bus service and improving the financial position.

The slow return to normality, combined with changes in the operational hours of the on-street controls within the central areas of the CPZ, may generate additional income from the changes and enforcement activity, and this too may assist the financial position.

The soon-to-be-introduced Bus Lane Enforcement Camera schemes in Onslow Street, Woking Road and Woodbridge Road also has the potential to generate additional revenue, and any surplus controlled by GBC and SCC could possibly be ring-fenced, in order to contribute towards funding the P&R operation.

Other measures the Parking team are considering, in order to reduce costs and increase revenue include:

- Increased usage of the P&R sites by those visiting the town would reduce the subsidies currently paid to the bus operator, to provide the link to the town centre from the Onslow and Spectrum sites. In this regard, relaxing the planning permissions, as outlined in section 1.6, would enable the bus operator to operate the service over an extended period, and in turn, this may help improve patronage,
- the relaxation of the planning permissions at existing P&R sites may provide other opportunities to make savings / generate income and in turn, improve the financial position such as,
 - potentially relocating of a bus depot to the Artington P&R site, utilising underused space,
 - potential to utilise underused space at Onslow P&R for local business needing parking,
- consider the existing P&R sites and if there are more suitable sites to service the public's needs, such as the Northern / North-eastern corridor, where subsidies may not be required.

If the decline in the on-street surplus is not arrested and / or savings / increase revenue generated by the P&R sites themselves, the ability of the on-street account to fully fund the P&R service, without requiring subsidy from other funding sources, is uncertain.

1.11 **Car Club Update** now has 12 car club spaces in the town centre; and include electric charging points to support the 5 electric vehicles the club is using. SCC is currently working with the car club operator and electric charging point provider to ensure that the electric charging points work consistently. We will continue to support the scheme through our ongoing enforcement and any further expansion.

1.12 **School Watch Initiative**

Like other elements of our on-street enforcement operation, the pandemic greatly affected our School Watch patrols. Apart from the autumn 2020 term, schools were closed for much of the remainder of the period. This, combined with the introduction of COVID-secure working patterns within the enforcement team, resulted in the School Watch Initiative being suspended for virtually all of the 2020-21 school year.

Since lockdown restrictions were removed in mid-July 2021, we have recommenced School Watch, and this has continued into the autumn 2021 term.

1.13 Refreshing Back Office Permit / PCN Software, Handheld Terminals and Virtual Permits

The use of virtual permits could reduce, or even remove entirely the need to issue paper permits. This has the potential to reduce costs and make it easier for residents to apply and be issued with permits on-line, and more quickly. However, the current back-office software presently used does not support such permits. The capabilities of the existing handheld equipment employed the enforcement officers to undertake their duties is also a limiting factor.

Unfortunately, the COVID pandemic and the Transformation Programme, which involved a general moratorium of the procurement of IT systems, to ensure integration with the systems being introduced as part of the transformation, has prevented this from being progressed. Therefore, during the course of 2022-23, we intend to refresh these systems, so that virtual permits can be introduced.

2. ANALYSIS:

2.1 Increasing the on-street parking charges, as outlined in recommendations (ii) and (iii) will:

- Maintain the price differential between on- and off-street parking charges and help reinforce the “drive to not through” strategy,
- encourage greater turnover and the availability of on-street space for visitors to the town centre and residents,
- when combined with the extended operational hours of the controls / charges, being introduced in November 2021, they will assist in generating additional revenue with which to fund the Park and Ride service,

2.2 As motor vehicles are a major source of pollution in our Borough, it is important that we encourage sustainable travel options and reduce vehicle emissions. We are doing this by:

- promoting local travel by “car club”. Making bays available for car club use including electric charging
- traffic management and enforcement by moving drivers on and changing behaviours when stopping unnecessarily and idling
- promoting use of public transport, especially the Park & Ride, to encourage drivers to park away from town to avoid congestion and increased pollution
- introducing Bus lane camera enforcement which will remove a large proportion of non-authorized traffic from bus lanes, keeping lanes free flowing for public transport
- providing EV charging points so that they become more accessible for the public
- encouraging greater access / use of online services, such as residents’ and visitor permit acquisition and renewals, to reduce the number of trips being made to the council offices and removing potential congestion and emissions in the town centre.

3. OPTIONS:

- 3.1 Recommendation (ii) and (iii) support the “drive to not through” strategy by maintaining the differential between on- and off-street parking charges. These changes can be introduced using a variation notice, rather than full consultation.
- 3.2 The Committee could choose not to introduce the recommended tariff changes but this would effectively reduce the differential between on- and off-street, if charges in the latter were to be increased, which is likely.
- 3.3 Alternatively, the Committee could also choose to increase the tariff within the 30-minute pay and display and pay and display dual-use on-street spaces, but this would then make these charges greater than the 30-minute maximum stay North Street pay and display (on-street) car park, thereby creating a potential tariff ‘anomaly’.

4. CONSULTATIONS:

- 4.1 If the recommended tariff changes are approved, we will need to publish and place appropriate notices advising customers of the variation in charges. However, it will only involve the publication of variation notices, rather than a full consultation, because only the tariffs are being changed, and not the period over which the charges will apply / user-groups impacted.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 Recommendation (ii) and (iii) would use existing officer resource to develop and advertise the variation notice, and the notice would itself cost somewhere in the region of around £500 to advertise.

Increasing the on-street tariffs, coupled with the soon to be extended operational hours, on-street pay by phone, and the introduction of a number of card only pay and display machines is likely to encourage greater use of the on-street spaces and increase revenue.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 Blue badge holders are exempt from paying the on-street parking charges within Guildford. Enforcement of the on-street disabled parking spaces will occur more regularly, over a longer period, due to the extended control hours being introduced in November 2021. Furthermore, for those that have restricted mobility, but may be not blue badge holders, the introduction of pay by phone parking will enable them to pay for their parking without having to go to and from the pay and display machine.

7. LOCALISM:

- 7.1 The higher on-street tariffs recommended encourage greater turnover, improves the availability of these premium spaces and usage in the most convenient town centre on-street parking spaces. This supports the “**drive to**

www.surreycc.gov.uk/guildford

and not through” strategy.

- 7.2 Increasing the tariffs in the pay and display dual-use space, in particular, may also increase their availability to be used by Area D permit-holding residents and also residents’ visitors.

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	No significant implications arising from this report
Sustainability (including Climate Change and Carbon Emissions)	Set out below
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

8.1 Sustainability implications

Parking sits alongside Climate Change and Air Quality within the strategies that feed into the Surrey Transport plan. Therefore, in many respects, these strategies and sustainability are inter-dependant.

Preventing parking in locations where it would otherwise cause safety and access issues, and in particular, impede traffic, helps reduce congestion, the resultant journey times and pollution. This can be particularly important on bus routes, where large vehicles utilise relatively narrow roads.

9. CONCLUSION AND RECOMMENDATIONS:

- 9.1 The Guildford Joint Committee is asked to agree:

(ii) agree to increase the tariff in the 2-hour max. stay pay and display and pay and display dual-use spaces from 80 pence per half hour to 90 pence per half hour, to be introduced on 1 July 2022.

(iii) agree to increase the tariff in the 3-hour maximum stay pay and display dual-use spaces from 60 pence per half hour to 80 pence per half hour, to be introduced on 1 July 2022.

10. WHAT HAPPENS NEXT:

- 10.1 If agreed, the variation notice will be advertised, and implementation take place on 1 July 2022.

Contact Officer:

Andy Harkin, Parking Lead, Guildford Borough Council (01483) 444535

Consulted:

Cllr Jan Harwood (GBC)

Cllr Fiona White (SCC)

Cllr Matt Furniss (SCC)

Cllr James Steel (GBC)

David Curl (SCC)

Emma Parry (GBC)

Ian Doyle (GBC)

Annexes:

Annexe 1 – Guildford Parking Annual Report 2020-21

Annexe 2 - Comparison with parking charges in similar towns / cities within the region

Annexe 3 – Requests relating to the frequency of enforcement

Background papers:

None

GUILDFORD PARKING ANNUAL REPORT 2020-21

Structure of the Annual Report

Covid19 Pandemic

- 1. Summary**
- 2. Introduction**
- 3. Aims**
- 4. On-Street Parking Management in Guildford**
- 5. On-Street Parking Update**
- 6. Off-Street Parking Management in Guildford**
- 7. Off-Street Parking Update**
- 8. Enforcement**

Appendices

- Appendix 1 On-Street parking spaces**
- Appendix 2 On-Street financial statement**
- Appendix 3 Off-Street parking spaces**
- Appendix 4 Off-Street financial statement**
- Appendix 5 Enforcement Data**
- Appendix 6 Schools Watch Update**

Covid19 Pandemic

On March 23rd, 2020, following the publication of Government and British Parking Association (BPA) guidance, it was decided to stop charging and drastically curtail enforcement. This allowed residents and key workers greater flexibility to park while carrying out duties. Working from home, or self-isolating. Enforcement was generally restricted to dealing with parking that caused serious danger or obstruction on main routes.

During this time, we provided support in many different ways, these being some of them: -

- Free parking for Surrey Police at Bedford Road MSCP and Mary Road
- Free parking key workers for BMI at Bright Hill
- Free parking in car parks for key workers and residents
- Honoured the Government key worker passes
- Stopped charging and enforcing on-street bays and car parks
- Stopped charging market traders rent
- Stopped charging contract parkers and season ticket holders
- Handed over Onslow Park and Ride to the DHSC to provide a site for the COVID testing programme
- Handed over a section of Artington Park and Ride to the NHS from July 2021 to provide a site for the ongoing COVID vaccination programme

On 15th June we started charging and enforcement in on-street locations. The Borough Council's website, social media and signs were erected to let residents and other motorists know normal charging had resumed. We gave out warning notices for 2 weeks before issuing penalty charge notices. On 15th June we reinstated the issuing of resident parking permits and visitor permits. As the Millmead offices remained closed to visitors, this was done on-line or via Customer Services Centre (CSC), sending out permits via the postal service, with a 7-day turnaround target.

On 1st July we started charging in car parks, except Farnham Road MSCP which was maintained for key workers during July. We also re-started enforcement. Like on-street locations, the Borough Council's website, social media and signs were erected to notify car parks users that normal charging had resumed. We gave out warning notices for 2 weeks before issuing penalty charge notices.

During lockdown, enforcement officers put cases on hold and offered payment plans to anyone affected by Covid19. A new Covid-19 cancellation criteria was created to ensure we supported our residents and key workers as best we could during this time.

To continue to support our key workers and utilise spaces in our car parks, we started a Key worker discounted permit, trialling for 3 months at Bedford Rd MSCP for Surrey Police and for BMI at Bright Hill car park. This trial ran from August to October and was well received. As a result, support for the Police and Mt Alvernia Hospital staff continued until July 2021.

In August 2020, to help support the Government "Eat out to help out" campaign we made P&D car parks free on Mondays, Tuesday and Wednesdays after 4pm during August. This was done

to encourage people back into the High Street to eat and visit the shops and bring back confidence that it is safe.

When we were approached by the DHSC in mid-2020, we did not hesitate to offer them the Onslow Park and Ride in order allow them to set up a testing hub within Guildford. This is still in operation, and is likely to remain so into 2022.

Since the start of 2021, we have also assisted the NHS, Superdrug and Lloyds Pharmacy with their vaccination programmes by modifying access arrangements, parking and enforcement activity around various of the sites used. These have included the GLive car park, pedestrianised section of the High Street, and Madrid Road.

During this time our staff adapted well to changing demands and our IT system allowed us to function in most cases away from Bedford Road office, so our service was not interrupted. Some staff were redeployed until their duties could start again, while some continued duties like enforcement of inconsiderate parking on the main arterial routes where any parking could significantly impact safety, access and traffic movement.

We continued to monitor the situation and adapt our strategy in relation to managing our spaces, enforcement and supporting our community throughout the pandemic. The service responded rapidly to the situation and adapted well as things changed. Something approaching our normal enforcement regime only resumed in mid-July 2021, when the vast majority of the social distancing measures were removed.

1. Summary

1.1 Parking Enforcement Authorities are required to publish an annual report so that people can see how the service is run and is meeting policy aims. This Annual Report details how the parking service has operated in the year 2020-21. It should be read in conjunction with the following:

- On-Street 2022-23 Business Plan (Guildford Joint Committee)
- Off-Street 2022-23 Business Plan (The Executive Committee)
- The Parking Strategy 2016 and Parking Study 2020, which set out the overall strategic direction for the service

2. Introduction

2.1 The service has a role in all aspects of parking in Guildford, and this provides an opportunity to co-ordinate policies across different areas, and with wider transport objectives. Guildford Borough Council is also in a strong position to influence parking in the town because it runs most of the large car parks.

2.2 We manage on-street parking in Guildford through an agency agreement with Surrey County Council. This agreement was renewed for a further 5 years in April 2018. Both authorities oversee the Park and Ride network. On a day-to-day basis, Surrey County

Council oversees the bus operation and Guildford Borough Council manages the car parks.

- 2.3 This Annual Report will be presented to both the Guildford Joint Committee (GJC) in October 2021 and Guildford Borough Council's Executive Committee (The Executive) in January 2022. This report will also be published on the Transparency page of Guildford Borough Council's website as part of the Local Government Transparency Code of Practice.

3. Aims

- 3.1 The "A Sustainable Parking Strategy for Guildford" report sets out a strategic framework for the development of the service and changes planned for the town and Borough. This report focuses on the specific activities to achieve and support these strategic aims.

- 3.2 The high-level aims are to:

- encourage the use of more sustainable transport modes including park and ride,
- review the provision of car parks to encourage drivers to park and return directly along main routes in a "drive to, not through" approach,
- to look to maintain capacity for off-street parking but in interceptor car parks, which take traffic off the roads before it reaches the town centre, thereby reducing congestion there,
- provide a balanced mixture of parking options including park and ride, car parks and on-street parking, needed to support a vibrant economy,
- annually review parking tariffs and usage centred on the town centre in order to maintain a hierarchy of charges. On-street parking to have the highest tariff and for the cost of parking to reduce the further a driver parks from the centre,
- keep park and ride fares low compared to parking charges, and to promote it as an alternative to parking in or near the town centre,
- develop more park and ride sites subject to appropriate business cases and encourage greater use of existing sites,
- monitor all available indicators to ensure that the local economy continues to be successful and to ensure that customers and businesses continue to choose to do business in Guildford,
- use on-street parking controls to support the objectives listed above, to maintain safe traffic flow and where necessary, and where supported by the local community, prioritise space for residents.

4. On-street Parking Management in Guildford

The effective management of on-street parking helps to reduce congestion and supports the local economy. Parking restrictions are used to provide residents with priority parking near their homes, to provide blue badge holders with access, and to support the



economy by creating turnover of spaces around shops and areas where vehicles load and unload.

On-Street parking space

- 4.1 **Appendix 1** shows the number and distribution of designated on-street parking places in the Borough and last changes are shown in green. In areas outside the town centre, where controls are necessary, there is a mixture of yellow lines and either free parking places, or parking places subject to limited waiting.

On-Street Parking Costs

- 4.2 **Appendix 2** shows a statement of costs and income for the parking services. Under the Memorandum of Understanding (MOU) between Surrey County Council and Guildford Borough Council, the first call on any surplus made from on-street parking in Guildford is to fund Park and Ride.

Residents Parking in the Guildford town centre Controlled Parking Zone

- 4.3 Guildford town centre has a residents' parking scheme that is divided into ten catchment areas, A to J. Within these areas, a certain amount of parking space is prioritised for residents, often with the facility for non-residents to park for a limited amount of time without a permit, or longer if they obtain a visitors' permit from a resident.
- 4.4 Permit schemes are in place in residential areas where there is parking pressure from non-residents. In these areas, the parking for non-permit holders is restricted. The emphasis is on ensuring that residents who have access to off-street parking use it to reduce pressure on parking space on the streets. Households are limited to up to two permits, and the number of permits is generally reduced according to the amount of off-street parking associated with the property. In the town centre, Area D, there is a limit on the number of permits issued, and as a result, there is a waiting list. Residents who qualify and are waiting for an Area D permit are issued with a permit for an adjacent catchment area, until an Area D permit becomes available.

Residents Parking Permits and Space

- 4.5 The availability of parking space in the centre of town causes residents concern particularly in Area A. The table over page shows there are more permits than spaces available in A, B and C. The controls in these areas operate between 8.30am and 6.00pm, Monday to Saturday, when there will usually be a proportion of residents away from home in their cars, particularly during the working week.
- 4.6 The ratio of permits to spaces, shown below, has not changed significantly over a number of years. The number of shared-use spaces relevant to permit only spaces in those areas closest to the High Street and railway station are key, as their availability to permit-holders is more likely to be impacted by non-residents.

Parking Spaces and Permits in the Controlled Parking Zone

Area	Number of parking spaces available to Permit-holders	Number of Shared Use Bays	Number of resident Permits holders	Ratio of spaces to permits
A	798	278	1049	0.75
B	378	113	424	0.89
C	329	188	357	0.92
D	333	193	309	1.08
E	304	123	287	1.06
F	732	531	385	1.90
G	119	119	48	2.48
H	271	271	53	5.11
I	683	357 (306*)	144	4.74
J	466	400 (53*)	189	2.46

***unrestricted spaces in addition to the shared use spaces**

Note: Ratio is worked out based on the spaces available to permit holders divided by the number of permit holders.

4.7 The Parking Strategy promotes reducing the pressure on residents' parking. One way this can be done is to provide alternatives to owning a car. In partnership with Surrey County Council, we are continuing to promote and expand the car club in Guildford as mentioned in section 5.5.

4.8 As well as resident permits, we also provide Business, Carers, and Operational permits to meet other parking needs within the community.

On-Street Pay & Display

4.9 In the town centre, there are 463 pay and display (P&D) parking bays, which in 2020-21 accommodated 142,899 parking acts during, controlled hours. Many motorists look for a convenient parking space. On-street spaces are often the closest to a preferred destination, but they are also limited in number. Drivers searching unsuccessfully for on-street space add to congestion.

4.10 To ensure there is a regular turnover of space, the time motorists can park in a short stay on-street P&D parking space is limited. The bays closest to the centre have a maximum stay of 30 minutes. Most of the on-street P&D spaces allow up to 2 hours parking, and there are a few around Pewley Hill that allow up to 3 hours. The tariffs in these spaces are 80p and 60p per half-hour, respectively.

- 4.11 To encourage use of the most appropriate parking provision it is good practice for the most-convenient on-street parking spaces to carry a higher charge than car parks. Restricting maximum stay also encourages turnover within the most convenient on-street spaces. Recent price changes to the 30-minute maximum stay on-street spaces have brought these spaces into line with the charges in North Street car park, which is also limited to a maximum stay of 30-minutes. The charge in the most central short-stay car parks is £1.50 per hour.

