Notice of Meeting

Communities, Environment and Highways Select Committee

Date & time
Thursday, 6 October 2022 at 10.00 am

Place
Surrey County Council, Woodhatch Place, 11 Cockshot Hill, Reigate, Surrey, RH2 8EF

Contact
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Chief Executive
Joanna Killian

We're on Twitter:
@SCCdemocracy

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This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Kunwar Khan kunwar.khan@surreycc.gov.uk

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Elected Members
Catherine Baart (Earlswood & Reigate South), Stephen Cooksey (Dorking South & the Holmwoods), Colin Cross (Horsleys), John Furey (Addlestone), David Harmer, Jonathan Hulley (Foxhills, Thorpe & Virginia Water), Andy MacLeod (Farnham Central) (Vice-Chairman), Jan Mason (West Ewell), Cameron McIntosh (Oxted), John O'Reilly (Hersham) (Chairman), Lance Spencer (Goldsworth East & Horsell Village) and Keith Witham (Worplesdon)

TERMS OF REFERENCE

The Select Committee is responsible for the following areas:

- Waste and recycling
- Highways
- Major infrastructure
- Investment/Commercial Strategy (including Assets)
- Economic Growth
- Housing
- Local Enterprise Partnerships
- Countryside
- Planning
- Aviation and Sustainable Transport
- Flood Prevention
- Emergency Management
- Community Engagement and Safety
- Fire and Rescue
- Trading Standards

AGENDA

1   APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Purpose of the item: To report any apologies for absence and substitutions.

2   MINUTES OF THE PREVIOUS MEETING: 14 JUNE 2022   (Pages 5 - 14)

Purpose of the item: To agree the minutes of the previous meeting of the Communities, Environment and Highways Select Committee as a true and accurate record of proceedings.

3   DECLARATIONS OF INTEREST

Purpose of the item: 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); and

- 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   QUESTIONS AND PETITIONS

Purpose of the item: To receive any questions or petitions.

The public retain their right to submit questions for written response, with such answers recorded in the minutes of the meeting; questioners may participate in meetings to ask a supplementary question. Petitioners may address the Committee on their petition for up to three minutes. Guidance will be made available to any member of the public wishing to speak at a meeting.

Notes:

1. The deadline for Member's questions is 12.00pm four working days before the meeting *(30 September 2022).*

2. The deadline for public questions is seven days before the meeting *(29 September 2022)*

3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

5   **A SKILLS PLAN FOR SURREY**

Purpose of the report: To seek Community, Environment and Highways Select Committee's comments on the Skills Plan for Surrey in advance of Cabinet considering it at their meeting on 25 October 2022.

6   **A COUNTY DEAL UPDATE**

Purpose of the report: To provide the Communities, Environment and Highways Select Committee with an update as requested following the Committee's previous meeting (14 June 2022) on a County Deal for Surrey. This report will address the topics raised during that session by providing further details and clarifications for the committee to review.

7   **ASSESSMENT OF THE GREENER FUTURES CLIMATE CHANGE DELIVERY PLAN**

Purpose of the report: To assess the progress of Surrey in meeting its net-zero carbon targets for the county and to assess the progress of local authorities in Surrey, including Surrey County Council, in meeting organisational net zero targets, in accordance with the Greener Futures Climate Change Delivery Plan (2021 – 2025).

8   **PUBLIC RIGHTS OF WAY TRAFFIC REGULATION ORDER POLICY REVIEW**

Purpose of the report:
- To inform the Committee of the intention to remove the out-of-date Surrey Council Council Traffic Regulation Order (TRO) Policy for byways open to all traffic ("BOATs") on Public Rights of Way

- To give the committee the opportunity to provide comment and views on a new BOATs policy which sets out how the Council will manage BOATs in the future including the use of TROs, ahead of consideration by the Council's Cabinet to adopt it in November 2022

9   **HEALTHY STREETS FOR SURREY DESIGN GUIDE**

Purpose of the report: To update Members about the development of the Healthy Streets for Surrey design guide and future implementation.

10   **RECOMMENDATIONS TRACKER AND FORWARD WORK**

PROGRAMME

Purpose of the report: For the Select Committee to review the attached recommendations tracker and forward work programme, making suggestions for additions or amendments as appropriate.

11   **DATE OF THE NEXT MEETING: 9 NOVEMBER 2022**

The next public meeting of the committee will be held on 9 November 2022.

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Joanna Killian
Chief Executive
Published: Wednesday, 28 September 2022

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MINUTES of the meeting of the **COMMUNITIES, ENVIRONMENT AND HIGHWAYS SELECT COMMITTEE** held at 10.00 am on 14 June 2022 at Council Chamber, Woodhatch Place, 11 Cockshot Hill, Reigate, Surrey, RH2 8EF

These minutes are subject to confirmation by the Committee at its meeting on 6 October 2022

Elected Members:

	Catherine Baart
*	Stephen Cooksey
	Colin Cross
*	Paul Deach (Vice-Chairman)
*	John Furey
*	David Harmer
*	Jonathan Hulley
*	Andy Macleod (Vice-Chairman)
*	Cameron McIntosh
*	John O'Reilly (Chairman)
*	Lance Spencer
	Keith Witham

(* = present at the meeting)

25/22 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

Apologies were received from Colin Cross, Helyn Clack substituted for Keith Witham and Jonathan Essex substituted for Catherine Baart.

26/22 MINUTES OF THE PREVIOUS MEETING: 8 MARCH 2022 [Item 2]

The minutes of the Communities, Environment and Highways Select Committee held on 8 March were formally agreed as a true and accurate record of the meetings.

27/22 DECLARATIONS OF INTEREST [Item 3]

Cameron McIntosh declared an interest in Item 5, A Devolution Deal for Surrey, noting his employment with the Department for Levelling Up Housing and Communities (DLUHC) and left the meeting for this item.

28/22 QUESTIONS AND PETITIONS [Item 4]

None received.

29/22 A DEVOLUTION DEAL FOR SURREY [Item 5]

Cameron McIntosh left the meeting at 10:07am

Witnesses:
Tim Oliver, Leader of the Council
Rebecca Paul, Deputy Cabinet Member for Levelling Up
Michael Coughlin, Executive Director Partnerships, Prosperity and Growth

Key points raised during the discussion:

1. Vice-Chairman inquired if the devolution deal would provide Surrey County Council (SCC) any meaningful powers and whether any such deal would be fully funded to allow delivery. The Leader of the Council informed that a Level 2 deal would not guarantee any new or additional funding. Two aspects that might bring some funding within a Level 2 deal were around skills and adult learning – funding was currently provided through Local Enterprise Partnerships Scheme (LEPs). A Level 2 deal would provide the County Council the powers and responsibility to address the SCC's key focus areas of growing a sustainable economy, tackling health inequality, enabling a greener future and empowering communities.

2. A Member asked for clarity around the specific powers that would be devolved. The Leader of the Council said that potential devolved powers identified by the government had been set out in the 'Devolution Deal for Surrey' paper with areas for further devolution to be discussed more broadly with the districts and boroughs.

3. A Member noted that the government had confirmed there would be no financial assistance to authorities to offset the powers devolved. The Leader of the Council said that devolution of the LEPs and adult education functions could bring with them pre-existing funding already available to them, this would be the only additional funding available through a Level 2 deal.

4. A Member queried if the SCC would submit a devolution bid if the districts and boroughs were not in agreement. The Leader of the Council noted that districts and boroughs had no right of veto, however following the positive engagement that had taken place following a programme of visits to various districts and boroughs to explain the deal, no opposition had been raised so far and the aim was to reach a unanimous approach.

5. The Member asked if Surrey County Council expected to take over any of the Shared Prosperity Fund (SPF) and Community Infrastructure Levy (CIL) funding that were currently district funded sources. The Leader of the Council noted the SPF's priority of supporting economic development and SCC needed to

consider this within functional economic areas on a county wide level to achieve the greatest possible financial benefit. CIL funding was a matter for government to change or offer guidance on but the Leader of the Council noted the importance of using CIL to support the infrastructure and mitigate the impact of housing developments.

6. A Member asked for clarification regarding the transfer of LEP, SPF and CIL funding and enquired what would happen if all the districts and boroughs voted against a county deal. The Leader of the Council explained that examples of pots of money that may be included in a county deal had been provided to districts and boroughs and would follow conversations between all three tiers of government to ensure a wider benefit to residents. It was hoped that districts and boroughs would continue to engage positively and share the SCC's aims as part of a county deal.

7. The Chairman asked for clarity on the role of the LEPs and their position within a county deal. The Executive Director for Partnerships, Prosperity and Growth explained the discussions currently taking place with Coast to Capital and Enterprise M3, LEPs were? to join to create a singular offer in the Surrey Enterprise Hub. The proposal to bring the four main LEP local government functions was under discussion with districts and boroughs as well as economic development officers. These responsibilities would be assumed with the transferral of funding they have already received and the appropriate elements of that funding deployed at the most appropriate level.

8. The Chairman, in reference to the Level 2 powers noted in the report, asked what 'some local control of sustainable transport' meant in practice. The Leader of the Council noted that this could potentially include the ability to introduce bus franchising in addition to the transfer of taxi and private hire vehicle licensing to the upper tier authority.

9. The Chairman, in reference to the last bullet point on slide 10 'facilitating conditions for double devolution under a county deal' asked what those conditions would be in practice. The Leader of the Council explained that there was no commitment to particular functions but encouraging engagement with the districts and boroughs to identify their priorities was key.

10. A Member asked when the scrutiny of the suggested areas for focus noted on slide 27 would take place, as no business cases had been submitted to date. The Leader of the Council said that a detailed business case would be produced during the summer to come back to the Select Committee in the autumn.

11. A Member noted that the centralisation of taxi licencing powers and the Surrey Enterprise Hub had not been mentioned during the recent consultation with Reigate and Banstead district. The Leader of the Council said that these were government suggestions and it was not yet known if SCC would be perusing them as part of a bid. The Leader of the Council reiterated that this was not a consultation with districts and boroughs, rather a conversation and the opportunity to explain and discuss the administration of any bid with feedback would be sought at the end of the process.

12. A Member, in reference to the Level 2 powers noted in the report 'some local control of sustainable transport' suggested the inclusion of fare setting powers to address inequality and provide more affordable public transport.

13. A Member asked if there were additional governance and scrutiny structures planned within the SCC. The Leader of the Council said that a conversation could be had if Members did not feel there was enough scrutiny by raising it with the Chairman of the Chair & Vice Chair Select Committee. A Member said that their question did not refer to current scrutiny but scrutiny and governance around the proposals that will be provided in the autumn as some areas would require separate focus and resources. The Chairman noted that the provision of further reports as mentioned by the Leader of the Council previously would steer this process.

14. A Member said that an update on the timelines from this point would be useful due to the changes expected going forward.

15. A Member asked what the barriers were to agreeing a deal with the government who were on record as saying that they want to secure a deal where Level 1, 2 and 3 powers are built in and asked for a commitment that SCC would work for a deal that includes all three levels of powers, meaningful to the residents of Surrey. The Leader of the Council said that the government were clear that to acquire Level 3 powers, a directly elected mayor, leader, or single accountable individual would be required, therefore subsuming all the Level 3 powers into a level 2 conversation would not work. It was expected that in a straightforward Level 2 deal, 80 per cent would be common to all authorities with the possibility that the other 20 per cent could be tailored to local circumstances. SCC would be ambitious in its submission with one bid based on the bill and a supplementary submission setting out the areas that would be beneficial for SCC to manage itself.

16. A Member questioned if SCC skills development would be advanced by going forward with a Level 2 bid. The Leader of the

Council noted the skill shortage in many areas and said that a Level 2 deal would provide the responsibility, opportunity and some funding into a local skills improvement plan to set out a clear path, this was currently being developed.

17. A Member asked if residents had been consulted regarding their thoughts on a democratically elected Mayor for Surrey. The Leader of the Council confirmed that there had been no discussion or consultation with residents and said that Members were free to request this course of action.

18. A Vice-Chairman noted concern regarding the ambitious timescale for this project and invited comments regarding this. The Leader of the Council said that there was nothing within the Level 2 powers that required SCC to change current processes.

Resolved:

The Communities, Environment and Highways Select Committee:

1. Supports the objective of Surrey seeking a County Deal on the basis of Levels 1 and 2, agrees with the principal stakeholders identified, and the proposed timetable.

2. Commends a cautious assessment, including any future governance, of what a Level 2 County Deal for Surrey will mean in practice, particularly for residents, businesses, community groups and other stakeholders to avoid raising expectations that may not be satisfied. This should be reflected in all communications and engagements.

3. Requests that the Surrey County Council continues to bring boroughs and districts on board to develop a broader consensus in order to jointly support the journey for a County Deal.

4. Asks that an update report – including a timeline, further and specific details raised (CIL, LEP funding, transport, skills shortage and apprenticeships mapping across the county etc.) – be brought back to the Select Committee by October 2022.

Cameron McIntosh re-joined the meeting at 11:08am.

30/22 ENVIRONMENT, TRANSPORT & INFRASTRUCTURE PERFORMANCE REVIEW, APRIL 2021 – MARCH 2022 [Item 6]

Witnesses:
Matt Furniss, Cabinet Member for Transport and Infrastructure
Marissa Heath, Cabinet Member for Environment
Katie Stewart, Executive Director, Environment, Transport and Infrastructure

Natalie Fisken, Chief of Staff I Environment, Transport and Infrastructure
Jo Diggens, Planning, Performance and Improvement Manager

Key points raised during the discussion:

1. The Chairman thanked the officers for this important report. He noted the absence of a Key Performance Indicator (KPI) for carriageways in either red or amber condition and asked why performance was not rated higher considering the additional capital expenditure given to highways. The Cabinet Member for Transport and Infrastructure explained that there was a backlog of £300 million and said that £40 million would need to be spent solely on roads to clear the backlog and maintain what has been achieved in recent years. The backlog was being actively addressed, and although the £50 million brought forward is dedicated to roads, the original highways funding included structures such as the drainage network and street columns in addition to roads and pavements. The Planning, Performance and Improvement Manager explained that the aim was to achieve a steady state and noted that the 35 per cent achieved was in line with the rest of the country.

2. The Chairman asked why Surrey County Council was aiming for a steady state rather than improvement. The Cabinet Member for Transport & Infrastructure clarified that with the latest increases in capital funding being made available for highways, SCC was looking to improve.

3. The Chairman asked if a limited addition of KPIs more specific to Surrey could be considered rather than relying on the national picture to reflect that Surrey County Council is achieving a steady state for roads and pavements. The Planning, Performance and Improvement Manager said that this could be broken down and there was potential for a target to be set to provide further information on how much of the road network is rated red.

4. A Member said that in a recent meeting of the Greener Futures Reference Group, it was reported that targets to achieve the overall programme had an amber rating. The Member noted the detailed suite of KPIs for the Greener futures activity would not be available until early 2023 and asked if this reflected the urgency required by the climate emergency passed almost three years ago. The Chief of Staff, Environment, Transport and Infrastructure explained that since publication of the report, data had recently been superseded and Members that attended the recent Greener Future Member Reference Group would have seen more up to date 2030 target data which became available last week. These latest figures show that Surrey County

Council's organisational emissions have reduced by 27 per cent since the original baseline year of 2019/2020 when the aim had been a 33 per cent reduction, and that did not mean that net zero would not be met by 2030 but a five to six per cent deviation was expected. The amber rating reflected that the programme was slightly behind the trajectory but remained achievable.

5. A Member asked if a KPI could be added to reflect the success of programmes to ensure successful communications and engagement with residents and communities. The Chief of Staff, Environment, Transport and Infrastructure invited suggestions for additional KPIs, particularly around the improvement and development of work planned around customers and engagement and the possible development of Greener Futures engagement to be included on the forward work plan with input from the Greener Future reference group if appropriate.

6. A Member noted that residents preferred that projects were completed before new ones began and asked when information regarding the next set of work rounds planned specifically through the Horizon programme would be available to share with residents. The Cabinet Member for Transport & Infrastructure confirmed that Horizon's future considerations were available by district through the interactive map on the Surrey County Council website

7. A Member asked if SCC should be making representations to the government regarding a possible shortfall in electricity generation due to the implementation of climate change objectives. The Cabinet Member for Transport & Infrastructure confirmed that discussions were already taking place with UK Power Networks due to Electric Vehicle Chargepoint roll-out as a country wide limitation for the delivery of such infrastructure has been identified.

8. A Member noted the 11 per cent increase in people killed or seriously injured on Surrey's roads due to an increase in vehicle speeds and suggested a KPI pointing to the strategic change required in terms of speeds on roads. The Cabinet Member for Transport & Infrastructure drew the committee's attention to the comments and trends on slide 11 of the report and noted that an increase in vehicle speeds had been identified during the pandemic when traffic was freer flowing and whilst the figure had increased in 2021 it was lower than 2019. The Cabinet Member for Transport and Infrastructure considered the inclusion of a multi-year view as year-on-year reporting could be misleading. The Planning, Performance and Improvement Manager confirmed that a further breakdown of these figures could be provided if required.

9. A Member, in noting the report's reference to 11 per cent of materials collected for dry or mixed recycling not being recycled asked if recycling rates reported to the public could reflect the amount of waste recycled, not collected. The Executive Director, Environment, Transport and Infrastructure agreed that the overall picture was key to SCC's objective of reducing waste, and that this could be picked up as part of the Directorate's Rethinking Waste transformation programme. Clarity around that would be useful in addition to fully understanding what was being collected and how it could be reduced.

10. A Member said that the KPIs should include the amount of residual waste disposed of, regardless of it being incinerated or going to landfill. The Planning, Performance and Improvement Manager explained said that numerous measurements could be provided and agreed to provide Members with a variety of waste metrics if that was considered useful.

11. A Member, in referring to highways KPIs, said that the deterioration of road surfaces was often due to repeated utility works and suggested a KPI around conversations with the utilities companies to form a plan to reduce the number of times roads are dug up, thereby providing a coordinated data/KPI and prolonging the life of the surface.

12. A Member noted the reported number of trees planted and queried how the cutting down of trees had been factored in. The Cabinet Member for Transport and Infrastructure confirmed that only diseased, dying or dangerous trees were cut down from the highway adding that over 1000 trees were lost due to storm damage resulting in a slight deficit. The Planning, Performance and Improvement Manager said that detailed net figures were being counted and could be provided if required. A Member requested a representative net figure was reported publicly so that it is meaningful. The Planning, Performance and Improvement Manager confirmed this would be possible.

13. A Member asked if the data provided in isolation, or the actions to be considered were to be scrutinised by the Committee. The Cabinet Member for Transport & Infrastructure said that it was for the Committee to decide if the suggested KPIs included in the report were useful, to decide which they would like regular reports to be measured against and to make suggestions for any new ones to be included.

14. A Vice-Chairman queried the red rating for workforce and customers on page 46 of the report linked to the National Highways and Transport Survey. The Planning, Performance and Improvement Manager agreed that the figure could be

improved upon and a customer enquiry improvement programme was underway. As part of this programme, positive feedback had been received from residents regarding works being carried out outside of properties and the level of response to defects reported.

15. A Vice-Chairman said that highways concerns were at the top of residents' complaints to elected members. As last year saw a major restructuring within the service, how were complaints now being measured and assessed. The Planning, Performance and Improvement Manager confirmed that as a result of the recent restructure, the focus was on the resources available with consistency being key. Information from the two stage complaints system was being analysed to better understand the reasons for complaints and response times to complaints. An Environment, Transport and Infrastructure customer dashboard was currently being designed to aid and improve the experience.

16. A Member, in referencing the financial sustainability quote on page 46 'we are expecting that only £1 million of the £3 million Green Homes Grant Local Authority Delivery (GHLAD) funding will be spent due to delays etc.' asked if the unspent £2 million would be lost. The Chief of Staff, Environment, Transport and Infrastructure confirmed that the un-spent £2 million would likely have to be returned. SCC identified that The South East Energy Hub had failed to procure a partner in time to deliver phase 2 at which point SCC put together a consortium bid directly to Action Surrey to spend the £1 million that is currently in the process of delivery. To prevent this occurring again, however, there is a plan to tender for a partner to manage all three-to-five-year contracts for future phases.

17. A Member said that despite repeated reassurances, several Community Recycling Centres (CRCs) still have very limited opening hours and asked what the programme was doing to address that. The Executive Director, Environment, Transport and Infrastructure confirmed that previous commitments around the consideration of opening hours were agreed to be picked up as part of the re-procurement process. The current integrated waste contract was due to end in in September 2024 and further information would be brought back to the Select Committee as and when the re-procurement progressed.

18. A Member asked how the service was avoiding working in silos and ensuring a more holistic approach. The Cabinet Member for Transport and Highways confirmed that services were currently working together with planning, placemaking, highways and flooding.

19. A Member asked if a KPI around technology could be considered as this was a way forward for Surrey as an ambitious County Council. The Cabinet Member for Transport and Infrastructure said that a KPI around technology or innovation could be investigated.

20. A Vice-Chairman queried if pavements were classified as a separate category for performance and asked what was being done to improve pavements in the county, considering the Surrey County Councils priorities on active travel, health and wellbeing, and environmental factors. The Planning, Performance and Improvement Manager confirmed that pavements were measured separately to the carriageway. There were two programmes for pavements, preventative and reconstruction and more detailed information regarding these could be shared if Members would find it useful.

21. A Vice-Chairman asked what indicators were there to source appropriate funding to identify and target the most easily achieved set of tasks as soon as possible. The Cabinet Member for Transport and Infrastructure said that meetings with the districts and boroughs were being organised to discuss joint strategic priorities for Community Infrastructure Levy (CIL) bids from the County Council. These regular meetings would ensure bids were ready for the funding rounds. The Executive Director, Environment, Transport and Infrastructure added that attracting external funding was critical to SCC's plans, hence two indicators that were already being developed and were included under the financial sustainability theme and priority header. The Cabinet Member for Transport and Infrastructure encouraged Members to identify where improvements can be delivered more quickly.

22. A Member noted that the £100,000 Member Fund could not be spent on pavements because apparently there was no resource to do the work.

23. A Member asked if there would be a carbon budget for the next financial year and would there be a budget item for carbon that was measured monthly or quarterly in the same area. The Executive Director, Environment, Transport and Infrastructure confirmed that a carbon budget was being developed and would be made available alongside the development of the Council's 23/24 budget with the aim of being a council wide target and monitored by the directorate.

24. A Member noted that some of the climate change KPIs were not available until recently and queried when they would be scrutinised. The Chief of Staff, Environment, Transport and Infrastructure confirmed that the report being prepared for

Cabinet in October would come back to the Select Committee, containing more detailed metrics and actions.

25. A Member, in referring to the two climate change deadlines of 2030 and 2050 noted the high level of detail to scrutinise and asked if targets around both with reports would be possible. The Chief of Staff, Environment, Transport and Infrastructure agreed to work with Members to provide the information required.

26. The Chairman asked if SCC could have acted earlier to prevent the loss of the £2 million GHLAD funding. The Chief of Staff, Environment, Transport and Infrastructure said that SCC had allowed South Eastern Energy Hub to do what they had set out to do and action was taken as soon as indication of the non-procurement was realised, the short funding window exacerbated the situation. Action to implement a three to five year more stable position would avoid a repeat of this. The Executive Director, Environment, Transport and Infrastructure noted that as part of an innovative approach to accessing funding and procuring different services, new territories were being encountered and to innovate, lessons would have to be learnt along the way.

Resolved:

The Communities, Environment and Highways Select Committee:

1. Welcomes the broad and credible KPIs produced by Environment, Transport and Infrastructure (ETI) Directorate as valuable tools for elected members and residents to monitor performance.

2. Shares the concerns, specifically on funding, waste and customer satisfaction, marked as red and to be confirmed (TBC) and expects an even greater focus on improvement in these areas. Notes that the greener futures/climate indicators will be brought back to the full committee in October 2022 as part of climate change delivery plan report and the carbon budget to sit alongside the council's budget.

3. Requests a performance update report on an annual basis be provided to the CEH Select Committee with the waste metrics aligned with national statistics in the next update.

4. Urges the service to explore more ways to tap into local knowledge whilst – where possible – learning from similar work undertake by other authorities to promptly deliver on relatively easily achieved tasks first.

5. Asks that, if not already in place, relevant KPIs and targets be developed to reflect the urgency on climate emergency and other comments made by Members of the Select Committee, e.g., KPI

around innovation and technology; targets for carriageways; road safety; communication and engagement under Greener Futures; in Highways, transport and other service areas to ensure implementation of Local Transport Plan 4 as quickly as possible. Also, information be provided about net trees planted; utilities/maintenance work undertaken; progress on carbon budget, CIL and other funding sources. Notes that in some cases, presentation of multi-year data would be more useful.

6. Expresses concern on the loss of 2/3 of the £3 million GHLAD grant to retrofit low-income homes but notes that three-to-five-year strategic procurement arrangements have been established to avoid this happening again, and that a new £12.2 million grant to retrofit low-income housing across Surrey will be starting soon.

7. Suggests that in future the Directorate set out what is being put in place to address concerns raised to improve performance across the directorate in these different areas.

31/22 MINERALS & WASTE LOCAL PLAN [ITEM 7]

Witnesses:
Matt Furniss, Cabinet Member for Transport & Infrastructure
Katie Stewart, Executive Director, Environment, Transport and Infrastructure
Lee Parker, Director of Planning, Infrastructure and Major Projects
Caroline Smith, Planning Group Manager
Dustin Lees, Minerals & Waste Policy Team Leader

Key points raised during the discussion:

1. The Chairman commended the considerable effort made with regards to the consultation. He asked if the service was content with the response received and was it representative sample. The Cabinet Member for Transport and Infrastructure said that he was satisfied with the feedback for this part of the long process. Stakeholders were not usually enthusiastic until the later stages of the process when locations were discussed and this was the expectation in this case. Themes emerging from the considerable work done by the team to engage hard to reach groups were consistent with general representational feedback. The Executive Director, Environment, Transport and Infrastructure said that recognition that however accessible a consultation, there were certain demographics that would remain unlikely to engage. The Directorate had embraced this and a small amount of spending had been put into the commissioned focus groups, which alongside the more traditional routes for consultation, would ensure that the Directorate is able to access

a representative view of its work going forward – a hybrid approach to consultation that the Directorate is keen to develop further.

2. A Member noted commentary received directly from residents who attended the Addlestone library session on the 4th of March 2022 said that "it was only held a matter of days before consultation phase one closed and left little time for residents to incorporate what they had learned from the session into their responses" The Member asked for assurances that more public consultations would be taken into account. The Cabinet Member for Transport and Infrastructure gave an assurance that this would be the case.

3. A Member noted that the regeneration bill references a minerals and waste plan for every local authority with responsibility for its delivery. Given that the next phase of public consultation for this preferred option was due to be considered and progressed in June 2023, a Member queried if there was a sense of urgency to be considered or was the 12-month delay as a result of what was included in the draft legislation acceptable. The Cabinet Member for Transport and Infrastructure explained that the 12-month period was to deliver the technical work necessary to prepare that draft plan for the preferred options and public consultation material.

4. A Member noted that 2011 Minerals Plan currently in place was over 10 years old and when set against the revised national planning framework, was weakened every day. Several major planning applications involving minerals would be put at risk given that the new plan would not be implemented for at least two years. The Cabinet Member for Transport and Infrastructure accepted that the existing plan was out of date but confirmed that it was reviewed in 2014 and again in 2019 against soundness and conformity to the Mineral Plan (MPF) and both reviews concluded that no changes were required.

5. A Member said that to deliver minerals and waste sustainably, proactive planning for specific requirement was required such as proactive planning where renewable energy went alongside the constraining policies. The Cabinet Member for Transport and Infrastructure confirmed that this would be factored in because there was a need to consider what was being planned and the location. The plan was being considered as a circular economy, ensuring a minimal carbon footprint and Greener Futures was interwoven throughout although the government had not ruled out oil and gas based on the current events.

6. The Chairman requested that the committee be engaged in the process to add value and become fully involved in the decision

by which a preferred option is decided. The Cabinet Member for Transport and Infrastructure agreed.

Resolved:

The Community, Environment and Highways Select Committee noted the report.

32/22 **RECOMMENDATIONS TRACKER AND FORWARD WORK PROGRAMME [Item 8]**

The Select Committee noted the Recommendation Tracker and the Forward Work Programme.

33/22 **DATE OF THE NEXT MEETING: 6 OCTOBER 2022 [Item 9]**

The Committee noted its next meeting would be held on 6 October 2022.

Meeting ended at: 12.25pm

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.   **Chairman**

COMMUNITIES, ENVIRONMENT AND HIGHWAYS SELECT COMMITTEE

SURREY
COUNTY COUNCIL

THURSDAY, 6 OCTOBER 2022

A SKILLS PLAN FOR SURREY

Purpose of report: To seek Community, Environment and Highways Select Committee's comments on the Skills Plan for Surrey in advance of Cabinet considering it at their meeting on 25 October 2022.

Introduction:

1. The Skills Plan for Surrey is being produced with a focus on the role that skills development has in securing economic and inclusion outcomes, aligned particularly with the County Councils strategic focus on '*Growing a sustainable economy from which everyone can benefit*' and underlying principle of '*no-one left behind*'.

2. Within 'Surrey's Economic Future' the Economic Strategy approved by Cabinet in December 2020, Priority 1, '*Growing our leading edge*' recognises the strong business base that Surrey has and the importance of removing barriers to sustaining and growing that base - access to a skilled workforce is central to achieving that ambition. Priority 3 centres on '*Maximising opportunities within a balanced economy*'. This priority recognises that everyone in Surrey should be able to benefit from the economic success of the county - access to skills has a key role in supporting residents to take up the economic opportunities presented. The 'Skills Plan for Surrey' builds out from these priorities and sets out Surrey's skills and recruitment related objectives; it is also supported by an Action Plan.

3. Within the Skills and Post-16 Education Act 2022 Government set out its intent that every area would have a Local Skills Improvement Plan (LSIP) agreed with Government by Summer 2023. Within that approach, Surrey is part of a geography which includes central and north Hampshire. The primary purpose of the LSIPs is to put the voice of employers at the front of the development of skills provision, using an evidence led approach to make sure that the Plan is capable of underpinning future funding decisions and directly influencing future provision. In bringing forward this Skills Plan for Surrey, we are able to influence the development of the LSIP, ensuring that a coherent and well-defined Surrey perspective is at the forefront.

4. This Skills Plan for Surrey builds from the following substantive pieces of research set out below.

   - COVID-19 Economic Impact Assessment (June 2020)

   - <u>University of Surrey Cluster Research</u> (November 2020)

   - Surrey Economic Commission Findings (September 2020)

   - Surrey's Economic Future to 2030 (December 2020)

   - Surrey's demand for jobs research (Shared Intelligence 2021 and Metro Dynamics 2022)

   - Surrey's provision mapping (Metrodynamics 2022)

   - Surrey County Council's (SCC) No One Left behind Employment and Skills Research (2022 ongoing)

   These desk-based reports have been enhanced by a series of bi-lateral, group and partnership discussions, all of which positioned the voice of business at the front of making comprehensive and coherent improvements to how the skills system operates in the county.

5. Within the current local and national skills systems, activity generally takes place on an institution by institution basis; whilst colleges, universities and businesses connect with each other, there has been no coherent Surrey-wide perspective on what good practice is being delivered and where opportunities to operate at scale and make improvements might be implemented. This situation has been further exacerbated by the fact that Surrey is served by two different Local Enterprise Partnerships (LEPs), so, when government departments (including the Department for Education) have been contracting key programmes of work via LEPs, the whole-Surrey perspective has been absent, and the interests of Surrey businesses and residents have not been holistically represented.