On-Street Pay & Display Usage

- 4.12 Even prior to the COVID pandemic, on-street P&D usage had declined over the last decade by around a half. This is thought to be for a number of reasons: there has been a 6.5% reduction in the number of spaces overall since 2009, primarily due to redevelopment and pedestrianisation. The 30-minute spaces have been particularly affected, reducing in number by almost 22%. This has had the effect of deterring drivers from searching for a more limited number of on-street spaces that may no longer be as conveniently situated for their intended destination. Other reasons could be changes in the retail offerings within certain parts of the town centre and the present, limited coin-only payment option. The latter is being addressed through the introduction of on-street pay by phone payments in November 2021.

Decline in revenue has been at a slower rate than utilisation, which suggests those visitors using the spaces may be staying longer, see table below.

The strategy adopted aims to attract new visitors and shoppers who are driving through Guildford, see a space and stop, or those that have a particular need to visit one or two shops, rather than the shopper/visitor that may be staying for a longer period and may prefer to use an off-street car park.

GFD On-street parking Performance			
Year	Tickets sold	Income £	Avg £ per Ticket
2009-10	535,094	698,102	1.30
2010-11	521,967	692,869	1.33
2011-12	532,978	700,605	1.31
2012-13	525,299	687,639	1.31
2013-14	520,089	698,838	1.34
2014-15	503,659	753,934	1.50
2015-16	477,142	715,455	1.50
2016-17	457,577	697,244	1.52
2017-18	433,996	665,425	1.53
2018-19	388,939	610,124	1.57
2019-20	335,770	507,105	1.51
2020-21	142,899	191,826	1.34

Note: Tickets and income do not include Park & Ride

No of Pay and Display Spaces

Year	Pay & Display (P&D)	P&D Dual Use	Totals
2009	313	182	495
2020	270	193	463

- 4.13 Ticket sales / utilisation levels in 2020-21 have been significantly impacted by the effects of the pandemic. Additionally, on-street parking charges and most enforcement activity was suspended between 23th March 2020 and 14th June 2020. This allowed residents working from home, as well as those self-isolating, greater flexibility to park close to their homes. It also supported key workers providing essential services during the pandemic, particularly for the most vulnerable within the community. In line with Government guidance, the NHS permit scheme was also recognised in both on- and off-street parking locations. The nature of the businesses allowed to open and public's adherence to the 'stay at home' messaging also dramatically reduced use. As a result, over the course of 2020-21, on-street P&D ticket sales reduced by 57.4% and income reduced by 62.1%.
- 4.14 Even during periods when the lockdown measures were relaxed, restrictions on the type of premises that could open meant that utilisation of the on-street parking facilities was significantly impacted. Measures introduced to ensure social distancing (e.g. widened footways) also impacted the number of on-street parking spaces available, particularly in the upper and lower High Street.
- 4.15 We normally report on the first six months of tickets and income for on-street parking for the current financial year (2021-22), to give an indication of performance against the previous year. However, comparing either first six months of data for 2020-21 or 2021-22 with those from 2019-20, whilst indicative of the impact of the pandemic, would not really add much to the full-year 2020-21 figures, in terms of performance. Understandably, the first six months of 2020-21 incorporated the first national lockdown and a period of limited re-opening. However, subsequent lockdown periods during the remainder of 2020-21 also impacted utilisation levels. Figures for the early part of 2021-22 have also been similarly impacted, with the gradual removal of social distancing restrictions and restrictions on commercial activity only fully being lifted in mid-July 2021. It is likely we will see a truer picture of performance in the second half of 2021-22, assuming that there are no further significant pandemic impacts.
- 4.16 Works carried out by the statutory undertakers/highway authority can also result in a temporary loss of spaces, like gas and water works and resurfacing works. However, during the various lockdowns, these works were generally curtailed. House moves, which can often involve the suspension of parking bays, were also curtailed for much of the 2020-21 period. As a result, income from suspensions nearly halved.

5. On-Street Parking Review Update

5.1 During 2020-21, the Guildford Joint Committee met and agreed to proceed with following proposals as part of the last parking review:

Guildford town centre, controlled parking zone (CPZ)

1. Parking controls in Area A, B, D and northern section of Area C, be extended to operate 8.30am to 9pm, 7 days a week,
2. The limit on permits in Area D of the Controlled Parking Zone be increased by 10%, from 276 to 316,
3. To accompany the extended parking controls into evenings and Sundays, the annual household limit on visitor scratch cards be doubled, from 30 per annum to 60 per annum,
4. To review the retrospective exclusion of new residential developments of 6 dwellings or more, in the Controlled Parking Zone areas A, B and D,
5. Use the review as an opportunity to introduce Pay by Phone technology, providing customers more flexibility in payment options and extending visits, whilst reducing the need for as many on-street P&D machines.

Other locations

6. To address around 20 issues from the non-CPZ list,
7. Introduce two formalised disabled parking bays for specific residents.

5.2 Items 2, 3 and 7 were implemented in **November 2020**, with Item 6 implemented in **February 2021**. Item 4 was effectively dealt with by Surrey County Council's adoption of a new parking strategy in January 2020.

Items 1 and 5 were introduced in **November 2021**.

5.3 In terms of the current parking review, which commenced in late 2020, Guildford Joint Committee met and agreed to proceed with a number of 'quick win' proposals. As a result, new and amended parking controls were introduced in the following locations in **November 2021**:

- Boxgrove Park area, Guildford
- Bowers Lane, Burpham
- Mountside, Guildford (vehicle crossover)
- Chester Close, Ash
- South Hill, Guildford
- Manor Road, Stoughton (Disabled Bay)
- Winchester Road, Ash

The proposals associated with the main body of the review will be advertised towards in early 2022. This will also include the conversion of the 30-minute maximum stay P&D to 1-hour maximum stay P&D in the town centre. Whilst still ensuring high levels of turnover within these spaces, the additional flexibility provided by increasing the maximum stay period should better service the needs of a wider range of retail and business establishments within the central town centre area.

Schools Watch

- 5.4 The pandemic resulted in the closure of schools for significant periods during 2020-21. Nevertheless, since September 2021, school watch patrols have resumed at normal frequencies and it is hoped that the initiative will continue to be beneficial in targeting inconsiderate parking around schools where this is more problematic. During some busy periods where PCSO's are available, they will continue to work with our enforcement officers to encourage drivers to make better choices at drop-up and pick-up times. Since January 2020, we have also been undertaking enforcement against motorists that 'drive-away' whilst the ticket is being issued, which enables us to send parking charge notices in the post. This too may assist in changing parking behaviours around schools, although the emphasis of the initiative is primarily one of driver education, rather than financial penalty.

Car Clubs

- 5.5 The Guildford car club now has 12 car club spaces in the town centre; 5 of these have electric charging points to support the electric vehicles the club is using.

We continue to work with Surry County Council and the car club operator to identify additional opportunities to expand the scheme further.

6. Off-street Parking Management in Guildford

- 6.1 Car parks provide access to the town and an availability of parking space absorbs traffic and reduces congestion. Guildford Borough Council's Parking team operates 24 public car parks, providing around 5,100 town centre spaces. We also manage 4 Park and Ride sites, providing around 1,850 spaces. Some of the car parks are contract car parks during the week and open to the public at weekends. We also manager contract only car park spaces, season ticket holders and garages in the town centre. A list managed by the Parking service is shown in Appendix 3.
- 6.2 The Parking Strategy promotes a "**drive to, not though**" approach with the aim of encouraging drivers to use interceptor car parks on their route into the town, rather than necessarily driving to the most convenient car park. To encourage this we have installed sensors within many of the off-street car parks, on-street pay and display spaces, disabled bays and electric charging bays. These sensors also feed data to the Experience Guildford app. This allows motorists to determine the most appropriate parking facility for their visit, helping them to find an appropriate space easily, thereby reducing queuing and congestion.
- 6.3 Once within the car park, we want visitors to have a pleasant experience and feel safe, and all our public car parks currently hold the Safer Parking Award. This award is assessed by the Association of Chief Police Officers and the British Parking Association and is awarded to car parks that meet high standards and have no or very low levels of crime.

Usage of the Car Parks

- 6.4 Off-Street car parks have historically been classified as long stay or short stay. Long-stay car parks are further from the centre and are priced to attract workers, and others that intend to stay for long periods. Additionally, we offer season tickets for regular users. These are available in Farnham Road, York Road, Guildford Park and Bedford Road Multi-storey Car Park. This reduces congestion in the centre and ensures there is a supply of convenient parking available for shoppers and other short-stay visitors.
- 6.5 However, in late 2020, to try to encourage increased dwell time for those visiting the town centre, with the benefits that this could derive for the town centre's economy, we introduced a new 'Shopper' tariff within a number of the main town centre car parks. These changes effectively reduced the hourly rate to park for those wanting to visit the town for a longer periods, albeit that a minimum charge of £3 (for up to 3 hours) now applies within these car parks. However, nearly half of the town centre's on- and off-street parking spaces continued to be charged on either an hourly, or half-hourly basis, giving flexibility for those who are intending to make brief visits to the town centre.
- 6.6 The introduction of the £3 minimum-fee 'shopper' tariff now also means that the park and ride bus tickets prices are a cheaper option than nearly all but the shortest car-borne visits to the town centre. Clearly, this may encourage greater use of the park and ride. The ability of up to two under-16s to travel for free with each bus fare paying adult also assists in this regard.
- 6.7 The effectiveness of this new 'Shopper' tariff has been difficult to assess, given the significant impact of the pandemic on car park occupancy during the period that it has been in operation. There was a near full-lockdown for almost three months, shortly after the new tariff was introduced. The vast majority of lockdown and social distancing measures were only fully removed in mid-July 2021. Although one could perhaps review the relative performance of the 'shopper' car parks versus the hourly-charged car parks, attempting to reach conclusions based on only a few months-worth of meaningful data, would perhaps be premature. Therefore, we intend to provide a full review during the next year's Annual Business Plan, when it is hoped that some semblance of sustained normality has returned.

Car Park Usage

- 6.8 The table over page shows how the usage for car parking spaces has performed in comparison to the same period the previous year. The impact of the pandemic is obvious.

Car Park Usage by Year	Tickets sold	Income
		(NET of VAT) (£)
2008-09	3,302,613	6,542,342
2009-10	3,064,020	6,336,955
2010-11	3,295,433	6,910,130
2011-12	3,352,018	7,304,106
2012-13	3,318,383	7,297,441
2013-14	3,221,702	7,349,431
2014-15	3,278,795	7,581,774
2015-16	3,317,582	8,039,985
2016-17	3,337,595	8,342,275
2017-18	3,231,746	8,259,695
2018-19	3,198,422	8,284,819
2019-20	3,011,822	7,992,175
2020-21	1,040,547	2,654,917

Both utilisation and income were significantly impacted during 2020-21. Charging within the car parks was suspended between 23th March 2020 and 30th June 2020, which enabled free use to residents and key workers during the first national lockdown. The nature of businesses allowed to open and public's adherence to the 'stay at home' messaging also dramatically reduced use throughout the remainder of the 2020-21. Nevertheless, the Government compensation scheme for lost revenue resulted in the receipt of £4,614,223 for 2020-21.

Car park offers were subsequently provided to support initiatives such as 'Eat out to help out', these provided free parking to car park users after 4pm during August on Mondays, Tuesdays and Wednesdays. The offer of free parking for those entering the car park after 4pm meant that no tickets were sold between 4pm and 10pm on the days affected. However, despite the lack of ticket data to assess the effectiveness of the offer, car park sensor data, and cursory observations suggested that the parking offer was a successful enabler in support of the initiative.

With reduced commuting levels and more flexible working patterns being offered by many employers, particularly to office-based businesses, the impact of the pandemic on longer-stay / all-day parking activity is likely to persist. Nevertheless, such changes in behaviour could free-up capacity within the car parks for shorter stay, shopper and visitor parking activity.

Unlike recent years, during the 2020-21 period, no major refurbishment works took place within the multi-storey car parks. The refurbishment works that were planned for Leapale Road MSCP were delayed due to the pandemic and only commenced in early 2021-22, when restrictions were finally relaxed. These works were completed on 9

October 2021. Nevertheless, Solar PV panels were installed on the roof of Farnham Road MSCP during 2020-21. Additionally, Mary Road car park was resurfaced.

Contract Parking and Season Tickets

- 6.9 The council operates over 300 contract parking spaces around the town centre, which generated £379,323 income in 2020-21 and typically runs at over 95% capacity. Whilst this is significantly down on 2019-20 figures (-46.2%), the reductions can be directly attributed to the pandemic. The spaces are most suitable for business users who need to come and go, because they provide a reserved space.
- 6.10 Season tickets provide an alternative option in interceptor car parks on key routes into the town and generated £166,172 income in 2020-21 (-77.5%). Whilst this is significantly down on 2019-20 figures (, the reductions can be directly attributed to the pandemic. A season ticket provides entry and exit from larger car parks, giving the driver a parking discount but does not provide a reserved space. The spaces can be used by other drivers when the season ticket holder is away and provides a more efficient use of space.
- 6.11 Although a number of large companies, who have previously provided contract parking and season tickets and for their staff, have left Guildford in recent years, or have chosen not to continue to provide the benefit, demand for these services remains strong. This is despite the pandemic. We have assisted the relocation of a number of businesses to Guildford during 2020-21 and we continue to look at ways to reach out to new businesses to meet their needs.
- 6.12 As with much of the remainder of the Council's parking-related offer, contract parking and season tickets were impacted by the pandemic. When the first national lockdown was announced, and regular parking charges were suspended, we also suspended charges for our contract parking and season tickets customers. This continue for 3 months until normal charging resumed within the car parks in July 2020 (August 2020 in Farnham Road MSCP).

However, with the 'stay at home' message still being a central part of government guidance, many employers continued to allow their staff to work from home, or on a more limited basis within their place of work. Indeed, a number of our corporate clients had indicated that their immediate and future contract parking and season ticket needs were still in a significant state of flux. So, when normal daily parking charges were reintroduced, rather than running the risk that our strict adherence to charging could lead to many of our corporate clients simply relinquishing these spaces and season tickets, resulting in zero income, we worked closely with them, to manage their current and likely needs moving forward. As such, we provided a 75% discount for the spaces that they wished to retain, but which weren't currently being used. At the time, there was no demand from others to take these spaces. These discounts continued until the end of 2020-21.

All contract parking spaces and season tickets are now being charged at the full rate, we have retained the vast majority of our existing, pre-pandemic clients, and there are waiting lists, once more, for the contract parking spaces.

Improving the customer experience

6.13 All the council's public car parks hold the Park Mark Award from the Police and British Parking Association to show they exceed the standards set for car parks. It is important we maintain these standards. Where reports are received of unauthorised use of car parks by, for example, groups of young people, skate boarders, those involved in parkour and rough sleepers, we continue to look at ways of reducing this activity, by working with our multi-agency partners such as GBC's JET, the Police, Surrey County Council Social Services, the BID and others.

6.14 The demand for electric charging points EVCPs is increasing as electric vehicles become more popular with low emission grants available for new cars and the growing need to find ways to improve air quality and public health. GBC have previously installed 6 electric charging points in public car parks across Guildford (2 in Bedford Road MSCP, 2 at GLive and 2 at Millbrook). To charge during the day, the motorist simply buys and displays a parking ticket while the vehicle is charging. At night, they are charged for the use of the electricity, rather than for parking. GBC have a further 9 charging points to support 10 electric council vehicles. There are also 6 general use, and 1 disabled bay with EV charging points at the P&Rs.

A further 12 have been installed and are in the process of being commissioned - 6 in the newly refurbished Leapale Road MSCP, 4 in Farnham Road MSCP and 2 in York Road MSCP. Other potential sites have been identified. Additionally, in order to provide more data regarding the use of these bays, both the existing EVCPs and those in the process of being commissioned have been fitted with sensors. This will assist in our understanding of when these spaces are being used / mis-used, thereby enabling targeted enforcement, if necessary.

In support of electric vehicles, GBC has a green scheme, which enables owners of electric vehicles to obtain a "Green Parking Permit" free of charge, giving owners free hours of parking or discounted parking in off-street car parks. The number of Green Scheme users continues to increase year-on-year as electric car ownership expands. However, to try to widen the benefits of the scheme to EV users, it is recommended that the Green Scheme is discontinued and instead, a replacement discount, equivalent to £0.20 per hour, is introduced for the Shopper and Short-stay pay and display car park tariffs, made accessible via the RingGo pay by phone system.

6.15 We provide flexible methods for customers to pay:

- **notes, credit cards and coins** can still be used at our barrier-controlled car parks, Castle, Tunsgate, York Road and Farnham Road allowing the motorist to pay when they return,
- **pre-payment cards** for the barrier-controlled car parks are popular with regular users. These work like oyster cards in London. Drivers put credit on the card and can use it to park in any of the barrier-controlled car parks at a rate that is 10% less than the normal charge. These cards provide regular parkers with a convenient flexible way to pay,
- **pay by phone** continues to prove to be a popular choice and provides a more flexible way to pay. The proportion of motorist choosing to use pay by phone as the method of payment has increased from just over one-third of off-street pay and display



transactions in 2016-17, to nearly two-thirds of off-street pay and display transactions in 2020-21. Motorists who use pay by phone benefit in the following ways:

- Avoid having to carry a significant amount of change (also applies to contactless),
- Avoid having to find a P&D machine, to acquire a physical ticket and return to place it in their vehicle
- Can extend their stay without having to return to their vehicle
- Can set up optional alarms / texts (also at their cost) to remind them that their parking session is nearing its end
- Pay & display car park users can pay with **coins** at the machines, or **pay by phone** using the app, or automated call system.
- The recently upgraded P&D equipment which was introduced in Bedford Road MSCP in 2019-20, provides customers with the ability to use contactless card payments in addition to coin and pay by phone. The use in this method of payment has also increased from and now accounts for 26% of all transactions at Bedford Road MSCP.

6.16 Payments by cash continue to reduce (-12%), pay by phone payments continue to increase (+8%) and contactless card have increased (+4%). The table below shows the percentage of money taken by each payment method.

Car Park Payment methods

<i>Car Parks Payment Methods 2020-21 (as a proportion of income)</i>	2017-18	2018-19	2019-20	2020-21	Difference Between 2020-21 vs 2019-20
P&D Cash	65%	55%	42%	30%	-12%
P&D Pay by Phone	35%	45%	55%	63%	+8%
P&D Credit Cards (Started Aug-19 - Bedford Rd MSCP only)	N/A	N/A	3%	7%	+4%
PoF Cash	43%	33%	25%	15%	-10%
PoF Credit Cards	57%	67%	75%	85%	+10%
Totals					
Overall Cash	57%	47%	37%	25%	-12%
Overall Pay by Phone	22%	29%	35%	43%	+8%
Overall Credit Cards	20%	24%	28%	32%	+4%
<i>Note: POF = Pay on foot, P&D = Pay & Display pay</i>					

During the pandemic, the availability of the pay by phone payment method, in particular, provided users with a reduced need to congregate around and interact with the payment equipment. This has perhaps been a key driver for the continued increase in the use of this method in locations where it is available.

Although the ‘overpayment’ aspect of cash payments using pay and display machines results in cash collection and processing costs being covered by the additional revenue generated, introducing a wider range of payment methods improves flexibility for customers. Other benefits of reducing cash payments is the possibility of fewer cash collections and the reduced likelihood of thefts of significant amounts of money from the machines, were they to be vandalised.

Park & Ride

- 6.17 Guildford has a network of Park and Ride (P&R) sites. With plans to redevelop the town centre, and limited scope for absorbing increased traffic flows and the potential demand for parking, the continued development of P&R is important. However, in recent years, funding the provision of these facilities has becoming increasingly challenging, due to reduced P&R patronage, reducing on-street surplus and increasing costs.

The town currently has four sites: Artington (742 spaces), Merrow (338 spaces), Spectrum (254 spaces) and Onslow (550 spaces). 9 electric buses were introduced to the service in January 2019 with a capacity of 36 passengers and one-wheelchair users. Other benefits aside from greener travel, include free Wi-Fi and USB charging for passengers.

- 6.18 It is usual for a comparison of passenger journeys over the first six months of 2020-21 to be provided to allow a comparison with the previous year. However, the initial suspension of the park and ride bus services, followed by the use of the Onslow Park and Ride site as a COVID test site, and subsequent lockdowns, throughout the remainder of 2020-21, greatly impacted patronage of the services, and thereby rendered the 2020-21 comparison figures practically meaningless. Nevertheless, to provide an indication of the present situation, the 2021-22 figures are provided:

Passenger Journey Comparison (Apr 21 – Sep 21)

Park & Ride - 6 Month Comparison Apr-Sep					
Apr-Sept	Artington	Merrow	Onslow	Spectrum	Total
2021-22	51,718	31,788	--	33,500	117,006
2020-21	--	--	--	--	--
2019-20	133,824	91,031	44,337	76,617	345,809
2018-19	151,366	101,517	49,173	88,394	390,450
2017-18	172,006	114,971	46,172	87,576	420,725
change %	(-) 12.06	(-) 10.89	(-) 10.34	(-) 14.27	(-) 12.13

Average patronage during the first 6 months of 2021-22 are around a third of normal levels, although usage is continuing to rebound, with the latest figures nearer 40-50% of pre-COVID trip figures.

6.19 The cost of park and ride in 2020-21 is set out below:

Funding 2020-21	£
Bus contract price (net of fare income)	59,452
Car park running costs (rent, site maintenance, general rates and other costs)	326,561
Total cost	386,013
Guildford On-street parking surplus (including £490,579 government grant) (80% of £268,307 total surplus)	214,646
Paid from Guildford On-street parking reserve	0
Income received from DHSC to cover rent re: Onslow P&R site	11,867
Total funding	226,513
Shortfall of funding	159,500

6.20 The operation of the P&R sites is funded by the on-street parking account, which normally generates a surplus. However, even before the pandemic, there were reductions in on-street parking revenue. Changes to the on-street parking agency agreement with Surrey County Council in 2018, have also reduced the surplus available to the Committee by 20%.

After receiving Government compensation for lost revenue as a result of the pandemic (£490,579), the on-street account had a surplus of £268,307 in 2020-21. 80% of this (£214,646) is retained by the GJC (60%) and GBC (20%), and is primarily used to fund the P&R.

The cost of running the car parks has reduced from £434,107 in 2018-19 to £326,561 in 2020-21, primarily as a result of the savings of around £85,000 per annum made through the removal of the permanent guards. Additional income is likely to be generated through the extension of the operational hours of the central CPZ and introduction of Bus Lane Camera Enforcement. Other measures the Parking team are considering, in order to reduce costs and increase revenue, include:

- Increased usage of the P&R sites by those visiting the town would reduce the subsidies currently paid to the bus operator, to provide the link to the town centre from the Onslow and Spectrum sites. In this regard, relaxing the planning permissions would enable the bus operator to operate the service over an extended period, and in turn, this may help improve patronage,
- the relaxation of the planning permissions at existing P&R sites may provide other opportunities to make savings / generate income and in turn, improve the financial position such as,
 - potentially relocating of a bus depot to the Artington P&R site, utilising underused space, but providing compensatory parking to maintain capacity.



- potential to utilise underused space at Onslow P&R for local businesses / organisations needing parking,
- consider the existing P&R sites and if there are more suitable sites to service the public's needs, such as the Northern / North-eastern corridor, where subsidies may not be required.

If the decline in the on-street surplus is not arrested and / or savings / increase revenue generated by the P&R sites themselves, the ability of the on-street account to fully fund the P&R service, without requiring subsidy from other funding sources, is uncertain.

7. Off-street Parking Update

- 7.1 Guildford Park car park continues to operate at reduced capacity due to its impending redevelopment as a housing site. As a result, since January 2019 its capacity has been 220 spaces, instead of 400 space. Similarly, Bright Hill car park is also operating at reduced capacity due to ongoing issues with the vehicle safety barriers and its impending redevelopment as a housing site. As a result, its capacity is now 60 spaces instead of 118 spaces.
- 7.2 Additionally, the public car parks at North Street (49 spaces), Old Police Station (62 spaces), Commercial Road 2 (52 spaces) and the contract car park Commercial Road 1 (12 spaces), will be lost in the next year or so as a result of the North Street redevelopment. Looking further ahead, the Bedford Wharf development, involving the area around the Odeon Cinema site and County Court, could impact the provision of public parking at Bedford Surface (68 spaces), Mary Road (104 spaces), and the contract car park and garages at Bedford Sheds (12 spaces and 20 garages). Therefore, in the coming years, a further 359 spaces and 20 garages could be lost, if compensatory parking isn't provided, in addition to the 518 spaces that has already been agreed will be lost. Such a reduction in space would equate to 17% of all town centre public car park spaces. Clearly, this could impact the ability of the car parks to act as an enabler for the local economy and also impact Borough Council revenue streams.
- 7.3 In line with GBC strategy to use local renewable energy sources, Solar PV panels were installed on the roof of Farnham road car park during 2020-21. This generates electric, which powers the lighting within the car park, with any surplus fed into the national grid. It is also better to use locally generated electricity than to rely on large energy infrastructure to transport it across the country. There are also local community benefits through the retention of more economic value locally.
- 7.4 The following works were carried out within 2020-21 period:
- Solar PV at Farnham Road MSCP,
 - Resurfacing at Mary Road car park,
 - re-coating decking works at Leapale Road MSCP (delayed and completed in Q1&Q2 2021-22).

7.5 Implementation of recommendations approved in January 2020 by the GBC's Executive Committee

- Existing car park pricing held except car parks below, whose introduction was delayed until August 2020 due to COVID
 - Bedford Rd Surface, Commercial Road 2, Mary Rd, Old Police Station.
 - Prices changed from £1.30 to £1.50 during the day, Mon-Sat
- Early bird discount implemented at Farnham Rd MSCP – introduction delayed until August 2020 due to COVID
- York Road Season Ticket/Pre-Payment card rose by 5% - introduction delayed until August 2020 due to COVID
- Residents offered overnight parking in town centre car parks for £1 – introduction delayed until August 2020 due to COVID
- re-coating decking works at Leapale Road MSCP (delayed and completed in Q1&Q2 2021-22).

7.6 Implementation of recommendations approved in November 2020 by the GBC's Executive Committee:

- Ultimately, the Waste Parking and Fleet Services Manager, in consultation with the relevant lead councillor and Director of Resources, decided not to proceed with the implementation of further price increases within the short-stay car parks that had originally been agreed to be introduced in April 2021 as part of the 2020-21 Off-street Business Plan and subsequently deferred in the 2021-22 Off-street Business Plan.
- Redesignated Leapale Road as “short stay” and bring prices into line with neighbouring short stay surface car parks – implemented in December 2020.
- Introduced a new ‘Shopper’ tariff, Monday to Saturday in Bedford Road MSCP, Castle MSCP, GLive, Millbrook, Tunsgate and York Road MSCP – implemented in December 2020.

8. Enforcement

8.1 Our enforcement priorities are set in our document Parking Policies and Procedures which are:

- Vehicles causing a safety issue,
- Vehicles restricting access and traffic flow (on carriageways or footways where restrictions apply),
- Vehicles parked in disabled parking spaces without a Blue Badge,
- Vehicles not displaying a valid permit in permit holders' parking spaces,
- Vehicles committing other contraventions which do not comply with the parking orders.

8.2 Our enforcement is designed to deter contraventions by drivers. We will never be able to penalise every contravention, but the risk of receiving a penalty charge needs to be a deterrent to most motorists.

- 8.3 We can only enforce formal parking restrictions where a vehicle is actually blocking a dropped kerb or parked more than 50cm from the kerb. Formal parking restrictions like yellow lines and parking bays need to be supported by the correct signs and road markings. Unless formal restrictions are present, we cannot enforce against vehicles parked on footways, verges, or too close to junctions and bends. The Police have the power to deal with dangerous parking, or obstruction.
- 8.4 The introduction of new restrictions can confuse people, particularly if the restrictions change and they do not think to check the new signs. Depending on the change, we initially provide notice to let people know of the change and then when it will be enforced but will always consider the circumstances presented. When introducing in new areas or new restrictions, we normally issue warning notices for the first offences for a limited time while people get accustomed to the changes.
- 8.5 The Statutory Guidance issued by the Department for Transport that relates to dealing with enquiries about penalty charge notices, makes it clear that authorities have a duty to act fairly and proportionately. Authorities are encouraged to exercise discretion sensibly and reasonably and with due regard to the public interest.

Enforcement Update

- 8.6 Regulation 10 Penalty Charge Notices (PCNs) enable us to follow up on vehicle drive-aways. If a CEO is prevented from serving a PCN to the motorist or affixing a PCN on a vehicle, their bodycams are used to collect evidence of the vehicle offence. The PCN is then sent to the registered keeper through the post. Following their initial introduction in January 2020, and despite the various impacts of the pandemic on parking and enforcement activity, 267 Regulation 10 PCNs were issued during 2020-21.
- 8.7 The table below shows that far fewer penalty charge notices (PCNs) were issued in 2020-21 than the previous year. This clearly demonstrates the impact of the pandemic. There are two categories of penalty charge. The higher-level charge of £70 applies to contraventions where parking is generally not permitted, on yellow lines, in disabled bays and resident's bays. A lower charge of £50 applies to contraventions where parking is generally permitted but, for example, the driver has not paid (when payment was necessary) or has stayed too long. A breakdown of penalty charges can be seen in Appendix 5.

Number of Penalty Charge Notices Issued

PCNs Issued (Guildford)	2017-18	2018-19	2019-20	2020-21	Diff. to prev. year %
On-street	23,885	15,572	19,219	9,094	-52.7%
Off-street	10,368	11,199	11,363	5,093	-55.2%
Total Issued	34,253	26,771	30,582	14,187	-53.6%

- 8.8 During 2020-21, CEO numbers were initially maintained at their 2019-20 levels. However, during the course of the pandemic, two long-standing, part-time CEOs decided to retire. Additionally, as part of the Borough Council's Future Guildford

transformation programme, the notional maximum enforcement establishment was reduced from 21 CEOs to 18.5 CEOs. In order to maintain the enforcement levels associated with our on-street enforcement operation, covered by the agency agreement with Surrey County Council, enforcement within the Borough Council's car parks has been curtailed, albeit still occurring at regular frequencies.

- 8.9 The table in Appendix 5 shows the rate of appeals (15.7%) against our penalty charge notices, most favour to pay at the discounted rate without challenge (60.2%) showing that we are issuing quality penalty charge notices and cancelling (14.0%) when there are grounds to do so.
- 8.10 The data in Appendix 5 shows the reasons why PCNs have been cancelled. During this period, the vast majority were categorised as "customer error". These often relate to human errors, like wrong registration entered on a visitor scratch-card or Pay by Phone App, or parking in a different car park for the ticket used. For those that do not display their permits, or tickets correctly the general rule is to cancel on the first occasion if we are satisfied that the person had paid or has a permit. We also cancel if we are satisfied there are sufficient mitigating circumstances. The number of cancellations due to errors by CEOs remains low.
- 8.11 CEOs have been issued with bodycams to give themselves and the public added protection during patrols. The introduction aims to reduce the anti-social behaviour officers often experience when carrying out their duties, especially during School Watch patrols. The equipment also provides evidence for Reg.10 PCNs and can be used in cases where complaints are made about the conduct of the CEOs.

Appendices

Appendix 1 On-Street parking spaces

Appendix 2 On-Street financial statement

Appendix 3 Off-Street parking spaces

Appendix 4 Off-Street financial statement

Appendix 5 Enforcement Data

Appendix 6 Schools Watch Update (no information due to suspension of initiative during 2020-21)

Appendix 1 – On-Street Parking

Town Centre CPZ Parking Bay Types	No.
Overall	4,766
Permit Only	1,480
Free Limited Waiting Shared Use	2,380
Free Limited Waiting	15
Charged P&D Dual use	193
Charged P&D Only	270
Unlimited	373
Disabled (incl. 3Hr LW)	44
Car Club permit only	12

Note: In Areas A & D 2 disabled bays were created during 2020 at the expense of 2 permit only bays

Appendix 1 (cont.)

On-street parking spaces in the borough of Guildford (2020-21)

Area	Roads	No. of Roads	No. of Spaces by Bay Type on 22/10/18																							Total								
			Permit Only M-S 8.30am-6pm	Permit Only 8.30am-9pm	30 mins P&D M-S 8.30am-6pm	2 Hrs P&D M-S 8.30am-6pm	2 Hrs P&D M-S 8.30am-9pm	3 Hrs P&D M-S 8.30am-6pm	2 Hrs LW nr 1 Hr Shared Use M-S 8.30am-6pm	2 Hrs LW nr 1 Hr Shared Use M-S 8.30am-9pm	4 Hrs LW nr 1 Hr Shared Use M-S 8.30am-6pm	30 mins P&D M-S 8.30am-6pm	2 Hrs P&D M-S 8.30am-6pm	20 mins LW nr 30 mins M-S 8am-7pm	20 mins LW nr 1 Hr M-S 8am-6pm	30 mins LW nr 1 Hr M-S 8am-6pm	1 Hr LW M-S 8am-6pm	1 Hr LW M-S 8am-6pm	2 Hrs LW M-S 8am-6pm	2 Hrs LW nr 1 Hr M-S 8.30am-6.30pm	2 Hrs LW nr 1 Hr M-S 8.30am-6pm	2 Hrs LW nr 4 Hrs M-S 8.30am-6.30pm	2 Hrs LW nr 1 Hr M-F 8.30am-6pm	2 Hrs LW nr 4 Hr M-F 8.30am-6pm	3 Hrs LW nr 3 Hrs M-S 8.30am-6pm		4 Hrs LW nr 4 Hrs M-S 8.30am-6pm	Unlimited	Disabled Only	Disabled 3 Hrs LW	Car Club permit only			
D	All	43	114	25	9	96	28	60				79	191																					
A	All	29	520						278																			16		13	2	633		
E	All	13	181						123													15					2			5	805			
B	All	17	217	48					78	35																	1			1	321			
F	All	20	201						531																		3			2	383			
G	All	5	0						119																					1	733			
C	All	12	141						188																						119			
H	All	9	0						171			100																			345			
I	All	32	20						174			183																		1	271			
J	All	25	13						36			364																			687			
Town Centre CPZ	All	205	1,407	73	9	96	28	60	1,698	35	647	79	191								15								1	470				
Non-CPZ	All													5	6	6	31	14	4		83	48	0	54	57	7	165	32	1		513			
Total			1,407	73	9	96	28	60	1,698	35	647	79	191	5	6	6	31	14	4	0	98	48	0	54	57	7	538	63	14	12	5,280			

Summary - Guildford Town Centre CPZ

Bay Type	4,767
Overall	1,480
Permit Only	2,380
Free Limited Waiting Shared Use	15
Charged P&D Dual use	193
Charged P&D Only	270
Unlimited	373
Disabled (incl. 3Hr LW)	44
Car Club permit only	12

Key

Yellow denotes most recent changes

Dual Use Charged pay and display and permit holders

F Friday

LW Free limited waiting

M Monday

nr no return within

P&D Charged pay and display

S Saturday

Shared Use Free limited waiting and permit holders

Note: Items shown in yellow highlight the most recent changes implemented

Appendix 2 – Guildford On-Street parking Financial Statement

GUILDFORD ONSTREET SUMMARY				
2019-20		2020-21	2021-22	2021-22
Actual		Actual	Estimate	Projection as at period 5
£		£	£	£
	<u>Expenditure</u>			
689,149	Employee Related	709,876	405,339	462,113
48,543	Premises Related	15,783	48,140	59,916
9,162	Transport Related	6,628	13,300	13,243
127,557	Supplies & Services	124,513	245,380	222,592
117,490	Support Services	117,497	117,490	117,492
991,902		974,296	829,649	875,356
	<u>Income</u>			
	Government grant	(490,579)		
(497,607)	Penalty Fees	(288,744)	(567,980)	(342,166)
(108,773)	Visitor Permits	(88,642)		
(507,105)	Meter Income	(191,826)		
(164,580)	Residents Permits	(144,403)	(835,210)	(498,512)
(66,166)	Suspension Fees	(35,485)		
(136)	Other Income	(2,924)		
(1,344,367)		(1,242,603)	(1,403,190)	(840,678)
(352,465)	Net Expenditure/(Income)	(268,307)	(573,541)	34,678
0	Capital Financing Costs	0	0	0
(352,465)	Net Expenditure/(Income)	(268,307)	(573,541)	34,678
0	Re-lining works & signage	0	0	0
(352,465)	Total Net Exp./(Income)	(268,307)	(573,541)	34,678

Appendix 3 – Off-Street Parking

Public Metered Car Parks			
Site Location	No of Spaces /units	Type of Parking	Type of Structure
Bedford Road MSCP	1,033	7 days a week shopper - P&D	Multi-storey
Castle MSCP	350	7 days a week shopper - Pay on Foot	Multi-storey
Leapale Road MSCP	384	7 days a week short stay - P&D	Multi-storey
Tunsgate	64	7 days a week shopper - Pay on Foot	Underground
Millbrook	244	7 days a week shopper - P&D	Surface
G Live	220	7 days a week shopper - P&D	Surface & Partially covered
Mary Road	104	7 days a week short stay - P&D	Surface
Bright Hill	60*	7 days a week short stay - P&D	Surface
Bedford Road Surface	68	7 days a week short stay - P&D	Surface
Commercial Road 2	52	7 days a week short stay - P&D	Surface
Old Police Station	62	7 days a week short stay - P&D	Surface
Upper High Street	49	7 days a week short stay - P&D	Surface
North Street	49	Sun to Thurs max stay 30 min - P&D	Surface
Lawn Road	187	Weekend short stay - P&D	Surface
Millmead House (front)	27	Weekend short stay - P&D	Surface
Robin Hood	23	Weekend short stay - P&D	Surface
St Joseph's Church	71	Weekend short stay - P&D	Surface & Partially covered
Portsmouth Road	98	Weekend short stay - P&D	Surface
Farnham Road MSCP	917	7 days a week long stay - Pay on Foot	Multi-storey
York Road MSCP	605	7 days a week shopper / long stay - Pay on Foot	Multi-storey
Guildford Park	220*	7 days a week long stay - P&D	Surface
Shalford Park	66	Mon-Fri long stay - P&D	Surface
Walnut Tree Close	17	7 days a week long stay - P&D	Surface
Ash Vale Station	29	7 days a week long stay - P&D	Surface
Total	4,999*		

* Operating at reduced capacity

Appendix 3 (cont.)