6. The UK skills system as a whole is complex and largely fragmented ('England's Skills Puzzle'- <u>englandsskillspuzzle-piecingtogetherfurthereducationtrainingandemployment.pdf</u>)

7. Over many years, businesses have said it is not fit for purpose, that they find it difficult to engage with and that it is not flexible enough to respond to modern day business demands. In Surrey, through the Surrey Business Leadership Forum and strategic business relationships established through SCC, we have been told that businesses across every sector and at every skill level are facing significant

recruitment challenges. However, most importantly perhaps, they have indicated a strong desire to be part of the solution and have offered to get directly involved; this offer presents an invaluable opportunity which must be seized, and this is a key feature of the Surrey Skills Plan.

8. The Skills Plan for Surrey should recognise the broad range of businesses that Surrey has; in order to respond appropriately the Plan will need to be flexible and regularly reviewed. It is quite likely that it will be the smaller businesses that need targeted support to grow, for example through the provision of business needs analysis support.

9. Not only do employers find it hard to navigate the system but people who face barriers to employment equally find that it is hard to both enter and progress through the system which is primarily set up for a linear academic pathway into a recognised career. Through the work being led on 'No One Left behind' in SCC the Strategy recognises the importance of ensuring opportunities are available to all with actions to address this objective being developed through the Action Plan.

10. Within the skills system there is a multiplicity of stakeholders and delivery agents. From primary schools through to the prospect of in-work progression and the retention of imminent retirees there are opportunities to promote new careers of the future and to educate and train people to continue to learn and build their experiences through a lifetime of learning. Work already undertaken has highlighted the importance of improving the interface between education and business and this is likely to be needed at Year 7 (or earlier) and Years 11 / 12. There is a real need for schools to better understand the non-academic options for the students for whom that is a better option. With forthcoming changes to the law on this, schools will be required to provide meaningful encounters in the workplace from January 2023 and the delivery plan being developed from this Skills Plan should recognise this opportunity.

11. In Surrey we have a number of valued colleges and independent learning providers as well as four respected universities: University of Surrey, Royal Holloway University, University of the Creative Arts and University of Law. Furthermore, whilst not a frontline skills provider within this landscape, there are numerous ways in which SCC as a county-wide strategic leader is able to drive systemic improvements, **Figure 1** below sets out examples of what this role might include.

12. Given the broad spectrum of stakeholders, additional partnership vehicles have been embedded to ensure that suitable influence, constructive challenge and inquiry are embedded within the process of approving and delivering on the Skills Plan. The One Surrey Growth Board holds overall partnership accountability with the Surrey Skills Leadership Forum and the Business Leaders Forum both

holding equal interest; engagement and consultation is being undertaken in parallel between SCC's formal approval processes and these wider partnerships.

Figure 1: Role for Surrey County Council

A Skills Plan for Surrey

Approach to the Skills Plan for Surrey

13. **Annex A** sets out the underpinning content for the Plan and includes headline objectives, rationale for intervention and emerging actions, framed across the immediate (one year), and medium term (one - three years) The Plan on which we are consulting is underpinned by extensive research and local stakeholder knowledge, setting out a roadmap for what needs to be done to see improved outcomes for both businesses and residents. The process of consultation and engagement with people is deliberately iterative and progressive, in this way it is built from a strong evidence base, layering on local knowledge, insights and experiences.

14. It is important to note the importance of shared ambition and added value from joint delivery that is central to the intent of the Plan. The Plan is not a representation of all existing activity that is currently supporting skills development in Surrey (although some mapping of existing work has formed part of the research phase ensuring a deeper understanding of the provision landscape) but is instead a recognition of where combined approaches can deliver new and improved outcomes. It requires each stakeholder to build from individual operational drivers towards mutually beneficial complementary action as part of a coherent strategic plan. This, in turn will not only deliver singular benefits to each organisation but will also secure enhanced, multiple outcomes across Surrey.

15. The fundamental difference between previous skills plans and this one is the forensic focus on the needs of employers as the driver for changes to the skills system. This intent mirrors that of Government policy so the structure of the Skills Plan for Surrey document itself, follows that of Government's requirements. Surrey's employer perspective underpins the objectives of the Plan and their offer to co-deliver on solutions is recognised throughout the draft action plan.

16. Within the development of the Skills Plan, employer needs have been separated into current and emerging skills needs, an assessment of the whole skills system's ability to respond to those needs (through a lifetime of learning approach) and a consideration of where the workforce to meet these needs might come from, illustrated in **Figure 2** below.

17. Through the work undertaken to date the vision and following four objectives have been established:

The Vision is for: **A *dynamic, demand-led skills system which hones Surrey's leading edge, recognises the needs of all businesses, and maximises inclusion, in this way powering the wider economic success of the whole of the UK.*** We will focus on

    I.   Accelerate business growth and help growing businesses scale up, by making our skills system more responsive to employer needs - both immediate needs and those opportunities presented in the medium-longer term.

    II.   Enhance collaboration between our businesses, schools, anchor institutions and skills providers working together on skills needs, alignment of provision, work placements and innovation.

    III.   Support more people to access sustainable jobs, through a lifetime of learning which includes improved careers education and information, clear progression pathways and promotion of apprenticeships at all levels.

    IV.   As one example of a sectoral focus, strengthen the pipeline of green skills to meet employer demand, recognising the needs of both Small, Medium Enterprises (SMEs) and larger businesses

We will also spread the benefits of Surrey's high-performing skills system to the rest of the UK by piloting local innovative solutions to national skills challenges.
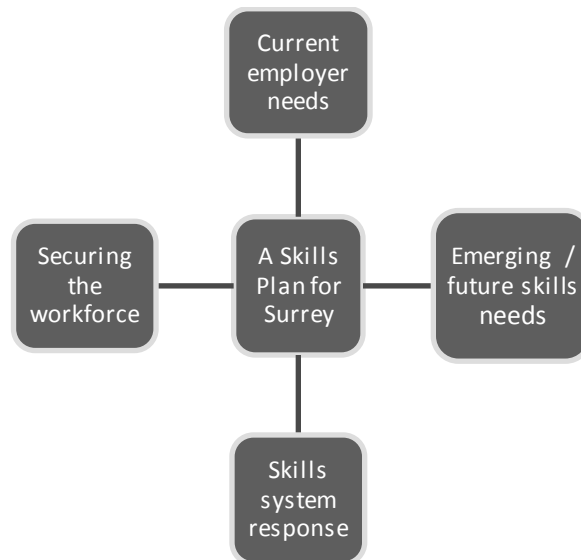
Figure 2: Structure of A Skills Plan for Surrey

18. The Plan recognises both immediate SME skills needs alongside a focus on sectors of growth (prioritising against criteria such as: numbers employed, Government priorities, county-wide priorities, fast growing sectors and funding availability - especially for innovation). The Plan uses a Skills Demand Framework to provide a way of making evidence-based decisions about the priority actions needed to support improvements within the local skills system. Within this framework we recognise the importance of a focus on SME businesses providing interventions which will support their businesses to grow.

19. Whilst it is important to set out the vision for improvements to the system and to be clear on the joint objectives which will deliver long term outcomes, the most important impact from the Skills Plan for Surrey is to deliver real change on the ground, the Plan therefore includes a distinct focus on the establishment of a Delivery Plan. **Annex 1** sets out the framework for the development of this Action Plan and over the coming weeks it will be developed further to motivate and galvanise partners to seek creative solutions and be jointly accountable for making the changes. As part of the drive to design and deliver innovative actions a Skills Summit is planned for 10th November where agencies with a role to play will be presented with a call to action.

Conclusions:

20. The Skills Plan for Surrey is ambitious in scope and purpose and represents a step change in the role that SCC has in driving skills improvements linked to economic and inclusion outcomes. Nonetheless SCC cannot deliver on the objectives of the Plan alone and will need to take an out-ward facing, enabling and catalytic role to achieve best outcomes for the county.

21. Surrey has made significant progress in relation to developing a vision and identifying actions for change within a complex national landscape. As wider external Government policy, funding and devolution activity

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Recommendations:

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22. Communities Environment and Highways Select Committee are asked to consider and comment on the approach being proposed, the objectives of the Skills Plan for Surrey and the development to date of the priority actions.

Report contact

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Annexes

Annex A : A Skills Plan for Surrey

Sources/background papers

- 'Surrey's Economic Future to 2030 - Economic Strategy Pages 39 – 66 of the 151221 Cabinet papers

- COVID-19 Economic Impact Assessment (ARUP June 2020)

- University of Surrey Cluster Research (November 2020)

- Surrey Economic Commission Findings (Lord Philip Hammond September 2020)

- Surrey's demand for jobs research (Shared Intelligence 2021 and Metro Dynamics 2022)

- Surrey's provision mapping (Metrodynamics 2022)

- SCC's No One Left behind Employment and Skills Research (2022 ongoing)

- Growth Board Papers are available at Invest in Surrey

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A Skills Plan for Surrey

October 2022

Skills: Policy context

Local Skills Improvement Plan (LSIP)

Key part of Skills for Jobs White Paper to create employer led skills system

Designated geography – All of Surrey plus North/mid Hampshire

Govt requirement to be led by Employer Representative Body (ERB) – Surrey Chambers of Commerce designated.

Delivery plan deadline in October, full development by May 2023

Strategic Development Fund (SDF)

Funding for Further Education colleges to deliver on key regional priorities

On same geography as LSIP

Successful submission in June led by Sparsholt College, Hants. Surrey element led by North East Surrey College of Technology (NESCOT)

£2.7 million funding for one year – project now underway

Surrey Skills Plan

A chapter within the LSIP

Being prepared by Surrey Skills Leadership Forum with all key partners. Three key phases of research:

1. Employer demands, both current and projected, in key sectors
2. Provision mapping to assess whether our provision will be able to meet the identified need
3. No One Left Behind employment and skills research - establishing the provision targeted at priority communities of need

Final version will include key recommendations and a series of specific actions/asks to be progressed by Growth Board and Skills Forum

Possible Skills elements of County Deal

Surrey Growth and Enterprise Hub

Careers Enterprise Hub

Shared Prosperity Funding

Adult Education Budget

Surrey County Council led provision

Adult Learning Service

Multiply Funding (adult numeracy)

Infrastructure and Health & Social Care Academies

'Transfer to Transform' Apprenticeship levy

Partner on EM3 Apprenticeship and Skills Hub
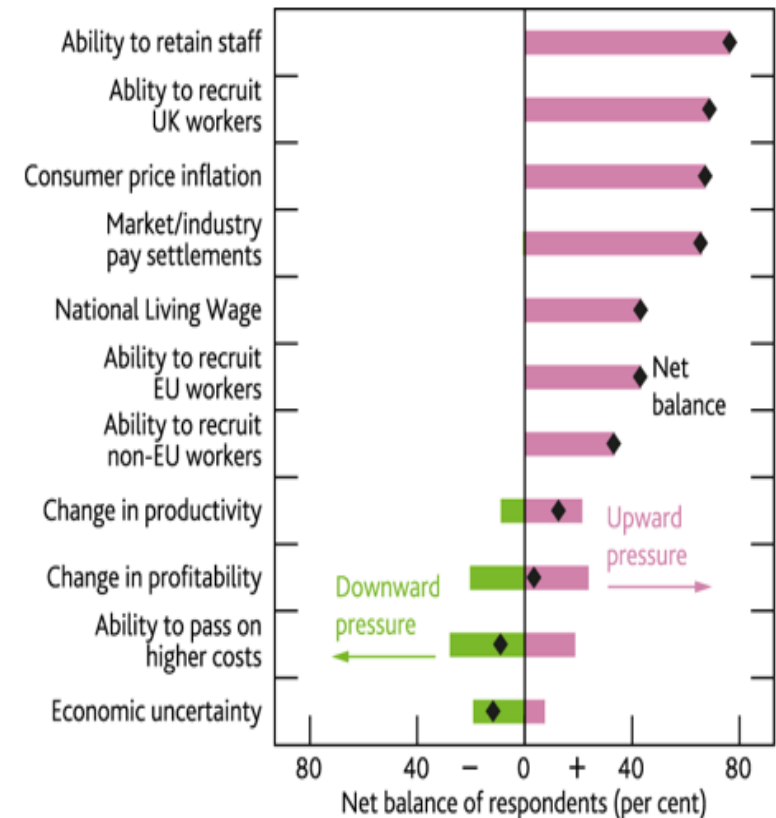
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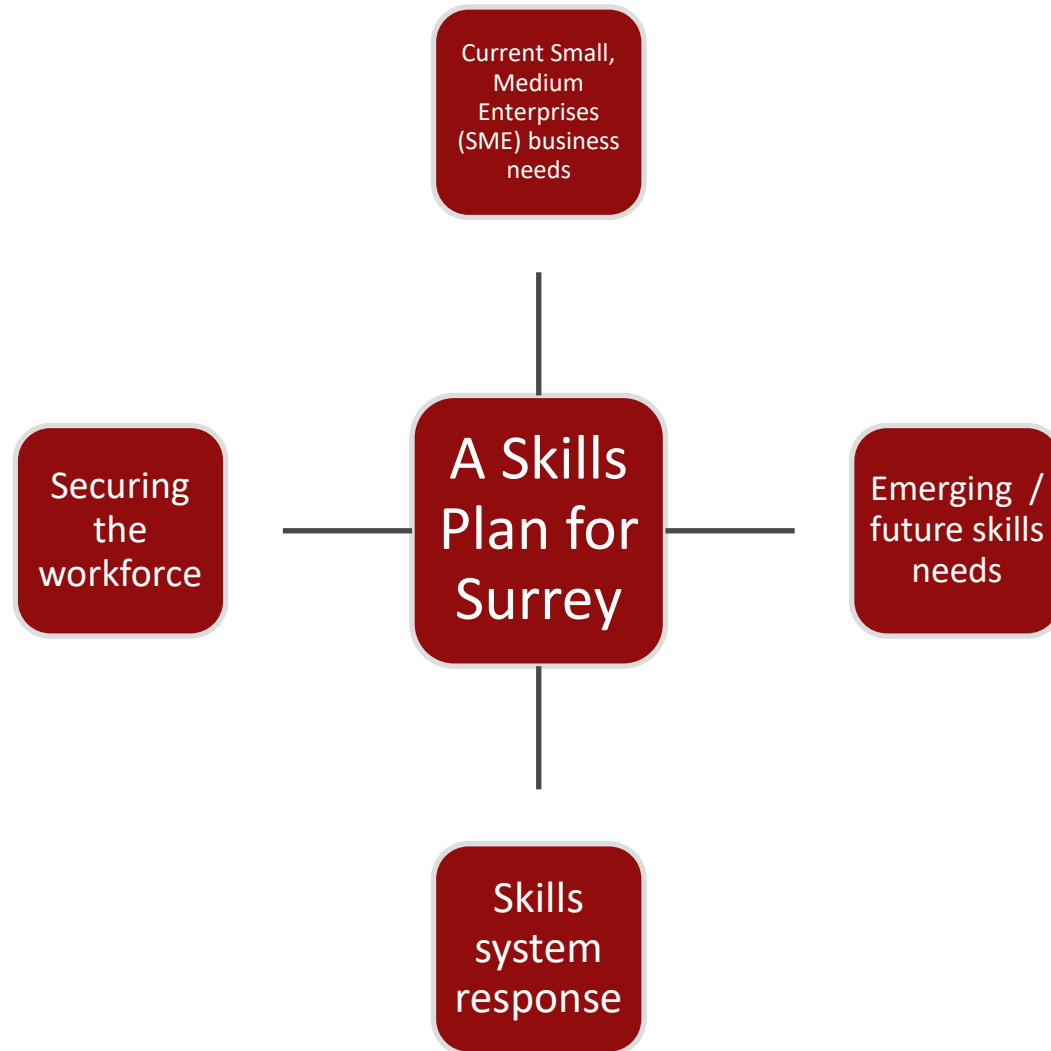
Recruitment & Skills context

Employment

- The current employment picture generally looks positive but near-term economic headwinds may start to quickly affect this.

- Whilst still below national average, the percentage of economically inactive residents in Surrey has increased to 17.8 per cent, a rise of c.7,000 since the beginning of the pandemic.

- In July 2022, the Universal Credit **claimant count** in Surrey was 2.1 per cent of the resident population compared to 3.7 per cent nationally. The greatest proportion of claimants were in the 25 – 49 year age bracket. On current performance, the target for the claimant count to return to 1.1 per cent within three years of the end of the pandemic looks achievable but recession could impact this.

- A tight labour market is leading to **wage growth** with **labour shortages** in many sectors and a **skills mis-match** between labour demand and supply will continue to cause problems for Surrey businesses and the growth of the economy

- Micro-clusters of deprivation exist across Surrey, where education and skills deprivation is in the top 20 per cent nationally and unemployment in the black and minority ethnic (BME) community has increased by 9 per cent since 2019.

- Continue to have highly qualified population (54 per cent qualified to degree level compared to 43 per cent nationally)

- Desirable place to live and work but **large differential between workplace and resident earnings** - residents who live in Surrey but work elsewhere, predominantly in London, earn around 9 per cent more than those who work in Surrey (South-East average difference is 4 per cent)
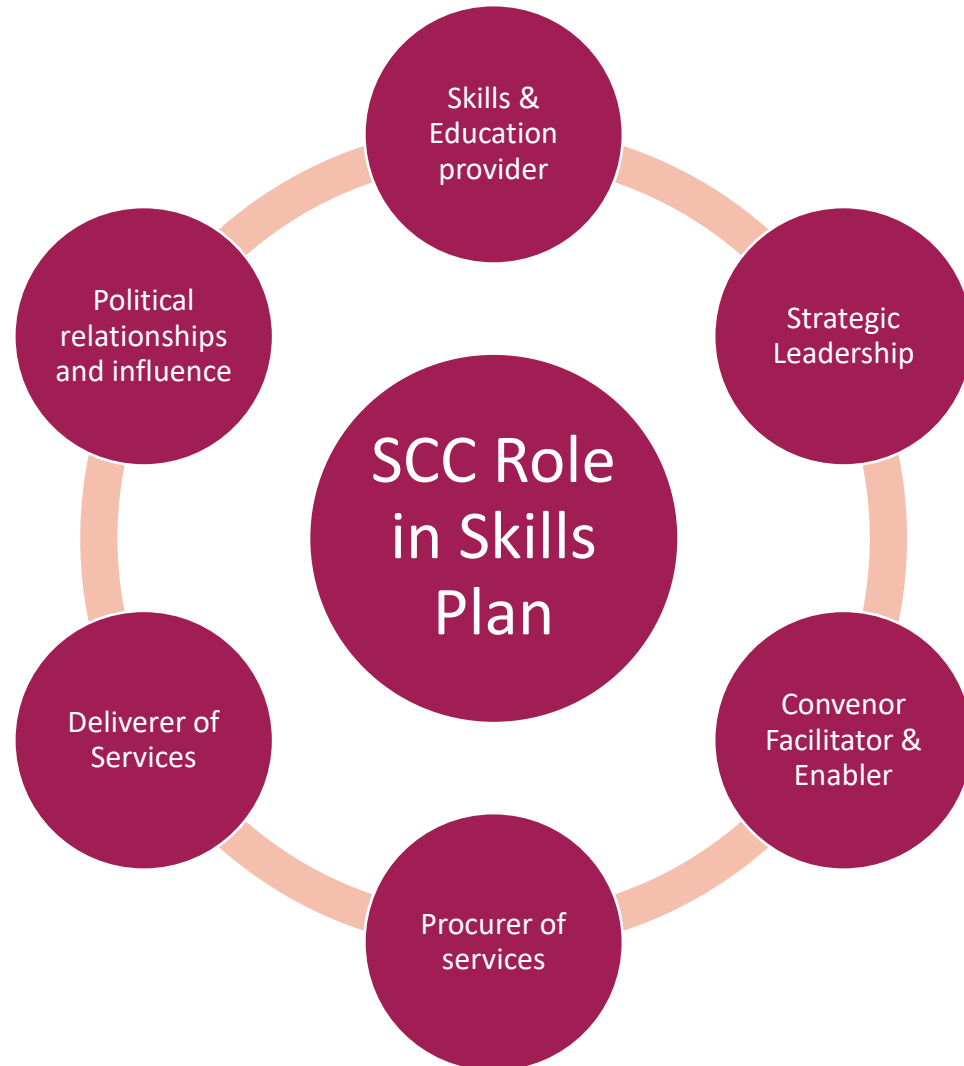