Contract Parking			
Site Location	No of Spaces/units	Type of Parking	Type of Structure
Bedford Road MSCP	100 (50 w/ends) <i>managed through lease</i>	Mon-Sun	Covered
Bedford Sheds	35	Mon-Sat	Surface
Connaught House	26 <i>managed through lease</i>	Mon-Sat	Covered
St Joseph's Church	61	Mon-Fri	Surface & partially covered
Commercial Road	12	Mon-Sat	Surface
Eagle Road	22	Mon-Sat	Surface
Leapale Rd MSCP	5	Mon-Fri	Covered
Mill Lane	1	Mon-Sat	Surface
Millmead Court	20	Mon-Sat	Surface
Castle Square	7	Mon-Sat	Surface
Sydenham Road	5	Mon-Sat	Surface
Portsmouth Road	98	Mon-Fri	Surface
Robin Hood	22	Mon-Fri	Surface
Stoke Road	7	Mon-Sat	Surface
Stoke Fields	8	Mon-Sat	Surface
Total	429 (379)		

Appendix 3 (cont.)

Garages	No of garages	Term type
Bedford Sheds	20	Tenancy subject to notice
Gardner Road	28	
Stoke Fields	35	
Park Road	2	
Total	85	

Appendix 4 – Guildford Off-Street Financial Statement

OFFSTREET SUMMARY				
2019-20		2020-21	2021-22	2021-22
Actual		Actual	Estimate	Projection as at period 5
£		£	£	£
	<u>Expenditure</u>			
724,790	Employee Related	748,004	577,875	500,219
2,960,270	Premises Related	2,406,422	2,367,970	2,301,096
23,386	Transport Related	42,288	36,710	34,261
671,663	Supplies & Services	527,434	612,190	739,529
264,032	Support Services	300,146	312,909	311,658
4,644,141		4,024,293	3,907,654	3,886,763
	<u>Income</u>			
	Government grants	(4,614,223)		
(263,170)	Penalty Fees	(119,247)	(208,600)	(245,908)
(705,912)	Contract Parking	(379,723)		
(7,992,175)	Meter Income	(2,654,917)		
(739,177)	Season Tickets	(166,172)		
0	Suspension Fees	0	(10,026,040)	(6,964,115)
(50,509)	Garage Rents	(47,492)		
(12,547)	Other Rent	(13,132)		
(111,112)	Other Income	(48,336)		
(9,611,432)		(7,994,906)	(10,234,639)	(7,210,023)
(4,967,291)	Net Expenditure/(Income)	(3,970,613)	(6,326,985)	(3,323,260)
1,271,022	Capital Financing Costs	1,233,666	1,296,400	1,325,173
(3,696,270)	Net Expenditure/(Income)	(2,736,947)	(5,030,586)	(1,998,087)
257,362	Car Parks Maintenance Reserve Works	81,555	190,000	342,384
(3,438,907)	Total Net Exp./(Income)	(2,655,392)	(4,840,586)	(1,655,703)

Appendix 5 – Enforcement (Guildford)

PCNs Issued (Guildford)	2017-18	2018-19	2019-20	2020-21	Diff. to prev. year %
On-street	23,885	15,572	19,219	9,094	-52.7%
Off-street	10,368	11,199	11,363	5,093	-55.2%
Total Issued	34,253	26,771	30,582	14,187	-53.6%

Appendix 5 – Enforcement (Guildford) – cont'd

Penalty Charge Notices issued in Guildford 2020-21			
	Off-Street Totals	On-Street Totals	Total
Number of higher level PCNs issued	907	5,847	6,754
Number of lower level PCNs issued	4,186	3,247	7,433
Total number of PCNs issued	5,093	9,094	14,187
Number paid at discount	2,867	5,670	8,537
Number paid at full charge	438	1,070	1,508
Total number of PCNs paid	3,305	6,740	10,045
Number of PCNs against which informal / formal reps made	979	1,261	2,240
Number of PCNs cancelled as a result of informal / formal reps	895	823	1,718
Number of PCNs cancelled for other reasons	25	46	71
Number of PCNs written off	352	0	352
Number of PCNs outstanding	516	1,485	2,001
Total number cancelled / written off / outstanding	1,788	2,345	4,142

Appendix 5 – Enforcement (Guildford) – cont'd

PCN Cancellation Reasons 2020-2021	Off-street		On-street	
	Number	%	Number	%
Motorist producing tickets which were no clearly displayed / RingGo	624	70	67	6
Mitigating and other circumstances	26	3	31	3
Contract parkers / season ticket holders and others entitled to park but not displaying valid permit	76	8	322	29
Payment machine faults and other equipment issues	15	2	12	1
CEO Error	19	2	36	3
Blue Badge Holder not parking in accordance with badge scheme / conditions	11	1	67	6
Issues with signs and /or lines	5	1	11	1
Other issues	119	13	546	50
Total	895	100	1092	100

Appendix 6 – Schools Watch Update

School patrols were suspended on the 23th March 2020 in line with Government guidance for schools to be closed and everyone to stay at home due to the pandemic. Although schools re-opened for a period during the Autumn 2020 term, subsequent lockdowns, other demands placed upon the enforcement team and the need to maintain COVID-secure environments for staff, meant that the initiative was not reinstated for all but the very end of the 2020-21 school year.

Patrols only resumed following the removal of lockdown restrictions on 19 July 2021.

As such, it is not worth reporting upon the very few patrols that took place prior to the end of the summer terms. However, patrols recommenced in September 2021, at the start of the autumn term of the 2021-22 school year, and the figures for these patrols will be presented in next year's Annual Report.

This page is intentionally left blank

Annexe 2 - Comparison with parking charges in similar towns / cities within the region

Town/City	On-street (typical 2-hour fee)	Off-street car parks					
		Monday to Saturday - rate	Hours Mon to Sat	Charge on Sunday - rate	Evening Rate if different	Payment Options for all car parks	Change from last year
Basingstoke (Festival Place)	£2.20	1hr £1.50, 2hrs £3.00, 3hrs £3.00, 4hrs £4.00 9-24hrs £16.00	24 hours	same as other days	arriving after 5pm and leaving before 2am - £1.50	£ or Card	No Change
Basingstoke Shuttle / Park and Ride		n/a	n/a	n/a	n/a	n/a	Permanently ceased operating 3 April 2021
Brighton (Regency square)	£6.20	1hr £3.50, 2hrs £6.50, 4hrs £12.00	24 hours	weekend rate - 1 hr £4.00, 2 hrs £7.00, 4 hrs £12.50	6pm-Midnight £5.00, Midnight-11am £5.00	£ or Card	Yes - increased rates
Guildford (shopper)	£3.20 current	Up to 3hrs £3.60, 6hrs £7.20, > 6hrs £14.40 (from Jul 2022)	8am-6pm	Sunday 11am-5pm 1-3hrs £2, 3-6hrs £4 (from Apr 2022)	£1.50 applies, Sat 6pm up to 10pm, Sun 5pm to 10pm (from Apr 2022)	£, RingGo & Card*	Yes - increased rates
Guildford (short-stay)		1hr £1.80, 2hrs £3.60, 3hrs £5.40, 10hrs £21.50 (from Apr 2022)	8am-6pm	Sunday 11am-5pm 1-3hrs £2, 3-6hrs £4 (from Apr 2022)	£1.50 applies, Sat 6pm up to 10pm, Sun 5pm to 10pm (from Apr 2022)	£ or RingGo	Yes - increased rates
Guildford Park & Ride		£1.70-£2.40	varies (7.30am-7pm 'core')	n/a	n/a	£ or Card	No Change
Kingston (Bentalls)	£5.00	1hr £1.40, 3hrs £4.20, 4hrs £5.60, up to 10hrs £18.40	7am to 12.00pm. Not 24 hrs	same as other days	arriving after 6pm and leaving before midnight - £1.40	£ or Card	Yes - deleted 2hr £2.80 tariff
Portsmouth City Council (Isambard Brunel)	£3.10	1hr £1.60, 2hrs £3.10, 3hrs £4.10, 4 hrs £5.00, > 5hrs £12	24 hours	same as other days	n/a	RingGo or Park it Card, P&D avail in other car parks	Yes - increased rates
Portsmouth (Gunn Wharf)		Up to 2hrs £2.90, 3hrs £3.90, 4hrs £6.00, 10hrs £12.00, 24hrs £20.00	24 hours	same as other days	n/a	£ or Card	No change
Portsmouth Park & Ride		£4.00	Mon-Fri 7am-7pm, Sat 8am-7pm, Sun 9am-5.45pm	same as other days	n/a	£ or Card	Not known - new comparator
Reading (Oracle Riverside)	£6.00	1hr £1.70, 2 hrs £4.00, 3 hrs £6.00, 4 hrs 8.00, > 8hrs £20.00	24 hours	same as other days	after 6pm up to 6am - 1 hr £1.50, > 1 hr £3.50	Card only	No change
Reading Park & Ride		£4.00-£4.70	5.45am-10.25pm	n/a	n/a	£ or Card	Not known - new comparator
Richmond (Paradise Road MSCP)	£6.30	1hr £2.30, 2hrs £4.50, 3hrs £6.90, 4hrs £8.70, > 9hrs £21.10	7.30m-Midnight	up to 2hrs £2.40, > 2hrs £5.30	6pm-Midnight £3.20	£ or RingGo	Not known - new comparator
Southampton (West Quay Podium)	£4.00	Up to 2hrs £3.00, 3hrs £4.50, 4hrs £6.00, > 4hrs £10.00	8am -1am	same as other days	after 5pm £2.00	Card only	Yes - increased rates
Winchester	£2.80 (most parking limited to 1hr max. stay)	1hr £1.50, 2hrs £2.90, 3hrs £4.40, 4hrs £5.80, > 4hrs £15.00	24 hours charged 8am-7pm	£2.00	n/a	£ or Ringo	Not known - new comparator
Winchester Park & Ride		£3.50	Mon-Fri 6.30am-7.50pm Sat 7am-7pm	n/a	n/a	£ or Card	Not known - new comparator
Woking	£3.20	1hr £1.60, 2hrs £3.20, 3hrs £4.80, up to £13.00 for 7- 24hrs (from Jan 2022)	24 hours	1hr £1.50, 2hrs £2.80, > 2hrs £3.00	after 6pm up to 6am-£1.60	£, Card or Just Park	Yes - increased rates

This page is intentionally left blank

Annexe 3 - Requests relating to the frequency of enforcement

Location	Borough	Type	Restriction	Complainant	Date	Time (if known)	Not Enough	Too much	Notes
School Lane, Pirbright	Guildford	on-street	DYLs	PPC / Cllrs	2021-05-01	school run	Yes		Issues around Pirbright Junior school. Already on School Watch priority list.
Ferry Lane	Guildford	on-street	DYLs/ Bays	Public	2021-06-21	consistently	Yes		Currently problem seems to be out of hours but being monitored
Guildown Road	Guildford	on-street	2 hour bay	Public	2021-06-22	consistently	Yes		Several vehicles booked so far and ongoing
Josephs Road	Guildford	on-street	All bays	Public	2021-06-22	consistently	Yes		Mainly Enterprise vehicles, ongoing
Manor Road	Guildford	on-street	All Yls	Public	2021-06-22	consistently	Yes		Several vehicles on SYL & DYLs but markings currently unenforceable
Station Road West, Ash Vale	Guildford	on-street	DYLs	Public	2021-07-09	consistently	Yes		Ongoing.
Rupert Road	Guildford	on-street	Bays	Public	2021-07-19	consistently	Yes		
Southway	Guildford	on-street	Yls / Bays	Cllrs / Public	2021-07-19	school run	Yes		Issues around Guildford Grove and Kings College Schools. Already on School Watch priority list.
Tormead Road	Guildford	on-street	Yls	Public	2021-07-19	consistently	Yes		Parking on grass verges during operational hours of YLs
The Oval	Guildford	On-street	Yls	Public	2021-07-20	consistently	Yes		So far no problems found
Bottom of North Street	Guildford	on-street	Bays	Public	20/07/2021	Since McDonalds opened	Yes		
Kingston Ave, East Horsley	Guildford	on-street	30 min bay	Business	2021-07-27	consistently	Yes		
Drummond Road	Guildford	on-street	DYLs	Public	2021-08-03	Sundays	Yes		
Addison Road	Guildford	on-street	APMs	Public	2021-08-09	consistently	yes		Lining was refreshed last year but dropped kerb still being blocked
Woodbridge Hill	Guildford	on-street	DYLs	Public	2021-10-11	consistently	Yes		
Foxenden Road	Guildford	on-street	DYLs	Public	2021-11-10	consistently	Yes		On junction protection DYLs early/late
Springfield Road	Guildford	on-street	DYLs	Public	2021-11-10	consistently	Yes		On junction protection DYLs early/late
Cheselden Road	Guildford	on-street	DYLs/Bays	Public	2021-11-11	consistently	Yes		
Weston Road	Guildford	on-street	Yls	Public	2021-11-11	consistently	Yes		
Boxgrove School/Beatty Ave	Guildford	on-street	Yls	Public	2021-12-04	School run	Yes		At school times am/pm
Southway	Guildford	on-street	Yls	Public	2021-12-16	consistently	Yes		
Mary Road	Guildford	on-street	Bays	Public	2021-01-21	consistently	Yes		Generally in the evenings
Chantry View Road	Guildford	on-street	Bays	Public	2021-12-22	consistently	Yes		Vehicle overstaying allotted time
Addison Road	Guildford	on-street	DYLs	Public	2021-12-23	consistently	Yes		Early/Late parking on junctions
Church Road	Guildford	on-street	DYLs	Public	2021-12-23	consistently	Yes		
Poyle Road Tongham	Guildford	on-street	DYLs	Public	2022-01-04	consistently	Yes		
Margaret Road	Guildford	on-street	Yls/Bays	Public	2022-01-11	consistently	Yes		Police parking out of hours
Walnut Tree Close	Guildford	on-street	Yls	Public	2022-01-13	consistently	Yes		Uber drivers waiting out of hours
Slyfield Industril Estate	Guildford	on-street	Yls	Public	2022-01-17	consistently	Yes		Double parked & blocking access to tip. Parked on DYLs.
Boxgrove Park	Guildford	on-street	All	Public	2022-01-17	School run	Yes		Cars only seem to obey restrictions when CEOs are present in relation to existing and recently expanded YLs
Ashenden Road/Estate	Guildford	on-street	Yls	Public	2022-01-19	consistently	Yes		
Grange Road/Northmead Sch	Guildford	on-street	Yls	Public	2022-01-19	School run	Yes		AM around school time
Stoke Fields	Guildford	on-street	Yls	Public	2022-01-20	consistently	Yes		Parking in turning head
Recreation Road	Guildford	on-street	All	Public	2022-01-20	consistently	Yes		
Harvey Road	Guildford	on-street	DYLs	Public	2022-01-26	consistently	Yes		Builders unloading
Linden Road	Guildford	on-street	All	Public	2022-01-26	consistently	Yes		Mostly out of hours from garage
Szabo Crescent Normandy	Guildford	on-street	Drive	Public	2022-01-26	consistently	Yes		Driveway, no restrictions
Ockham Road South, East Horsley	Guildford	on-street	Drive	Public	2022-01-26	consistently	Yes		Driveway - no restrictions but APMs protecting crossovers within a layby
Ashenden Estate	Guildford	on-street	All	Public	2022-01-30	consistently	Yes		Parking all day, unrestricted area
Sydney Road	Guildford	on-street	Bays	Public	2022-02-02	consistently	Yes		
Guildford Park Road	Guildford	on-street	Bays	Public	2022-02-02	consistently	Yes		Taxis/Uber drivers using bays
London Road	Guildford	on-street	DYLs	Public	2022-02-02	consistently	Yes		
Oxford Terrace	Guildford	on-street	Bays	Public	2022-02-03	consistently	Yes		
Ferry Lane	Guildford	on-street	Bays	Public	2022-02-03	consistently	Yes		
St Pauls Close, Tongham	Guildford	on-street	N/A	Public	2022-02-03	consistently	Yes		Pavement parking, no restrictions
Walnut Tree Close	Guildford	on-street	DYLs	Public	2022-02-04	consistently	Yes		Taxis/Uber drivers using DYLs
Wodeland Avenue	Guildford	on-street	Bays	Public	2022-02-04	consistently	Yes		
Old Palace Road	Guildford	on-street	All	Councillor	2022-02-11	consistently	Yes		Outside shops
New Road, Chilworth	Guildford	on-street	DYLs	MP / Public	2022-02-15	consistently	Yes		cars visiting local shop parking on recently installed DYLs
Foxenden Road	Guildford	on-street	DYLs	Public	2022-02-17	consistently	Yes		On junction protection DYLs early/late
Manor Gardens	Guildford	on-street	DYLs	Public	2022-02-17	consistently	Yes		Parked on DYLs out of normal hours

This page is intentionally left blank

**GUILDFORD BOROUGH COUNCIL AND
SURREY COUNTY COUNCIL**



**GUILDFORD
BOROUGH**

GUILDFORD JOINT COMMITTEE

DATE: 16 MARCH

**LEAD OFFICER: DUNCAN KNOX ROAD SAFETY AND SUSTAINABLE SCHOOL
TRAVEL TEAM MANAGER**

SUBJECT: RURAL SPEED LIMIT REVIEW

DIVISION: SHERE

Most rural roads in the south and southwest of Surrey are still subject to the national speed limit of 60mph. The 60mph speed limit is inappropriate for these rural roads. The Drive SMART Road Safety Partnership have agreed to provide £100,000 funding which will be supplemented by additional funding for road safety from Surrey County Council to review and implement lower speed limits on rural roads in the south of Surrey in a proactive, strategic, area wide basis. This report presents proposals for a reduction in speed limits across a wide area of the south of rural Surrey and seeks agreement from the committee to proceed. If the lower speed limits result in successful reductions in speeds, this will reduce the number and severity of road collisions, support active travel, improve air quality, and could also help address concerns over excessive vehicle noise.