Factors affecting pay decisions in 2022

Structure of the Skills Plan for Surrey

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                    ┌─────────────────┐
                    │ Current Small,  │
                    │ Medium          │
                    │ Enterprises     │
                    │ (SME) business  │
                    │ needs           │
                    └────────┬────────┘
                             │
┌──────────┐        ┌────────┴────────┐        ┌──────────────┐
│ Securing │        │   A Skills      │        │ Emerging /   │
│ the      ├────────┤   Plan for      ├────────┤ future skills│
│ workforce│        │   Surrey        │        │ needs        │
└──────────┘        └────────┬────────┘        └──────────────┘
                             │
                    ┌────────┴────────┐
                    │ Skills          │
                    │ system          │
                    │ response        │
                    └─────────────────┘
```

'Growing a Sustainable Economy…' & No One Left Behind

**Skills &
Education
provider**

**Political
relationships
and influence**

**Strategic
Leadership**

**SCC Role
in Skills
Plan**

**Deliverer of
Services**

**Convenor
Facilitator &
Enabler**

**Procurer of
services**

Skills related Cabinet priorities:

1. Focus on prevention and early intervention to tackle health inequalities
2. Skills and Further Education from early education onwards including Not in Education, Employment and Training (NEET) into career pathways

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Purpose of the Surrey Skills Plan

- The Surrey Skills Plan (SSP) forms the **strategic basis for delivering future skills priorities in the County**. It places employers as the leaders and co-designers of provision and supporting local providers to respond to changing market needs.

- The Plan is the culmination of several related strands of work gathering insight into labour market challenges and skills needs and incorporates the views of a broad range of Surrey stakeholders. It will be an integral input into the Surrey and Central / North Hampshire **Local Skills Improvement Plan**, but is an output in its own right.

- Its aim is to **drive the development of an agile skills system** that is responsive to changing market conditions whilst focused on achieving sustainable and inclusive growth.

- The Skills Plan is **built from Surrey's context**, the features – both positive and negative – that shape our economy and local workforce and what this means for skills.

1	2	3	4	5
Context, evidence and analysis	**Setting our skills ambition and objectives**	**Priorities for change**	**Developing an Action Plan**	**Implement, monitor and review**

Engagement underpinning all decision making

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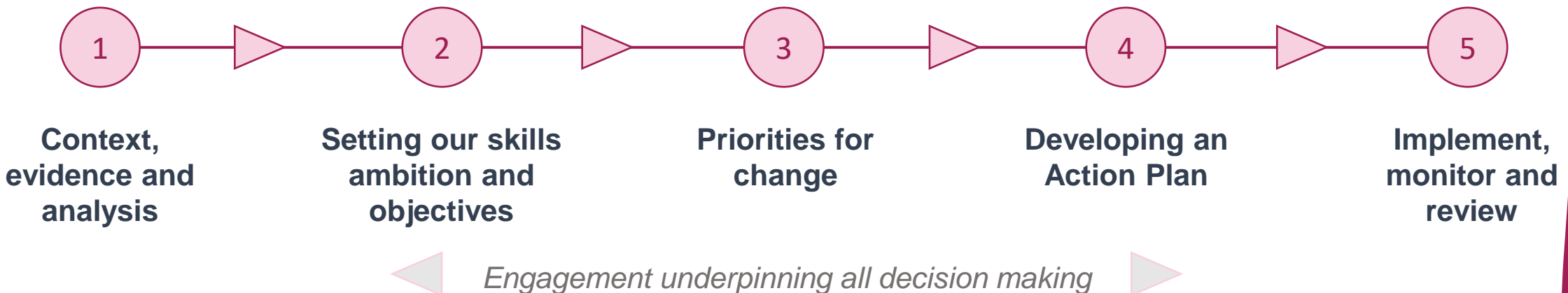
Surrey Skills Plan - Objectives

Our ambition is for '**A *dynamic, demand-led skills system which hones Surrey's leading edge, recognises the needs of all businesses and maximises inclusion, in this way powering the wider economic success of the whole of the UK.***

1. Accelerate business growth and help growing businesses scale up, by making our skills system more responsive to employer needs - both immediate needs and those opportunities presented in the medium-longer term.

2. Enhance collaboration between our businesses, schools, anchor institutions and skills providers working together on skills needs, alignment of provision, work placements and innovation.

3. Support more people to access sustainable jobs, through a lifetime of learning which includes improved careers education and information, clear progression pathways and promotion of apprenticeships at all levels.

4. As one example of a sectoral focus, strengthen the pipeline of green skills to meet employer demand, recognising the needs of both SMEs and larger businesses

Through the Strategy we will also spread the benefits of Surrey's high-performing skills system to the rest of the UK by piloting local innovative solutions to national skills challenges.

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Identifying Surrey's priority sectors

We are targeting our work on Surrey's key sectors:

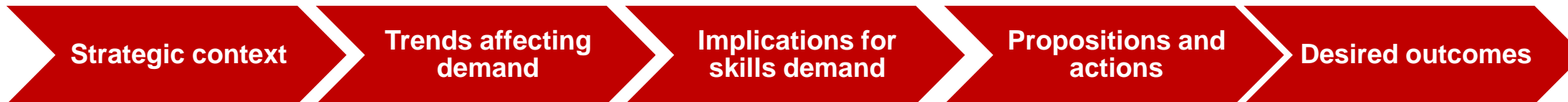| Transport[1]	Professional, Scientific and Technical	Financial and Insurance	Human health and social work	Information and communication

This is based on prioritisation against the following criteria:

- Total numbers employed

- UK Government Industrial Strategy priorities

- Surrey County Council Strategic priorities

- Fast growing sectors

- Funding levels (especially for innovation)

[1] Wholesale and Retail Trade; Repair of Motor Vehicles and Motorcycles AND Transport and storage

Update on the Skills Demand Framework

A skills demand framework helps decision makers to make evidence-based decisions about the priority actions to take to support the local skills system

| Strategic context | Trends affecting demand | Implications for skills demand | Propositions and actions | Desired outcomes |

Recapping the work

- The purpose of the Skills Demand Framework is to help make Surrey's skills system more responsive to employers by anticipating future skills demand ahead of time.

- In-depth interviews completed with businesses across the sub-sectors, supplemented with broader cross-sector workshops / focus groups.

- Findings feed into the Surrey Skills Plan and LSIP.

- Work to be completed in October 2022.

Sectors in scope:

	Sub-sector
Green:	**Low carbon**
Digital:	**Cyber security**
Health & Life Sciences:	**Animal & plant health**

Findings

- As well as sector-specific findings about skills needs and gaps, this work is uncovering findings which apply across sectors and to Surrey's wider skills system.

- We have grouped those cross-sector findings under four themes, which inform actions:

  1. Anticipating and meeting employers' skills needs

  2. Preparing learners for the workplace

  3. Skills partners working together

  4. Shaping Surrey's future as a place to live, learn and work

9

Example: skills demand framework for cyber

Strategic context

- Sector Gross Value Added (GVA) £5.3b, 1838 active firms and ~50k Full Time Equivalent (FTE)

- Surrey has highest number of information and communications businesses outside London

- Surrey has two of the five Government Communications Headquarters (GCHQ) -certified Centres of Excellence in Cyber Security in the UK at Royal Holloway and University of Surrey

- Major Surrey employers include BAE Systems Applied Intelligence, Thales, CGI, F5 and Akamai

Trends affecting demand

- AI and machine learning increasingly important in cyber security.

- Additional threats from ransomware to health connected devices due to increasing use of biotech and smart devices

- Increased usage of Internet of Things (IoT), such as voice assistants, with more than 64 billion IoT devices forecast to be installed by 2026

- Accelerated digitalisation and increased homeworking increases risks to businesses and individuals

Implications for skills

- Ongoing shortage of cyber security skills, exacerbated by Brexit and Covid

- Core technical skills in coding and programming & a baseline understanding of information security are core requirements, also soft skills e.g. Ability to communicate in non-technical terms, problem solving and adaptability

- Providers should focus on core skills and adaptability, and aim to instil passion and drive to learn about new tech, to meet needs of rapid pace of change in the sector

- Need to encourage greater female participation and diversity of cultures including neurodiversity

Propositions and actions

- Encourage more pathways other than the degree route, including vocational options

- More work placements to help people get relevant experience

- Encourage people to engage early in computing-related activities more generally, and information security in particular

- Greater collaboration between businesses and education/training providers including summer development sessions for learners and teachers, taster days and work experience placements

- Improve understanding of neuro-diverse workers' needs from businesses and in education

Our ambition is for *a dynamic, demand-led skills system which hones Surrey's leading edge and maximises inclusion, whilst powering the wider economic success of the whole of the UK.*

Where we are now

Growing businesses, constrained by skills gaps and a restricted pipeline of workers (talent)

Successful large businesses, Headquarters and Research and Development assets and anchor institutions

A major contributor to the UK; a role as the national nerve-centre

Inclusive growth challenges locked in by our high cost of living

Ideally-placed to lead the UK's green transition, requiring more workers with the right skills

Where we want to be

Growing Surrey's leading edge and supporting our whole economy through an employer-led skills system

Key economic actors working together across disciplines to support skills objectives

Positioning Surrey's businesses and skills providers as national leaders

Utilising skills development to help Surrey residents to progress and contribute within a balanced economy

Capturing the inclusive economic growth potential of a greener economy

Priorities within each objective

Business growth	Enhance collaboration	Spread benefits	Accessing good work	Green skills
• Address the skills gaps which inhibit growth • Support employers to shape the skills system as key partners • Support the efficient delivery of high quality training across Surrey at all levels	• Strengthen collaboration mechanisms between providers and employers, helping to bring our businesses closer to the centre of our skills system. • Ensure there is consistent, transparent and influential communication channels available to facilitate partners working together	• Raise the profile of Surrey as a national leader and a region of thriving businesses • Work with our large businesses and HQs to spread scale-up initiatives piloted in Surrey to other UK places • Promote cross-border skills collaboration • Share lessons learned with others	• Ensure all people and places benefit • Prevent inequality in skills and employment from deepening • Improve workforce diversity • Help lower-skilled residents into emerging sectors and markets • Tackle micro clusters of education deprivation	• Identify emerging green skills needs across industry clusters • Improve labour market information specific to green skills and future demand • Provide pathways across all levels for workers into green jobs • Ensure a better comprehension of the available offer for those in-work to develop green skills

Change mechanisms

We have a range of mechanisms to deliver actions:

1. Local Skills Improvement Plan (skills system functions)

2. Business support

3. People-focused interventions (including in schools)

4. System leadership (SCC)

5. UK Shared Prosperity Fund (UKSPF) / Multiply funding

Not all mechanisms will be relevant to each objective. It depends on who the main target group is (e.g. businesses, learners) for each objective.

Actions are also prioritised into time periods:

1. Now / within one year

2. One – three years

All actions will follow a common process of design, implementation, monitoring and evaluation over time, returning to the question of how our actions help us achieve our Skills Plan objectives..

1. Accelerate business growth and help growing businesses scale up by making our skills system more responsive to employer needs

Priorities	Mechanism	Potential actions		Red text = already in progress
		Now (within 1 year)	**1 – 3 years**	
• Address the skills gaps which inhibit growth • Support employers to shape the skills system as key partners • Support the efficient delivery of high quality training across Surrey at all levels	**Local Skills Improvement Plan**	• Integrate businesses (large + SMEs) into skills provision planning, for general and technical skills	• Develop and promote courses to keep pace with industry demand and support reskilling • Establish mechanisms to gather intelligence and anticipate skills demand (via regular, robust industry foresight)	
	Business support	• Connect SMEs to existing business support services to support scale up • Campaign targeted at business owners and leaders to raise perceived value of people/talent development and support to identify/articulate needs	• Review and consolidate the business support programmes on offer which focus on workforce development • Support more businesses to invest in training and skills development	
	People support			
	System leaders (SCC / SSLF)	• Implement the Skills Demand Framework and apply it to other sectors	• Develop sector-specific Skills Plans for our Leading Edge sectors • Surrey Highways Innovation Academy	
	UKSPF / Multiply			
	Other			

2. Enhance collaboration between our businesses, anchor institutions and skills providers on skills needs, provision, work placements and innovation

Priorities	Mechanism	Potential actions	Red text = already in progress
		Now (within 1 year)	**1 – 3 years**
• Promote system-wide collaboration between all partners • Ensure there is consistent, transparent and influential communication channels available to facilitate partnership working	**Local Skills Improvement Plan**	• Develop a clearer picture of provision (and gaps) across Surrey through a skills provision mapping exercise	• Expand sector clusters and promote cross-sector working through the SSLF
		• Pilot easily accessible labour market information for providers to inform future provision	• Develop systems for sharing labour market intelligence via a single portal that all employers and providers access
	Business support	• Explore options for an employer-focused 'navigation tool' for the skills system	• Implement 'navigation tool'
		• Initiate employer sponsorship of skills pilot	• Complete employer sponsorship of skills pilot
	People support		
	System leaders (SCC / SSLF)	• Surrey Skills Summit to bring together partners and create a shared platform for change that partners can commit to	• Establish a formal partnership of providers to coordinate activity and bid for funding
	UKSPF / Multiply		
	Other		

3. Spread the benefits of Surrey's high-performing skills system to the rest of the UK by piloting local innovative solutions to national skills challenges

Priorities	Mechanism	Potential actions	Red text = already in progress
		Now (within 1 year)	**1 – 3 years**
• Raise the profile of Surrey as a national leader and a region of thriving businesses Work with our large businesses and HQs to spread scale-up initiatives piloted in Surrey elsewhere • Promote cross-border skills collaboration • Share lessons learned with others	**Local Skills Improvement Plan**	• Embed the Surrey Skills Plan in the Surrey and Hampshire Local Skills Improvement Plan	
	Business support		• Support our largest businesses to use their Corporate Social Responsibility and Learning and Development (CSR / L&D) functions to support local workers and businesses
	People support		
	System leaders (SCC / SSLF)		• Share lessons learned from Frimley Anchor Institutions Pilot • Share skills navigation tool and lessons learned • Share employer sponsorship of skills initiative and lessons learned
	UKSPF / Multiply		
	Other		

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4. Support more people to access better quality jobs, through improved careers education and information, clear progression pathways and promotion of apprenticeships at all levels.

Priorities	Mechanism	Potential actions	Red text = already in progress
		Now (within 1 year)	**1 – 3 years**
• Help people move into and between jobs • Help employers recruit, retain and develop staff • Ensure that benefits are accessible to all people and places • Prevent inequality in skills and employment from deepening • Improve workforce diversity • Help lower-skilled residents into emerging sectors and markets • Tackle micro clusters of education deprivation	**Local Skills Improvement Plan**	• Promote work placements and establish local forum for offering and finding work placement opportunities	• Put in place career pathways to professional level for all occupational routes • Promote T-Levels and apprenticeships (at all levels) across all sectors as alternative pathways into employment
	Business support		• Develop Surrey Anchor Model, and complete business case for scaling • Create mechanism to pool apprenticeship levy funds and help large businesses support training for smaller businesses in their supply chains
	People support	• Pilot a collaborative approach to careers advice completed in green skills, working with a range of partners and employers, with focus on maximising inclusion and diversity	• Rollout of EBP-style, employer led, sustainable model of careers advice and guidance, fit for the future of work, and encompassing non-university routes
	System leaders (SCC / SSLF)	• Pilot Frimley Care Commissioning Group (CCG) Anchor Institution, take learning and scale to develop a Surrey Anchor Model • Surrey County Council Internal Skills Academy	• Develop sustainable model of best practice for integrating businesses with schools • Social Care Academy • Surrey County Council Internal Skills Academy
	UKSPF / Multiply		
	Other		

5. Strengthen the pipeline of green skills to meet employer demand, provide high-value jobs at all levels, and position Surrey at the forefront of the UK's green transition

Priorities	Mechanism	Potential actions	Red text = already in progress
		Now (within 1 year)	**1 – 3 years**
• Identify emerging green skills needs across industry clusters • Improve labour market information specific to green skills and future demand • Provide pathways across all levels for workers into green jobs • Ensure a better comprehension of the available offer for those in-work to develop green skills	**Local Skills Improvement Plan**	• Prepare a Surrey Green Skills plan to support a pipeline of green-skills provision across sectors	• Develop new courses to support upskilling and reskilling across sectors
	Business support		
	People support	• Promote awareness of the opportunities for workers in the green transition	
	System leaders (SCC / SSLF)	• Skills Development Fund projects completed in low carbon and green, and lessons embedded into future skills planning • Complete and evaluate pilot heat pump training programme	• Develop a Green Skills Academy to bridge the skills gap and foster collaboration
	UKSPF / Multiply		
	Other		

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Next steps

September   **October**   **November**   **December +**
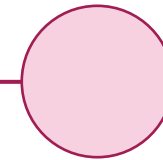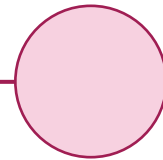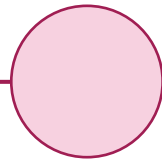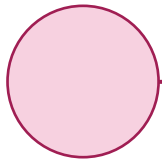
Confirming objectives and actions / completing the draft

Validate the Surrey Skills Plan through engagement. Finalise the draft.

Internal – CEH Committee 6 October

Cabinet – 25 October.

Launch the Surrey Skills Plan at the 10 November Surrey Skills Summit

Skills Plan implementation / ongoing work on the Local Skills Improvement Plan

Work with skills providers to map skills provision in Surrey

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COMMUNITIES, ENVIRONMENT AND HIGHWAYS SELECT
COMMITTEE

SURREY
COUNTY COUNCIL

THURSDAY, 6 OCTOBER 2022

UPDATE: A COUNTY DEAL FOR SURREY

Purpose of report: To provide the Communities, Environment and Highways Select
Committee with an update as requested following the Committee's previous meeting
(14 June 2022) on a County Deal for Surrey. This report will address the topics
raised during that session by providing further details and clarifications for the
committee to review.

Summary:

1. The focus of this report is to provide details and analysis behind the key issues
   that are shaping the development of the council's County Deal proposals.
   Committee members raised several important questions at their previous meeting
   including on Local Enterprise Partnerships (LEPs), the UK Shared Prosperity
   Fund (UKSPF), the Community Infrastructure Levy (CIL), skills, and transport.
   This report is designed to address the topics raised by providing further
   information, which will support the committee in scrutinising the council's ongoing
   work to produce proposals for a County Deal for Surrey.

National context and timeline:

2. Since the Committee last met there have been several developments that are
   likely to impact on the direction, priority and timeframes for the government's
   levelling up policy agenda and devolution framework within it, and therefore the
   detail of the proposals being developed by the council.

3. The continuing conflict in Ukraine, consequent significant negative impacts on
   both energy costs and food supplies and resultant high rate of inflation, cost of
   living crisis and forecast economic recession represent an unprecedented set of
   circumstances impacting on the population and economy.

4. The Conservative Party Leadership contest to elect a new Prime Minister has
   also had a significant impact on the expected timeline for this work. The
   uncertainty created has meant progress has slowed in government to complete
   negotiations with the early nine pilot areas. Our intelligence had suggested that
   places like Cornwall and Norfolk would complete deals by September (ahead of
   the Party Conferences), but it is now widely accepted that the first County Deals
   will not be signed until the end of the year, although an agreement setting out the
   intention to develop an East Midlands Level 3 devolution deal was published on

30 August 2022. Public statements by the new Prime Minister during the leadership contest does not suggest there will be a radical change in the approach to devolution. The hope is now that a new Prime Minister is in place negotiations will continue, but this has had implications on the expected timelines that the council is working towards. Capacity is limited in the Department for Levelling Up, Housing, and Communities (DLUHC), so until the first deals are agreed they will not start negotiating with new areas.

5. On 1 August 2022, York and North Yorkshire agreed a devolution deal with government which will see a Combined Authority (CA) created (City of York Council and North Yorkshire Council) led by a Directly Elected Mayor (DEM). This was not listed as one of the nine county deal areas in the Levelling Up white paper (LUWP); however it is still significant as the terms of the deal make explicit reference to the Devolution Framework set out in the white paper and it is being described as the first "rural" mayoral combined authority. The York and North Yorkshire deal and the more recent East Midlands devolution statement improve our understanding of how the government is approaching these devolution deals and are a useful source of information to help inform our draft proposals. A briefing has been included in the annex to provide further details about what the York and North Yorkshire deal covered.

6. The council's timeline for this work continues to be flexible given the uncertainty over when negotiations might start with government. The Leader of the Council has delivered presentations to each Surrey District and Borough Council to explain the background to a County Deal and made an open request for them to submit any suggestions for inclusion into the draft proposals. More detail will be provided about the "core" proposals likely to be included in any future negotiations as part of a report being prepared for Cabinet in October, these are subject to ongoing engagement with key stakeholders, including critically district and borough councils. They will also be shaped by any future County Deals agreed with the early nine pilot areas. A high-level summary has been included within this report and will be supplemented with a verbal update during the meeting as the deadline for Districts and Boroughs to respond is the 3 October 2022.

Economic growth and investment:

7. The Devolution Framework in the government's Levelling Up White Paper (LUWP) has a particular focus on the powers and functions that will support local areas to drive forward and support economic growth and investment more effectively. For example, for a county area there is the commitment to integrate LEP functions and place planning and delivery of future rounds of the UK Shared Prosperity Fund (UKSPF) with a County Council. The clear policy direction that government has set for local growth and investment through the Devolution Framework means that it is important that the council positions itself to take advantage of these powers and functions which government plans to devolve to other county authorities under Level 2 and Level 3 deals.

8. At the previous meeting, Committee members raised questions related to LEPs and UKSPF. These are areas that are likely to form an important basis for the council's County Deal proposals, therefore the following information has been collated for the Committee to provide a more detailed analysis and highlight how this is informing the work to develop draft proposals.

Local Enterprise Partnerships (LEPs)

9. The LUWP announced the government's intention to support the integration of LEP functions and roles into local democratic institutions to ensure a strong business voice at the heart of local decision making. [Further guidance on how integration should happen was sent to LEP Chairs on 31 March 2022](#), and devolution deals were positioned as the main mechanism to deliver this ambition.

10. The council has consistently highlighted the challenges that being served by two independent LEPs (EM3 and Coast2Capital) has on delivering effective economic growth functions in Surrey and has sought to engage both LEPs in developing a coherent approach across the county aligned to a single economic growth strategy/framework. Both the LUWP and LEP integration guidance letter signal a new direction and set out the steps the council will need to follow in order to take on LEP functions and roles, ensuring a strong business voice remains at the heart of decision making.

11. The details of the York and North Yorkshire deal are helpful in articulating the approach the government is likely to take with other areas. The deal confirms the integration of LEP functions into the Combined Authority, subject to government approval of an integration plan, and agreement from York and North Yorkshire LEP. The government will support the CA to take on all the functions and roles set out in section 10 of the guidance on LEP integration. These include:

    - Host strategic business voice either by preserving the LEP board or merging into an existing (or new) internal business board. The board must be meaningfully involved in decision making and openly recruited, which will be a prerequisite for the release of further core/transition funding.
    - Decide the direction and balance of activities regarding strategic economic planning and maintaining a local economic evidence base.
    - Deliver a number of functions on behalf of government departments, shaped by the local business voice where relevant. For example, Growth Hubs, international trade and investment activity, provision of local business intelligence, grant funding and levelling-up focused projects, and Careers Hubs.

12. There are still a number of unknowns at this stage, and it is likely to be quite a complex and lengthy process. For example, the York and North Yorkshire deal states, "integration planning will be undertaken with the government by autumn 2023". The council is committed to working extensively with key stakeholders, including EM3 and C2C, Surrey district and borough councils, the One Surrey Growth Board, and neighbouring local authorities that are represented by the LEPs (Hampshire and West Sussex). This will be crucial in developing a local solution for LEP integration across a Surrey-wide footprint.

UK Shared Prosperity Fund (UKSPF)

13. The LUWP sets out the government's plan to devolve planning and delivery of the UKSPF to a strategic level through County Deals. Currently UKSPF in two tier areas is divided up between the district and boroughs and is based on a three-year allocation. Surrey's allocation of core UKSPF over the next three years is £11 million (£1 million per district and borough- not including Surrey County Council's allocation under the Multiply programme).

14. The UKSPF guidance states that delivery responsibility for the Fund will align with devolution deals, but that control of funding would start from April 2025. The recent York & North Yorkshire deal includes control of UKSPF and reaffirms these points. The council will seek to include responsibility for UKSPF as part of a County Deal but may argue for a more flexible solution to the government's current position about timings, such as giving the council a role in directing any underspends in the county before April 2025.

15. The Committee raised questions about whether additional funding will be made available to areas as part of County Deals. The government has indicated that no new or additional funding will be made available to areas that agree a deal (unless under a Level 3 deal through an Investment Fund), however the council would take on a strategic role to direct existing funding locally, e.g. UKSPF and the Adult Education Budget. Provision is made for management costs to be covered in the event that the council has control of these funds. For example, the UKSPF guidance details that where the fund operates over a strategic geography, 4 per cent would be available for administrative costs to help manage the fund. The York and North Yorkshire deal also indicated opportunities for government match-funding to support implementation of specific elements of their devolution deal.

Skills:

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16. The Committee highlighted skills development as an area of interest and requested further information about how a Level 2 might have an impact on tackling local skills challenges. It was confirmed that a county deal had the potential to give the council greater responsibilities to shape skills provision in the county based on local knowledge and direct support to priority areas.

17. A County Deal under Level 2 would give the council control of the Adult Education Budget (AEB), which would be consistent with other devolution deals. It is likely the council would need to meet "readiness conditions" and produce something such as an AEB Strategy before receiving full control of the funding. For example, West Yorkshire were required to produce this strategy.

18. The council is already significantly involved in helping to tackle skills challenges in Surrey. For example, there is a Skills Summit planned for November and the council is developing a Surrey Skills Action Plan alongside local partners,

including the Surrey Skills Leadership Forum, which will help to inform work being led locally by the Surrey Chamber of Commerce in 2023 to produce a Surrey Local Skills Improvement Plan. Therefore, having control of the AEB would be an additional lever in this broader area of work, that will help drive forward improvements and create greater join-up at a strategic level.

Transport:

19. Committee members asked for clarifications about the transport functions available through the Devolution Framework. Under a Level 2 deal these powers and functions are relatively limited in scope, with only the "ability to introduce bus franchising" being referenced. Based on the approach taken in other recent devolution deals, an option the council could pursue is to include "the right" to introduce bus franchising. For example, the West Yorkshire devolution deal states, "the mayor has to decide whether they would like to take responsibility for bus services… [and] a decision on franchising will be subject to an assessment through a business case". Therefore, this approach would give the council the option in the future over whether to exercise this power.

20. At the Committee's last meeting, reference was also made to taxi and private hire vehicle licensing. This is not included in the Devolution Framework, but the LUWP states that government will "explore transferring control of taxi and private hire vehicle licensing to both combined authorities and upper-tier authorities". This power is being explored as part of the council's planning linked to draft Climate Change proposals.

Draft 'core' proposals:

21. The Devolution Framework set out in the Levelling Up White Paper acts as a mechanism to support government in offering a devolution deal to every part of England that wants one. The White Paper establishes upper tier councils (e.g. Surrey County Council) as being the core vehicle to deliver devolution to a county area and will work with them to negotiate and develop deals within the context of the framework.

22. The framework provides a guide from which to develop proposals but securing these powers as part of a County Deal for Surrey is not guaranteed and the exact detail of each power will be subject to the negotiations that take place with government. In addition, there may also be scope to consider powers not explicitly referenced within the framework during negotiations.

23. The following high-level summaries of draft proposals represent the "core" set that the council is considering negotiating with government on, and work is ongoing to consider further opportunities to include ahead of any future negotiations. This information will be supplemented with a verbal update during the committee meeting, as the deadline for Districts and Boroughs to respond is the 3 October 2022. More detail will be provided as part of a report being prepared for Cabinet in October.

A Single Surrey Growth and Investment Fund – Devolution of national funding pots linked to growth and investment to form a single Surrey fund that can be aligned with a Surrey-wide economic strategy.

A Surrey Growth and Enterprise Hub – This would bring together economic growth, business support, inward investment and careers functions currently delivered by different organisations (Surrey County Council (SCC), LEPs, Districts and Boroughs) into a single Surrey Growth and Enterprise Hub.

Devolved Skills Functions and Budget – Devolution of the Adult Education Budget & functions so that these can be tailored to reflect local priorities.

Lead Climate Change Authority – Mirroring our Lead Flood Authority responsibilities, this is proposing that we have the power to compel partners to cooperate. This would help to facilitate a more coordinated approach to tackling climate change, including sharing of data, working to county-wide strategies.

Surrey Infrastructure Investment Plan – Powers to create a non-statutory infrastructure investment plan that provides a framework for Local Plans, increasing the ability to take a strategic approach to the provision of infrastructure planning across the county.

Next steps:

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24. As noted, a report is being prepared for Cabinet in October to provide more details about the "core" proposals likely to be included in any future negotiations. There would be an opportunity to scrutinise these more fully at the Committee's December meeting if requested.

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Annexes

Annex 1 – York and North Yorkshire Devolution Deal

Sources/background papers

- A Devolution Deal for Surrey CEH Committee Report – 14 June 2022

- Surrey County Council Cabinet Report – 26 April 2022

- Levelling Up White Paper

Annex 1

Briefing:

York and North Yorkshire Devolution Deal
(1 August 2022)

Executive summary

Context

- The government has agreed a [York and North Yorkshire Level 3 devolution deal](#), that will see a Combined Authority (CA) created (City of York Council and North Yorkshire Council) led by a Directly Elected Mayor (DEM).
- York and North Yorkshire were not listed as one of the nine county deal areas announced in the [Levelling Up white paper](#) (LUWP- Surrey County Council [SCC briefing](#)); however, the terms of this devolution deal make explicit reference to the Devolution Framework set out in the white paper and it is being described as the first "rural" mayoral combined authority.
- North Yorkshire Council is currently undergoing reorganisation to [become a unitary authority from April 2023](#). Cornwall and Durham are two other unitary authorities featured as part of the original nine county deal areas.
- A number of local challenges are noted in the deal that have clear alignment to the [12 headline Levelling Up missions](#): Poor rural digital connectivity; Poor transport connectivity; High house prices, coupled with low wages; Coastal deprivation, which puts the area in the bottom ten percent for social mobility.

Key points

Devolution framework – Significant parts of the deal relate to powers/functions that are reserved for areas pursuing a Level 3 DEM deal (e.g., multi-year investment fund; integrated transport settlement; Homes England partnership). The details about Level 2 powers/functions will be important to inform the development of some of Surrey's draft proposals for a county deal.

UKSPF – The deal reaffirms government's position that the devolved powers over planning and delivery of the UK Shared Prosperity Fund will not be transferred until 2025/26.

Supporting growth in private sector – The government has outlined an intention to work with existing Mayoral Combined Authorities on "trailblazer deals" to develop '*a holistic package of powers, roles, functions and strategic relationships to grow the private sector at a local level'* and this will act as a blueprint for other county deals.

Local Enterprise Partnership (LEP) integration – The deal is consistent with government's plans to include LEP integration as part of devolution deals. As York and North Yorkshire will become a CA, it outlines more details on how the current LEP will be incorporated as a non-voting member into the new body being created.

Adult Education Budget (AEB) – Control of AEB follows the model used in previous devolution deals and would be transferred in 2025/26 (aligned to timings of UKSPF control) subject to readiness requirements. It also notes the opportunity for match-funding from government to support implementation.

Clusters – Reference is made to two specific "cluster projects" (BioYorkshire and Scarborough Cyber Cluster) which aligns to a section in the LUWP where government

outlines the different types of role/support it will provide to foster clusters and improve connections between public and private sector.

Devolution Accountability Framework – The government has committed to producing a reformed accountability framework for all devolved institutions which will be published later this year. The aim is to improve the consistency of data and reporting, streamline approach to focus on clear and transparent outcomes and ensure the right mechanisms are in place to promote good practice, as well as address serious concerns.

Summary of the deal

A devolution agreement is contingent upon York and North Yorkshire proceeding through the steps necessary to establish a mayoral combined authority and meeting the governance criteria required for a Level 3 devolution deal.

> **Key: * Level 1   ** Level 2   *** Level 3**

Directly elected mayor – York and North Yorkshire establishing a combined authority and electing a directly elected mayor to provide overall vision and leadership, seek the best value for taxpayer's money, be directly accountable to the city region's electorate and to receive new powers on transport, housing and skills. The mayor will have the power to set a precept to fund mayoral functions and the power to charge a business rate supplement (subject to ballot). ***

Investment and economic development –
- Control of a £18 million per year allocation of investment funding over 30 years (35 per cent capital, 65 per cent revenue), to be invested by York and North Yorkshire to drive growth and take forward its priorities over the longer term. ***
- York and North Yorkshire Combined Authority will plan and deliver the UK Shared Prosperity Fund (UKSPF) from 2025/26 if there is a continuation of the Fund and the delivery geographies remain the same. **
- Integration of the York and North Yorkshire Local Enterprise Partnership (YNY LEP) into York and North Yorkshire Combined Authority. This will ensure there continues to be a strong and independent local business voice which informs local decision making. **
- Engagement on broadband and mobile infrastructure rollout and on the development of the Scarborough Cyber Cluster. **
- A commitment to establish a programme working group in support of the BioYorkshire programme. **

Transport – New powers to improve and better integrate local transport, including:
- The ability to introduce bus franchising. **
- Control of appropriate local transport functions e.g., local transport plans, and control of a Key Route Network. **(available only to combined authorities)
- An integrated transport settlement starting in 2024/25 and an additional £1 million to support the development of local transport plans. ***
- A commitment to explore a local partnership with Great British Railways so that the mayor can help shape and improve local rail. ***

Skills – New powers to better shape local skills provision to meet the needs of the local economy, including:

- Devolution of the core Adult Education Budget. **
- Input into the new Local Skills Improvement Plans. **

Infrastructure and housing – New powers to drive the regeneration of the area and to build more affordable homes including:
- Compulsory purchase powers and the ability to establish Mayoral Development Corporations. ***
- Over £13 million for the building of new homes on brownfield land across 2023/24 and 2024/25, subject to sufficient eligible projects for funding being identified. ***
- Investment of up to £2.65 million on projects that support York and North Yorkshire's priority to deliver affordable, low carbon homes across the area, subject to final business cases. ***
- Subject to a full business case, demonstrating the value of the scheme in delivering housing, jobs and Gross Value Added (GVA) to the area, the government is minded to provide additional support to the York Central brownfield regeneration scheme. ***

Net zero and climate change –
- £7 million investment to enable York and North Yorkshire to drive green economic growth towards their ambitions to be a carbon negative region. This investment is subject to agreement of submitted business case. *
- Support to develop a Natural Capital Investment plan for York and North Yorkshire. *

Culture – Commitments to work in partnership with the area on the development and delivery of strategies to realise the region's cultural potential. *

Public safety – A key leadership role for the mayor in public safety, taking on the role and functions of the Police Fire & Crime Commissioner and having a clear role in local resilience and civil contingency planning, preparation, and delivery. ***

For more information, please contact the Corporate Strategy & Policy Team- robert.gibson@surreycc.gov.uk

COMMUNITIES, ENVIRONMENT AND HIGHWAYS SELECT
COMMITTEE

SURREY
COUNTY COUNCIL

THURSDAY, 6 OCTOBER 2022

WHOLE PROGRAMME ASSESSMENT OF THE GREENER FUTURES CLIMATE CHANGE DELIVERY PLAN

Purpose of report:

To assess the progress of Surrey in meeting its net-zero carbon targets for the county and to assess the progress of local authorities in Surrey, including Surrey County Council, in meeting organisational net zero targets, in accordance with the Greener Futures Climate Change Delivery Plan (2021 – 2025).

Introduction:

1. In response to the climate emergency Surrey County Council, working with partners, produced a Climate Change Strategy in 2020 which included the commitments that Surrey would be a net-zero carbon emissions county by 2050 and a net- zero organisation by 2030. One year on from the launch of Surrey's Greener Futures Climate Change Delivery Plan 2021-2025 [1], the assessment will provide an important update on the progress made against net-zero targets, against the actions committed to by local authorities and set out in the Delivery Plan, and how we are seeking to shape the programme in the coming years.

2. The whole programme assessment outlines progress to date towards achievement of the net zero carbon targets with a wide range of national and project level data that indicates progress. Engagement with Borough and Districts, partners, senior officers and the Environment and Highways Select Committee Greener Futures Reference Group Committee members on the recommendations and actions is still in progress, and there are a few key gaps in the data, so the full content of the final report is not yet available. This report sets out as much information and analysis as is available, as well as interim findings, to enable all Committee Members to comment ahead of the full report being prepared for Cabinet in November.

3. This report includes the key points from the assessment of the Climate Change Delivery Plan, including a summary of the highlights and achievements. The report also includes lessons learnt and recommendations for the Plan in 2023/24 and beyond. Further detail is included in the slides included in **Annex**

1. These slides set out the key findings from the analysis undertaken so far, to assess the extent to which we are on track to meet net- zero targets. Progress against key actions have been highlighted, and an explanation is provided on how engagement, lobbying, innovation and governance is and will be used to reduce key risks. The slides also set out the ways in which we are seeking to steer the programme moving forward. Gaps in data or key findings are clearly indicated.

Climate Change Delivery Plan whole programme assessment key points:

Surrey 2050 net-zero target data review

4. The latest available data for Surrey shows that ***annual emissions have reduced by over 1 million tonnes (17 per cent) per year, in line with a trajectory to meet 2050 net-zero targets, but this result is being treated with caution***. Covid may have caused an anomalous "on track" rating and it is too early to consider the impact of the Climate Change Delivery Plan due to a data time-lag[1]. Furthermore, examining trends in energy use have shown that installation of low carbon measures (such as solar PV and heat pumps) fall far short of what is needed, and trends in road transport show that measures have so far not succeeded in reducing reliance on motor-vehicle use, or resulted in a sustained increase in active and sustainable travel.

5. The data also revealed that despite a reduction in emissions, overall ***energy use in homes had increased, exposing residents to higher energy bills***. As a result of the cost of living crisis the proportion of fuel-poor homes is increasing, making our target to support 20 per cent of fuel poor homes harder to meet.

Public Sector net-zero targets – data review

6. A 24 per cent reduction in emissions puts ***Local Authorities, including Surrey County Council (SCC), on track to meet a 40 per cent emission reduction by the end of the Delivery Plan period, but performance varies between different boroughs and districts***. Maintaining a trajectory to net-zero by 2030 will be extremely challenging as "quick wins" have generally been achieved and reduction in local authority activity through covid has temporarily reduced emissions. As building retrofit and fleet decarbonisation programmes are in their infancy, their impact cannot yet be measured.

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[1] National data sets published by Government are used to identify trends in emissions. These data sets are published annually however there is a time lag on the data available due to the time taken to collate information from sources.

7. It has not been possible to collect local data to indicate progress of wider public sector organisations in Surrey such as the National Health Service (NHS), Police and academia.

8. The range of progress across local authority actions makes it difficult to accurately assess performance, but most Borough and Districts have strong political commitment and dedicated resource to deliver climate action. Most have plans to reduce emissions from their estate and fleet, which are largely dependent on external funding, Surrey's Local Authorities have collectively been awarded £7.8 million to decarbonise public buildings through Government's Public Sector Decarbonisation Scheme. Most Local Authorities have some sustainable procurement and staff travel policies in place, but all activity needs to be developed and strengthened to meet ambitious climate change goals. Some Local Authorities actively encourage staff to be more sustainable and around 1000 staff across all Local Authorities have undertaken some form of carbon literacy training.

Climate Change Delivery Plan – highlights and achievements 2021-22:

9. *Several of Surrey's decarbonisation programmes have out-performed expectations* and have delivered significant carbon savings, bill savings and accelerated deployment in renewables. Priority will be given to supporting these schemes in future years and to overcome key risks such as the end of Low Carbon Across the South and East (LoCASE) funding next year. Outcomes include;

    -   To date, 677 low income homes in the county have received free decarbonisation measures with an average cost of £10,000 through Surrey's Sustainable Warmth programme (funded by Government). The Council is currently working with partners to deliver a new tranche of £11.9 million Sustainable Warmth funding to enable a further 1,103 low income households to reduce energy bills and save carbon.

    -   LoCASE is an European Union funded programme which offers grants of up to £20,000 to Small, Medium Enterprises (SME) businesses for energy efficiency and decarbonisation measures. To date 55 business have been supported with grants resulting in emission reductions of 288 tonnes of carbon dioxide equivalent (tCO2e) per year and £1.2 million investment in low carbon technologies.

    -   Surrey launched a Solar Together scheme in 2021, offering residents the opportunity to purchase subsidised solar photovoltaic (PV) and battery storage. The scheme resulted in the installation of 5.6 megawatts (MW) solar on domestic rooftops across the county in just over a year, mobilising around

£8 million in private investment. This equates to approximately 50 per cent of Surrey's total domestic installed PV capacity

10. Actions to engage residents to reduce emissions have refocused to support the many residents who are being affected by the rise in energy and food prices. The **development of an energy bill campaign**, will provide new ways to access information and services and the creation of warm hubs around Surrey.

11. **Transport actions have prioritised the implementation of active travel and EV infrastructure, supported by an active travel campaign** due to launch this Autumn. Despite significant SCC investment, lack of national funding may impact on the scale of road and bus infrastructure improvements.

12. Early work has been undertaken to ensure that SCC-led infrastructure and new-build projects are in keeping with climate objectives, **and the first net-zero developments will deliver huge bill savings for vulnerable residents**.

13. **Tree planting to meet the 1.2 million trees is currently on track** and the delivery of Farming in protected Landscapes (FiPL) grants has enabled sustainable solutions for farming and land management.

Lessons learned and recommendations for 2023-24:

14. A sustained plan requires the successful mitigation of key programme-level risks and issues. **A step-change in reach and influence has been achieved through the formation of prioritised engagement campaigns, with significant scope to expand.** Current campaigns encourage active travel, reduce energy use, support eco schools, and support community-led climate projects. Our **emerging Greener Futures Lobby strategy seeks to influence national funding and policy gaps** that make it impossible to fully deliver climate goals.

15. To reduce the risks associated with delivering complex projects at pace, **pilots, best-practice and innovative elements formed part of many projects**, the learnings from these will be incorporated as they are scaled-up. This included a pilot to encourage landlords to invest in their properties and reduce bills for occupants. Governance and project management continues to be strengthened.

Proposed Climate Change Delivery Plan amendments

16. The following amendments are proposed to the Delivery Plan:

   - **There is further scope to collaborate more closely with Boroughs and Districts to improve efficiency and effectiveness of delivery**. This can be done by sharing expertise and resource for key delivery projects that are

common to all local authorities. Examples include procurement policy, shared engagement tools and the continuation of business focussed decarbonisation support schemes through the Shared Prosperity Fund. The County Deal provides an opportunity to clarify the role of SCC in supporting Climate Action across Surrey.

- ***Engagement and lobbying continue to be a key priority***, which we are seeking to expand to next financial year. Lobby priorities include recognising and supporting the key role Local Government plays in meeting the targets alongside funding which enables sustained, long-term action, planning reform including prevention of further fossil fuel exploration in Surrey, and lobbying against the scrapping of "green taxes" on energy bills. Our engagement activity will ensure that communities and residents are central to, and embedded within, our approach.

- The cost of living crisis has meant that many more households are struggling to afford the energy required to heat and power their homes. We will work with partners to ***continue to expand our offer and our reach to better support residents to save energy and to access more affordable, low carbon energy.*** Our work to try to eliminate fuel poverty will see residents gaining access to warm hubs and personalised debt advice.

- The increase in energy prices is resulting in energy efficiency and renewable energy becoming a more attractive investment, which is an opportunity to further decouple the energy system from fossil fuels. ***Priority will be given to developing new projects such as rent-a-roof PV schemes*** on schools and commercial buildings that reduce the up-front costs; a key barrier to greater deployment. Income generated from commercial rent a roof schemes will be used to fund further decarbonisation measures in the county.

- ***Further work is needed to fully align infrastructure and spatial plans*** and make it possible to incorporate solutions to lower emissions and mitigate flooding, overheating, biodiversity loss and water use early into the design phase.

- Priority will be given to ***supporting schemes which are demonstrating significant reductions in carbon emissions, including Sustainable Warmth, LoCASE and Solar Together***.

- A number of ***pilot projects, if successful will be scaled up to support delivery***, including the roll out of Electric Vehicle (EV) charging points and landlord engagement to reduce emissions and bills for occupants.

- A financial strategy is being developed to lessen the huge funding gap that prevents local authority projects from fully aligning with what needs to happen

to meet net-zero targets. This includes the ***development of new funding mechanisms to leverage private sector and community investment*** and projects that generate revenue that can be reinvested in climate projects, starting with an PV offer for schools. Temporary resource to create a step-change in climate action will need to be more fully embedded into business as usual for all local authority staff members to support the delivery of all actions.

Conclusion:

17. The delivery plan continues to be broadly sound, minor adjustments are needed to align with the latest analysis, political and economic climate as described above.

Recommendations for Communities, Environment and Highways (CEH) Select Committee:

18. Select Committee members are requested to:

  - note the programme amendments above (and on slide 30 in Annex 1) which fall within the scope of the plan and the supporting finance and engagement strategies

  - identify additional key risks and priorities

  - ask the Greener Futures Member Reference Group to support the amended programme and priorities.

Next steps:

19. A whole programme assessment of the Climate Change Delivery Plan will be completed on an annual basis.

20. The Greener Futures Finance Strategy will be developed by the end of the year and will be brought to the CEH Select Committee for review prior to Cabinet.

Report contact

Cat Halter, Climate Change Strategic Lead

Contact details

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Annexes

Annex 1 – Climate Change Delivery Plan Assessment

Sources/background papers

[1] Greener Futures Climate Change Delivery Plan 2021-2025, November 2021, Final Climate Change Delivery Plan Full Document 2022.pdf

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**WHOLE PROGRAMME ASESSMENT OF THE GREENER FUTURES CLIMATE CHANGE DELIVERY PLAN (2020-25)**
Draft report outline
Communities, Environment & Highways
Select Committee 6 October 2022

Context

- The Council declared a climate emergency in 2019
- This included two targets;
  - **The County will be net zero carbon by 2050**
  - **The Council will be net zero carbon by 2030**
- The Council has committed to try and reduce emissions in line with a global 1.5 degree temperature rise
- The Council has produced an emission reduction pathway to 2050
- To stay on track of achieving our county target by 2025 we must achieve a 19 per cent reduction against our 2019 baseline
- The Climate Change Delivery Plan was endorsed by Cabinet in 2021. It includes 74 actions to support our emission reduction targets.
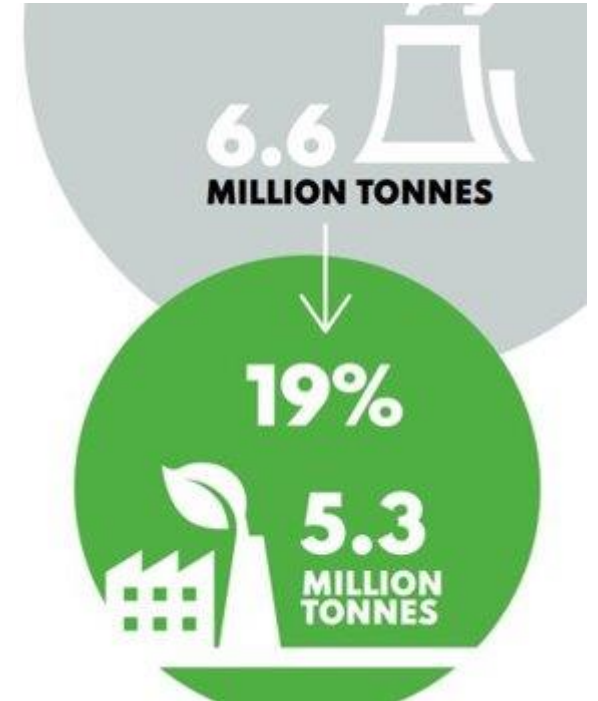
How to use these slides

Each slide represents a section of the final report

The "key points" set out the main points that will be made

The black bar explains the vision for the section

The blue writing shows points we expect to make but the data analysis is not yet complete

The data shown in the graphs has not yet been fully reviewed and may be subject to minor changes.

Summary and risks are set out at high level and may include more detail in the full report

Each line in highlight tables represents an action or group of actions in the Climate Change Delivery Plan

RAG Ratings are based on judgement call by the action owner based on standardised RAG approach overleaf

SURREY
COUNTY COUNCIL

RAG rating approach

RAG: Green	Action, Workstream, Project or Programme is progressing to schedule, or cost within a variation of plus or minus 10 per cent. Expected variations have a plan or mitigating actions in place to keep the item in Green
RAG: Amber	Action, Workstream, Project or Programme is at risk of being more than 10 per cent but less than 25 per cent of planned schedule, or cost. Mitigating actions are being planned or are in place to return the action, workstream, project or programme to Green status.
RAG: Red	Action, Workstream, Project or Programme has deviated from schedule and/or costs by more than 25 per cent. Escalation required. Recovery actions may or may not recover the situation.

Surrey's Greener Future

Vision for climate change assessment report

Key parts of the assessment

Exec summary

Introduction

Part 1: Surrey 2050 target

Part 2: Public sector and 2030 targets

Part 3: How are we building sustained action to tackle climate change?

Executive Summary

This section will be used as part of comms campaigns to inform residents of key progress and highlight successful case studies. We are in the process of collecting project-level data to highlight the benefits.

Key points
Surrey is on track to meet 2050 net-zero targets, but may not be sustained as patterns return to normal post-covid.

Two thirds of the 74 actions in the Climate Change Delivery Plan have been progressed, in line with phased delivery planning, and only three are significantly stalled.

A summary of benefits from key Local Authority actions will be presented (carbon savings achieved, renewable capacity installed, bill savings etc)

Our programme is building strong governance, engagement, innovation and monitoring; however there is still more we need to do to put the delivery plan onto a long-term sustainable footing.

Supporting case studies:
<u>Climate Change Delivery Plan</u>
Sustainable Warmth
Solar Together
Active Travel Campaign
LoCASE
Business Engagement Network
Schools engagement
Build Back Greener
COP 26

<u>Local Authority 2030 targets</u>
One case study from each borough and district.
Streetlighting
Quadrant Court retrofit
Procurement
Green Champions

Introduction

This section sets out the aim and structure of the report

Key points

The report is seeking to answer the following three questions:

- Are we on track to meet our net-zero targets?

- How are Local Authorities progressing actions to accelerate carbon reduction?

- How are we building sustained action to tackle climate change?

PART 1
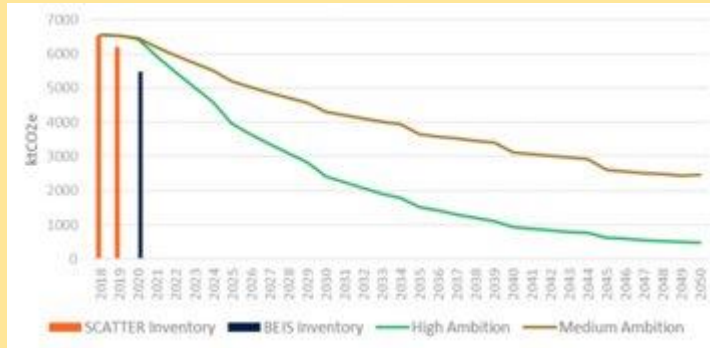
SURREYS 2050 TARGET

DATA SUMMARY SHOWING PROGRESS AGAINST TARGETS

Surrey's carbon emissions

This is the headline section which indicates the extent to which we are on track to meet our 2050 net-zero target.

Surrey 2050 target emissions

On track

Emissions across surrey reduced from 6.6M tonnes, in 2018, to 5.5M tonnes in 2020. The 17 per cent reduction is within the expected range to achieve net-zero targets by 2050.

Key points – overall emissions target

A time lag in the data means it is too early to show the impact of the Climate Change Delivery Plan.

2020 emissions are significantly lower due to covid lockdowns, so emissions reduction is likely to slow over the next few years.

Our ambition by 2050 is to achieve between 70-94% emission reduction, the higher end of the range is considered to be the maximum reduction that is technically possible. Any residual emissions should be offset.

Local Authorities directly control less than 1% of emissions, so the ability of Surrey to stay on track to meet our 2050 target is dependent on many wider factors.

It is not yet possible measure indirect emissions (from the consumption of goods and services) in a way which allows us to track progress. *These emissions fall outside of the 2050 target.*
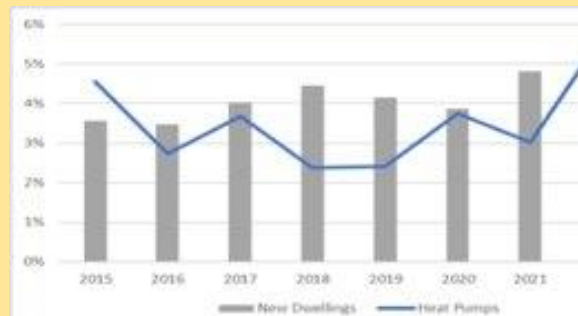
Surrey's household energy data

These four sections summarise key findings of the data which inform the extent to which we are delivering at the right pace and scale to meet our targets.

Low carbon heating compared to ambition by 2025
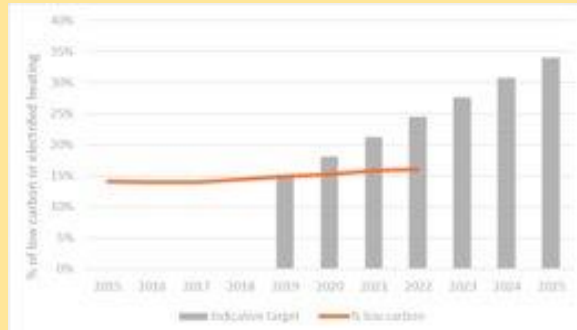
Heat pumps in new builds

Key points – household energy

Despite a reduction in emissions, overall energy consumption in households has increased meaning residents may be exposed to higher bills. This highlights the importance of putting in place energy efficiency measures.

The carbon intensity of the electricity grid is falling and likely to be the main cause of the emission reduction.

Unlike electricity, emissions from gas have hardly changed and gas use has increased, highlighting the importance of installing low carbon heating. Penetration of low carbon heating is very low; less than 1.5 per cent of existing homes and 3 per cent of new builds have heat pumps installed.

Energy efficiency data shows that new builds avoid future emissions and retrofit costs, showing a clear case to strengthen local planning policies.
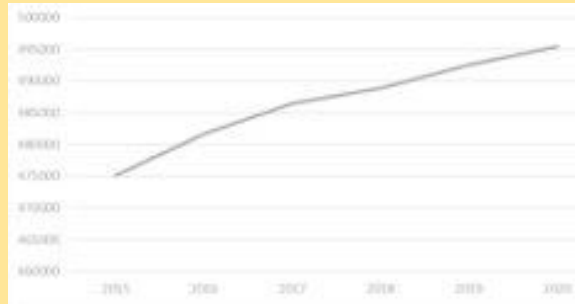
Surrey's fuel poor and renewables data

These four sections summarise key findings of the data which inform the extent to which we are delivering at the right pace and scale to meet our targets. **This data is currently being collated.**

Households in fuel poverty

Renewable energy installation compared to ambition in 2025
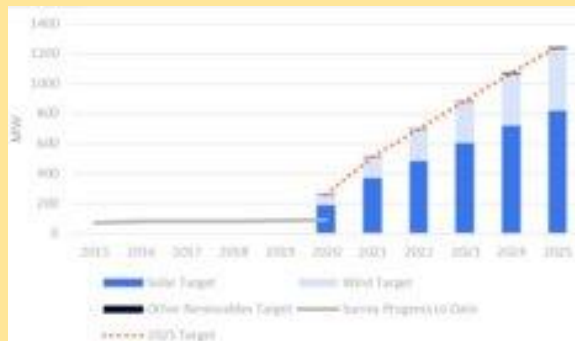
Key points – fuel poor and vulnerable households

There has been an increase in the numbers of fuel poor households which is likely to grow as the cost of living increases, making our target of reaching 20 per cent of fuel poor homes by 2025 harder to reach.

The 20 per cent target included other vulnerable households. We have not found a data source that will monitor progress, but we anticipate a gap in activity in this area.

Key points – renewable energy

Renewable energy installations are increasing, but fall far short of the rate of renewables deployment needed to contribute to the decarbonisation of the electricity and gas grid.

We are seeking to understand the accuracy of the BEIS renewable installation data set is.

Around 10 MW of renewable energy were installed between 2018 and 2020, highlighting the importance of the Surrey Solar Together scheme, which installed 4MW of installed capacity during the financial year 2021/2
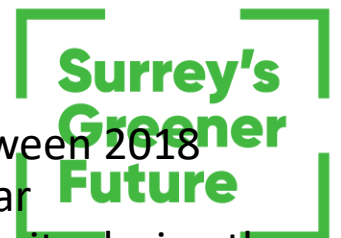
Surrey's transport data

These four sections summarise key findings of the data which inform the extent to which we are delivering at the right pace and scale to meet our targets. This data is currently being collated.

Transport emissions
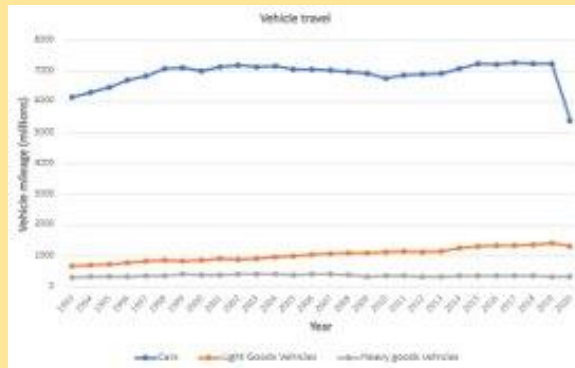
EV charge points
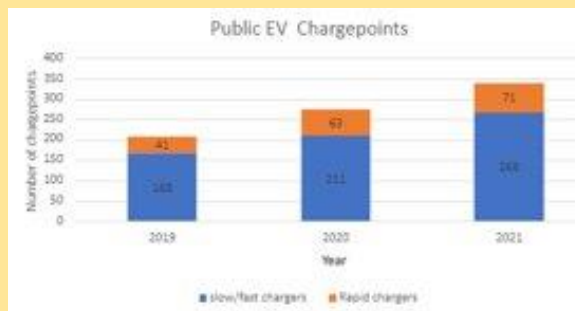
Key points – transport

Emissions from transport reduced by 19 per cent in 2020, and only 3 per cent the year before, showing the impact of covid travel restrictions.

Vehicle ownership and road use continues to increase, highlighting that transport measures have so far not succeeded in reversing the trends of a greater reliance on motor vehicle use.

Light commercial vehicles (vans) continue to increase and could be a target for more stringent measures to encourage greater reductions.

EV ownership is increasing, but in 2020 only 2 per cent of Surrey registered vehicles were EV; falling far short of what is needed to reduce emissions from vehicles.

Bus use has been slowly declining over recent years, and reduced sharply by 76 per cent in 2020 due to covid. We anticipate passenger use has not returned to pre-covid levels.

The numbers who cycle between 3-5 times a week have remained largely static at between 3-6 per cent of Surrey residents.

Surrey's business data

These four sections summarise key findings of the data which inform the extent to which we are delivering at the right pace and scale to meet our targets. This data is currently being collated.

Electricity use in non-domestic properties
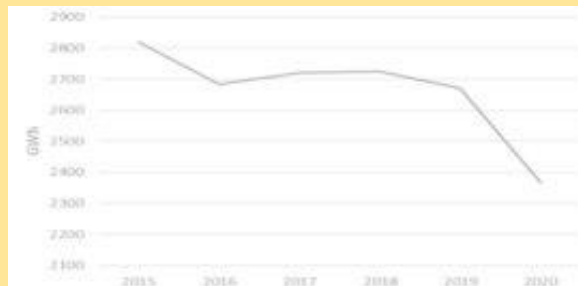
EPC ratings in non-domestic properties
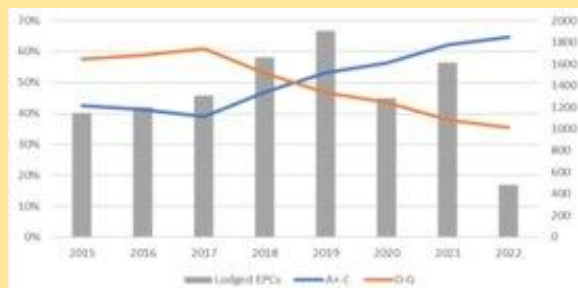
Key points – business

There was a significant decrease in energy consumption for non-domestic buildings in 2020, likely to be due to covid lockdown restrictions.

The proportion of non domestic properties that have a "good" EPC rating (A-C) has increased from 47 per cent in 2018 to 62 per cent in 2021.

By 2030, low carbon sectors are likely to need around 11,650 skilled workers from Surrey, which reveals a significant and growing gap in skills.

PART 1

SURREYS 2050 TARGET

PROGRESS OF LOCAL AUTHORITY ACTIONS

Greener futures communities - residents

These sections set out progress against key actions committed to in the climate change delivery plan.
Data on emission savings, bill savings and other benefits are being collected.

Project	Progress March 2022	Summary	Risks, issues and mitigation
Sustainable Warmth		Local Authority delivery of Sustainable Warmth grant funding to decarbonise fuel poor homes continues to out-perform other regions by gaining the maximum and allocating over 90 per cent of the grant funding.	Likely future price increases due to material and skills shortages may reduce the cost effectiveness of the scheme. A 5 year contract is being implemented which will include focus on growing green skills in county.
Landlord engagement pilot		Elmbridge and Surrey County Council are leading a pilot to identify and engage with landlords whose homes are not compliant with minimum energy efficiency standards.	A decision will be made on whether to expand the pilot depending upon the extent to which landlords improve their properties following engagement.
Energy bill campaign to all residents		An engagement campaign is on track to launch in September in response to rising energy prices.	Ways to avoid low engagement or reach with the campaign is being mitigated through refined messaging based on social media feedback.
Solar Together pilot		Take-up of the pilot collective buying scheme exceeded expectations, resulting in the installation of solar panels achieving 5 MW of renewable energy.	Contractual issues prevent Surrey County Council moving to a new managing agent. Officers are exploring options to deliver similar schemes through the Sustainable Warmth contract.

Surrey's Greener Future

Greener futures communities - transport

These sections set out progress against key actions committed to in the climate change delivery plan. This Data on emission savings, bill savings and other benefits are being collected.

Project	Progress March 2022	Summary	Risks, issues and mitigation
Active Travel Engagement Priority		On track for campaign launched in September. The "better points" app is on track to attract 2,000 users by March 2023.	There is a limit to which stand-alone active travel engagement will be effective without a complimentary change to infrastructure and other policies to make active or sustainable travel the most convenient choice, officers are linking to LCWIPS and future funding opportunities.
Active travel infrastructure		On track for Local Cycling and Walking Plans (LCWPs) to be mostly complete by March 2023, from which a prioritised pipeline of projects is being built. Work to roll out Liveable Neighbourhoods is in the early planning stage.	National funding is likely to fall far short of what is needed to fully reform active travel infrastructure, in part due to the levelling up agenda. The project development of key cycle routes and active travel schemes and the use of all funding opportunities enables available funding to be used to maximum effect.
Public EV charging infrastructure		Pilots to install 80 and 110 changepoints has paved the way to launch a long-term procurement for a scaled-up roll out. This will deliver a minimum of 300 charging points per year starting next financial year.	Identifying suitable sites and achieving geographical and social equity is the key challenge, which is being mitigated through contract arrangements, additional funding and active consultation with residents.
Bus Service Improvement Plan		9 electric community transport buses are in operation and 50 hydrogen buses are awaiting delivery. A consultation on the Bus Service Improvement plan is in development.	Third party supply issues are likely to continue to cause delays. The £90M needed to accelerate the decarbonisation of public transport in Surrey was not granted by DfT. Officers are working with bus operators and partners on a lobby strategy.

Greener futures communities - Business

These sections set out progress against key actions committed to in the climate change delivery plan. This Data on emission savings, bill savings and other benefits are being collected.

Project	Progress March 2022	Summary	Risks, issues and mitigation
LoCASE	🟩	The programme is significantly out-performing other regions who form part of the scheme and is on track to meet its expected targets.	Following the end of the Low Carbon Across the South-East (LoCASE) programme in August 2023, the UK will not be eligible for further European funding. The Council is exploring a zero interest decarbonisation loan scheme for Small and Medium Enterprises (SMEs) in partnership with Boroughs and Districts.
Business engagement	🟧	A number of Local Authority events and the Crest Green Business Awards Targeted engagement with the top 250 businesses has taken place	There is scope to form a more comprehensive engagement plan for businesses where the benefits of the engagement can be measured.
Support for a sustainable business network	🟩	The sustainable business network was launched in June by Guildford Zero and Surrey University with the aim to grow to cover the whole county.	University of Surrey research suggests that there is a capability and capacity gap for small businesses to develop carbon management plans. Support can be provided through LoCASE and the sustainable business network.
Business innovation	🟩	The developing innovation fund is likely to have a significant focus on the development of sustainable and low carbon solutions.	The focus and total funding allocation has not been established, so the impacts on growing the sustainability of businesses and provision of goods and services is not yet clear.
Develop a green skills academy	🟥	This action is not yet in progress, but work has been taken forward to develop our understanding of the green skills gap and develop a pilot project.	It is not yet clear whether the development of a green skills academy is the best approach to bridge the green skills gap, but is being considered alongside the development the updated Surrey Skills Improvement Plan.

Surrey's Greener Future

Greener futures communities - Communities

These sections set out progress against key actions committed to in the climate change delivery plan. This Data on emission savings, bill savings and other benefits are being collected.

Project	Progress March 2022	Summary	Risks, issues and mitigation
Community Energy Pathway pilot		Community Energy South is actively supporting the development of 13 projects including a large project working with the Woking mosque.	Funding for the pilot will end in March 2023 and officers are exploring options to expand the programme to support more community energy schemes.
Schools Engagement Priority		Support for schools obtaining green flag is on track with high levels of engagement, including 100 participated at the eco-schools summit.	There may be further scope to maximise carbon reduction though other scheme's such as Ashden's Let's go Zero campaign, or though wider Schools engagement.
Surrey Schools Decarbonisation Programme		An offer to help schools install low carbon measures to reduce their energy emissions is underway, alongside a pilot with 5 schools utilising Government funding for heat pump installation.	The installation of low carbon heat measures in schools can drive up energy costs (through switch from gas to electricity), putting further pressure on already stretched school budgets. To offset energy increases officers are exploring opportunities to install solar on school sites.
Community engagement priority		Increased connection with community groups has led to the formation of new projects such a more co-ordinated effort to support people in fuel poverty.	There is further scope to co-ordinate community engagement and amplify effort more widely across the Local Authorities.
Volunteering		A strategy to improve and co-ordinate volunteering in Surrey is underway to implement next financial year. Volunteering opportunities linked to green skills, such as domestic energy advisors will create job opportunities.	A key challenge is to develop an approach which broadens the scope of volunteers and channels effort which will achieve the greatest benefits. Officers are exploring delivery models to achieve this supported by funding from the Green Social Prescribing project with Surrey Heartlands.

Surrey County Council

Surrey's Greener Future

Build back greener – planning and regen

These sections set out progress against key actions committed to in the climate change delivery plan. **This Data on emission savings, bill savings and other benefits are being collected.**

Project	Progress March 2022	Summary	Risks, issues and mitigation
Infrastructure projects.		Decarbonisation opportunities are being embedded into the Council's infrastructure programmes.	There are many teams and programmes developing projects with an impact on climate change, resulting in additional complexity for developing a clear process. A decision on whether to develop a low carbon calculator to support this process is under consideration.
Climate compatible planning policy		Initial engagement and scope of work has been undertaken, but delays in the recruitment of a climate change planning officer has slowed down progress.	Planning reforms that offer consistently high standards across all local plans will depend on a high level co-ordination, political will and a strong evidence base. The planning officer will be able to support and align. National planning reforms may have an impact on proposals and is being included in the Greener Futures lobby strategy.
Climate Adaptation and Resilience Plan		Early consultation has helped to scope the plan and identify a range of key actions, with a view to completion of the plan by March 2023.	Following the publication of the strategy and actions, the main challenge will be the rapid scale up of action and the co-ordination to mitigate climate change risks including adaptation. Officers are considering how best to resource.

Surrey's Greener Future

Grow back greener – natural capital

These sections set out progress against key actions committed to in the climate change delivery plan. This Data on emission savings, bill savings and other benefits are being collected.

Project	Progress March 2022	Summary	Risks, issues and mitigation
Land management framework		Preparation has begun to develop the Local Nature Recovery Strategy and local priorities map.	The timescales to deliver the Local Nature Recovery Strategies (LNRS) will be very tight and Government has not yet released the strategic guidance. Officers are developing a steering group with key partners to influence decisions
Woodland management		Four Countryside Stewardship Management Agreements are in place and work is ongoing to establish woodland management plans.	This work will need to be scaled up to cover all Surrey County Council (SCC) owned woodland plans to achieve the maximum benefits
Tree planting		Work to facilitate the planting of 600,000 trees and hedgerow plants is on track.	Although the programme is on track, barriers to planting on Local Authority land remain significant and could put the 1.2m new tree target by 2030 at risk. To mitigate officers are using GIS to map where woodlands can be planted to achieve wider environmental benefits such as flood mitigation.
Natural Capital Investment Strategy		A specification is being developed to identify opportunities to restore and enhance biodiversity on Surrey County Council Land.	Risk that the Council will not achieve the financial and biodiversity benefits which could come from the Biodiversity Net Gain requirement for developers. The Council is hiring a Natural Environment Strategic Lead to develop a robust approach, working closely with the Borough and Districts (B&D).
Farming in Protected Landscapes		£200,000 of grants have been awarded through the Farming in protected landscape theme, and is on track to deliver the full grant allocation of around £278,000 by the end of the financial year	Further grant funding has been issued by Government to continue the scheme however it is unclear for how long this funding will be available. We will continue to work with farmers and landowners to support and bring in financial mechanisms as and when required.

Surrey's Greener Future

PART 2

PUBLIC SECTOR ORGANISATIONAL EMISSIONS

DATA SUMMARY SHOWING PROGRESS AGAINST TARGETS

Public sector emissions

This is the headline section which indicates the extent to which SCC are on track to meet our 2030 net-zero target. This data is currently being collated.

Public sector buildings Emissions

Graph showing public sector emissions or energy use

Public sector buildings Heating
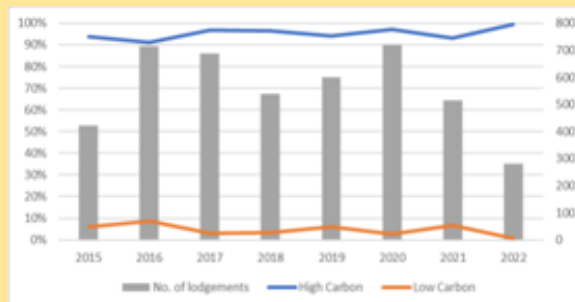
Key points – public sector emissions target

Public sector buildings including; public heath, police, fire, academia and government, are likely to show a significant reduction in emissions due to covid, with a potential for emissions to bounce back as the occupation of buildings returns to pre-covid levels.

Electric Power Data (EPC) data shows that almost all public sector buildings of a significant size have high carbon heating such as gas or heating oil, making financial support for the decarbonisation of public sector buildings, such as schools, particularly important.

The data should also reveal whether the public sector, following the setting of more stretching net zero targets, is decarbonising faster than other sectors.

Surrey's Greener Future

SURREY COUNTY COUNCIL

Local Authority emissions

This is the headline section which indicates the combined emission data for all boroughs, districts and Surrey County Council. This data is currently being collated.

Local Authority emissions

Graph showing public sector emissions or energy use

On track

Surrey's Local Authorities collectively have achieved a 22 per cent reduction in emissions in 2020/21 and are therefore broadly on track to achieve a 40 per cent emission reduction by 2025. Progress is significantly different between Boroughs and Districts.

Key points – Local Authority emissions target

6 out of 12 of Surrey's Local Authorities per cent; exceeding the 10 per cent emission reduction per year. Emissions from two Local Authorities did not achieve a 10 per cent emission reduction and three have not provided emission data covering the period 2020/21.

Covid is likely to partially account for the significant reduction in emissions.

The predicted reduction in carbon intensity of the electricity grid by National Government, used in our net-zero pathway modelling, appears to be faster than in real life. This means that modelled pathways for electricity use and street lighting may be too optimistic.

In most cases, it is too early to assess the impact of the local authorities retrofit and fleet decarbonisation programmes which started to be delivered in 2021/22.

No Local Authority have fully reported on indirect emissions, so it is not yet possible to measure emissions from procured services, commuting, schools and leased buildings on local authority-owned land.

Surrey County Council's emissions

This is the headline section which indicates the extent to which SCC are on track to meet our 2030 net-zero target.

Surrey County Council 2030 target

Carbon Net zero Plan performance

- Streetlight, Signs, street furniture
- Premises Electricity
- Vehicle fuels
- Heating

On track

Overall emissions have reduced by 27 per cent which leaves us broadly on track within a 10 per cent confidence limit.

Key points – overall emissions target

Surrey County Council has an additional year of data (2021/2022) which partly explains why Surrey appears to have made deeper emission reductions compared to the combined local authority data.

All key points from the combined local authority data also apply to Surrey County Council, including the indirect emissions.

Streetlighting achieved a 40 per cent emission reduction due to the streetlight LED replacement programme.

Emissions from SCC vehicle fleet reduced by 43 per cent, largely due to the reduction in business travel through covid lockdown.

It is too early to measure the impact of key estate and fleet decarbonisation programmes which started to be delivered in 2021/22.

Surrey's Greener Future
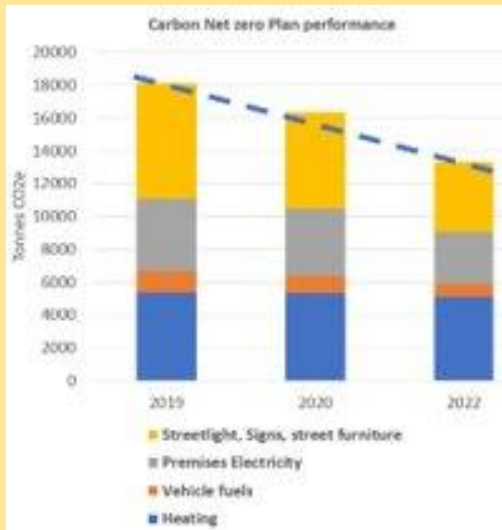
Surrey's Greener Future

PART 2

PUBLIC SECTOR ORGANISATIONAL EMISSIONS

PROGRESS OF LOCAL AUTHORITY ACTIONS

One net zero public estate – Local Authorities

These sections set out progress of all Local Authorities combined in relation to their organisational carbon reduction plans. **Data on emission savings, bill savings and other benefits are being collected.**

Project	Progress March 2022	Summary	Risks, issues and mitigation
Political commitment		All Local Authorities have demonstrated commitment to tackling climate change. Most have set targets, published action plans with dedicated resource to stimulate climate action.	Internal resource progress action plans remains challenging. Steps to pool knowledge collaboration of actions between Local Authorities is already occurring, but there is scope to further increasing the efficiency and effectiveness.
Retrofit and fleet decarbonisation		Most Local Authorities have programmes to decarbonise buildings that they own and operate.	Available grant funding is not sufficient to achieve retrofit on the scale needed to decarbonise all Local Authority buildings. SCC will support B&Ds to develop internal business cases for measures with strong return on investment.
Renewables		Opportunities mapping on Local Authority Land have identified many potential sites to install large scale solar phototvoltaic (PV) and other renewables projects.	Training has been undertaken to improve the capacity of Local Authorities to build successful solar projects with a significant return on investment.
Staff travel		Most Local Authorities have policies that encourage active travel, such as the cycle to work scheme.	Most staff travel plans require further development to achieve a significant step-change in reforming Local Authority business travel and commuting. SCC Travel Planning officer support will be able to assist
Procurement		Some Local Authorities have sustainable procurement policies in place.	A collaborative effort has resulted in a draft procurement policy that could be adopted by Local Authorities to take a consistent approach and delivery high standard of sustainable procurement
Green Champions		Local Authorities undertake a range of activities to encourage staff to be sustainable and roll out carbon literacy training	The impact of action is hard to measure and there is further scope to collaborate to roll out carbon literacy to all local authority staff and members.
Support other public sector organisations		Local Authorities dedicate staff time and expertise to support the decarbonisation of other public sector bodies such as police and NHS.	Resources may prevent more in-depth support however there are opportunities to work more innovatively with academia through work placements and contracts for engagement such as the Local Transport Plan 4 (LTP4) consultation with University of Creative Arts

One net zero public estate – Surrey CC

These sections set out progress of Surrey County Council in relation to their organisational carbon reduction plans. **Data on emission savings, bill savings and other benefits are being collected.**

Project	Progress March 2022	Summary	Risks, issue and mitigation
Streetlight LED replacement		Light emitting diode (LED) programme is on track saving 44 tonnes of carbon in 2021/2022 and achieved a cumulative bill saving of around £1 million.	Close working with the suppliers of key components is reducing the risk to the supply of essential electronic components due to covid and increased costs.
Retrofit programme		£4.3 million of grant funding awarded and 5 buildings and 2 solar car ports completed, 15 buildings are in progress, including 5 schools. The Council will bid for measures in 30 buildings in next phase.	Grant funding is time restricted. Officers are ensuring the facilities Management outsourcing contract can reduce future timescales by removing need to procure managing agents and installers.
Renewables		77 potential sites are being reviewed to install around 30 megawatts (MW) large-scale solar PV to start construction in next financial year.	Once sites are selected, development may be stalled by planning, the grid connection of the supply or increased costs of essential materials or skills. Initial feasibility work is being conducted to reduce risks.
New build design standards		New build policy is being developed with a view to finalise and implement the policy in the next financial year.	The additional up-front cost of sustainability requirements combined with increased cost of materials may have a knock on impact on the number of projects that can be taken forward.
Fleet replacement		To date, 3 sites (Woodhatch, Merrow, Quadrant Court) have EV charging and 6 per cent of the vehicle fleet are low emission.	Some vehicles such as fire engines are unlikely to be decarbonised by 2030, due to their age and lack of suitable low carbon alternatives on the market however hydrogen options are being explored.
Staff travel		A staff travel strategy has been developed but not yet implemented due to delay in the recruitment of a travel planning officer.	Two new staff posts have been created to start implementing new staff travel policies.
Procurement		A draft sustainable procurement policy is ready to roll out in Surrey, Brighton and Hove and East Sussex County Councils.	In some cases, procurements which have higher environmental standards may result in increased costs, officers are working with consultants to develop mitigation strategies to potential price increases.
Green Champions		Since the launch in April, the Green Champions Network has been well attended and officers are developing a carbon literacy training programme	Despite a significant groundswell, the ability of staff to reduce carbon emissions may be impacted by competing work priorities or a lack of time to take actions. Senior support for the scheme will help to ensure

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PART 3

BUILDING SUSTAINED ACTION TO TACKLE CLIMATE CHANGE

Managing risks

This section describes how the key programme risks are mitigated through governance, a developing finance strategy, engagement, lobbying and innovation. Finance information is currently being collated.

Key points

The main programme-level risks have not significantly changed from the .

The complexity and scale of delivery is managed through strong, but still developing governance arrangements.

This section will evaluate the extent to which local authority finances have been mobilised to support the Climate Change Delivery Plan, how much additional funding has been leveraged, what savings and income has been generated and how the finance strategy is being developed to put the Climate Change Delivery Plan on a longer term and more stable financial footing.

The 10 Greener Futures engagement priorities have started to generate impactful engagement around important actions included in the delivery plan. These have been amended to support residents in response to the rising cost of living.

This section will highlight the number of innovative or pilot projects contained within the plan.

Climate Change Programme Amendments

This section suggests amendments to the climate change programme that will improve its effectiveness going forward. These recommendations may change through discussion at internal board meetings.

The scope and ambition of the plan is still sound, but minor changes are needed to align the plan to current projects and analysis (to be delegated to appropriate Members and Officers)

- ***There is further scope to collaborate more closely with Boroughs and Districts to improve efficiency and effectiveness of delivery***. This can be done by sharing expertise and resource for key delivery projects that are common to all local authorities. Examples include procurement policy, shared engagement tools and the continuation of business focussed decarbonisation support schemes through the Shared Prosperity Fund. The County Deal provides an opportunity to clarify the role of SCC in supporting Climate Action across Surrey.

- ***Engagement and lobbying continue to be a key priority***, which we are seeking to expand to next financial year. Lobby priorities include recognising and supporting the key role Local Government plays in meeting the targets alongside funding which enables sustained, long-term action, planning reform including prevention of further fossil fuel exploration in Surrey, and lobbying against the scrapping of "green taxes" on energy bills. Our engagement activity will ensure that communities and residents are central to, and embedded within, our approach.

- The cost of living crisis has meant that many more households are struggling to afford the energy required to heat and power their homes. We will work with partners to ***continue to expand our offer and our reach to better support residents to save energy and to access more affordable, low carbon energy.*** Our work to try to eliminate fuel poverty will see residents gaining access to warm hubs and personalised debt advice.

- The increase in energy prices is resulting in energy efficiency and renewable energy becoming a more attractive investment, which is an opportunity to further decouple the energy system from fossil fuels. ***Priority will be given to developing new projects such as rent-a-roof PV schemes*** on schools and commercial buildings that reduce the up-front costs; a key barrier to greater deployment. Income generated from commercial rent a roof schemes will be used to fund further decarbonisation measures in the county.

Climate Change Programme Amendments 2

This section suggests amendments to the climate change programme that will improve its effectiveness going forward. These recommendations may change through discussion at internal board meetings.

- *Further work is needed to fully align infrastructure and spatial plans* and make it possible to incorporate solutions to lower emissions and mitigate flooding, overheating, biodiversity loss and water use early into the design phase.

- Priority will be given to *supporting schemes which are demonstrating significant reductions in carbon emissions, including Sustainable Warmth, LoCASE and Solar Together*.

- A number of *pilot projects, if successful will be scaled up to support delivery*, including the roll out of EV charging points and landlord engagement to reduce emissions and bills for occupants.

- A financial strategy is being developed to lessen the huge funding gap that prevents local authority projects from fully aligning with what needs to happen to meet net-zero targets. This includes the *development of new funding mechanisms to leverage private sector and community investment* and projects that generate revenue that can be reinvested in climate projects, starting with an PV offer for schools. Temporary resource to create a step-change in climate action will need to be more fully embedded into business as usual for all local authority staff members to support the delivery of all actions.