RECOMMENDATIONS:

The Joint Committee (Guildford) is asked to:

- (i) Agree that the speed limits be reduced on the roads as shown in Appendix B that are in the Guildford Joint Committee area. (Other roads within the Waverley and Mole Valley areas are also shown for information and are being presented to the Local/Joint Committees for those areas for approval separately).
- (ii) Authorise the advertisement of a notice in accordance with the Road Traffic Regulation Act 1984, the effect of which will be to implement the proposed speed limit changes, revoke any existing traffic orders necessary to implement the change, and, subject to no objections being upheld, that the order be made.
- (iii) Note that after 1 April the Highways Engagement and Commissioning Manager will be responsible for resolving any objections received in connection with the proposal in consultation with the relevant Divisional Member.
- (iv) Note that if the reductions in speed limit have not been successful, then further supporting highway measures or a higher speed limit may be necessary.

REASONS FOR RECOMMENDATIONS:

Reducing the speed limit on these roads will help to manage vehicle speeds to a level more appropriate to the use of road and will reduce the risk and severity of collisions. Lower speeds can also reduce air and noise pollution, and make it safer, easier and more pleasant to walk, cycle and ride horses.

1 INTRODUCTION AND BACKGROUND:

- 1.1 The national default speed limit on single carriageway rural roads (without street lighting) is 60mph, but local authorities have the power to change the speed limit if they so wish. The 60mph default speed limit is inappropriate for most minor rural roads because driving at this speed on such narrow and winding country lanes would be reckless (and probably impossible in many cases).
- 1.2 On minor narrow winding country lanes, past advice has been that the 60mph speed limit is not a target and drivers should choose the speed at which they should drive in accordance with the nature and characteristics of the road rather than treating the 60mph speed limit as a target. However, in more recent times within the road safety industry, there has been a greater emphasis on managing speeds on rural roads as part of the “Safe Systems” best practice approach to reducing road casualties. This approach asserts that the organisations responsible for improving road safety should work together towards making the “system” as safe as possible to mitigate the mistakes of road users. A key part of this is to manage vehicle speeds to reduce the risk of collisions (which will also reduce their severity). From 6 July 2022, all newly launched cars will legally have to be fitted with a speed limiter to assist drivers to stick to the speed limit, so it will be even more important to set speed limits that will improve road safety and be appropriate to the nature and use of the road.
- 1.3 It has been noted by officers from inspection of speed limit mapping, that over time the default national 60 mph speed limit on nearly all the rural roads in the southeast of Surrey (to the east of the A24 and south of the A25) have been reduced from 60mph, to a lower level. Although some rural speed limits have also been reduced to the west of the A24, this has happened to a far lesser extent, typically one scheme at a time in response to isolated incidents, location specific concerns and/or lobbying by different local communities and members. It is more expensive in the long run to implement the speed limits incrementally in this way, and results in an inconsistent network of speed limits across rural areas.
- 1.4 Therefore, Surrey police have agreed to provide £100,000 funding from the Drive SMART Road Safety Partnership to review and implement lower speed limits on rural roads in the south of Surrey in a proactive, strategic, area wide basis. This budget will be supplemented by additional investment in road safety recently announced by the county council. It is acknowledged that the speed limit reductions on their own are unlikely to reduce speeds by very much in any one location. However, a small difference at lots of locations across a wide area will add up to a bigger difference overall.
- 1.5 It is anticipated that the proposals presented here will be the first phase of a continuing longer-term project to review the remaining 60mph national speed limits across the rest of the southwest of Surrey.

2 ANALYSIS:

- 2.1 Surrey County Council has a [Speed Limit Policy](#) with the aim of setting speed limits that are successful in managing vehicle speeds and are appropriate for the main use of the road. The policy sets thresholds for existing mean vehicle speeds below which a speed limit can be reduced using signs alone, without the need for additional supporting engineering measures. The thresholds for lowering the existing 60 mph national speed limit to lower limits are summarised thus:
- Reduction to 40mph: existing mean average speeds must be 46mph or less
 - Reduction to 30mph: existing mean average speeds must be 35mph or less
 - Reduction to 20mph: existing mean average speeds must be 24mph or less
- 2.2 Within this first phase of the project the speed limits on the roads bounded by the line of the A25 in the north, the A24 in the east, a rough line between Shere and Cranleigh in the west and the county boundary in the south have been reviewed. A series of maps are presented within Appendix A showing the existing speed limits, and the locations and results of numerous one week speed surveys undertaken across this road network using pneumatic tubes.
- 2.3 The data from the speed surveys along with a map of the proposed new speed limits is presented within Appendix B. The new speed limits (within the area bounded by the pink line on the map) have been determined with reference to the existing mean speeds shown within Appendix A and with reference to the requirements of the county council's speed limit policy described above, along with inspection of the road network through site visits and desk study of GIS mapping and Google Street View. Care has been taken to select the locations of the boundaries between different speed limits to coincide with changes in "look and feel" of the road due to changes in adjacent land use and/or width of the carriageway for example.
- 2.4 It can be seen from the proposals within Appendix B that several roads will be reduced to a 20mph speed limit. Most of these are stretches of road that are single track lanes with passing places, or village centres with bends and features that would make driving much faster than 20mph dangerous and inappropriate. Other roads have been set at 30mph or 40mph where the width allows for two vehicles to pass and where the existing speeds are more in keeping and appropriate for a 30mph or 40mph limit. One part of the B2128 Horsham Road to the southeast of Cranleigh will be reduced to a 50mph speed limit where the road is a long straight with good visibility and where the existing speeds are in keeping with a lower 50 mph limit. The A25 Shere Bypass will be reduced to a 50mph speed limit too.
- 2.5 Detailed design of the new speed limit proposals is ongoing, and the precise locations of the new speed limit terminal signing will be decided as part of this. The detailed design will then be subject to public consultation through the advertising of a speed limit order describing the new speed limits in the usual way.
- 2.6 The new speed limits will require additional signing to be installed along some stretches of the rural roads in question. However, care is being taken to design speed limit boundary signing on the approach to villages to be sensitive to the aesthetics of the Surrey Hills Area of Outstanding Natural Beauty and to use

wooden posts if appropriate. Wherever possible repeater signs will be co-located with other existing signs on existing posts to minimise additional “street clutter” too.

3 OPTIONS:

3.1 Option 1: Reduce the speed limits as shown within Appendix B

This is the recommended option as it will reduce the risk and severity of collisions and will help to make walking, cycling, and riding horses safer, easier, and more pleasant on these roads.

3.2 Option 2: Retain the existing speed limits on some or all roads

This is not recommended because the opportunity to improve road safety and improve conditions for walking, cycling and horse riding would not be realised.

4 CONSULTATIONS:

4.1 A copy of the proposals were sent to Surrey Police for comment, and their full response is contained within Appendix C. In summary they offer “no objection”, though they raise some points for consideration. These include the explanation that “there should be no expectation that deployment of Police resources would be considered to bolster any length of revised limit that does not appear to be working as a result of the reduction”. They also express reservations that some of the proposed 20 mph speed limit roads will not “look and feel” like a 20mph speed limit road, and so additional countermeasures and adequate mitigation should be considered and budgeted for from the outset. They also highlight the need to monitor the success of the new speed limits after implementation.

4.2 Officers will indeed be commissioning additional countermeasures in the form of enhanced village gateways (which will be budgeted for), and will indeed commission repeat speed surveys after implementation to gauge the effect of the new lower speed limits. As per the county council’s speed limit policy, there will be no expectation of additional enforcement by the police to make the new lower speed limits work. This is because the new lower speed limits have been set at a level close to existing speeds so that experience shows there will be generally good compliance without the need for additional enforcement.

5 FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 It is expected that the cost of the scheme will exceed £100,000, though the precise cost will not be known until ongoing detailed design is completed and detailed bill of quantities produced. This includes the cost of removing existing terminal signs and replacement with new speed limit terminal signs, enhanced gateways and provision of speed limit repeater signs and the costs of advertising the legal orders. These costs will be met from £100,000 provided by Surrey Police through the Drive SMART Road Safety Partnership. Further costs will be met from additional central funding provided by the county council for road safety.

5.2 The Department for Transport publish the value of the prevention of collisions for use in cost benefit analysis annually:

Collision severity	Cost per collision £ (2020)
Fatal	2,120,669
Serious	246,109
Slight	24,960
Average for all severities	101,415
Damage only	2,303

5.3 If the proposals successfully contribute to successful reductions in vehicle speeds, research shows that this is highly likely to result in a reduction in collisions. This is likely to represent very good value for money because the cost of the proposals is small in comparison to the value of preventing collisions, especially collisions resulting in fatal and serious injuries.

6 EQUALITIES AND DIVERSITY IMPLICATIONS:

6.1 Successful management of vehicle speeds can make it easier for people with mobility impairment to walk, cycle or ride horses. It can also make using roads safer for vulnerable age groups such as children and older people.

7 LOCALISM:

7.1 The speed of traffic and collisions are frequently mentioned concerns of Surrey residents. Moderated speeds and driver behaviour will have a positive impact on local communities because as well as reducing the risk and severity of collisions it will support more walking and cycling, reduce noise and air pollution, thus making places more pleasant to live.

8 OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	Successful management of vehicle speeds can help to reduce driving offences and anti-social driving.
Sustainability (including Climate Change and Carbon Emissions)	Successful management of vehicle speeds can help to reduce carbon emissions and air pollution from internal combustion engines. It can also help to reduce emissions through encouraging more people to walk or cycle instead of using a motor vehicle.
Corporate Parenting/Looked After Children	No significant implications
Safeguarding responsibilities for vulnerable children and adults	No significant implications
Public Health	Successful management of vehicle speeds can help reduce air pollution and support more walking and cycling which is healthier.

9 CONCLUSION AND RECOMMENDATIONS:

- 10.1 The 60mph default speed limit is inappropriate for most minor rural roads because driving at this speed on such narrow and winding country lanes would be reckless (and probably impossible in many cases). This report presents the outcomes of the first phase of a review of the speed limits on the network of 60 mph speed limit rural roads across the south of Surrey.
- 10.2 It is recommended to proceed with Option 1 to reduce the speed limits as shown in the map in Appendix B. This is recommended because if lower speed limits are successful in encouraging speeds that are more appropriate to the use and nature of the road, this will reduce the risk and severity of collisions and will help to make walking, cycling, and riding horses safer, easier, and more pleasant.

10 WHAT HAPPENS NEXT:

- 10.3 Design work will be completed, and the legal speed limit orders will be advertised in the local press and the county council's consultation portal "Surrey Says". Subject to any objections being considered by the Highways Engagement and Commissioning Manager in consultation with the Divisional Member, the new speed limits will be implemented within the first half of the next financial year.
- 10.4 After the new speed limits have been implemented, the speed surveys will be repeated to evaluate the success of the schemes. Further measures will be considered to encourage greater compliance with the speed limit if necessary.

Contact Officer:

Duncan Knox
Road Safety & Sustainable School Transport Team Manager
duncan.knox@surreycc.gov.uk

Consulted:

Surrey Police
Relevant Parish Councils were informed in advance of the project

Annexes:







Appendix A: Mapping of the existing speed limits and results of speed limit surveys
Appendix B: Map of proposed speed limits
Appendix C: Police response to consultation on the proposals

Sources/background papers:

Surrey County Councils "Setting Local Speed Limits" Policy

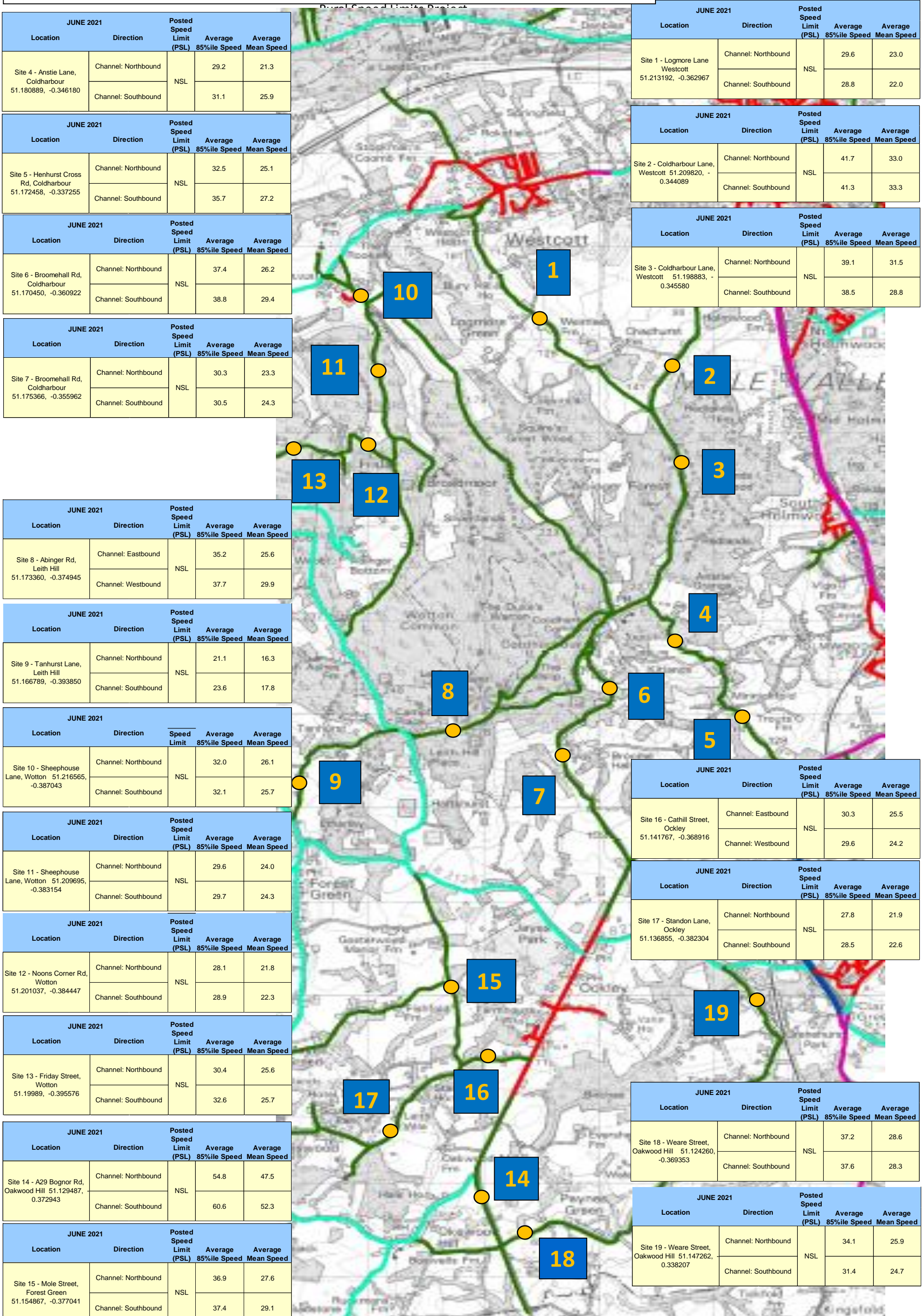
APPENDIX A Speed Survey Maps

The following pages show the locations and results of speed surveys conducted to inform upon the viability of new lower speed limits. The colour of each road indicates the existing speed limit with reference to the legend below:

Legend	
	20 mph speed limit
	30 mph speed limit
	40 mph speed limit
	50 mph speed limit
	60 mph speed limit
	70 mph speed limit

Each speed survey was conducted for a period of one week using pneumatic tubes. For each numbered survey location there is a results box that shows the mean average speed and the 85th percentile speed in each direction of travel. The 85th percentile speed is the speed above which the fastest 15 per cent of vehicles were travelling.