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COMMUNITIES, ENVIRONMENT AND HIGHWAYS SELECT COMMITTEE

SURREY
COUNTY COUNCIL

THURSDAY, 6 OCTOBER 2022

PUBLIC RIGHTS OF WAY TRAFFIC REGULATION ORDER POLICY REVIEW

Purpose of report:

- To inform the Committee of the intention to remove the out-of-date Surrey County Council (SCC) Traffic Regulation Order (TRO) Policy for byways open to all traffic ("BOATs") on Public Rights of Way

- To give the committee the opportunity to provide comment and views on a new BOATs policy which sets out how the Council will manage BOATs in the future including the use of TROs, ahead of consideration by the Council's Cabinet to adopt it in November 2022

Introduction:

1. Surrey County Council is responsible for maintaining over 3,500km of rights of way in Surrey. These include footpaths, bridleways, Byways Open to All Traffic (BOATs) and restricted byways.

2. BOATs are public rights of way open to all traffic, including walkers, bike riders, horse riders, horse drawn carriages and mechanically propelled vehicles (MPVs). Some are also D roads. There are 118 BOATs in Surrey, making up 3.73 per cent of the rights of way network in Surrey and totalling 125 kilometres (km) in length.

3. The County Council does not encourage the use of BOATs by MPVs, but it recognises that it has a statutory duty under S. 130 Highways Act to assert and protect the rights of all public users of rights of way including MPVs.

4. Section 122 Road Traffic Regulation Act 1984 (RTRA 1984) gives the County Council, as a Highway Authority, the power to make a Traffic Regulation Order (TRO) on BOATs. TROs are a management tool which can be used to place restrictions on the use of Public Rights of Way including BOATs in response to issues such as safety and inappropriate use of BOATs by MPVs. There are seven grounds on which a TRO can be made are outlined in Appendix 1, Grounds for a Traffic Regulation Order.

5.   Section 122 RTRA 1984 also lists various factors which authorities must consider when using their TRO powers. This includes the requirement to secure the expeditious, convenient, and safe movement of vehicular and other traffic (including pedestrians).

6.   Section 22 and 22A of the 1984 Act also provide additional grounds, that in the case of Areas of Outstanding Natural Beauty (AONB) and certain other environmental designations, the Council should, in addition to (a) to (g) in Appendix 1, Grounds for a Traffic Regulation Order, consider the purpose of conserving or enhancing the natural beauty of the area, or of affording better opportunities for the public to enjoy the amenities of the area, or recreation or the study of nature in the area. Together paras. 4 and 6 can be considered "the grounds" or reasons for making a TRO.

7.   TROs generally restrict users by type or designated time periods and reflect local needs in the type of restrictions in place and can be applied to all public rights of way. Enforcement is carried out by the Police. A TRO usually invites considerable interest from all parties and can be subject to judicial review in the High Court.

8.   Surrey County Councils current policy does not include all the grounds on which a TRO can be made as outlined in Appendix 1, Grounds for a Traffic Regulation Order, prioritising only conditions (a) and (b) and as a result is susceptible to legal challenge. Therefore, the outdated policy is being removed and a new policy has been drafted for agreement by Cabinet in November 2022. (Appendix 2, Policy for Managing Byways Open to All Traffic & MPVs)

Revised Byways Open to All Traffic (BOATs) Management Policy including the use of Traffic Regulation Orders (TROs)

9.   The Council's Rights of Way database currently contains 32,790 records of issues across the rights of way network in Surrey. Since 2016, 1,023 have been registered as issues relating to BOATs. Of these 3 per cent of reports were for intimidating behaviour by users, the remainder (97 per cent) reflecting the condition of the BOAT with issues such as trees and vegetation, the surface and terrain.

10. Of the 118 BOATs in Surrey, 39 have TROs which have been put in place over the last 20 to 30 years to address safety, for example, where blind bends and sunken lanes create dangerous blind spots where cars would be unable to see walkers, or to protect Scheduled Ancient Monuments or geological features where BOATs are not safely passable to certain classes of MPVs.

11. Under the current legislation, which has now been confirmed by legal advice, each TRO must be considered on its own individual merits, and will be different for and reflect the characteristics of each BOAT.

12. Counsels Opinion was also sought regarding the use of a blanket or grouped approach to TROs in Surrey. Although multiple route TROs can be bundled in the same order, Counsel's advice makes clear that each BOAT must be considered independently on its facts and merits, so it is not one TRO, but a collection.

13. Moreover, there is a significant risk associated with multiple-route TROs being considered at one time if the facts of each route are not separately considered and distinct. If the case one BOAT fails, then the entire order and all routes included in it would be put at risk. There are also many situations where the grounds for making a TRO on BOATs in Surrey will not be met, which would limit the applicability for a blanket prohibition of off-road vehicles on BOATs across Surrey.

14. Department for Environment, Food & Rural Affairs (DEFRA) advice is that a TRO is made as a last resort after all other interventions such as surface repairs, and partnership working with landowners and users have been implemented. Advice on the measures a local authority should take before consideration of a TRO is set out in DEFRA's publications, 'Making the Best of Byways,' and 'Regulating the Use of Motor Vehicles on Public Rights of Way and Off Road'.

15. The Council's current policy considers just two of "the grounds" on which a TRO can be made as outlined in Appendix 1, Grounds for a Traffic Regulation Order, and does not have any regard to our duties under S. 22 and 22A of the RTRA 1984 as notes at para. 6.

16. The proposed new policy is set out in Appendix 2, Policy for Managing Byways Open to All Traffic & MPVs. It includes DEFRA's advice on the actions to take before considering a TRO and the seven grounds set out in legislation to have regard to, amongst other factors, in considering whether to make a TRO. It also sets out the measures the Countryside Access Team will continue to put into place in partnership with the Police, landowners, statutory bodies and other partners prior to implementing a TRO.

Recommendations:

1. Remove and no longer reference the current out of date Public Rights of Way Traffic Regulation Order Policy.

2. Agree the attached new policy which sets out how the Countryside Access Team will manage and maintain BOATs.

Next steps:

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1. Adjust recommendations and new policy to take account of feedback from the Communities, Environment and Highways (CEH) Select Committee in advance of presentation to and consideration by the Council's Cabinet in November.

Report contact

Carolyn McKenzie, Environment Director, Environment Transport and Infrastructure

Contact details

Carolyn.mckenzie@surreycc.gov.uk

Sources/background papers

Appendix 1: Grounds for a Traffic Regulation Order (taken from Road Traffic Regulation Act 1984)

Appendix 2: Policy for managing Byways Open to All Traffic (BOATs) and MPVs in Surrey

Annex 2a for Appendix 2: List of BOATs and TROs in Surrey April 2020

Annex 2b for Appendix 2: Public Rights of Way (PRoW) Maintenance and Enforcement Priority Statement

Appendix 1 – Grounds for a Traffic Regulation Order

The County Council, as a Highway Authority, has the power (not a duty) to make a Traffic Regulation Order (TRO) on Byways Open to All Traffic (BOATs) subject to Parts I and II of Schedule 9 of the RTRA 1984 (powers reserved to the Secretary of State) under certain circumstances. TROs generally restrict users by type or designated time periods and reflect local needs in the type of restrictions in place and can be applied to all public rights of way. Enforcement is carried out by the Police.

Seven grounds are set out in S. 1 of the RTRA 1984 for making a TRO, which are set out below.

(a)   For avoiding danger to persons or other traffic using the road or any other road or for preventing the likelihood of any such danger arising, or

(b)   For preventing damage to the road or to any building on or near the road, or

(c)   For facilitating the passage on the road or any other road of any class of traffic (including pedestrians), or

(d)   For preventing the use of the road by vehicular traffic of a kind which, or its use by vehicular traffic in a manner which, is unsuitable having regard to the existing character of the road or adjoining property, or

(e)   without prejudice to the generality of paragraph (d) above) for preserving the character of the road in a case where it is specially suitable for use by persons on horseback or on foot, or

(f)   for preserving or improving the amenities of the area through which the road runs, [or

(g)   for any of the purposes specified in paragraphs (a) to (c) of subsection (1) of section 87 of the Environment Act 1995 (air quality).]

Section 22 and 22A of the 1984 Act also provide additional grounds, that in the case of Areas of Outstanding Natural Beauty (AONB) and certain other environmental designations, the Council should, in addition to (a) to (g), consider the purpose of conserving or enhancing the natural beauty of the area, or of affording better opportunities for the public to enjoy the amenities of the area, or recreation or the

study of nature in the area. Together paragraphs. 5 and 6 can be considered "the grounds" or reasons for making a TRO.

Appendix 2

Policy for Managing Byways Open to All Traffic (BOATs) and MPVs in Surrey

The aim of this policy is to set out how the Countryside Access Team will manage Byways Open to All Traffic (BOATS) for the benefit of all users, in line with the legislation and to reduce conflict and damage. This policy is not looking to promote or encourage the use of Surrey's BOATS by motorised users but recognises that we have a duty under S. 130 Highways Act to assert and protect the rights of all users.

Background

A BOAT is a way over which the public have a right of passage with mechanically propelled vehicles (MPVs) and all other traffic including walkers, cyclists, horse riders, horse drawn carriages and mobility vehicles. Although MPVs have a right there is no requirement on the County Council to maintain the highway to a standard suitable for all of the ordinary traffic using them.

There are over 3500 kilometres (km) of public rights of way in Surrey, 125.8km are BOATs made up of 118 paths and is 3 per cent of the network. 39 paths have a historical Traffic Regulation Order which make them unavailable either to motor vehicles >1500mm or are unavailable to all motorised users (Annex 2a, List of BOATs and Traffic Regulation Orders (TROs) April 2020).

Overall, throughout the country they account for 2 per cent of the public right of way network. In 2006 the Natural Environment and Rural Communities Act (NERCA) removed the vehicular rights to 50 per cent of the available national network by changing the category of RUPP (Roads Used as a Public Path) into Restricted Byways. This had differing levels of impact on Local Authorities. As Surrey did not have any RUPPs the BOAT network remained unaltered during these changes.

Surrey's BOATS are not evenly spread throughout the county with fewer in the East. Existing TROs have also impacted the connectivity of the network.

Public byway open to all traffic (BOAT) network in Surrey
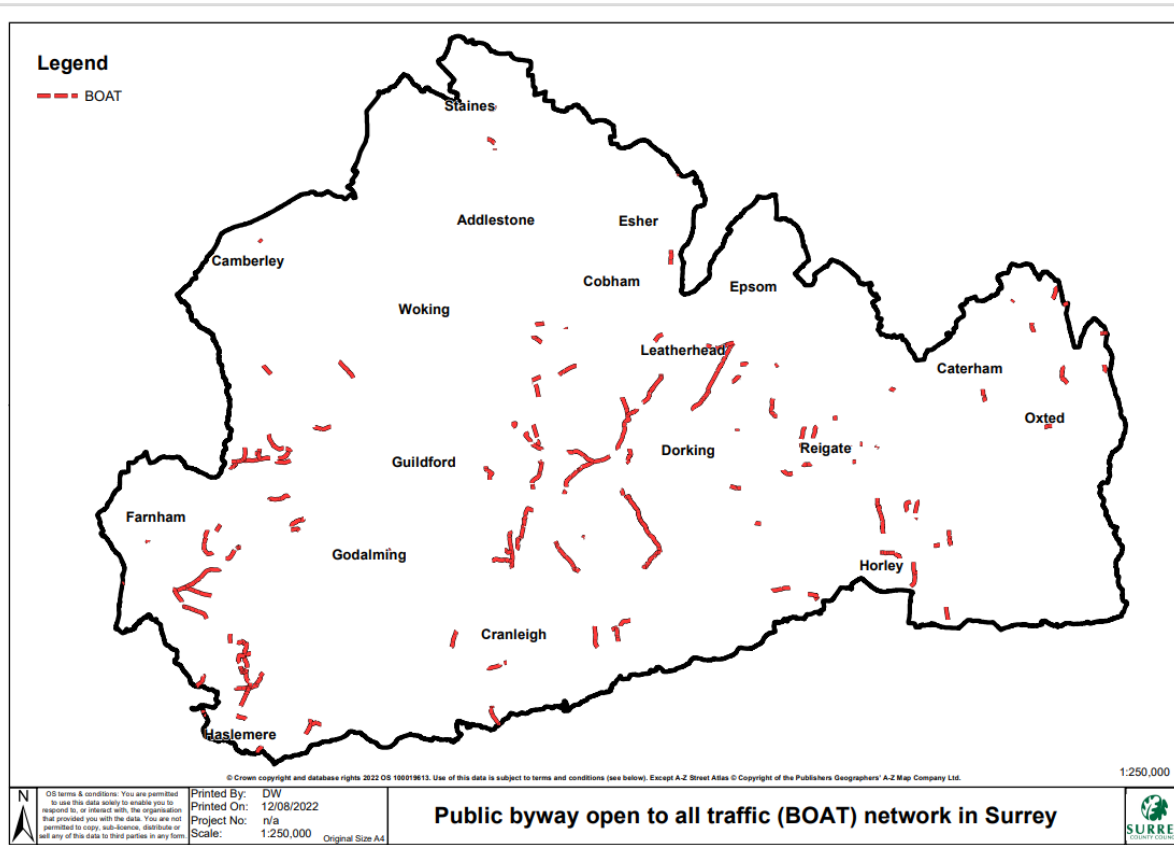
The Need for a Policy

Surrey's public rights of way network is well used by its 1.2 million residents as well as tourists and visitors from neighbouring counties who use the network to access and enjoy Surrey's picturesque countryside. In certain locations this can put pressure on routes and adjacent areas, creating conflict between users and residents or affect the character and amenity of an area.

The County Council recognises the rights that MPV users have along BOATs. S. 54(7) of the Wildlife and Countryside Act 1981 however states that nothing obliges us to provide a BOAT with metalled carriageway or a surface suitable for the passage of vehicles. Surrey is not looking to encourage or promote use by motor vehicle users.

In Department for Environment, Food & Rural Affairs (DEFRA) Making the Best of Byways (Making the Best of Byways) section 2.1 states that 'in general, there is minimal direct conflict between byway users'. This is reflected in the incidents reported to Surrey Countryside Access Team. However, many non-motorised users and residents believe that motor vehicles should not be on the rights of way network. Where conflict does exist the main areas of concern are:

a) Damage to the surface or inappropriate use and damage of boundary banks, or lack of maintenance.
b) Perceived risks to the safety of all users.
c) The impact of noise on a surrounding community or residence.
d) Damage and disturbance to the environment, ecologically or landscape protected areas.

In Making the Best of Byways DEFRA recommends "that a clear policy is developed by Highways Authorities to manage BOATs and to minimise conflict". This policy will set out how Surrey will manage the BOAT network, what action it will take, in what order, and where they will work in partnership to provide the best possible conditions for users, within the relevant legal, budgetary, and environmental constraints.

BOATs by their nature have an individual character and topography and run over differing geological conditions ranging from sandstone, chalk to Wealden Clay. They can be sunken with steep banks, run through open areas, such as Heathland or through woodland. They can also run through protected areas like sites of specific scientific interest (SSSI). Therefore, each BOAT must be considered on its own merits, issues, and considerations, creating an individual, tailored solution.

Although BOATS are available for walkers, cyclists, and horses, we recognise that the network provides access to people in vehicles who would otherwise be unable to reach the wider countryside such as the elderly or people with disabilities, and that many enjoy the historic right of accessing the countryside by driving or riding motorbikes. Most users remain within the width of the BOAT and act in a lawful and responsible manner. However, some BOATs suffer from anti-social behaviour and extreme damage by those users looking for a challenging or technical experience.

It is these routes which can become the focus for request for the rights of motorised users to be removed as they are often seen as the cause of damage to the surface. However, it may be the fact that the BOAT requires maintenance or repair which is the responsibility of the Highway Authority.

Each local Authority is required to have a Rights of Way Improvement Plan. The statutory guidance issued by DEFRA states: "wherever possible, proposals for improving rights of way should not unduly benefit one class of user at the expense of another. Improvements that are intended to benefit cyclists, harness-horse drivers, horse riders, horse riders or walkers should not unduly restrict lawful motorised use of public vehicular rights of way."

Private access should not be affected by any actions necessary to manage a BOAT. It may be necessary to give combinations or keys to those who have a private right or need to access land adjacent to an affected BOAT.

Management of BOATs and Motorised Vehicle Use

The Countryside Access Team will manage the inspection, assessment, and maintenance of BOATs in line with their priority statement focussing on issues where there is a concern regarding safety of users (Annex 2b: Public Rights of Way Maintenance and Enforcement Priority Statement). They will consider local issues and requirements on a case-by-case basis and to the benefit of walkers, cyclists, and horse riders.

The Countryside Access Team will look to reduce the potential for conflict, environmental and ecological pressures and misuse of BOATs, including anti-social behaviour, when within our powers, and will work with landowners and land managers as well as the Police to help resolve such issues.

It may be necessary to continue to monitor the BOAT, its condition and reported activity. Associated reports will be recorded to provide a full picture.

Following application for a TRO, the Countryside Access Team will inspect the BOAT in line with the Council's priority statement, and depending on funding, take any action necessary on safety grounds or to enforce an existing TRO.

Any repair works that may be needed to avoid a TRO will be prioritised in line with the SCC Public Rights of Way Maintenance and Enforcement Priority Statement and identified as part of the capital programme is followed alongside the policy. All options available will be fully explored and all partners engaged to try and resolve the issue.

Before considering any requests for a TRO we will consult with the Surrey Countryside Access Forum (SCAF). The SCAF are a statutory independent forum created under the Countryside and Rights of Way Act 2000 and made up of representatives of user groups, landowners, and other interest groups such as health and conservation. They are there to advise decision making regarding public access in Surrey.

Section 1 of the Road Traffic Regulation Act 1984 sets outs the grounds and describes the criteria that can be considered in the making of a TRO.

It provides that a TRO may be made where it appears to the authority making the order that it is expedient to make it –

a.   *For avoiding danger to persons or other traffic using the road or any other road or for preventing the likelihood of any such danger arising, or*

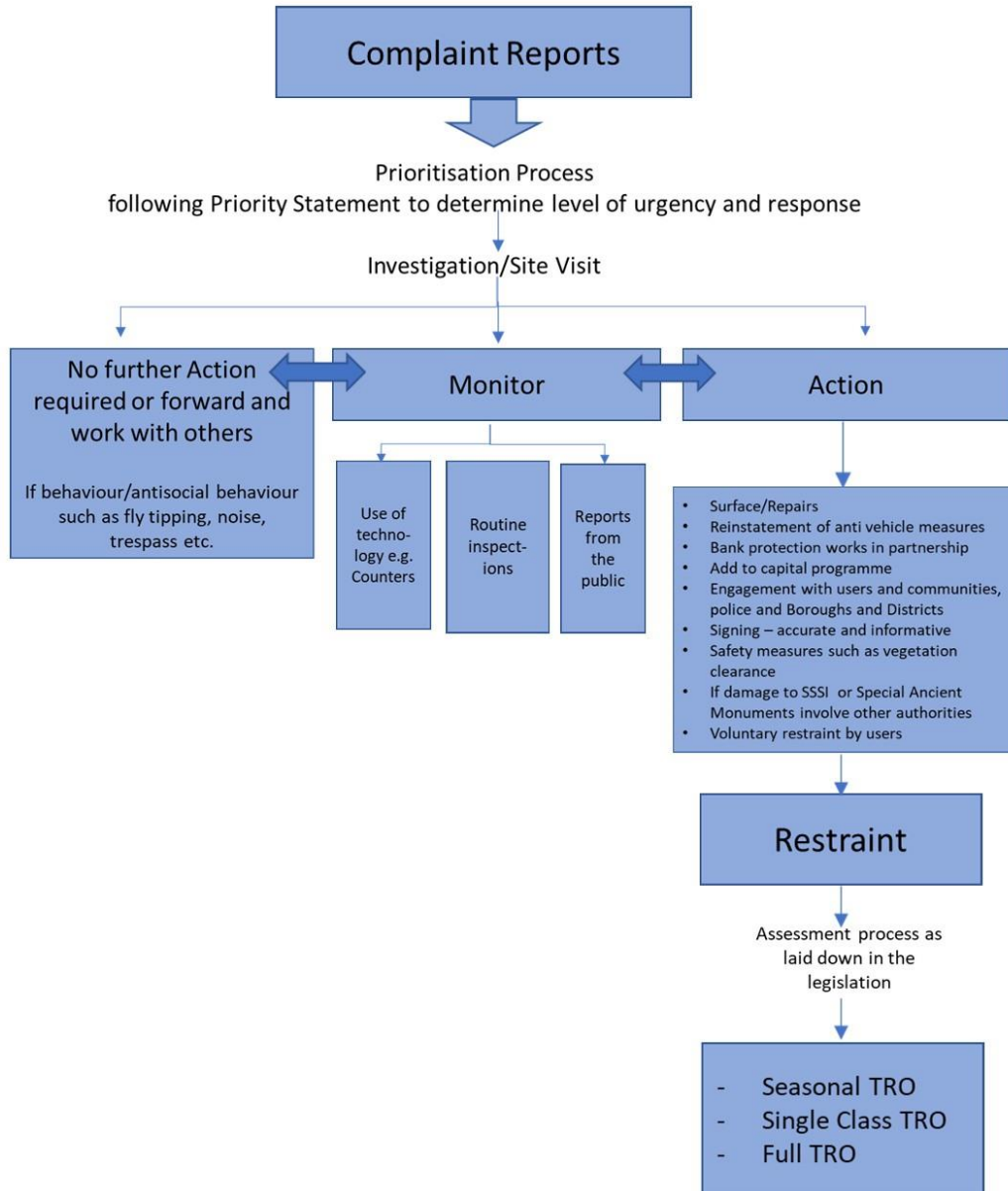b.   *For preventing damage to the road or to any building on or near the road, or*

c.   *For facilitating the passage on the road or any other road of any class of traffic (including pedestrians), or*

d.   *For preventing the use of the road by vehicular traffic of a kind which, or its use by vehicular traffic in a manner which, is unsuitable having regard to the existing character of the road or adjoining property, or*

e.   *without prejudice to the generality of paragraph (d) above) for preserving the character of the road in a case where it is specially suitable for use by persons on horseback or on foot, or*

f.   *for preserving or improving the amenities of the area through which the road runs, [or*

g.   *for any of the purposes specified in paragraphs (a) to (c) of subsection (1) of section 87 of the Environment Act 1995 (air quality).]*

Section 22 and 22A of the 1984 Act then provides, in addition to the above, that in the case of Areas of Outstanding Natural Beauty (AONB) and certain other environmental designations, the Council should, in addition to (a) to (g), consider the purpose of conserving or enhancing the natural beauty of the area, or of affording better opportunities for the public to enjoy the amenities of the area, or recreation or the study of nature in the area.

Making a TRO should be considered as a last resort option. The Countryside Access Team will consult with stakeholders including user groups, communities and users before committing to processing a permanent TRO. The preferred option would always be to maintain the rights of as many categories of users as the BOAT will support.

How it Works in Practice

Figure 1. Process for the Management of Byways and Mechanically Propelled Vehicle Use

Complaint Reports

Prioritisation Process
following Priority Statement to determine level of urgency and response

Investigation/Site Visit

No further Action required or forward and work with others

If behaviour/antisocial behaviour such as fly tipping, noise, trespass etc.

Monitor

- Use of technology e.g. Counters
- Routine inspections
- Reports from the public

Action

- Surface/Repairs
- Reinstatement of anti vehicle measures
- Bank protection works in partnership
- Add to capital programme
- Engagement with users and communities, police and Boroughs and Districts
- Signing – accurate and informative
- Safety measures such as vegetation clearance
- If damage to SSSI or Special Ancient Monuments involve other authorities
- Voluntary restraint by users

Restraint

Assessment process as laid down in the legislation

- Seasonal TRO
- Single Class TRO
- Full TRO

List of Byways (BOATs) in Surrey and Traffic Regulation Orders (Amended April 2020)

1

When using byways please remember:

1.   Rights of Way (ROW) should always be clearly marked with direction and status indicators; Byways are waymarked with red arrows. You must not use Public Bridleways, waymarked with blue arrows or Public Footpaths, waymarked with yellow arrows.

2.   Traffic Regulation Orders (TROs) are used to close a Byway for repairs or alterations or to permanently prohibit vehicular traffic. You must follow the instructions displayed on the notices erected at the end of the affected section. There is more details about TROs on BOATs at the end of this document.

3.   Courtesy in the Countryside - You have the same obligation to drive or ride carefully and considerately on a Byway as you have on any other road. You should be aware of the Codes of Conduct of the various user organisations, which include:

    a)   Slow down and be ready to stop if you meet other users (these may be walkers, cyclists or horse riders).

    b)   Give horses and animals a wide berth and if possible switch your engine off when they are passing you.

    c)   Leave gates as you find them; make sure that they are secure in either position.

    d)   Avoid trailing mud on to tarmac roads when leaving an unsurfaced ROW.

    e)   Do not use lanes which are too narrow for your vehicle. Avoid if at all possible damage to trees, hedgerows and boundaries. Visit our website to report any obstructions or overgrown ways to the Countryside Access Team:

    f)   Minimise erosion and damage to vulnerable surfaces, especially in wet weather.

    The County Council welcomes initiatives by all user groups to organise volunteer working parties for the improvement of the ROW network. There are Public Liability Indemnity implications however, and work should only be done in conjunction with the user groups and the County Council.

4.   Byways and their adjoining banks are historic landscape features. Please help to conserve them by not using them in very wet weather, when use will damage the surface, and do not drive on or over boundary banks, which are often hundreds of years old and can never be replaced.

    There are a number of off-road clubs which have strict codes and pro-actively help in managing the byways through volunteer activity. The Countryside Access Team would encourage all off-road drivers to join such a group.

2

Some useful websites are:

- All Wheel Drive Club
- Green Lane Association
- Trail Riders Fellowship

For further information please contact:

Telephone:
0300 200 1003

Contact us by post:
Countryside Access Team
Merrow Depot
Merrow Lane
Guildford
Surrey
GU4 7BQ

Or visit our website (www.surreycc.gov.uk/rightsofway)

3

Guildford

Byways Open To All Traffic

ROW No	Parish and Name of Road	Grid Ref Start	Grid Ref Finish	Explorer Map Nos
507 (D223) -**TRO**	Albury - Ride Lane	058 453	060 431	145
508 (D223)	Albury - Mayorhouse Lane	055 442	059 441	145
509 (D215) - **TRO**	Albury – Pithouse Lane	055 436	060 435	145
511 (D224) -**Seasonal TRO**	Albury - Ponds Lane	063 442	068 462	145
517 (D219)	Albury - Water Lane	043 493	046 484	145
518 (D30) - **TRO**	Ash - Ash Green Lane West/East	894 497	905 497	145
519 (D74) - **TRO**	Ash - Spoil Lane	890 496	889 494	145
520 (D71) - **TRO**	Ash - South Lane	894 497	895 504	145
521 (D68) - **TRO**	Ash - Drovers Way	905 497	904 504 902 501	145
528 (D253)	East Clandon - Sandpit Lane	059 519	060 517	145
516 (D246)	East Horsley - The Drift	089 549	099 555	145
104 (C134/D134)	East Horsley - Sheepwalk Lane	094 502	101 503	145
137	Effingham - Drove Road	110 496	120 499	146
518 (D80)	Normandy - Green Lane East	911 498	905 497	145
521 (D68)	Normandy - Drovers Way	904 501	904 504	145
522 (D65)	Normandy - Follyhatch Lane	910 512	924 504	145
523 (D80)	Normandy - Green Lane East	915 496	923 497	145
524 (D63)	Normandy - Beech Lane	916 496	922 502	145
534 (D61)	Normandy – Sandy Lane	938 517	942 516	145
525 (D241)	Ockham - Elm Lane	074 580	079 581	145
544 (D242)	Ockham - Hyde Lane	078 569	073 573	145
529 (D48)	Pirbright - Malthouse Lane	953 557	962 547	145
530 (D50)	Pirbright - Old Guildford Road	907 555	911 550	145
334 (D85)	Puttenham - Lascombe Lane	910 473	923 475	145
519 (D74)	Tongham - Spoil Lane	886 492	889 494	145
527 (D86)	Shackleford - Lydling Lane	931 461	929 454	145
511 (D224) -**Seasonal TRO**	Shere - Ponds Farm Lane	073 466	068 462	145
512 (D276)	Shere - Radnor Road	086 447	101 428	145 & 146
513 (D275)	Shere - Radnor Road	104 450	104 449	145
514 (D260) - **Seasonal TRO**	Shere - London Lane	073 479	077 496	145
515 (D263) - **TRO**	Shere - Beggars Lane	092 476	100 490	145 & 146
537 (D249)	West Horsley - Green Lane West	072 546	077 548	145
538 (D250)	West Horsley - Silkmore Lane	076 536	072 545	145
539 (D257)	West Horsley - Fullers Farm Road	078 504	068 514	145
540 (D256)	West Horsley - Wix Lane	074 506	073 518	145
534 (D61)	Worplesdon – Sandy Lane	942 516	948 517	145

4

Mole Valley

Byways Open To All Traffic

ROW No	Parish and Name of Road	Grid Ref Start	Grid Ref Finish	Explorer Map Nos
5 (D262 / X262)	Abinger - Sheepwalk Lane	097 502	110 496	146
137 - **TRO**	Abinger/Wotton - Drove Road	100 490	110 496	146
541 (D279)	Abinger - Lowerhouse Lane	111 395	112 382	134
542 (D291)	Abinger - Holden Brook Lane	121 393	132 399	134
543 (D292)	Abinger - Trap Lane/Green Lane	124 394	125 386	134
549 (D305)	Betchworth/Brockham - Tweed Lane	194 481	200 480	146
479 - **TRO**	Buckland - Buckland Lane	219 527	223 524	146
526 (D287)	Capel – Wolvens Lane	142 454	151 440	146
527 (D287)	Capel – Coldharbour Common Road	151 440	144 434	146
324 (D327)	Charlwood - Pudding Lane	242 415	248 413	146
328 (D327)	Charlwood - Chapel Road	246 411	248 413	146
334 (D322) - **TRO**	Charlwood - Beggarhouse Lane	220 417	231 418	146
44	Dorking - Fort Road	198 516	198 515	146
544 - **TRO**	Headley - Headley Park Lane	201 556	204 555	146
545 (D313) - **TRO**	Headley - Langley Lane	195 545	201 547	146
101 (D270)	Leatherhead - Chalkpit Lane	127 535	129 520	146
103	Leatherhead - Admirals Road	151 550	140 532	146
104 (D270)	Leatherhead - Hogden Lane	137 528	131 525	146
116 - **TRO**	Leatherhead	179 567	196 569	146
118 - **TRO**	Leatherhead - Pebble Lane/Stane Street	196 569	180 540	146
145 - **TRO**	Leatherhead - River Lane	148 570	152 574	146
224 (D321)	Leigh - Green Lane	209 458	213 458	146
15 - **TRO**	Mickleham - Stane Street	180 540	176 533	146
160 (D2818) - **TRO**	Mickleham - Downs Road Stane Street	176 533	172 527	146
98 (D270)	Wotton - Hogden Lane	129 520	125 501	146
110 (D272) - **TRO**	Wotton - Holehill Lane	132 504	132 495	146
115	Wotton	127 478	128 475	146
137	Wotton - Drove Road	120 499	120 499	146
526 (D287)	Wotton - Wolvens Lane/Crockers Lane	129 473	142 454	146
527 (D287)	Wotton – Coldharbour Common Road	144 434	141 430	146

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Reigate and Banstead

Byways Open To All Traffic

ROW No	Parish and Name of Road	Grid Ref Start	Grid Ref Finish	Explorer Map Nos
98 (D318) - **TRO**	Banstead - Buckland Lane	220 534	219 527	146
634	Banstead - Sandlands Road	221 555	223 555	146
6	Reigate	226 491	232 489	146
15	Reigate - Littleton Lane (part)	238 494	243 494	146
28	Reigate - Cliftons Lane	240 517	238 505	146
30	Reigate - Coppice Lane	247 518	245 510	146
35	Reigate - Fort Lane	258 524	258 521	146
57	Reigate - Hightrees Road	269 496	271 496	146
68	Reigate - The Way (part)	268 505	267 506	146
74	Reigate - Furze Hill (part)	274 507	275 506	146
97	Reigate	292 541	295 540	146
105 (D1268)	Reigate	284 505	284 505	146
369 - **TRO**	Horley - Peeks Brook Lane	306 434	304 418	146
373 (D336)	Horley - Landshott Lane	286 440	298 436	146
377 (D361)	Horley - Harolds Lea	307 428	309 428	146
401 (D358) - **TRO**	Salfords and Sidlow	284 473	288 452	146

Tandridge

Byways Open To All Traffic

ROW No	Parish and Name of Road	Grid Ref Start	Grid Ref Finish	Explorer Map Nos
550 (D366)	Burstow - East Hill Lane	327 407	328 398	134/146
9A	Chelsham & Farleigh	379 581	380 576	146
500	Chelsham & Farleigh - Railpit Lane	391 596	393 603	146
560	Chelsham & Farleigh	399 592	401 593	146 & 147
115	Caterham Valley- Quarry Road	349 540	350 536	146
117	Godstone - Quarry Road	350 536	350 533	146
329 (D370)	Horne - Wilmots Lane	329 450	329 445	146
73	Limpsfield	398 553	401 544	146 &147
556 (D379) - **TRO**	Nutfield - Hatch Lane	308 461	309 472	146
557 - **TRO**	Nutfield - Moats Lane	303 465	305 471	146
507 (D812)	Oxted - Spring Lane	387 517	391 518	146
329 (D370)	Outwood – Wilmots Lane	329 450	328 454	146
551 (D375) - **TRO**	Outwood - Courtoak Lane	319 444	323 445	146
28	Tatsfield	424 555	424 551	147
73	Titsey	398 554	398 553	146 & 147
176	Warlingham - Daniels Lane	367 594	368 595	146

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Waverley
Byways Open To All Traffic

ROW No	Parish and Name of Road	Grid Ref Start	Grid Ref Finish	Explorer Map Nos
407 - **Seasonal TRO**	Alfold - Hook Street	047 345	051 334	134
278 - **TRO**	Bramley	022 382	025 392	134
531 (D157) (D158)	Chiddingfold - Killinghurst Lane West End Lane	933 329	936 338 942 334	133
395 - **TRO**	Cranleigh - Lions Lane	045 369	056 373	134
247	Farnham - Twyford Lane	836 448	836 446	145
520 (D112)	Frensham - Sandy Lane/Lowicks Road/Priory Lane	851 417 857 407	872 400	145
521 (D111)	Frensham - Priory Lane	852 416	864 417	145
522 (D108)	Frensham	858 418	861 420	145
550	Frensham	820 421	821 421	145
25 (D201)	Godalming	984 441	984 442	145
5	Haslemere - Boxalls Hill	866 358	870 364	133
7 (D5506)	Haslemere	870 343 871 341	870 342 871 340	133
21A	Haslemere	893 346	897 355	133
104	Haslemere - Steadlands Hill	903 317	906 321	133
105	Haslemere - Stoatley Hollow	890 340	896 338	133
92A	Thursley -Ridgeway Farm Road or Rockey Lane	891 385	896 384	133
103 (D133)	Thursley - Pitch Place Road	886 390	886 384	133
500 (D134)	Thursley - Old Portsmouth Road	896 384	890 357	133
501 (D135)	Thursley	896 368 895 378	899 378	133
502	Thursley – Gibbett Road	897 355	898 358	133
503 (D136) **- TRO**	Thursley - High Button	896 357	906 366	133
74 (D168)	Tilford	874 430	880 430	145
521 (D111)	Tilford	864 417	875 414	145
522 (D108)	Tilford	861 420	874 429	145
524 (D84)	Tilford - Smugglers Way	878 453	880 457	145
525 (D102)	Tilford	872 454	876 440	145
526 (D106)	Tilford	884 437	893 443	145
507 (D223) - **TRO**	Wonersh - Ride Lane	060 431	060 432	145
517 (D215) - **TRO**	Wonersh – Pithouse Lane	047 435	055 436	145

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Elmbridge

Byways Open To All Traffic

Row No	Parish and Name of Road	Grid Ref Start	Grid Ref Finish
47 -**TRO**	Claygate – New Road	157 626	157 624
13	Esher	161 672	161 672
47 - **TRO**	Esher - New Road	157 624	157 617
72A	Esher	092 578	093 577

Spelthorne

Byways Open To All Traffic

Row No	Parish and Name of Road	Grid Ref Start	Grid Ref Finish
37 - **TRO**	Staines – Thames Side	044 694	047 693
39 - **TRO**	Staines – Thames Side	047 693 049 687	049 692 049 688
42	Staines	046 712	049 715

Surrey Heath

Byways Open To All Traffic

Row No	Parish and Name of Road	Grid Ref Start	Grid Ref Finish
170	Windlesham - Vicarage Road	904 632	906 631

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Surrey County Council - Traffic Regulation Orders

Guildford

The Surrey County Council Byway Open to All Traffic No. 511 (Shere/Albury) (D224) Traffic Regulation Order 2011.

No person shall use, cause or permit any motor vehicle with four or more wheels, and any horse drawn vehicle wider than 1500mm (4ft 11ins) from entering or proceeding in that length of the BOAT which extends from the junction of Parkland Road and Ponds Lane that is just south of the property Hillview (grid ref. 0692 4666) to a point just north of the driveway to Dilton Farm (a total of 1700 metres). The proposed order would be in effect from 30 September to 1 May each year.

The Surrey County Council Part of Byway Open to All Traffic No. 518 (Ash) and Part of Byway Open to All Traffic No. 520 (Ash) Traffic Regulation Order 2005.

No person shall cause or permit any motor vehicles including motorcycles to enter or proceed in that length of:

1. BOAT No. 518 (Ash) that extends from a point 170 metres east of its junction with Whits Lane and proceeding in a westerly direction for 518 metres turning to a north westerly direction for a further 75 metres; and
2. BOAT No. 520 (Ash) from its junction with BOAT no. 518 (Ash) and proceeding in a generally north easterly direction for 82 metres.

The County Council of Surrey Ash Green West (Right of Way 518) and Spoil Lane (Right of Way 519) in the Parishes of Ash, Normandy and Tongham Prohibition of Through Traffic Order 1994 **AND** The Surrey County Council (Ash Green Lane West (Right Of Way No. 518, D80) and Spoil Lane (Right Of Way No. 519, D74) in the Parishes Of Ash, Normandy And Tongham) (Prohibition Of Through Traffic) Amendment Order 2018

No person shall ....cause or permit any motor vehicles or horse drawn vehicles to proceed along the following length of roads:

1. That section of Ash Green Lane West (Right of Way 518 in the Parishes of Ash and Normandy) between the points marked "E" and "F" on Drawing No. 3/1/54/H22 which is annexed to this Order." [Point 'E' is 314 metres east of Manor Road (grid ref. 4890 1496), point 'F' is its junction with BOAT 520 (grid ref. 4894 1497)]
2. That section of Spoil Lane (Right of Way 519 in the Parishes of Ash and Tongham) between the points marked 'A' and 'B' on Drawing No. 3/1/54/H1A. [Point 'A' is 170 metres south of its junction with BOAT 518 (grid ref. 4889 14940), point 'B' is its junction with BOAT 518 (grid ref. 4890 1496)].

The Surrey County Council Byway Open to All Traffic No. 521 (Ash) (D68) Traffic Regulation Order 2013

No person shall use, cause or permit any motor vehicles or any horse drawn vehicle with four or more wheels, wider than 1520mm (5ft) from entering or proceeding in that length of the BOAT which extends from the drive way at a point (grid ref. 9042 5008) 71 metres south of

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Drovers Way in a southerly direction for 316 metres to the junction with Ash Green Lane East during the prohibited period.

The Surrey County Council Byways Open to All Traffic 515 (Shere) & 137 (Abinger) Traffic Regulation Order 2010

No person shall use, cause or permit any motor vehicles or any horse drawn vehicle with four or more wheels over 1500mm (4ft 11in) width to enter or proceed in that length of BOAT 515 (Shere), which extends from a point 300 metres north east of its junction with Dorking Road (A25) in a north easterly direction to its junction with BOAT 137 (Abinger). BOAT 137 (Abinger) then extends from this point in a north easterly direction to its junction with BOAT 137 (Effingham) a total of 2.6km.

The Surrey County Council Byways Open to All Traffic Nos. 507 (Albury) and 507 (Wonersh) Ride Lane (D223) and 509 (Albury) and 517 (Wonersh) Pithouse Lane (D215) (Prohibition of Traffic) Order 2017

No person shall use, cause or permit any motor vehicles or any horse drawn carriages with four or more wheels, wider than 1500mm (4'11") from entering or proceeding in that length of the BOAT which extends from a point (A1 at Grid Ref. 0585 4515) 200 metres south of Shophouse Lane (D194) in a southerly direction for 1054 metres to the northern side of its junction with Mayorhouse Lane (B1 at Grid Ref. 0598 4411); then from the southern side of that junction (B2 at Grid Ref. 0599 4409) in a southerly direction to its junction (D at Grid Ref. 0597 4319) with public footpath 226 (Wonersh) 97 metres north-west of Winterfold Heath Road (D194) and also in those lengths of the BOAT known as Pithouse Lane which extends from a point (C at Grid Ref. 0600 4354) 258 metres north-north-east of Keepers Cottage from BOAT 507 (Albury) in an westerly direction for 1273 metres to (F at Grid Ref. 0479 4355) its junction with Madgehole Lane and public bridleway 331 (Wonersh).

The Surrey County Council Byway Open to All Traffic No. 514 (Shere) (D260) Traffic Regulation Order 2011

No person shall use, cause or permit any motor vehicles or any horse drawn vehicle with four or more wheels over 1500mm (4ft 11in) width to enter or proceed in that length of the BOAT which extends from a point (grid ref. 0775 4963) 40 metres east of its junction with Coombe Lane south towards Shere to a point 45 metres north of Upper Street (a total of 1956 metres). The proposed order would be in effect from 30 September to 1 May each year.

The Surrey County Council Buckland Lane Banstead and Buckland Lane Buckland (Prohibition of Traffic) Order 2018 [Byway Open to All Traffic No 98 (Banstead) and Byway Open to All Traffic No. 479 (Buckland)]

No person shall use, cause or permit any motor vehicle or any horse drawn vehicle the overall width of which exceeds 1.5 metres (including any load carried thereon) to enter or proceed in that length of Buckland Lane which extends from appoint 479 metres south of the south-western kerb-line of the south-east to north-west arm of Buckland Lane (D318) Walton on the Hill in a southerly and then south-easterly direction to a point 12.5 metres north-west of its junction with Lawrence Lane (D318) Buckland.

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Mole Valley

The Surrey County Council Byway Open to All Traffic No. 511 (Shere/Albury) (D224) Traffic Regulation Order 2011.

No person shall use, cause or permit any motor vehicle with four or more wheels, and any horse drawn vehicle wider than 1500mm (4ft 11ins) from entering or proceeding in that length of the BOAT which extends from the junction of Parkland Road and Ponds Lane that is just south of the property Hillview (grid ref. 0692 4666) to a point just north of the driveway to Dilton Farm (a total of 1700 metres). The proposed order would be in effect from 30 September to 1 May each year.

The Surrey County Council Byways Open to All Traffic 515 (Shere) & 137 (Abinger) Traffic Regulation Order 2010

No person shall use, cause or permit any motor vehicles or any horse drawn vehicle with four or more wheels over 1500mm (4ft 11in) width to enter or proceed in that length of BOAT 515 (Shere), which extends from a point 300 metres north east of its junction with Dorking Road (A25) in a north easterly direction to its junction with BOAT 137 (Abinger). BOAT 137 (Abinger) then extends from this point in a north easterly direction to its junction with BOAT 137 (Effingham) a total of 2.6km.

Surrey County Council Beggarhouse Lane Charlwood (Prohibition of Traffic) Order 1988 [BOAT 334 (Charlwood)]

No person shall cause any motor vehicle or any horsedrawn vehicle to enter that length of Beggarhouse Lane which lies between its junction with Partridge Lane (C60) and a line adjacent to Beggars Cottage 400 metres to the west of the junction of Beggarhouse Lane with Stan Hill (C61).

The Surrey County Council (Headley Park Lane (D315) Headley) Prohibition of Traffic Order 1968 [BOAT 544 (Headley)]

No person shall cause any motor vehicle to proceed on the road specified in the schedule to this Order [Headley Park Lane (D315) – The whole length]

The County Council of Surrey (Langley Lane (D313) Headley) (Prohibition of Driving) Order 1977 [BOAT 545 (Headley)]

No person shall...cause any vehicle to proceed or wait in Langley Lane (D313) Headley.

The Surrey County Council Part of Byway Open to all Traffic No. 116 (Leatherhead) Traffic Regulation Order 2006

No person shall cause or permit any motor vehicle including motorcycles or any horse drawn vehicle to enter or proceed in that length of Byway Open to all Traffic (BOAT) No. 116 (Leatherhead) which extends from its junction with Bridleway No. 114 (Leatherhead) in a generally easterly direction for 430 metres.

The County Council of Surrey (Stane Street Leatherhead) (Prohibition of Driving) Order 1977

No person shall…cause any vehicle to proceed or wait in that length of Stane Street Leatherhead…between its junction with Mill Way (Reigate Road) and its junction with Headley Road.

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The Surrey County Council (Right of Way No. 118 – Stane Street) Leatherhead (Prohibition of Driving Order 1980)

No person shall…cause any motor vehicle to proceed in those lengths of Rights of Way No.118 (Pebble Lane) between Headley Road, Leatherhead and Thirty Acre Barn, Ashtead except for access to premises and land adjacent thereto.

The Surrey County Council (Rights of Way Nos. 118, 15, and 160) Leatherhead (Prohibition of Driving) Order 1980

No person shall ...cause any motor vehicle to proceed in those lengths of Rights of Way Nos.118, 15 and 160 (Stane Street) between B2033 Reigate Road, Leatherhead and Headley Road, Mickleham except for access to premises and land adjacent thereto.

The Surrey County Council River Lane Fetcham (Prohibition of Traffic) Order 1993 [BOAT 145 Leatherhead]

No person shall cause or permit any motor vehicle or any horsedrawn vehicle to enter or proceed in that length of River Lane Fetcham (Right of Way No. 145) Mole Valley District. ..which lies between a point 380 metres south-west of the south-western kerbline of Randalls Road (A245) south-westwards then westwards and then southwards to a point 20 metres south of the southern abutment of the footbridge a distance of 288 metres.

The Surrey County Council BOAT No.110 Wotton (Prohibition of Traffic Order) 1995

No person shall cause or permit any motor vehicle or any horsedrawn vehicle to enter or proceed in the entire length of Byway Open to All Traffic No. 110 in the Parish of Wotton which lies between the southern highway boundary of Ranmore Common Road (C44) and the boundary of the Parish of Wotton at the railway level crossing (known as 'Coombe Crossing') which carries the Redhill-Guildford railway line over Hole Hill Lane Westcott or any part of the said Byway Open to All Traffic No. 110 Wotton.

Reigate and Banstead

The Surrey County Council 'Peeks Brook Lane' Byway Open to All Traffic No. 369 Horley Traffic Regulation Order 2002

No person shall cause or permit any motor vehicle or any horsedrawn vehicle to enter or proceed in those lengths of 'Peeks Brook Lane', known as Byway Open to All Traffic No. 369 (Horley) which extend from:
i)   'Peeks Rough Farm' in a north easterly direction to 'Woodlea' marked 'A' to 'B' on Drawing no. 3/1/45/H11a and;
ii) 'Perrylands' to Smallfield Road, marked 'C' to 'D' on Drawing No. 3/1/45/H11a

The Borough of Reigate and Banstead (Public Byway Open to All Traffic 401 (Part) Salfords & Sidlow) (Prohibition of Traffic) Order 2000

No person shall use cause or permit any motor vehicle or horsedrawn vehicle to enter or proceed in that length of Public Byway open to all Traffic 401, Salfords and Sidlow which extends from a point approximately 300 metres south of its junction with Honeycrock Lane to a point approximately 8 metres north of its junction with Crossoak Lane.

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Tandridge

The Surrey County Council (Court Oak Lane (D375) Burstow [Outwood]) Prohibition of Driving Order 1969

No person shall cause any motor vehicle (excepting motor cycles) or horse drawn vehicle to proceed along Court Oak Lane in the Parish of Burstow from its junction with Rockery Hill Road to its junction with Normans Road.

The Surrey County Council 'Hatch Lane', Nutfield Right of Way No. 556 (Prohibition of Traffic) Order 2000

No person shall cause or permit any motor vehicle (excluding motorcycles without sidecars) or any horsedrawn vehicle to enter or proceed in that length of 'Hatch Lane', known as Right of Way No. 556 Nutfield which extends from its junction with Moats Lane, Nutfield and runs parallel with the M23 in a southerly direction to meet its junction with Green Lane, Nutfield.

The Surrey County Council Moats Lane Nutfield (Prohibition of Traffic) Order 1992

No person shall use, cause or permit any vehicle to enter or proceed in that length of Moats Lane Nutfield known as Right of Way No. 557 Nutfield which lies between the north-western highway boundary of Green Lane (C65) Outwood and a point 30 metres west of a line being an extension northwards onto and across Moats Lane of the westernmost wall of the farmhouse of South Hale Farm, Moats Lane Nutfield a distance of 782 metres.

Waverley

The Surrey County Council Hook Street Alfold (Part) (Prohibition of Traffic) Order 2007

No person shall use cause or permit any motor vehicle or horsedrawn vehicle to enter or proceed in that length of Hook Street Alfold which extends from a point 340 metres south then south-west and then south again of the south-western side of its junction with Horsham Road (A281) southwards and then south-eastwards for a distance of 1,050 metres to the boundary between the County of Surrey and the County of West Sussex during the prohibited period. The prohibited period extends from 1 November in any one year to the 30 April in the following year inclusive.

The Surrey County Council Byway Open to All Traffic No. 278 (Bramley) (Old Hascombe Road) Traffic Regulation Order 2013

No person shall use, cause or permit any motor vehicles or any horse drawn carriages with four or more wheels, wider than 1500mm (4' 11'') from entering or proceeding in that length of the BOAT which extends from a point (A at grid ref. 0238 3863) 385 metres north of Dunsfold Road and 60 metres north of Painshill Farm Cottage to the south side of its junction with Nore Drive (B at grid ref. 0251 3900); then from the northern side of its junction with Nore Drive (C at grid ref. 0252 3901) to its junction with Horsham Road (A281 (D at grid ref 0257 3922); as shown on the attached drawing 3/1/2/H16.

The Surrey County Council Byway Open to All Traffic No. 395 (Cranleigh) (Lions Lane) Traffic Regulation Order 2010

No person shall use cause or permit any vehicle wider than 1500mm (5ft) to enter or proceed in that length of Lions Lane Cranleigh which extends from its junction with Knowle Lane to its junction with Alfold Lane.

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The Surrey County Council Byway Open to All Traffic No. 503 (Thursley) (D136) Traffic Regulation Order 2012

No person shall use, cause or permit any motor vehicle over 1500mm (4ft 11 ins) width to enter or proceed along BOAT 503 (Thursley) which extends from a point (grid ref. 9053:3631) 100m south of the junction of the Byway with Bridleways 96 and 159 Thursley near Roundles Cottage to its junction with Gibbet Road (Public Byway 502 Thursley) near Gibbet Hill.

Elmbridge

The Borough of Elmbridge (BOAT 47; New Road, Claygate) Road Closure order 1996

No vehicular traffic shall proceed in that part of Byway Open to All Traffic 47 (Esher) known as New Road Claygate from its junction with the B280 Fairoak Lane northwards for a distance of approximately 890 metres to the southern side of the junction of Holroyd Road with Coverts Road Claygate.

Spelthorne

The Borough of Spelthorne (Thames Side, Laleham) (Prohibition of Driving) Order 1995 [BOAT 37 & 39 (Staines)]

No person shall cause or permit any motor vehicle to proceed along the lengths of Thames Side, except for access, as specified in Schedule 1.

Schedule 1:
That length of Thames Side, Laleham, which extends from Beech Tree Lane north west to Penton Lock, a distance of approximately 520 metres.
That length of Thames Side, Laleham, which extends between its junction with Blacksmiths Lane and Vicarage Lane a distance of approximately 65 metres.

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Surrey County Council Public Rights of Way (PROW) Maintenance and Enforcement

Priority Statement – May 2018

Surrey County Council Public Rights of Way (PROW) Maintenance and Enforcement
Priority Statement

There are around 3500 km of public rights of way in Surrey which is divided into two management areas, East and West Surrey. Each area has a Countryside Access Officer along with two Countryside Access Assistants to maintain and protect the path network. The Countryside Access Team receive over 5000 maintenance and enforcement reports each year. To ensure public safety and manage the workload effectively, all reports are given a priority. Risk relating to public safety is assessed by combining the severity of a potential hazard/accident and the likelihood that it will occur.

We address all reports in the following order of priority, from 1(high) to 5 (low).

Please note that due to high volume of reports and limited resources currently available we are currently only able to progress problems identified as either Priority 1 or 2. **Priority 3, 4 and 5 reports will only be progressed when resources are available.**

Priority 1 – High risk safety issues, including:

- Accident/incident where death or serious injury has occurred.
- Tree defect, surface defect or large infrastructure failure causing an immediate and high risk to public safety.
- Any other matter that causes an immediate and high risk to public safety.

Priority 2 – Medium risk safety issues, full width obstructions, large infrastructure failures, including:

- Tree defect, surface defect or large infrastructure failure causing a medium risk to public safety.
- Any other matter that causes a medium risk to public safety.
- Full width obstructions, including fallen trees, with no alternative route.

Priority 3 – Low risk safety issues, full width obstructions with alternative route, significant statutory duty requirements, including:

- Tree defect, surface defect or large infrastructure failure causing a low risk to public safety.
- Any other matter that causes a low risk to public safety.
- Full width obstruction, including fallen trees, with alternative route
- Significant fault with non-County Council structure such as: stile, gate or adjoining fence, causing safety issue or obstruction.
- Public nuisance causing safety issue or significant deterrent, such as: aggressive animal behaviour, electric fencing without crossing aid, repeated harassment and intimidating behaviour or notices.
- Replacement of missing roadside signs
- Wilful removal of signpost in order to mislead the public
- Vegetation severely limiting use of path (not already included in annual vegetation cutting programme).
- Crops or ploughed surface preventing use of path.

- New permanent significant encroachment preventing use of path.
- Surface conditions severely limiting use of path.
- Live planning non-compliance that would lead to an irredeemable loss of path.

Priority 4 – Very low risk safety issues, partial width obstructions, statutory powers, including:

- Tree defect, surface defect or infrastructure failure causing a very low risk to public safety.
- Any other matter that causes a very low risk to public safety.
- Public nuisance, such as: deterrent or surface disturbance by animals, misleading signs/notices
- Non-County Council structure making access inconvenient eg high or ageing stile.
- Vegetation limiting use of path (not on annual vegetation cutting programme), including fallen trees partially obstructing path width.
- Encroachments not preventing use of path
- Path maintenance requests not covered by higher priority eg heavy/tunnelled vegetation.
- Path surfacing improvements requests where not previously maintained.
- New requests for furniture such as: barriers, handrails, steps, boardwalks etc.
- Lack of non-roadside waymarking.

Priority 5 – Non safety issues, no negative effect on public use of path, including:

- Boundary or private access issues/disputes with no/little negative effect on public use of path.
- Minor or technical (legal) obstruction/encroachment with no/little negative effect on public use of path.
- Unlicensed structures in good condition.

Issues not dealt with by SCC Countryside Access Team

- Fly-tipping
- Common land protection/enforcement
- Private access rights
- Litter/dog bins
- Street lighting

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COMMUNITIES, ENVIRONMENT AND HIGHWAYS SELECT
COMMITTEE

SURREY
COUNTY COUNCIL

THURSDAY, 6 OCTOBER 2022

HEALTHY STREETS FOR SURREY DESIGN GUIDE

Purpose of report: To update members about the development of the Healthy Streets
for Surrey design guide and future implementation.

Introduction:

1. Surrey County Council (SCC) in its role as Highway Authority plays a significant
    part in the planning for new developments. The County Council has produced a
    number of highway design guides for new developments, most recently in 2002.
    This guidance was incorporated as one of the chapters and Technical Appendix
    of 'Surrey Design'. This guidance is still the formal policy of the County Council
    however, whilst some elements remain current, it is out of date in many
    respects.

2. Create Streets were commissioned in 2020 to undertake a review of the street
    design and layout of recent residential developments in the County. They were
    then subsequently commissioned to refresh and update the County Council's
    street design guidance so that it accords with current thinking. The Healthy
    Streets for Surrey design guide is the result. This guidance will primarily be
    used to inform the County Council's street design expectations in respect of
    new developments; however, it will also be used to guide works on existing
    highway infrastructure, where relevant.

3. The framework for the guidance, including high level concepts, was produced in
    March 2021 with initial Stakeholder Engagement undertaken in May and June
    2021 to establish the principles. The responses received were then used to
    inform the development of the detailed guidance. Further Stakeholder
    Engagement commenced on 15 July 2022 for two months.

4. The County Council's refreshed approach to street design will support healthy
    lifestyles and the implementation of the Local Transport Plan 4 (LTP4 also
    known as the Surrey Transport Plan) through its emphasis on active travel and
    movement; will seek to enhance biodiversity through street trees and other
    forms of street planting; and will seek to ensure resilience to climate change
    through the provision of sustainable urban drainage systems.

Healthy Streets Context and Background:

5. The County Council as the local Highway Authority advises the Boroughs and Districts on the transportation implications of applications for planning permission. The Healthy Streets for Surrey Design Guide has been produced to assist developers; Borough and District officers and councillors; and local communities understand what the County Council will be seeking when considering proposals. The aim is to deliver high quality, attractive, safe, accessible and sustainable development. All development schemes will be assessed against the guides' principles and design elements.

National Policy Background

6. The Government published a National Design Guide in October 2019 including a number of movement characteristics that were considered to be priorities for well-designed places. These included integrated networks of routes for all modes of transport; clear structure and hierarchy of connected streets; and well-considered parking, servicing and utilities infrastructure for all users.

7. Subsequently, the Government published its National Model Design Code in February 2021. This sets out the design considerations and the quality baseline that planning authorities will be expected to take into account when devising their own local design codes/guides, which will then be used when determining planning applications.

8. The National Model Design Code sets design considerations which include:

- The layout of new development, including street pattern;
- How landscaping should be approached including the importance of streets being tree-lined;
- The environmental performance of place and buildings to ensure they contribute to net zero carbon targets; and
- That development should clearly take account of local vernacular and heritage, architecture and materials.

9. The Levelling Up and Regeneration Bill 2020 is proposing a requirement for local planning authorities to adopt a design code for the whole of their areas. This does not need to include all types of development or all aspects of design however as street design is such a fundamental part of overall design, it is difficult to envisage a scenario where it wouldn't be included. The Healthy Streets guide is designed to assist the boroughs and districts in addressing the highways and movement issues in their own design codes.

Aims of the Healthy Streets Design Guidance

10. The 'Healthy Streets for Surrey' guide establishes the standards that the County Council would expect newly designed streets to meet. It builds on national guidance but is more detailed and takes into account the existing policies of the County Council. It will ultimately be presented as a 'live' digital design code, although the draft for stakeholder engagement is currently in traditional pdf document form. It is proposed that the Cabinet will endorse the 'Healthy Streets for Surrey' guidance at the October meeting.

11. The document aims to result in places that improve Surrey residents' physical and mental health and reduce their environmental footprint by encouraging cycling and walking more often; create streets in which children can safely play; improve air quality; re-green streets and public spaces; reduce residents' transport carbon footprint and create beautiful, resilient and popular streets that will require less long-term maintenance.

12. The overarching principles of the guide are that streets should:

   • Facilitate movement with a clear hierarchy of users – designing firstly for pedestrians, cyclists, public transport and then private vehicles;
   • Be safe, enjoyable and efficient to walk on – streets that have direct routes, pleasant pavements and safe cycle paths, not drive to cul-de-sacs (where space allow for this approach. Cul-de-sacs are often the only workable design in single plot infill development in existing urban areas);
   • Enrich Surrey's biodiversity - streets with regularly spaced trees and green public spaces, not deserted lines of asphalt;
   • Connect seamlessly to existing places to allow natural movement – streets that link to existing roads and don't turn their back on neighbours;
   • Be beautiful – streets in which people want to raise their children and grow old, not streets that people avoid;
   • Support happy, healthy and sustainable lives – places with tight, finely grained streets not large winding bends.

13. The guide acknowledges the need for planners and highway professionals to work together as an integrated team. With the majority of planning decisions made by the Boroughs and Districts but with the County Council having responsibility for highways, partnership working is essential for successful place-making and to deliver high quality, integrated design.

14. Critically, and aligned to the Council's focus on empowering communities, the guide also stresses the importance of community engagement and the need to involve the local community in the design of places. By establishing the overall highway design principles, the guide should assist Boroughs and Districts and

local communities when developing their own area or site-specific design codes.

15.   The guide identifies the key components of good street design as street trees, slower traffic, high quality paving materials, design for active travel, streets with multiple uses and a local identity that give streets a sense of place. In combination, these contribute to better air quality, reduced casualties, increased walking and cycling and better mental and physical health.

16.   The design elements addressed in the guide include carriageway and junction design; pedestrian and footway design; trees, street furniture and sustainable drainage; parking strategies; electric vehicle charging; cycle facilities; integrated public transport; and connectivity.

17.   The Healthy Streets guide will help support the delivery of both the Local Transport Plan and the Greener Futures agenda. As the Boroughs and Districts develop and adopt local plans and design codes, the aim is that the Healthy Streets guide will help inform the street design elements of these.

Engagement:

Stakeholder Engagement

18.   Initial stakeholder engagement took place in May and June 2021 in order to establish the principles of the guidance. At that point, the framework and high-level concepts for the guidance had been produced and this formed the basis of the engagement. The responses received were then used to inform the development of the detailed guidance.

19.   Officers presented to the Surrey Development Forum on 28 March 2022 and have kept the Development Forum, the Surrey Planning Officers Association and the Surrey Planning Working Group updated on progress.

20.   The draft detailed guidance was completed in early July 2022. Further Stakeholder Engagement commenced on 15 July for two months, ending on 15 September 2022. The responses will be assessed and changes made to the final version of the guidance where necessary. The principles of the guidance were established in 2021 so it is not envisaged that there will be any amendments to these.

21.   The stakeholders approached in both rounds of engagement include all eleven districts and boroughs in the County; the Surrey Association of Local Councils; the Surrey Coalition of Disabled People; Surrey Police; the Surrey Development Forum; and a range of developers and consultants active in Surrey. All county members have been informed and asked to contribute to the latest round of

stakeholder engagement. Given the timings for production of this report and the need to analyse the stakeholder responses, the outcome of the engagement will be reported verbally to the meeting.

Member Engagement

22. A number of Cabinet Member briefings took place during the initial stages of the Create Streets commission, including a Place Cabinet briefing on 15 June 2020 and full Cabinet briefings on 13 October 2020 and 30 March 2021. The initial stakeholder engagement consultation draft was considered by Cabinet on 27 April 2021 when support for the aims and objectives was confirmed.

23. Member Development Sessions were held on 2 September 2021 and 23 May 2022 (in conjunction with LTP4 Liveable Neighbourhoods initiative). All Members were notified and invited to respond to the current stakeholder consultation.

24. The final version of the guidance is due to be reported to Cabinet on 25 October 2022, following the end of the stakeholder engagement and consideration by this Committee. It is envisaged that the report to Cabinet will include a recommendation for adoption of the guidance as County Council policy.