Rural Speed Limits Project



JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 4 - Anstie Lane, Coldharbour 51.180889, -0.346180	Channel: Northbound	NSL	29.2	21.3
	Channel: Southbound			

JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 5 - Henhurst Cross Rd, Coldharbour 51.172458, -0.337255	Channel: Northbound	NSL	32.5	25.1
	Channel: Southbound			

JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 6 - Broomehall Rd, Coldharbour 51.170450, -0.360922	Channel: Northbound	NSL	37.4	26.2
	Channel: Southbound			

JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 7 - Broomehall Rd, Coldharbour 51.175366, -0.355962	Channel: Northbound	NSL	30.3	23.3
	Channel: Southbound			

JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 8 - Abinger Rd, Leith Hill 51.173360, -0.374945	Channel: Eastbound	NSL	35.2	25.6
	Channel: Westbound			

JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 9 - Tanhurst Lane, Leith Hill 51.166789, -0.393850	Channel: Northbound	NSL	21.1	16.3
	Channel: Southbound			

JUNE 2021		Speed Limit	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 10 - Sheephouse Lane, Wotton 51.216565, -0.387043	Channel: Northbound	NSL	32.0	26.1
	Channel: Southbound			

JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 11 - Sheephouse Lane, Wotton 51.209695, -0.383154	Channel: Northbound	NSL	29.6	24.0
	Channel: Southbound			

JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 12 - Noons Corner Rd, Wotton 51.201037, -0.384447	Channel: Northbound	NSL	28.1	21.8
	Channel: Southbound			

JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 13 - Friday Street, Wotton 51.19989, -0.395576	Channel: Northbound	NSL	30.4	25.6
	Channel: Southbound			

JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 14 - A29 Bognor Rd, Oakwood Hill 51.129487, 0.372943	Channel: Northbound	NSL	54.8	47.5
	Channel: Southbound			

JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 15 - Mole Street, Forest Green 51.154867, -0.377041	Channel: Northbound	NSL	36.9	27.6
	Channel: Southbound			

JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 1 - Logmore Lane, Westcott 51.213192, -0.362967	Channel: Northbound	NSL	29.6	23.0
	Channel: Southbound			

JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 2 - Coldharbour Lane, Westcott 51.209820, -0.344089	Channel: Northbound	NSL	41.7	33.0
	Channel: Southbound			

JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 3 - Coldharbour Lane, Westcott 51.198883, -0.345580	Channel: Northbound	NSL	39.1	31.5
	Channel: Southbound			

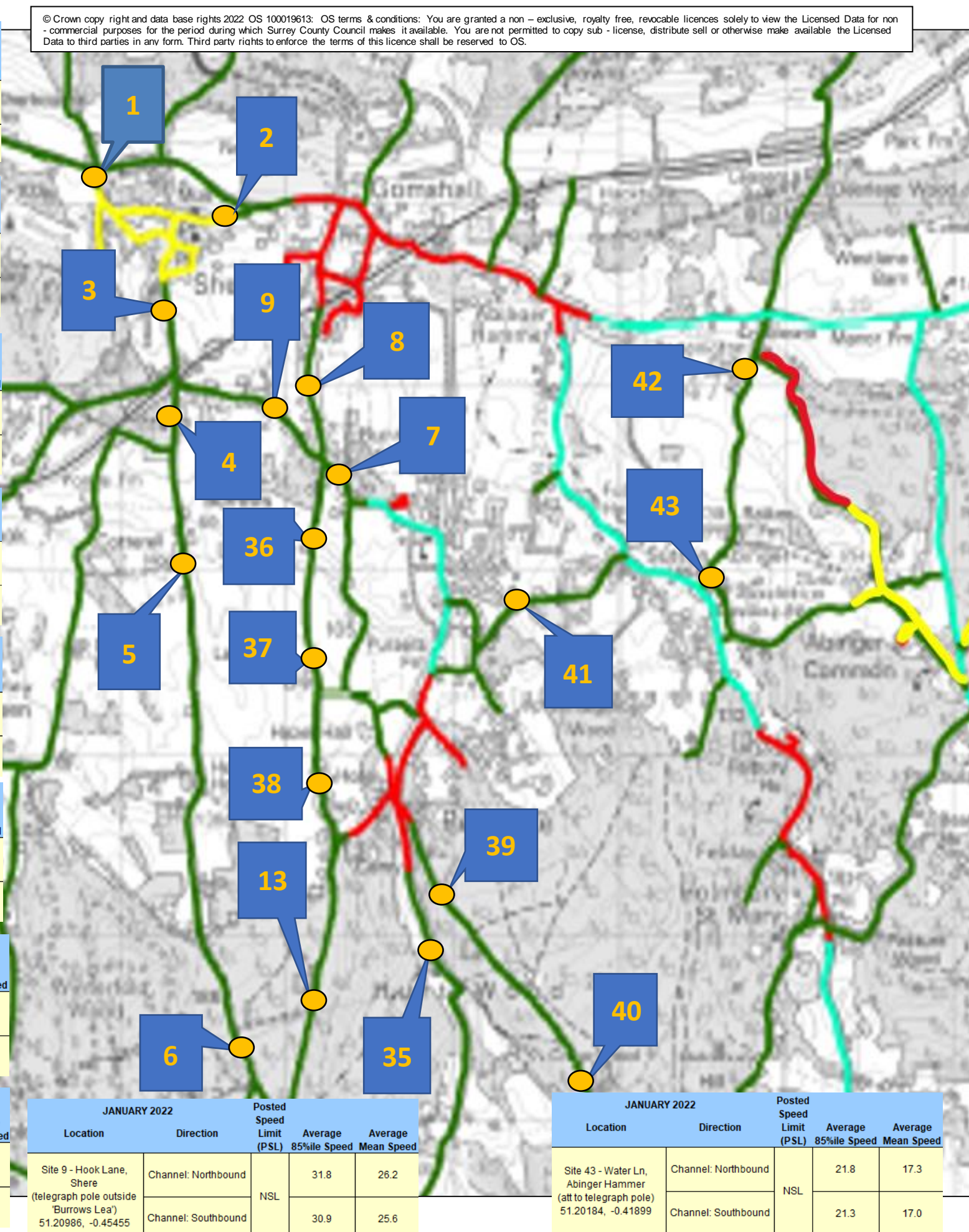
JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 16 - Cathill Street, Ockley 51.141767, -0.368916	Channel: Eastbound	NSL	30.3	25.5
	Channel: Westbound			

JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 17 - Standon Lane, Ockley 51.136855, -0.382304	Channel: Northbound	NSL	27.8	21.9
	Channel: Southbound			

JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 18 - Weare Street, Oakwood Hill 51.124260, -0.369353	Channel: Northbound	NSL	37.2	28.6
	Channel: Southbound			

JUNE 2021		Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Location	Direction			
Site 19 - Weare Street, Oakwood Hill 51.147262, 0.338207	Channel: Northbound	NSL	34.1	25.9
	Channel: Southbound			

© Crown copy right and data base rights 2022 OS 100019613: OS terms & conditions: You are granted a non - exclusive, royalty free, revocable licences solely to view the Licensed Data for non - commercial purposes for the period during which Surrey County Council makes it available. You are not permitted to copy sub - license, distribute sell or otherwise make available the Licensed Data to third parties in any form. Third party rights to enforce the terms of this licence shall be reserved to OS.



JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 1 - Upper Street, Shere 'Shere' sign north of 'The Manor House' 51.22187, -0.47098	Channel: Northbound	NSL	36.6	31.1
	Channel: Southbound		35.2	29.7

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 2 - Gomshall Lane, Shere (bus flag opposite medical centre) 51.22050, -0.45984	Channel: Eastbound	NSL	33.6	27.2
	Channel: Westbound		30.6	23.7

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 3 - Sandy Lane, Shere (double bend sign adjacent to 'Tor Hatch') 51.21334, -0.46462	Channel: Northbound	NSL	30.6	25.6
	Channel: Southbound		33.5	27.1

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 4 - Hound House Rd, Shere (telegraph pole outside 'Tanglewood') 51.21076, -0.46479	Channel: Northbound	NSL	39.6	33.0
	Channel: Southbound		39.2	32.5

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 5 - Hound House Rd, Shere (Telegraph pole south of 'Cotterells Farm') 51.20104, -0.46359	Channel: Northbound	NSL	39.9	33.7
	Channel: Southbound		40.9	34.1

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 6 - Hound House Rd, Shere (single track road with passing places sign south of 'Dewdney') 51.18397, -0.46275	Channel: Northbound	NSL	35.0	28.9
	Channel: Southbound		35.9	29.7

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 7 - Burrows Cross, Shere (bend warning sign opposite 'White Oaks') 51.20715, -0.45016	Channel: Northbound	NSL	33.7	27.9
	Channel: Southbound		33.1	27.5

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 8 - Burrows Lane, Shere (bus flag post outside 'Copse Cottage') 51.21284, -0.45327	Channel: Northbound	NSL	33.0	26.9
	Channel: Southbound		33.4	27.1

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 9 - Hook Lane, Shere (telegraph pole outside 'Burrows Lea') 51.20986, -0.45455	Channel: Northbound	NSL	31.8	26.2
	Channel: Southbound		30.9	25.6

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 43 - Water Ln, Abinger Hammer (att to telegraph pole) 51.20184, -0.41899	Channel: Northbound	NSL	21.8	17.3
	Channel: Southbound		21.3	17.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 35 - Ewhurst Rd, Peaslake (telegraph pole south of 'Gasson Farm') 51.18351, -0.44267	Channel: Northbound	NSL	31.0	25.8
	Channel: Southbound		34.7	28.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 36 - Lawbrook Ln, Peaslake (telegraph pole outside 'Lawbrook Cottage') 51.20368, -0.45320	Channel: Northbound	NSL	30.3	24.1
	Channel: Southbound		30.0	23.7

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 37 - Lawbrook Ln, Peaslake (telegraph pole outside northern entrance to 'Lane End Farm') 51.19843, -0.45323	Channel: Northbound	NSL	33.3	26.8
	Channel: Southbound		33.2	26.5

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 38 - Lawbrook Ln, Peaslake (telegraph pole outside 'Quakers Orchard') 51.19276, -0.45318	Channel: Northbound	NSL	28.3	21.5
	Channel: Southbound		29.4	23.5

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 39 - Radnor Rd, Peaslake (telegraph pole south of 'Spurfold') 51.18863, -0.44417	Channel: Northbound	NSL	29.3	22.9
	Channel: Southbound		29.3	22.9

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 40 - Radnor Rd, Peaslake (telegraph pole south of 'Hurtwood Car Park 1') 51.17633, -0.43018	Channel: Northbound	NSL	29.4	24.4
	Channel: Southbound		28.2	21.4

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 41 - Hoe Ln, Sutton Abinger (telegraph pole northeast of 'Hoe Valley Cottage') 51.20106, -0.43558	Channel: Eastbound	NSL	30.3	25.1
	Channel: Westbound		30.5	24.9

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 42 - Raikes Ln, Abinger Hammer (telegraph pole north of junction with 'The Dene') 51.21200, -0.41554	Channel: Northbound	NSL	31.0	24.3
	Channel: Southbound		30.5	23.8

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 13 - Peaslake Rd, Ewhurst (school sign north of Duke of Kent School) 51.17565, -0.44162	Channel: Northbound	NSL	30.8	25.4
	Channel: Southbound		30.1	24.8

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 45 - Radnor Ln, Abinger Hammer (telegraph pole south of Woodhouse Lane) 51.19610, -0.41867	Channel: Northbound	NSL	26.8	19.8
	Channel: Southbound		28.5	21.8

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 46 - Pasture Wood Rd, Abinger Common (double bend warning sign) 51.18667, -0.40377	Channel: Northbound	NSL	38.2	31.2
	Channel: Southbound		37.2	30.9

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 47 - Pasture Wood Rd, Abinger Common (telegraph pole southwest of 'Parkhurst Lodge') 51.19452, -0.39852	Channel: Northbound	NSL	32.9	26.2
	Channel: Southbound		30.5	24.6

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 48 - Holmbury Hill Rd, Holmbury St Mary (telegraph pole east of 'Mullard Space Science Lab') 51.17343, -0.41743	Channel: Northbound	NSL	21.9	17.5
	Channel: Southbound		25.5	18.9

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 49 - Holmbury Hill Rd, Hombury St Mary (telegraph pole north of 'Pipers Lea') 51.17841, -0.41543	Channel: Northbound	NSL	29.2	23.2
	Channel: Southbound		29.2	23.2

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 50 - Holmbury Hill Rd, Holmbury St Mary (telegraph pole opposite The Kings Head PH) 51.18558, -0.41119	Channel: Northbound	NSL	17.6	13.2
	Channel: Southbound		19.3	14.2

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 56 - Pond Lane, Peaslake (att to tree) 51.1964197, -0.4482937	Channel: Northbound	NSL	28.0	21.6
	Channel: Southbound		29.3	24.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 44 - Sutton Ln, Abinger Hammer (telegraph pole outside 'Abinger Manor') 51.20073, -0.40671	Channel: Northeastbound	NSL	30.6	25.6
	Channel: Southwestbound		28.2	23.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 58 - Sutton Ln, Abinger Hammer (att to tree) 51.20073, -0.40671	Channel: Northeastbound	NSL	30.6	25.6
	Channel: Southwestbound		28.2	23.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 57 - Burchets Hollow, Peaslake (att to tree) 51.1964021, -0.4462311	Channel: Eastbound	NSL	19.0	15.7
	Channel: Westbound		insufficient readings to calculate	14.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 55 - Burchets Hollow, Peaslake (att to tree) 51.1964021, -0.4462311	Channel: Eastbound	NSL	19.0	15.7
	Channel: Westbound		insufficient readings to calculate	14.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 57 - Burchets Hollow, Peaslake (att to tree) 51.1964021, -0.4462311	Channel: Eastbound	NSL	19.0	15.7
	Channel: Westbound		insufficient readings to calculate	14.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 57 - Burchets Hollow, Peaslake (att to tree) 51.1964021, -0.4462311	Channel: Eastbound	NSL	19.0	15.7
	Channel: Westbound		insufficient readings to calculate	14.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 57 - Burchets Hollow, Peaslake (att to tree) 51.1964021, -0.4462311	Channel: Eastbound	NSL	19.0	15.7
	Channel: Westbound		insufficient readings to calculate	14.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 57 - Burchets Hollow, Peaslake (att to tree) 51.1964021, -0.4462311	Channel: Eastbound	NSL	19.0	15.7
	Channel: Westbound		insufficient readings to calculate	14.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 58 - Sutton Ln, Abinger Hammer (att to tree) 51.20073, -0.40671	Channel: Northeastbound	NSL	30.6	25.6
	Channel: Southwestbound		28.2	23.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 58 - Sutton Ln, Abinger Hammer (att to tree) 51.20073, -0.40671	Channel: Northeastbound	NSL	30.6	25.6
	Channel: Southwestbound		28.2	23.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 58 - Sutton Ln, Abinger Hammer (att to tree) 51.20073, -0.40671	Channel: Northeastbound	NSL	30.6	25.6
	Channel: Southwestbound		28.2	23.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 58 - Sutton Ln, Abinger Hammer (att to tree) 51.20073, -0.40671	Channel: Northeastbound	NSL	30.6	25.6
	Channel: Southwestbound		28.2	23.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 58 - Sutton Ln, Abinger Hammer (att to tree) 51.20073, -0.40671	Channel: Northeastbound	NSL	30.6	25.6
	Channel: Southwestbound		28.2	23.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 58 - Sutton Ln, Abinger Hammer (att to tree) 51.20073, -0.40671	Channel: Northeastbound	NSL	30.6	25.6
	Channel: Southwestbound		28.2	23.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 58 - Sutton Ln, Abinger Hammer (att to tree) 51.20073, -0.40671	Channel: Northeastbound	NSL	30.6	25.6
	Channel: Southwestbound		28.2	23.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 58 - Sutton Ln, Abinger Hammer (att to tree) 51.20073, -0.40671	Channel: Northeastbound	NSL	30.6	25.6
	Channel: Southwestbound		28.2	23.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 59 - Rad Lane, Peaslake (att to tree) 51.2068164, -0.4336255	Channel: Northbound	NSL	19.3	15.2
	Channel: Southbound		19.4	15.3

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 59 - Rad Lane, Peaslake (att to tree) 51.2068164, -0.4336255	Channel: Northbound	NSL	19.3	15.2
	Channel: Southbound		19.4	15.3

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 43 - Water Ln, Abinger Hammer (att to telegraph pole) 51.20184, -0.41899	Channel: Northbound	NSL	21.8	17.3
	Channel: Southbound		21.3	17.0

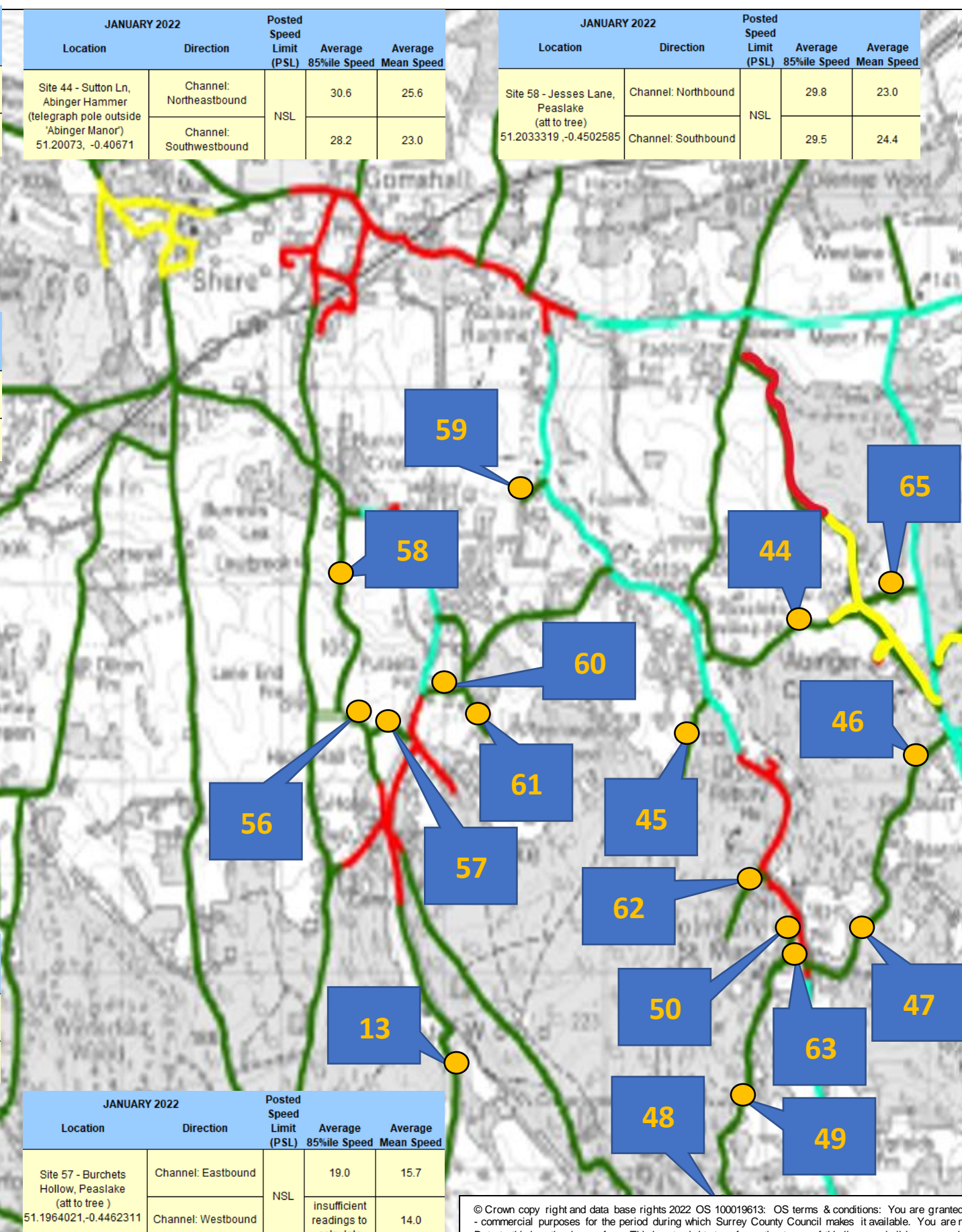
JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 60 - Hoe Lane, Sutton Abinger (att to tree) 51.1979483, -0.441224	Channel: Eastbound	NSL	29.5	24.3
	Channel: Westbound		29.9	25.1

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 61 - Franksfield, Peaslake (att to tree) 51.19608, -0.43758	Channel: Northbound	NSL	19.2	15.0
	Channel: Southbound		19.3	15.3

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 62 - Felday Glade, Holmbury St Mary (post 40m S of Horsham Rd) 51.18918, -0.41368	Channel: Northbound	NSL	18.0	13.8
	Channel: Southbound		19.0	14.4

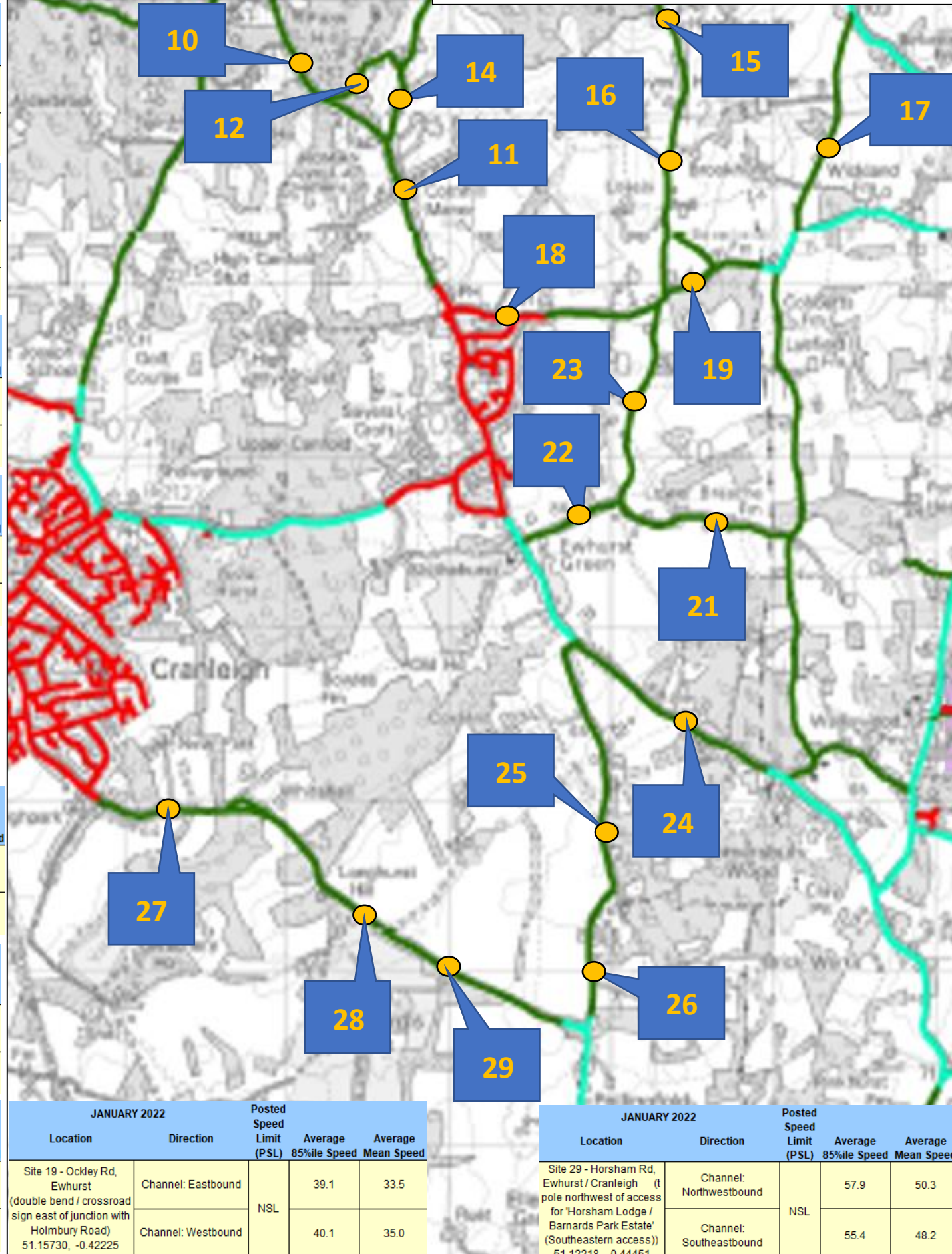
JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 63 - Pitland St, Holmbury St Mary (att to hedgerow) 51.185082, -0.410890	Channel: Eastbound	NSL	22.5	17.2
	Channel: Westbound		23.8	18.2

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 65 - Donkey Ln, Abinger Common (att to tree) 51.201515, -0.403769	Channel: Eastbound	NSL	24.3	19.9
	Channel: Westbound		25.0	20.8



© Crown copy right and data base rights 2022 OS 100019613: OS terms & conditions: You are granted a non – exclusive, royalty free, revocable licences solely to view the Licensed Data for non - commercial purposes for the period during which Surrey County Council makes it available. You are not permitted to copy sub - license, distribute sell or otherwise make available the Licensed Data to third parties in any form. Third party rights to enforce the terms of this licence shall be reserved to OS.

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 10 - Pitch Hill, Ewhurst (telegraph pole in The Watermill PH car park) 51.17027, -0.45609	Channel: Northbound	NSL	38.2	31.8
	Channel: Southbound		37.7	30.8
Site 11 - Shere Rd, Ewhurst (telegraph pole adjacent to junction with Coneyhurst Lane) 51.16333, -0.44676	Channel: Northbound	NSL	31.5	26.3
	Channel: Southbound		31.0	26.6
Site 12 - Moon Hall Rd, Ewhurst (telegraph pole outside 'Moon Hall') 51.16832, -0.45062	Channel: Northbound	NSL	19.3	14.9
	Channel: Southbound		19.5	15.2
Site 14 - Peaslake Rd, Ewhurst (telegraph pole south of 'Robins Wood') 51.16739, -0.44675	Channel: Northbound	NSL	34.4	27.9
	Channel: Southbound		35.2	29.2
Site 15 - Holmbury Rd, Ewhurst (telegraph pole north of Mullard Space Science Lab) 51.17105, -0.42244	Channel: Northbound	NSL	28.4	21.7
	Channel: Southbound		26.4	19.2
Site 16 - Holmbury Rd, Ewhurst (telegraph pole north of Lukyns Farm) 51.16491, -0.42279	Channel: Northbound	NSL	35.6	29.0
	Channel: Southbound		35.0	28.8
Site 17 - Cotton Row, Ewhurst (telegraph pole outside 'Old Kiln House') 51.16481, -0.40916	Channel: Northbound	NSL	44.0	36.6
	Channel: Southbound		43.4	36.0
Site 18 - Ockley Rd, Ewhurst (telegraph pole outside 'Velden') 51.15607, -0.43652	Channel: Eastbound	30	36.3	31.8
	Channel: Westbound		35.3	30.4



JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 21 - Lower Breach Rd, Ewhurst (telegraph pole adjacent to outbuilding opposite 'Lower Breache House') 51.14485, -0.41841	Channel: Eastbound	NSL	28.3	21.1
	Channel: Westbound		28.6	21.5
Site 22 - Plough Lane, Ewhurst (telegraph pole opposite 'Mead Vale / The Meadows') 51.14547, -0.43191	Channel: Eastbound	NSL	33.8	27.2
	Channel: Westbound		35.6	28.1
Site 23 - North Breache Rd, Ewhurst (telegraph pole south of 'Yard Farm') 51.15092, -0.42687	Channel: Northbound	NSL	34.2	27.6
	Channel: Southbound		35.0	28.3
Site 24 - Horsham Lane, Ewhurst (telegraph pole outside 'Longfield Kennels & Cattery') 51.13539, -0.42501	Channel: Northwestbound	NSL	46.7	40.4
	Channel: Southeastbound		46.0	39.3
Site 25 - Somersbury Lane, Ewhurst (telegraph pole outside 'Brook Cottage / Oak Cottage') 51.13280, -0.42993	Channel: Northbound	NSL	43.0	36.2
	Channel: Southbound		43.1	36.5
Site 26 - Somersbury Lane, Ewhurst (telegraph pole outside 'Nagswood Yard') 51.12256, -0.43148	Channel: Northbound	NSL	45.4	38.9
	Channel: Southbound		45.2	38.5
Site 27 - Horsham Rd, Ewhurst / Cranleigh (telegraph pole east of junction with New Park) 51.13070, -0.46540	Channel: Eastbound	NSL	51.6	45.4
	Channel: Westbound		49.5	43.4
Site 19 - Ockley Rd, Ewhurst (double bend / crossroad sign east of junction with Holmbury Road) 51.15730, -0.42225	Channel: Eastbound	NSL	39.1	33.5
	Channel: Westbound		40.1	35.0
Site 29 - Horsham Rd, Ewhurst / Cranleigh (telegraph pole northwest of access for 'Horsham Lodge / Barnards Park Estate' (Southeastern access)) 51.12218, -0.44451	Channel: Northwestbound	NSL	57.9	50.3
	Channel: Southeastbound		55.4	48.2
Site 28 - Horsham Rd, Ewhurst / Cranleigh (telegraph pole opposite 'Barnards Park Estate') 51.12539, -0.45213	Channel: Northwestbound	NSL	52.5	45.2
	Channel: Southeastbound		54.5	47.1

© Crown copy right and data base rights 2022 OS 100019613: OS terms & conditions: You are granted a non – exclusive, royalty free, revocable licences solely to view the Licensed Data for non - commercial purposes for the period during which Surrey County Council makes it available. You are not permitted to copy sub - license, distribute sell or otherwise make available the Licensed Data to third parties in any form. Third party rights to enforce the terms of this licence shall be reserved to OS.

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 64 - Coophurst Rd, Ewhurst (att to tree) 51.15971, -0.42164	Channel: Northwestbound	NSL	30.6	25.4
	Channel: Southeastbound		33.5	27.2

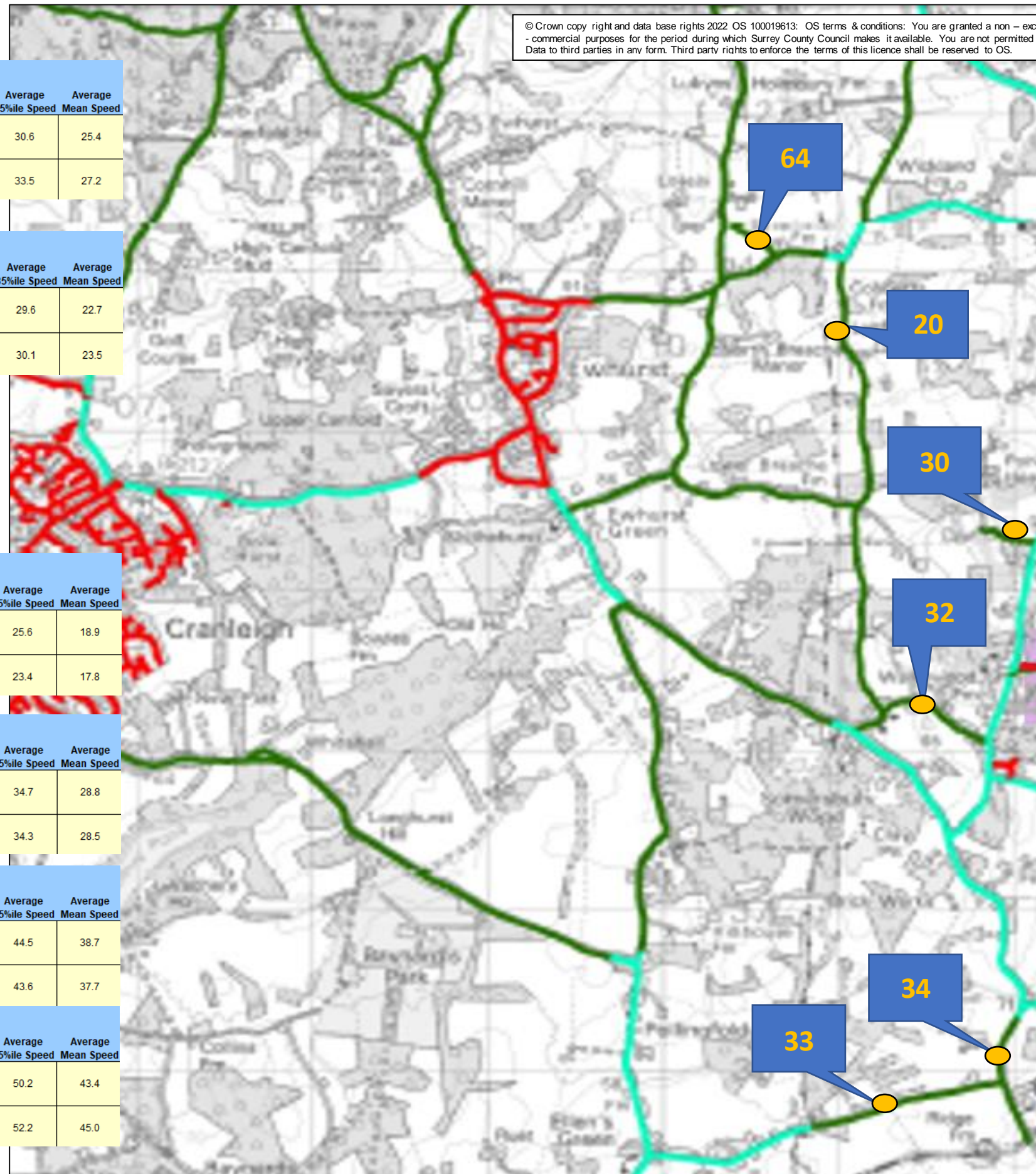
JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 20 - Lyefield Lane, Ewhurst (telegraph pole opposite 'Corbetts') 51.155415, -0.413663	Channel: Northbound	NSL	29.6	22.7
	Channel: Southbound		30.1	23.5

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 30 - Pond Head Lane, Walliswood (in fastest section of Pond Head Lane) 51.14211, -0.40026	Channel: Eastbound	NSL	25.6	18.9
	Channel: Westbound		23.4	17.8

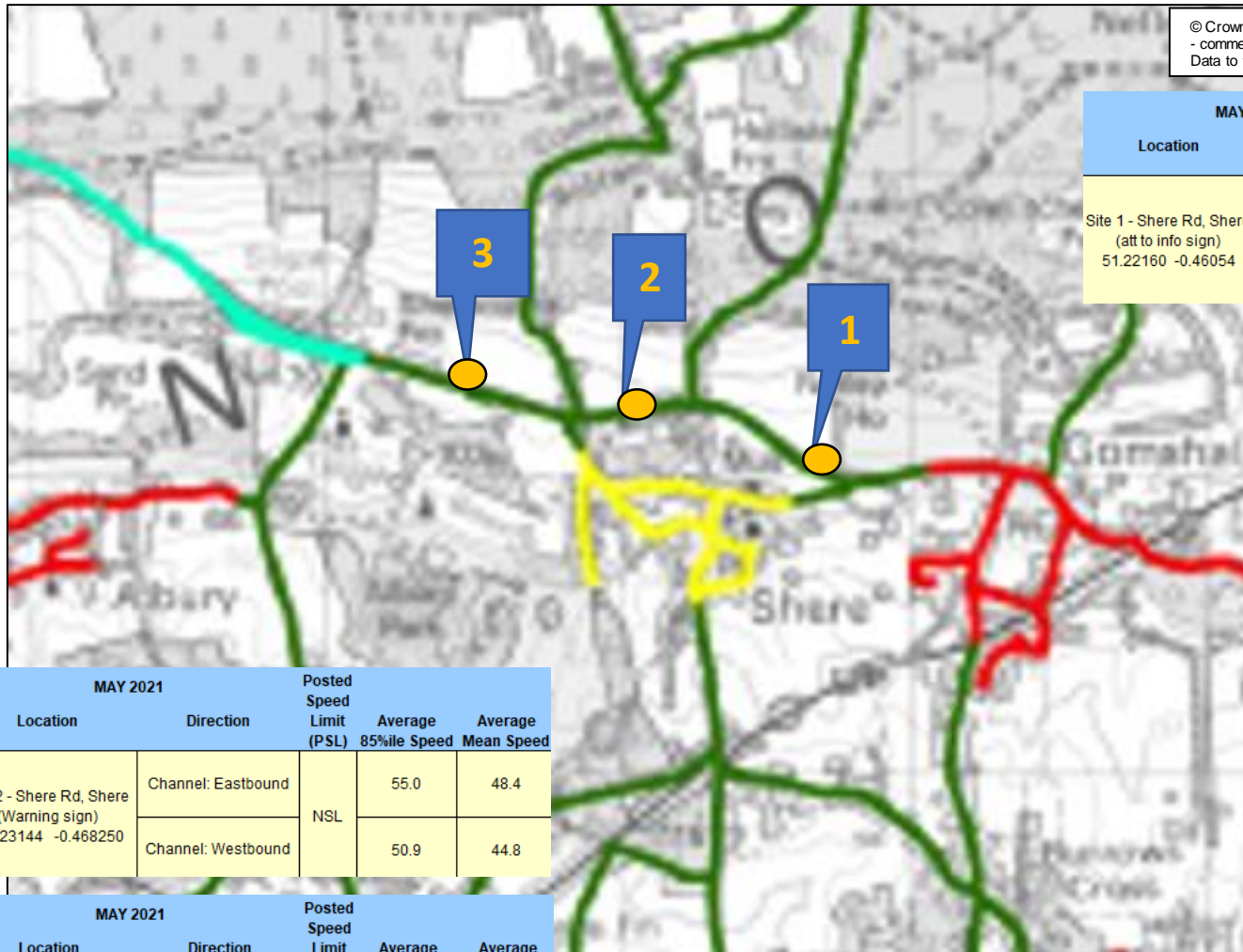
JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 32 - Froggetts Ln, Walliswood (telegraph pole west of 'Alvaston') 51.13323, -0.40969	Channel: Eastbound	NSL	34.7	28.8
	Channel: Westbound		34.3	28.5

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 34 - Horsham Rd, Walliswood (telegraph pole opposite 'Deersted Manor') 51.11345, -0.40240	Channel: Northbound	NSL	44.5	38.7
	Channel: Southbound		43.6	37.7

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 33 - Furzen Ln, Walliswood (att to tree) 51.11036, -0.41197	Channel: Eastbound	NSL	50.2	43.4
	Channel: Westbound		52.2	45.0



© Crown copyright and data base rights 2022 OS 100019613: OS terms & conditions: You are granted a non – exclusive, royalty free, revocable licences solely to view the Licensed Data for non - commercial purposes for the period during which Surrey County Council makes it available. You are not permitted to copy sub - license, distribute sell or otherwise make available the Licensed Data to third parties in any form. Third party rights to enforce the terms of this licence shall be reserved to OS.



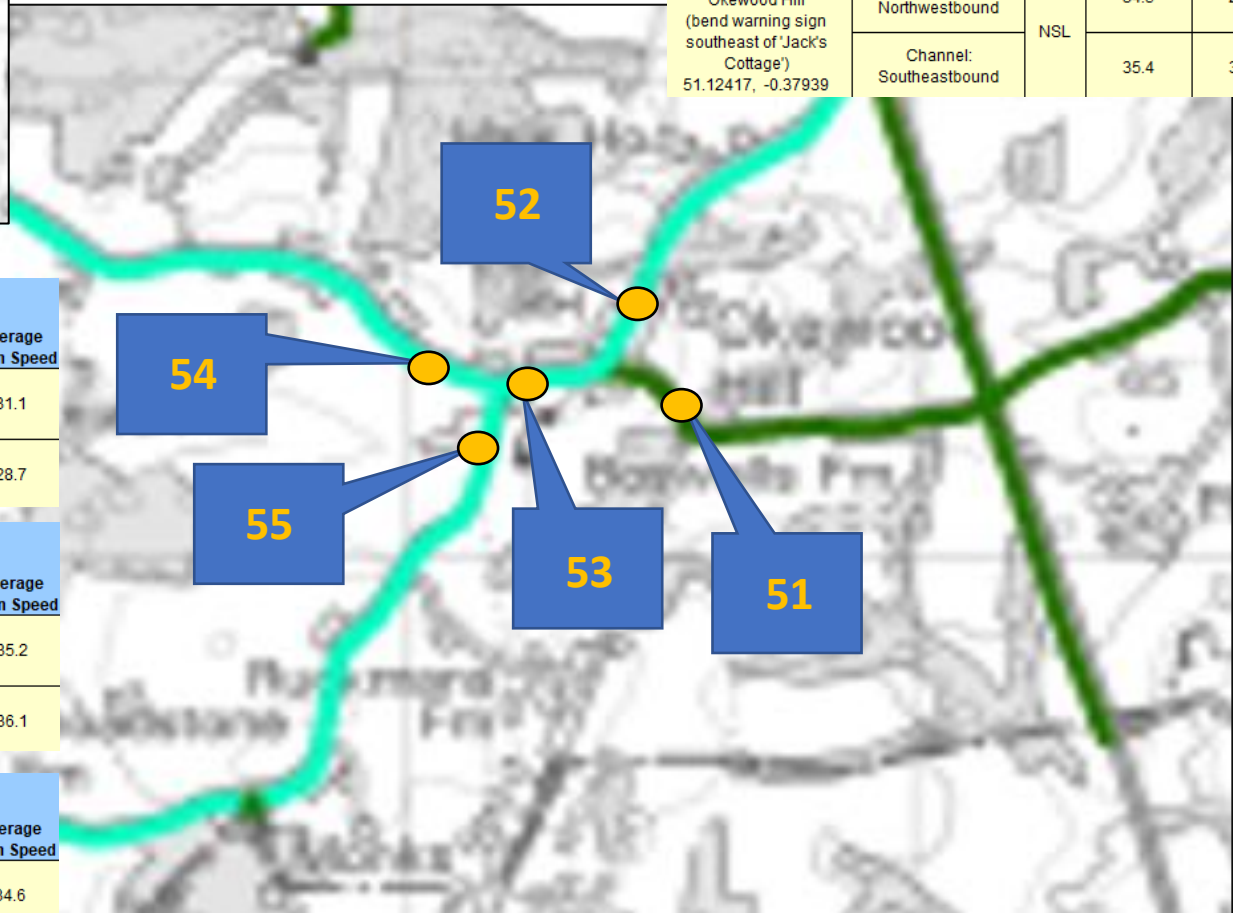
MAY 2021				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 1 - Shere Rd, Shere (att to info sign) 51.22160 -0.46054	Channel: Eastbound	NSL	56.9	50.7
	Channel: Westbound		55.4	48.9

MAY 2021				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 2 - Shere Rd, Shere (Warning sign) 51.223144 -0.468250	Channel: Eastbound	NSL	55.0	48.4
	Channel: Westbound		50.9	44.8

MAY 2021				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 3 - Shere Rd, Shere (Warning Sign) 51.22353 -0.47472	Channel: Eastbound	NSL	53.4	46.6
	Channel: Westbound		51.7	44.8

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 52 - Okewood Hill, Okewood Hill (telegraph pole north of 'Chenies') 51.12647, -0.37982	Channel: Northbound	40	44.6	38.3
	Channel: Southbound		44.1	37.0

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 51 - Ruckmans Ln, Okewood Hill (bend warning sign southeast of 'Jack's Cottage') 51.12417, -0.37939	Channel: Northwestbound	NSL	34.5	28.8
	Channel: Southeastbound		35.4	30.1



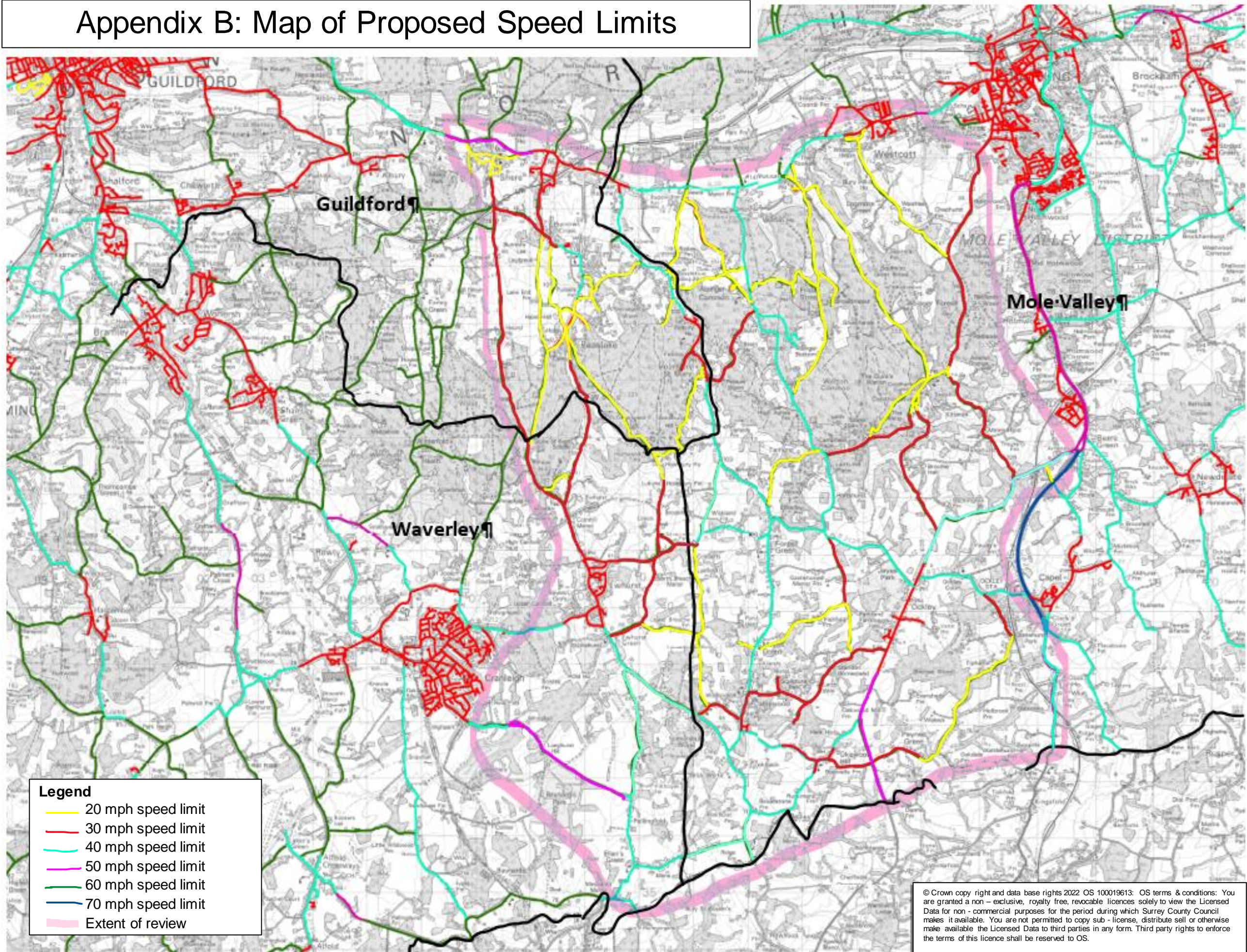
JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 53 - Okewood Hill, Okewood Hill (bend warning sign opposite 'Punch Mead') 51.12441, -0.38323	Channel: Eastbound	40	36.1	31.1
	Channel: Westbound		33.9	28.7

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 54 - Okewood Hill, Okewood Hill (telegraph pole east of 'Upper Sent Cottages') 51.12482, -0.38630	Channel: Northwestbound	40	40.9	35.2
	Channel: Southeastbound		42.2	36.1

JANUARY 2022				
Location	Direction	Posted Speed Limit (PSL)	Average 85%ile Speed	Average Mean Speed
Site 55 - Honeywood Ln, Okewood Hill (bend warning sign outside 'Woodhams Farm') 51.12358, -0.38448	Channel: Northbound	40	40.7	34.6
	Channel: Southbound		40.3	34.0

This page is intentionally left blank

Appendix B: Map of Proposed Speed Limits



© Crown copyright and data base rights 2022 OS 100019613: OS terms & conditions: You are granted a non-exclusive, royalty free, revocable licence solely to view the Licensed Data for non-commercial purposes for the period during which Surrey County Council makes it available. You are not permitted to copy, sub-license, distribute or otherwise make available the Licensed Data to third parties in any form. Third party rights to enforce the terms of this licence shall be reserved to OS.

This page is intentionally left blank

Appendix C: Police Response to Proposals

Dear Duncan

With the delegated powers bestowed upon me by from the Chief Constable, I am in a position to offer a response of no objection in principle to this speed limit review. Following consultation with colleagues I have the below points that should be raised to outline the Police position.

The speed limit review does not take into consideration casualty data and therefore Surrey Police will not routinely enforce these speed limits without following the current speed management plan process or evidence of deliberate offending becomes apparent.

There should be no expectation that deployment of Police resources would be considered to bolster any length of revised limit that does not appear to be working as a result of the reduction.

The indicated 20 mph speed limits do create an element of concern for us. Whilst there has been speed data collection and for the most part this data does support the desired reduction. Because of the length and the rural nature of some of the roads concerned, there are stretches of road falling inside of the suggested limit that will not have the look or feel of a 20 mph limit.

It is the Police request that such locations and all roads where data readings do not comply the Speed limit policy should be re-enforced from the outset by countermeasures to ensure the look and feel of posted limit.

With regards to the suggested mitigation at Upper Street, Gomshall Lane, Shere and Oakwood Hill, there is no objection to the suggested resolution of extending the 20mph limits rather than creating unenforceable and confusing short lengths of 30mph restriction. This again comes with the caveat that as per DfT guidance 20mph limits and zones should generally be self-enforcing and therefore adequate mitigation should be positioned from the outset.

As the Police position of no objection relies heavily of countermeasure mitigation being put in place from the commencement of all the proposed revised limits, does budget for this scheme include such expenditure and if not will the implementation of scheme be delayed until sufficient funds are available to put the scheme in place as designed.

Finally as per the normal process, we would encourage and follow with interest, monitoring of the scheme post implementation, by commissioning further speed data surveys to allow for a direct comparison with the 'before' speed surveys and the opportunity to comment of any appropriate action as a direct result.

Best regards

Duncan

Duncan Brown
Road Safety & Traffic Management Manager
Partnerships
OPS Command
Surrey and Sussex Police

This page is intentionally left blank

JOINT COMMITTEE (GUILDFORD)
**GUILDFORD
BOROUGH**

DATE: 16 MARCH 2022

LEAD OFFICER: GREGORY YEOMAN,
COMMUNITY PARTNERSHIP OFFICER

SUBJECT: MEMBERSHIP OF PARKING & AIR QUALITY WORKING
GROUP

DIVISION: ALL

SUMMARY OF ISSUE:

This report seeks the joint committee appointment of members to the Parking and Air Quality working group.

RECOMMENDATIONS:

The Joint Committee (Guildford) is asked to agree:

- (i) The membership of the Parking & Air Quality working group, as detailed at paragraphs 2.1 to 2.8.

REASONS FOR RECOMMENDATIONS:

Good governance practice requires that the Committee reviews membership arrangements regularly to ensure that representation on the committee, working groups and partnerships is fair and provides the best outcomes for the interests of Guildford borough residents.

1. INTRODUCTION AND BACKGROUND:

- 1.1 Joint committee working groups are established at the start of each municipal year, and existing groups are reviewed. Membership of each working group is nominated and decided by councillors of the joint committee.
- 1.2 At its meeting in October 2021, the joint committee considered a review of the activity and structure of the Parking & Air Quality working group and concluded that the group should continue.
- 1.3 The proposed membership and terms of reference for the committee's Parking & Air Quality working group are contained in Annex 1 of this report. The

committee is requested to make appointments to the working group, as detailed in paragraphs 2.1 to 2.3 of this report.

2. ANALYSIS:

- 2.1 The Committee is asked to consider appointing members to the following group:
- 2.2 Parking and Air Quality Working Group
The Parking and Air Quality Working Group will contain the Chairman and Vice-Chairman of Guildford Joint Committee and three borough and three county councillors.
- 2.3 Nominations for membership in 2022 are:
County:
Cllr Fiona White (JC vice-chair)
Cllr Matt Furniss*
Cllr Angela Goodwin
Cllr Fiona Davidson
- Borough:
Cllr Jan Harwood (JC chair)
Cllr Ramsey Nagaty
- (* = returning member)

3. OPTIONS:

- 3.1 The committee can either make the appointments to the working group, as set out within the report, or amend these appointments.

4. CONSULTATIONS:

- 4.1 Joint committee member views were sought on the nominations for the membership of joint committee working groups.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 The costs of the recommendations in this report are contained within existing revenue budgets. Early scrutiny of local organisations will help to achieve better value for money for the Committee's funding.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 There are no direct equalities or diversity implications.

7. LOCALISM:

- 7.1 Membership of working groups allows local councillors to consider, recommend and influence policies and services in response to local residents' needs.

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	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

9. CONCLUSION AND RECOMMENDATIONS:

- 9.1 The recommendations contained in this report are intended to achieve better value for money through projects that help to achieve the County's community safety priorities.

10. WHAT HAPPENS NEXT:

- 10.1 The relevant bodies and officers supporting Working Groups will be notified of the names of those members appointed.

Contact Officer:

Gregory Yeoman, Partnership Committee Officer, Guildford, 07968 832390
gregory.yeoman@surreycc.gov.uk

Consulted:

Joint Committee members.
Carrie Anderson, Guildford Borough Council

Annexes:

Annex 1 – Parking & Air Quality Working Group Terms of Reference

Sources/background papers:

Not applicable.

This page is intentionally left blank

GBC/SCC JOINT COMMITTEE (GUILDFORD)

Parking and Air Quality Working Group Draft Terms of Reference 2018-19

General

1. The Parking and Air Quality Working Group is a Working Group of the Guildford Joint Committee. The Joint Committee will:
 - (i) determine the role, appointees and lifespan of the Working Group
 - (ii) review the operation of the Working Group over the previous year
 - (iii) confirm the remit for the Working Group and make this remit available to all Members of the Joint Committee.

2. The Working Group has no formal decision-making powers as a body but exists to advise and to make recommendations to the Guildford Joint Committee. The areas of work that the Working Group may consider and provide advice to the Joint Committee within the remit of the Guildford Joint Committee Constitution, Section 2, B Delegated Powers will include:

Decisions in relation to Parking:

Executive Functions

- (a) To allocate funds to review on-street parking management, including local parking charges where appropriate and to approve the statutory advertisement of Traffic Regulation Orders (TROs) relating to on-street parking controls (Section 2, B, (iii), (b))

- (b) Where, under delegated powers, the Parking Strategy and Implementation Team Manager or Area Highways Manager has chosen to refer the decision on whether a TRO should be made to the Joint Committee, the Committee will make that decision (Section 2, B, (iii), (e))

Advisory Functions

- (c) Review and influence the parking strategy (via the Parking Business Plan) and any new proposals for on and off street parking and enforcement (Section 2, B, Advisory Functions (vi))

Decisions in relation to Air Quality:

Executive Functions

- (d) Approval of an overarching Air Quality Policy/Strategy and individual Air Quality Management/Action Plans relating to the borough of Guildford (Section 2, B, (v))

3. Recommendations to the Joint Committee will be supported by a summary of the reasoning behind the Working Group's position and reflect any professional advice of the appropriate Borough Council and/or County Council officer(s).
4. Officers supporting the Working Group will consult that Group and will give due consideration to the Group's reasoning and recommendations prior to the officer writing their report to the Joint Committee.

Operation

5. The Working Group will:
 - meet in private
 - develop an annual work programme
 - formally record its actions
 - if appropriate respond to an officer report
 - if appropriate submit its own report to the Joint Committee or, alternatively, report to the Joint Committee via the Area Highways Manager's update.

Membership & Governance

6. The Working Group will contain the Chairman and Vice-Chairman of Guildford Joint Committee and 3 borough and 3 county councillors.
7. The Working Group will be chaired by the Vice-Chairman/Chairman of Guildford Joint Committee.
8. Membership of the Working Group will be agreed by the full committee at the first meeting of the new municipal year. Other changes to the membership will either follow local elections or on the advice of the full committee.
9. All members sitting on the Working Group will be required to represent the interests of the borough as a whole rather than representing the interests of individual divisions or wards.
10. Members of the Working Group should broadly represent the Committee as a whole, both politically and in terms of balance between the urban and rural areas of the borough where possible.
11. Meetings held in private will base an assumption that any Working Group documentation will be similarly confidential unless officers and members are instructed otherwise.

Forward Plan

Details of future meetings			
Dates for the Guildford Joint Committee (formal meetings): 16 th March 2022, 29 th June 2022, 26 th October 2022 (provisional)			
Topic	Purpose	Contact Officer	Proposed date
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
On-street parking business plan	To approve the business plan	Head of Parking Services, GBC	March 2022
Highways	To agree ITS priorities	Highways Engagement and Commissioning Mngr, SCC	March 2022
Working groups	Agreeing membership of the P&AQ working group	PCO	March 2022
Highways	New reduced speed limits	Road Safety & Sustainable School Travel Manager	March 2022
Guildford town centre AQAP	Seeking approval of the draft Air Quality Action Plan for Guildford town centre	Head of Environment and Reg'y Services, GBC	June 2022
Guildford town centre final AQAP	Seeking approval of the final Air Quality Action Plan for Guildford town centre	Head of Environment and Reg'y Services, GBC	October 2022

A25 Parkway bus lane	Review of maintaining bus lane without P&R bus traffic	Passenger Transport Projects Team Manager, SCC	Date tbc
Guildford Park & Ride	Review of the service and how it operates	SCC and GBC	Date tbc