Implementation

25. Following adoption of the guidance, the County Council will assess all development proposals that it is consulted on as Highway Authority against its requirements. Transport Development Planning colleagues when engaging in pre-application discussions, or when advising the Boroughs and Districts on the suitability of planning applications for new streets, will use this guidance as the basis for their advice.

26. The advice will be available to residents and community groups so that they will be able to see the design considerations that the County Highway Authority will be taking into account when they review planning applications.

27. The County Council as Planning Authority solely for minerals, waste and its own development, cannot formally adopt the 'Healthy Streets for Surrey' guide as a supplementary planning document, although it can be adopted as County Council policy and endorsed as good practice and strongly recommended to the Borough and District planning authorities. The County Council would support Boroughs and Districts adapting the guidance as required or incorporating it into their own design guidance/design codes.

28. The County Council offers transportation development planning training to Borough and District planning committee members and this will be expanded to

include training on the Healthy Streets guidance and approach. Not all Boroughs and Districts have accepted the offer of training, however it is an open offer and can be taken up at any time.

29. As Highway Authority, the County Council can stipulate the circumstances under which it would be prepared to adopt streets under Section 38 of the Highways Act 1980. There would therefore be a significant incentive on those developers seeking to have their roads adopted to comply with the guidance.

Department for Levelling Up, Housing and Communities Pathfinder and Digital Design Code

30. It was always the intention that the pdf guidance would be converted to a 'live' web-based version once it had been approved. In September 2021, the County Council submitted a successful expression of interest to the Department for Levelling Up, Housing and Communities (DLUHC) to be a Design Pathfinder. This has provided funding and DLUHC support for the production of a digital design code, based on the Healthy Streets guidance. A draft is due to be produced by March 2023.

31. The current round of 28 DLUHC pathfinders is about developing new ways to empower communities to have their say on the development of new homes, buildings and amenities, such as shops and workspace, in their area and help restore people's pride in the places they live. Since SCC is a Highway Authority and not a local planning authority, the design code focuses on movement and public realm characteristics.

32. The SCC Placemaking Group will lead the pathfinder. Local communities and the Surrey Boroughs and Districts will be able to use Surrey's guidance digital code to help develop the highways and transportation elements of their own more detailed, place specific Design Codes or simply 'plug it in'. Reigate and Banstead Borough Council is currently developing a design code for the Redhill to Horley Corridor through the same DLUHC funding stream and this presents an early opportunity to explore how it might happen in practice.

Conclusions:

33. Surrey County Council is the Highway Authority and advises the Boroughs and Districts in respect of applications for planning permission.

34. The Healthy Streets guide has been under development for the last two years and will become County Council policy with which new developments will be expected to comply.

35. The draft guide will be amended as required to take account of the outcome of the stakeholder engagement and then reported to Cabinet.

36. Local residents and their elected representatives will be able to see the Highway Authority's street design requirements and have a greater understanding of their considerations.

37. The Healthy Streets guidance will be transformed into a digital design code which will make it more accessible and easier to navigate for a wide range of users.

Recommendations:

38. To note the work that has been undertaken to produce the Healthy Streets for Surrey guide so far.

39. To seek the views of members about the approach, content and future implementation of the guide.

Next steps:

40. Cabinet will be asked to endorse the guide and for it be adopted as County Council policy.

41. Work will continue on the development of the digital design code, with a draft due in March 2023.

42. A training offer will be made to the Boroughs and Districts for planning committee members to make them aware of the County Council's approach.

Report contacts

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Annexes:

Annex 1: Healthy Streets for Surrey Consultation Draft (July 2022)

Sources/background papers:

Cabinet Report 27th April 2021 – Surrey Street Design Guide: Healthy Streets for Surrey Cabinet Report-Surrey Street Design.pdf (surreycc.gov.uk)

Surrey Design 2002 Design Guide II (surreycc.gov.uk)

National Design Guide 2019 https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/962113/National_design_guide.pdf

National Model Design Code 2021 https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/957205/National_Model_Design_Code.pdf

Levelling Up and Regeneration Bill 2022 Levelling-up and Regeneration Bill (parliament.uk)

ANNEX 1

Healthy Streets for Surrey: creating streets which are safe and green, beautiful, and resilient

June 2022

Foreword – to be completed

Contents

Introduction

Introduction

Aim and purpose of guide

This design guide's intent is to 'raise the bar' for new streets and to guide the retrofitting of existing streets within Surrey. For too long street design has overly focused on streets' function of facilitating movement between places at the expense of their function as places. *Healthy Streets for Surrey* broadens the focus of street design to include health, happiness, prosperity and sustainability.

This design guide will allow a range of users, from curious residents to master-planners to highways engineers quickly and easily to access and understand design guidance to help them create healthy streets which are safe, green, beautiful and resilient. Aimed for use in both new build and retrofit situations, this guidance document covers the main stages of pre/planning and delivery through to Section 38 and 278 agreements.

How to use this guide

This guide uses three levels of instruction for design guidance;

- *Must:* Mandatory design practices that must be abided by;

- *Should:* Design practices which are strongly encouraged due to the benefit that it will have on the neighbourhood, except in situations where the design practice cannot be applied for specific reasons; and

- *Can:* Design practices which are recommended but whose absence will not drastically affect the overall quality of the development.

Context

Making use of empirical research into the links between street design with health and wellbeing as well as relevant national guidance including the *National Planning Policy Framework* (NPPF), *National Model Design Code* (NMDC), *Local Transport Note 1/20* (LTN 1/20), and *Manual for Streets 1* and *Manual for Streets 2* (MfS), this guide, is intended to deliver Surrey's wider strategic aims as set out in:

- Surrey's *2050 Place Ambition*;

- *Community vision for Surrey 2030*;

- *Surrey Climate Change Strategy*;

- *Surrey Local Strategic Statement 2016 – 2031*; and

- Surrey's draft *Local Transport Plan* (LTP4)*.*

Specifically, The *Surrey 2050 Place Ambition* aims to facilitate good growth which;

- Is proportionate and sustainable, focusing on the places where people both live and work;

- Supports overall improvements to the health and wellbeing of our residents;

- Is supported by the necessary infrastructure investment - including green infrastructure;

- Delivers high quality design in our buildings and public realm;

- Increases resilience and flexibility in the local economy;

- Builds resilience to the impacts of climate change and flooding; and

- Is planned and delivered at a local level while recognising that this will inevitably extend at times across administrative boundaries.

In addition to this, the *Community Vision for Surrey 2030* aims to:

- Help residents live in clean, safe and green communities, where people and organisations embrace their environmental responsibilities;

- Help residents take journeys across the county which are easier, more predictable and safer;

- Support everyone to have a place they can call home;

- Encourage Surrey's businesses to thrive; and

- Support well-connected communities with effective infrastructure which can grow sustainably

Section A: Process, principles and governance

Chapter 1: Process

1.1. Community engagement

- *Community engagement is a crucial part of the design and planning process*. It is enshrined within the NPPF and Local Plan, as well as in neighbourhood plans on the borough level.

- *Communities can have a range of different views*. The aim of engagement is not to convince people but rather to reach a consensus.

- *The earlier you start the engagement process, the better.* Communities are more likely to positively engage when they are involved early on. Presenting final plans and designs to community groups signals that their feedback on key elements of the design won't be accepted.

- *There are many different community engagement tools*, including walkabouts, info sessions and co-design workshops. The more interactive the tool, the better.

1.2. Design coding

- *National Model Design Code.* The *National Model Design Code* has signalled the importance of developing design codes on the local level. This is also supported by the 2021 reissue of the *National Planning Policy Framework.*

- *Design codes help local authorities and communities.* They are a useful tool to define the developments that are built in their areas and highlight the priority issues for that area.

- *Design codes can cover a wide range of issues*, including new developments, infill sites, conversions and extensions, street design, historic conservation, shopfront design and more.

- *The length and level of detail that goes into a design code depends on the size of the area* and the type of development that is expected to go up. Codes for areas with new large-scale development can focus on street layouts and hierarchy and connectivity, while areas with existing developments can look improving streetscapes.

- *Can, should or must.* Design codes often distinguish between what *must* be done (mandatory design practices), *should* be done (design practices which are strongly encouraged except in situations where the design practice cannot be applied for specific reasons) and *can* be done (design practices which are recommended but whose absence will not drastically affect overall quality).
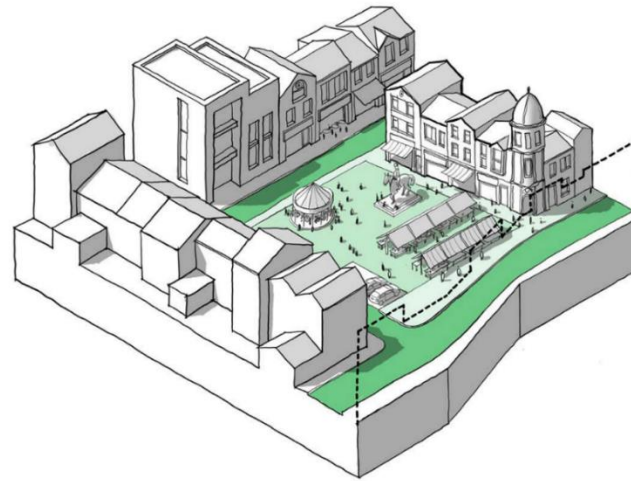
Figure 1-1: Highways and planning should work as an integrated team. As such the new *National Model Design Code* has been integrated within this guide.

1.3. *Context of Surrey's governance structure*

Surrey County Council (SCC) is the highways authority on all roads excluding motorways and trunk roads. Most planning, however, falls under the authority of the borough and district councils. Highways and planning are both tightly interconnected when it comes to producing high quality and sustainable places. The integration of workflows from these two levels of governance is crucial in street design. The County Council commits to working in partnership with the Surrey Boroughs and Districts to ensure high quality street design.

1.4. *Existing guidance*

While this document provides context-specific guidance on street design for Surrey, it builds on existing national guidance including the *National Planning Policy Framework* (NPPF), the *National Model Design Code* (NMDC) and *Manual for Streets 1 and 2* and the forthcoming update. It has also learnt from and the draft *SCC Local Transport Plan* (2022-2032), Transport for London's (TfL) *streetscape guidance* and London's *Healthy Streets manual* and is in line with the *Movement for Change* principles shaping the work of Active Travel England and Active Travel Surrey. This document should be read in parallel with Surrey County Council's relevant Technical Guidance including the *Developers S278/S38 Guidance Notes*.
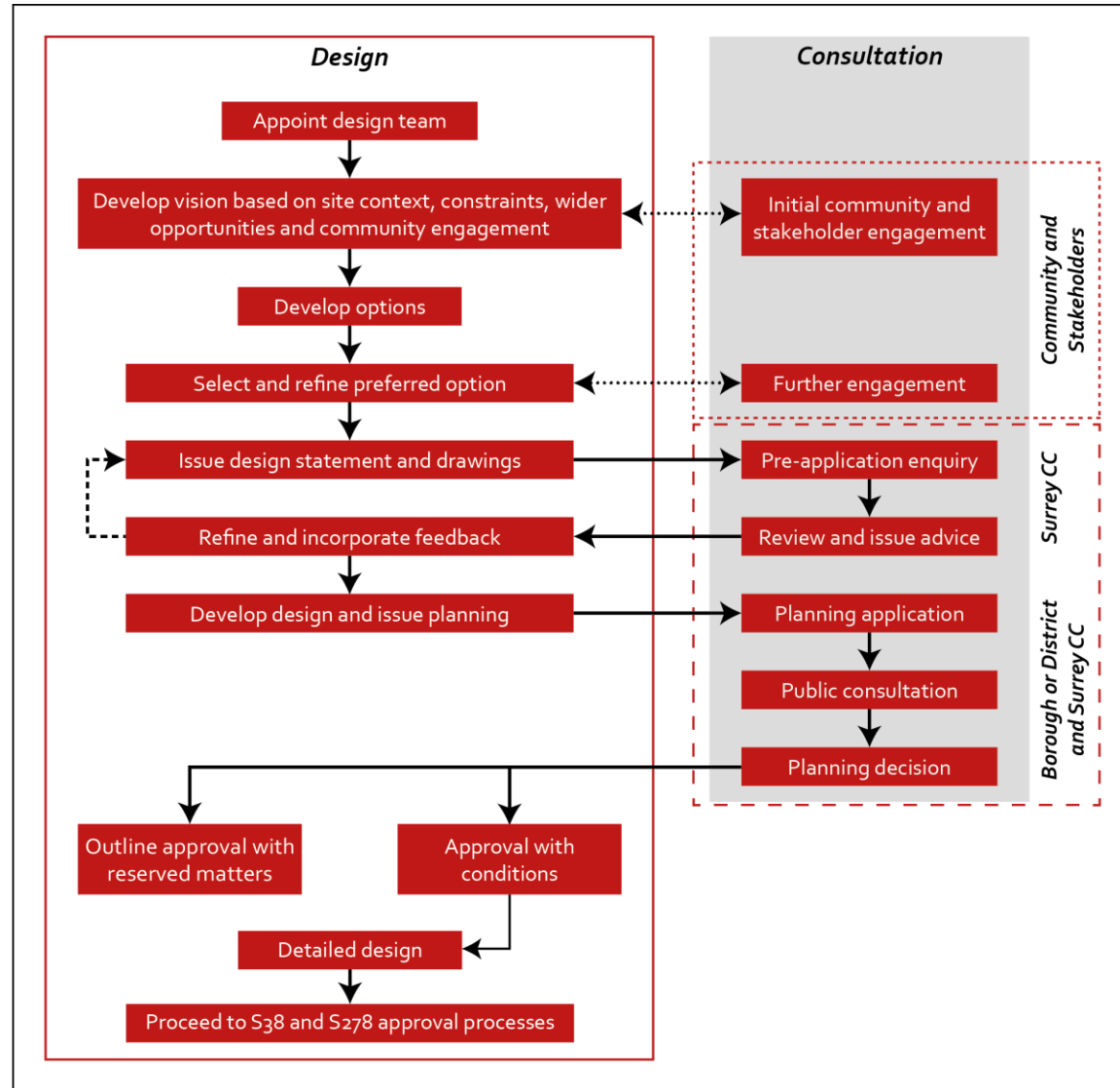
Figure 1-2: Design Process. (Credit - Create Streets)

Chapter 2: Streets for Surrey core principles

2.1. Surrey street core design principles

1. *Streets in which it is easy for everyone to move.* Streets must be designed with a clear 'hierarchy of users' in mind, designed firstly for pedestrians, cyclists, public transport and then private vehicles.

2. *Streets in which it is safe, enjoyable and easy to walk for everyone.* Streets should have direct routes and be designed as pleasant places that are attractive and that feel safe to use for pedestrians and cyclists, not drive-to cul-de-sacs.[1]

3. *Green streets that enrich Surrey's biodiversity, enhance the environment and improve air quality.* Streets should have regular trees and green public spaces not deserted lanes of asphalt. Wherever possible, streets should make positive use of existing natural features (trees, water and topography).

4. *Streets that connect seamlessly to existing places allowing natural movement.* Streets should link to existing roads and local services and not turn their back on neighbours.

5. *Streets that are beautiful.* Streets should be ones in which people want to spend time, raise their children and grow old, not streets that people avoid.

6. *Streets that support happy, healthy and sustainable lives for all.* Streets must be 'tight' and finely grained, not a series of large winding bends, providing direct and pleasant routes for walking and cycling.

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[1] . N.B. This is not always possible to avoid, for example if one large plot is being infilled within an existing urban area
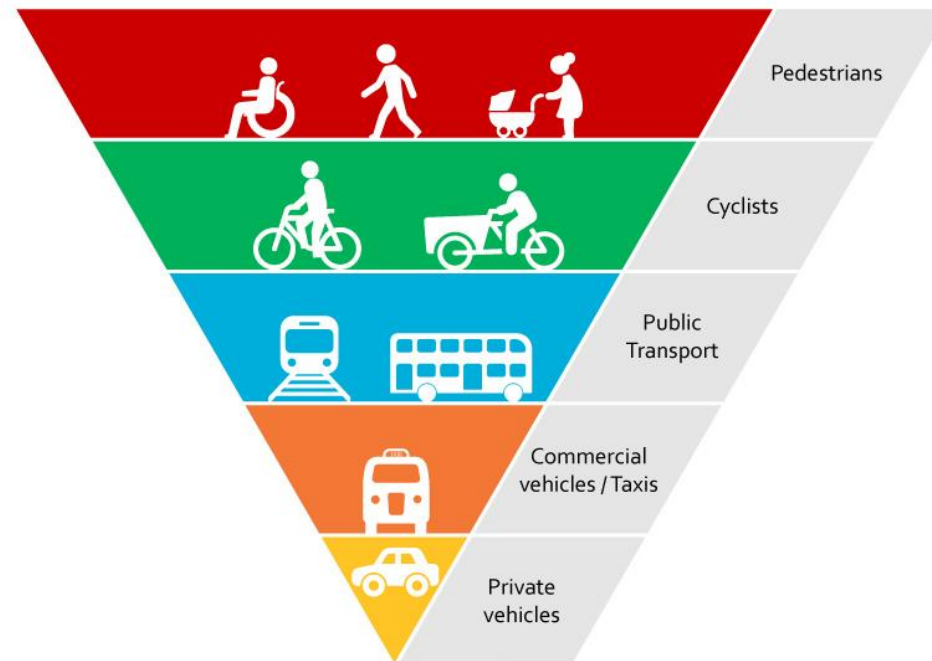
Figure 2-1: Streets should be designed according to a clear hierarchy of users (Credit - Create Streets)

2.2.   Why is this important?

Thanks to improving research there is a growing realisation that the street can be an important public space; both an extension of the home and a space for neighbourhoods to come together. The notion that streets are only a means of movement, and that their design should centre on accommodating vehicle traffic does not maximise human wellbeing.

Street design has therefore taken on new importance in the design of our villages and towns. Studies increasingly show that street design can have a significant impact on our physical and mental health, both directly and indirectly. Good street design can promote a healthy lifestyle and encourage community cohesion while bad street design has tangible negative impacts on our health and wellbeing.[2]

Streets which are designed primarily for moving motorised traffic are associated with reduced social connectivity and neighbourliness in residential areas. Car-dominated streets have poorer air quality levels which impacts respiratory health. Car-dependent areas also tend to suffer from higher levels of congestion and traffic collisions.[3] Vehicle-oriented streets are more disruptive, less safe, less socially cohesive[4] and more damaging to physical and mental health.[5]

On the other hand, streets which are designed around people tend to have higher levels of community activity. In town centres this means increased sales in local shops. These are streets with better air quality, and which are safer for people to walk, cycle and play.

Healthy Streets are key to achieving the ambitions of SCC's *Local Transport Plan 2022 - 2023* (LTP4) and carbon reduction targets through the Avoid, Shift, Improve framework. Healthy streets will enable the creation of 20-minute, or liveable, neighbourhoods, where the majority of residents' needs can be met within a 20-minute walk.

2.3.   *Key components of good street design*

- *Street trees*, which are associated with slower cars, better air quality[6], moderated energy usages and happier and healthier residents;[7]

- *Slower traffic* has been linked to fewer accidents, less congestion in urban centres, reduced pressure on parking and increased levels of walking and cycling;

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[2] Iovene, M., Boys Smith, N., Seresnhe, C. (2019), *Of Streets and Squares*

[3] RAC Foundation (2011), *Mortality statistics and road traffic accidents in the UK*

[4] Hart, J., Parkhurst, G. (2011), *Driven to excess: Impacts of motor vehicles on the quality of life of residents of three streets in Bristol*

[5] Ewing R, Kreutzer R. (2006), *Understanding the Relationship between Public Health and the Built Environment.* LEED-ND Core Committee Report, p. 4.

[6] Greater Manchester Combined Authority (2020) *Ignition Project: Nature-based solutions to the climate emergency*

[7] Boys Smith, N. (2016) *Heart in the Right Street*

- *High quality paving materials,* which can contribute to better water drainage, require lower long-term maintenance costs and have a lower carbon footprint than asphalt.

- *Active transport,* including walking and cycling for all journey types. Promoting active movement, even if it is just 20 minutes a day, contributes significantly to personal physical and mental health and combats chronic long-term illnesses. This also reduces the number of cars on the street. This requires designing streets in a way that feels safe for pedestrians and cyclists;

- *Streets with multiple uses.* The 2020-21 COVID-19 pandemic has transformed the way that streets are used, and flexible street design has become an increasingly important factor in public health interventions. Streets that accommodate changes such as pocket parks, outdoor dining areas and community activities are accessible by walking and cycling, are provably more popular and allow people to stay local; and

- *Local identity,* which give streets a distinct sense of place. Streets with a local identity can be easier to navigate, foster a sense of community and nourish civic pride.

Trees reduce vehicle speeds by 7 – 8 mph, reduce air temperatures by 3^{o}C and improve air quality

Walking and cycling can save the NHS £1.7b in treatment costs over the next 25 years

Shops on streets with high walkability generate 80% more sales and pedestrians can spend up to £147 more than those travelling by car

Reducing traffic can lead to an up to 30% fall in carbon monoxide emissions

Reducing traffic can lead to a 12.2% increase in non-motorised modes of traffic

Figure 3-1: Some of the well-being advantages of walkable safe streets (Credit - Create Streets)

Chapter 3: Governance

3.1. *S106 and Highways Agreement funding*

Section 106 Agreements, where they are still secured, or more commonly, funding through CIL payments can provide funding to improve infrastructure. In the case of S106 these must be spent at a specific location relevant to the source funding, whereas with the increasing provision of funding through CIL, there is greater flexibility within a wider community as to where these monies are spent.

Section 38 and S278 Agreements are to provide the improvements/infrastructure in kind, so do not directly involve payments. They do, however, provide prime opportunities for well-designed improvements to the public highway.

3.2. *Beyond the red line*

New development must be developed to integrate with its wider context and ensure the coordinated delivery of new routes and connections, for pedestrians, cyclists, public transport, and private vehicles. Proposals should align with the District Local Cycling and Walking Infrastructure Plan (LCWIP) and any relevant local Supplementary Planning Document (SPD), Borough or Neighbourhood Plan to ensure the delivery of a coherent network of infrastructure.

3.3. *A developers' forum (bringing landowners together)*

Bringing together landowners in a given area to coordinate for development has generally been a successful process to ensure that new developments are linked coherently and take on a similar character. This allows for continuity of work and helps resolve issues that arise.

3.4. *Community trusts*

A community trust can be a permanent means of funding and managing the revenue costs of the essential elements that make much of this design guidance happen. On larger sites, developers can endow an income generating asset (for example a quantity of residential homes for rent on the private market) that generates permanent income to fund management companies for the upkeep of communal areas or bus subsidies.

Section B: guidance

Chapter 4: General layout principles

4.1. Street vision and strategy

Surrey's streets must be designed in a way that provides a sense of place as well connectivity and accessibility to Surrey's boroughs and districts. Streets must be designed around people, not vehicles. Wherever possible, they should bring communities together and enhance their quality of life. Streets must be designed with flexibility and sustainability in mind, so that they will last for future generations.

Design Manual for Roads and Bridges (DMRB) standards must only be applied to the trunk road network outside towns and villages. When a strategic road is within a town or village boundary, DMRB must not be used. Refer to the diagram in Figure 4-1 below.

DMRB must not be used for streets with any component of residential or commercial activity, or where you would expect people to be walking or cycling. The only exception to this should be industrial or large-scale commercial developments, such as warehouses, where it can be shown that streets are limited to movement functions only. Consideration must still be given to sustainable transport modes in such places, including segregated cycle infrastructure and public transport provision.

When a settlement expands, and development takes place off a trunk road designed to DMRB, this road must be upgraded from a DMRB road to a street in line with the principles in this guide.
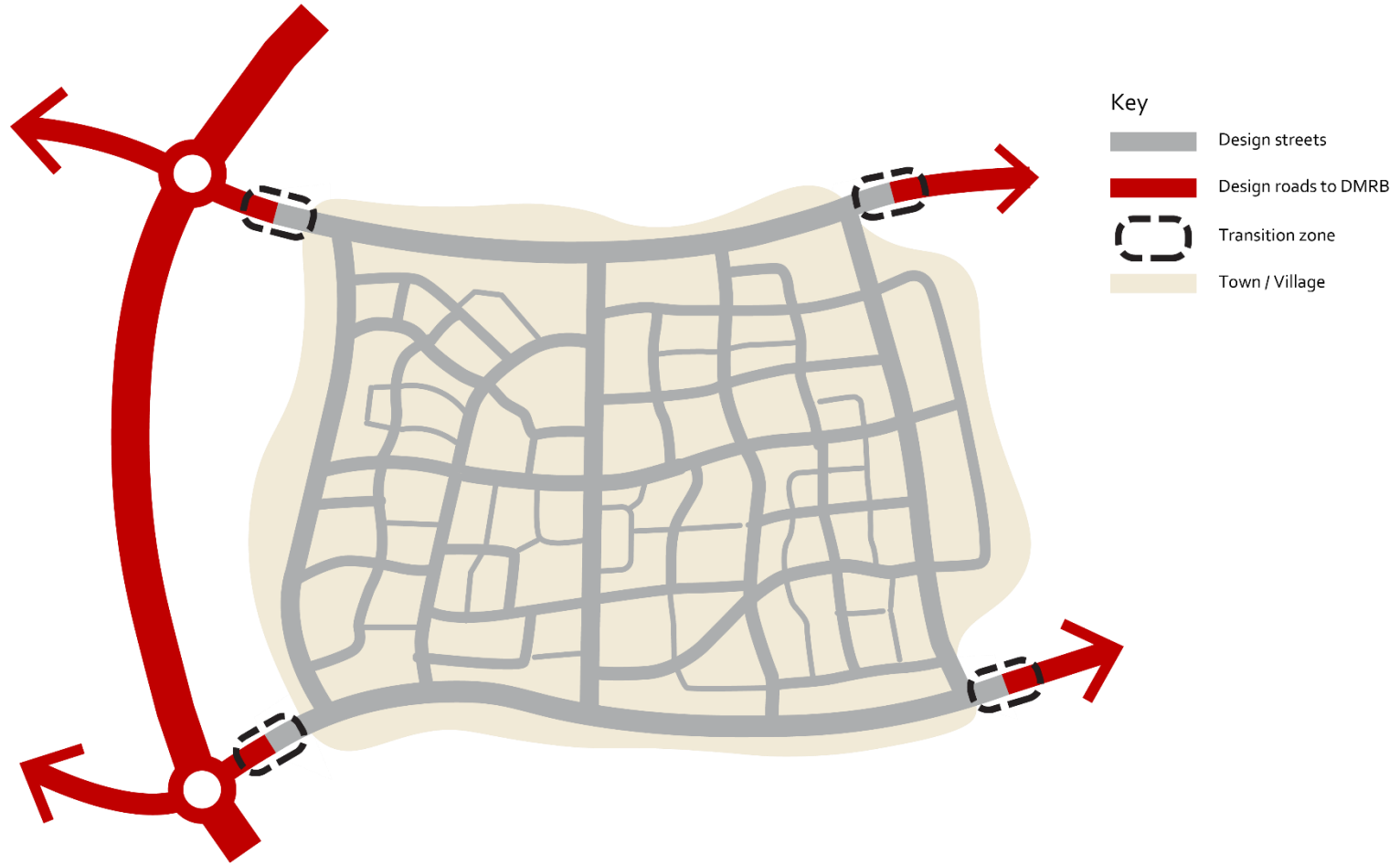
Figure 4-1: DMRB design standards are only appropriate for trunk roads or roads outside of towns and villages (Credit - Create Streets)

Key

- Design streets
- Design roads to DMRB
- Transition zone
- Town / Village

4.2. Street typologies

The following street types provide a framework for planning development layouts in Surrey. They are based on the *National Model Design Code* street types, with additional sub categories, and adjusted for Surrey's context.

Street types should be determined by the importance of their place and movement functions, not their desired capacity or design speed. The decision on street typology should be a collective decision with designers, planners, transport engineers and the local community. It must not be the sole decision of transport engineers.

1. Primary Streets		2. High Streets			3. Secondary streets / Local High Streets	4. Local streets	5. Tertiary Streets		
a) Link Road / Bypass	b) Avenue	a) High Activity / Arterial	b) Low Traffic	c) Traffic free			a) Shopping Mews / Courts	b) Residential Mews / Back Streets	c) Rural Lanes

Type 1: Primary streets

The highest order street in the network, these are primary arterials designed to take through traffic and public transport. These should be split into the following sub-categories depending on location.

- *Type 1(a) - Movement only function* - trunk road, arterial roads and bypasses with no place function. These should be designed to DMRB and are outside the scope of this document. These should only be used in very specific circumstances as shown in figure 4-1.

- *Type 1(b) - Avenue* - Tree lined primary street on the edge of towns that includes pavements and cycle lanes. These streets should accommodate buildings and allow future intensification and development. Trees could be provided in a central reservation as well as on the footway. Parking may also be providing centrally. Design speeds will be lower than the trunk road network, with a recommended maximum of 30mph. Conventional DMRB standard roundabouts must not be used.

  These streets can transition to a High Street typology in an urban setting, including village centres. This transition is important and will need careful design to encourage speed and behaviour change between the typologies. This could be achieved by bringing in the building line, splitting the carriageway, or through other gateway features.

Type 1 - Primary streets	
Precedent Images	
Type 1(a) - Movement only function	**Type 1(b) - Avenue**
Figure 4-2: Typical link road, Kent (Credit - David Anstiss CC BY-SA 2.0)	*Figure 4-3: Peverell Avenue, Poundbury (Credit - Andy Cameron)*

Type 1(b) - Primary streets - avenue

Typical Layout Diagram (not to scale)

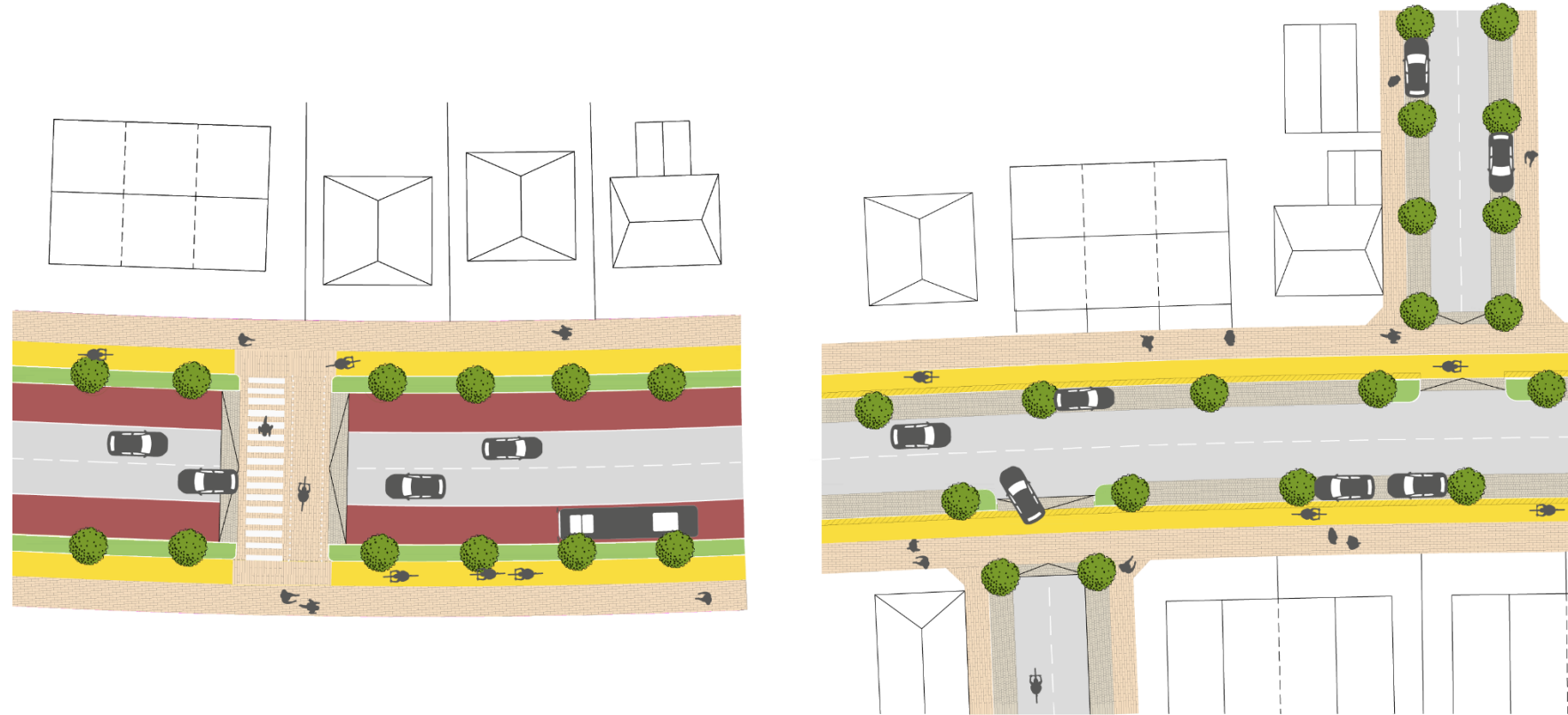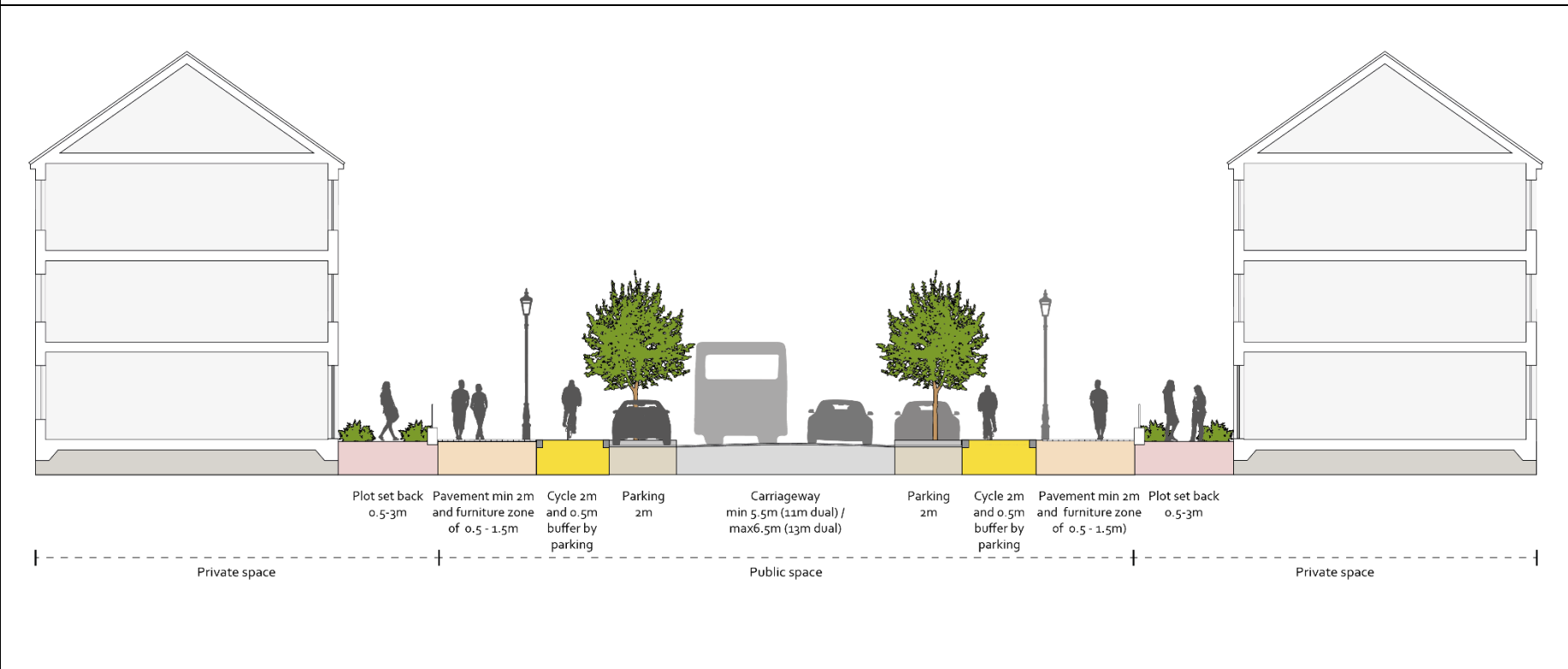*Figure 4-4: Typical Layout Diagram - Type 1 (b) - Primary streets – Avenue*

Type 1(b) - Primary streets - avenue

Typical cross section

Plot set back 0.5-3m

Pavement min 2m and furniture zone of 0.5 - 1.5m

Cycle 2m and 0.5m buffer by parking

Parking 2m

Carriageway min 5.5m (11m dual) / max6.5m (13m dual)

Parking 2m

Cycle 2m and 0.5m buffer by parking

Pavement min 2m and furniture zone of 0.5 - 1.5m)

Plot set back 0.5-3m

Private space

Public space

Private space

Figure 4-5: Typical cross section - Type 1(b) - Primary streets

Type 2 - High streets

The main business street of a town, normally with the highest density. Will typically have shops and businesses on the ground floor with flats or offices above, often with public spaces. It can have on-street parking. Design speed must be a maximum of 20mph. It is important to move away from thinking of these streets in terms of a regular cross section, something which is difficult to achieve when using highway alignment design software. Instead aim to create more irregular, organic forms that provide space for different activities. We distinguish three variants of high street.
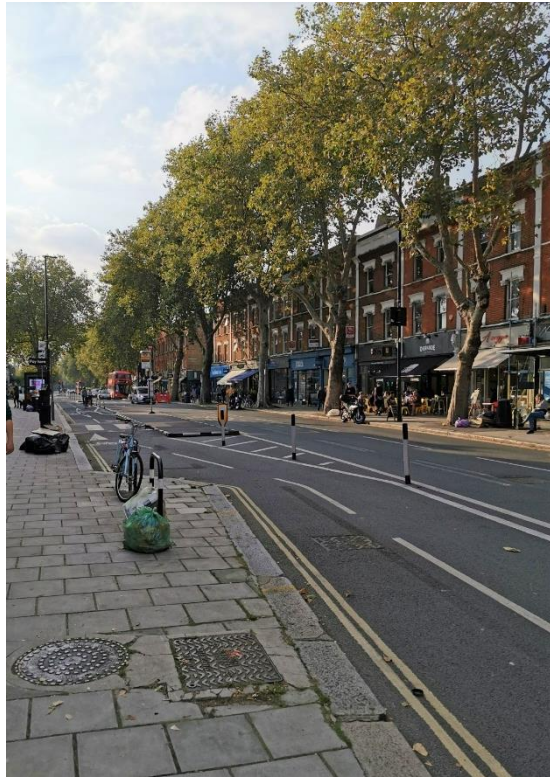
- *High activity or arterial (through route).* A formalised layout with pavements, cycle lanes, parking, trees and planting. The overall width will vary, determined by building scale (enclosure) and need for public space. The width should vary along the length, allowing the space to open up into squares and form junctions with Secondary streets. The carriageway can split to create island buildings and space: this arrangement is common in market towns, such as Reigate, and help create terminating views and gateways. Irregularity helps define the street as a different type of space.

- *Low traffic.* A more informal arrangement without separate cycle lanes. The pedestrian or wheelchair user 'comes first' in these streets. Vehicles are a guest. Low traffic streets will have the same spatial characteristics as above with the opportunity to create squares and public space.

- *Traffic free.* Pedestrian only, with potential service-access allowed at certain times. The minimum width may need to allow for vehicles, taking into account any protruding signs and overhangs, but otherwise the width is determined by building scale, the need for public space and the need for overspill areas for shops and cafes, such as seating and displays.

Type 2 – High streets		
Precedent Images		
Type 2(a) – Arterial or high activity	**Type 2(b) – Low traffic**	**Type 2(c) – Traffic free**
Figure 4-6: Chiswick High Road (Credit - Create Streets)	*Figure 4-7: Guildford, Surrey (Credit - Create Streets)* *Figure 4-8: Rochester, Kent (Credit - Create Streets)*	*Figure 4-9: Tunsgate, Guildford (Credit - Create Streets)*

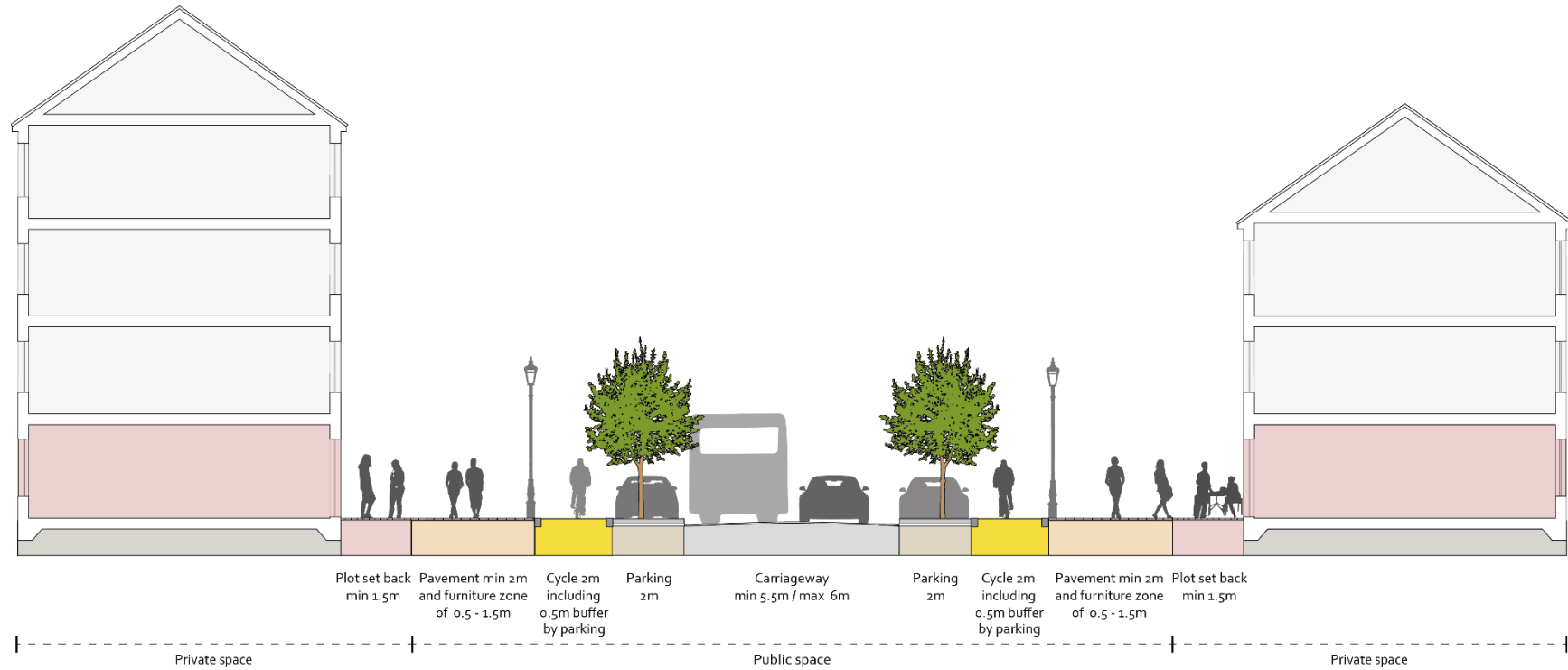**Type 2(a) - High streets - Arterial or high activity**

Typical Layout Diagram (not to scale)

Figure 4-10: Typical Layout Diagram - Type 2(a) - High Streets - Arterial High Activity

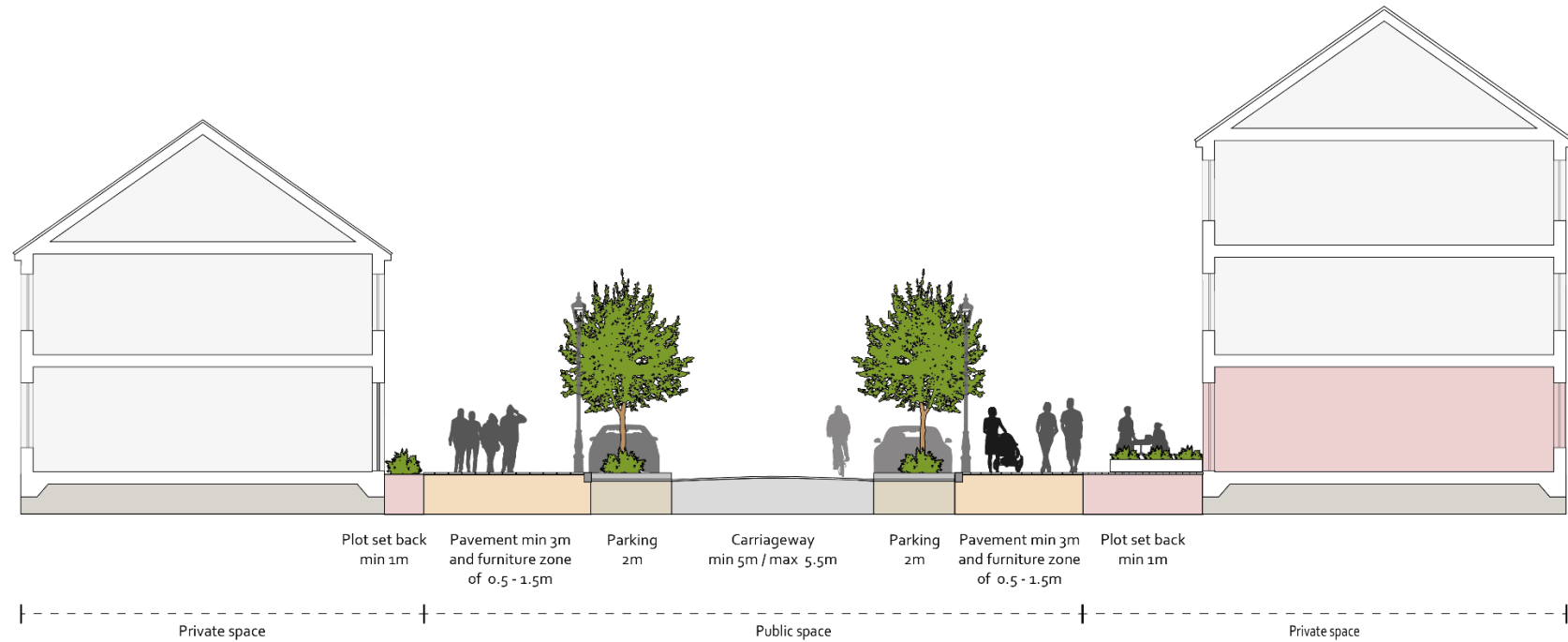**Type 2(a) - High streets - Arterial or high activity**

Typical cross section (not to scale)

Plot set back
min 1.5m

Pavement min 2m
and furniture zone
of 0.5 - 1.5m

Cycle 2m
including
0.5m buffer
by parking

Parking
2m

Carriageway
min 5.5m / max 6m

Parking
2m

Cycle 2m
including
0.5m buffer
by parking

Pavement min 2m
and furniture zone
of 0.5 - 1.5m

Plot set back
min 1.5m

Private space

Public space

Private space

Figure 4-11: Typical cross section - Type 2(a) - High Streets - Arterial or High Activity
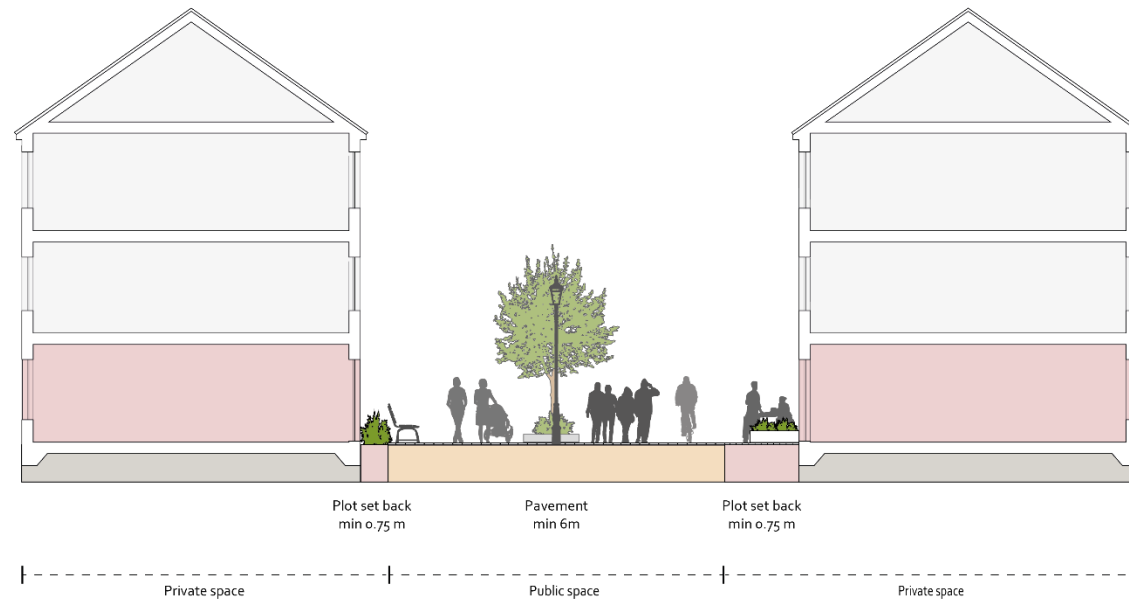
Type 2(b) - High streets – low traffic

Typical cross section (not to scale)

Plot set back min 1m | Pavement min 3m and furniture zone of 0.5 - 1.5m | Parking 2m | Carriageway min 5m / max 5.5m | Parking 2m | Pavement min 3m and furniture zone of 0.5 - 1.5m | Plot set back min 1m

Private space — Public space — Private space

Figure 4-12: Typical cross section Type 2(b) - High Streets – Low Traffic

Type 2(c) – High streets – traffic free

Typical cross section (not to scale)

Plot set back
min 0.75 m

Pavement
min 6m

Plot set back
min 0.75 m

Private space

Public space

Private space

Figure 4-13: Typical cross section -Type 2(c) - High Streets – No Traffic

Type 3 – Secondary streets

These normally link to Primary Streets or High Streets and provide access to neighbourhood streets, such as Local streets and residential mews. Secondary streets can accommodate shops and retail space. They can also be good locations for cafés and restaurants as well as community facilities such as schools, health service and community centres. The characteristics of the street, such as carriageway width, enclosure and junction spacing will be used to lower speeds. While similar in appearance to Local streets (Type 4) they serve a different function, connecting Local streets to Primary streets, and will have higher traffic flows.

Type 3 – Secondary streets
Precedent Images

| Figure 4-14: Chapelton, Aberdeenshire (Credit - Andy Cameron) | Figure 4-15: Hounslow, London (Credit - Create Streets) | Figure 4-16: Poundbury, Dorset (Credit - Andy Cameron) |

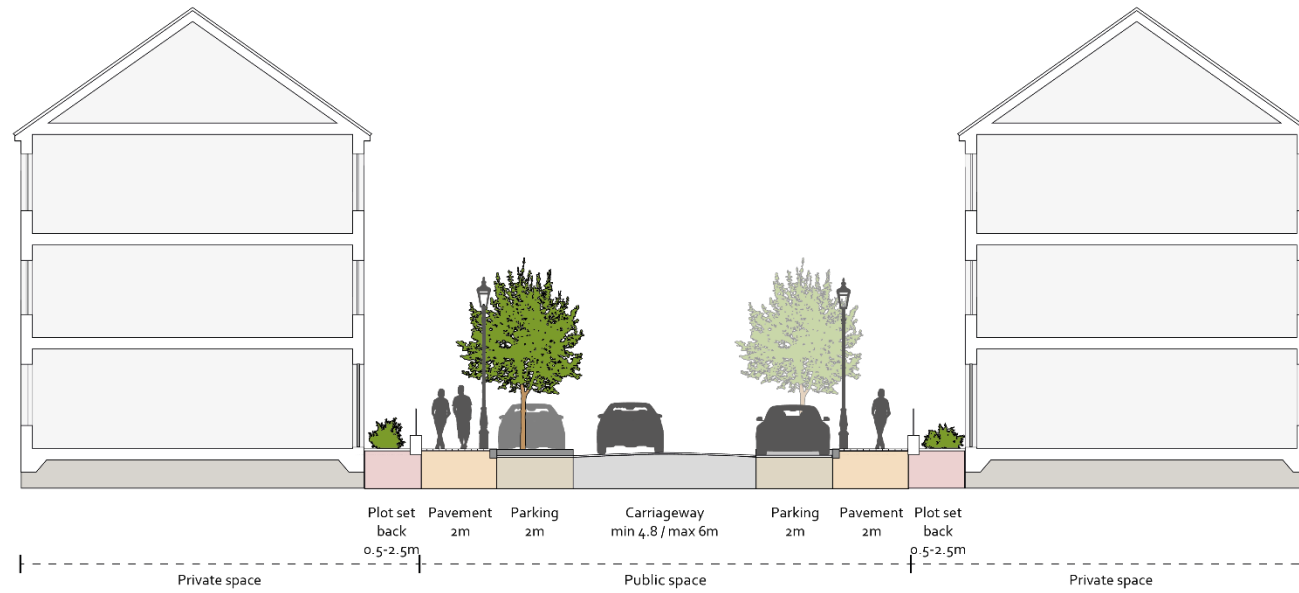**Type 3 – Secondary streets**

Typical Layout Diagram (not to scale)

Figure 4-17: Typical Layout Diagram – Type 3 – Secondary streets

Type 3 – Secondary streets

Typical cross section (not to scale)

Plot set back 0.5-2.5m

Pavement 2m

Parking 2m

Carriageway min 4.8 / max 6m

Parking 2m

Pavement 2m

Plot set back 0.5-2.5m

Private space

Public space

Private space

Figure 4-18: Typical cross section – Type 3 – Secondary streets

Type 4 - Local streets

These will probably form most of the streets within the network. They should be attractive places to live, and safe and convenient places to walk and cycle. They should accommodate low levels of slow traffic. Filtering may be necessary to reduce through running on these streets while maintaining a conventional grid pattern with good connectivity. The carriageway does not need to be wide enough to allow vehicles to pass. The junction between Secondary streets and Local streets can be good locations for small local centres and amenities.

Type 4 – Local streets
Precedent Images

| *Figure 4-19: Goldsmith Street, Norwich (Credit - Create Streets)* | *Figure 4-20: Derwenthorpe, York (Credit - Andy Cameron)* | *Figure 4-21: Nansledan, Cornwall (Credit - Create Streets)* |

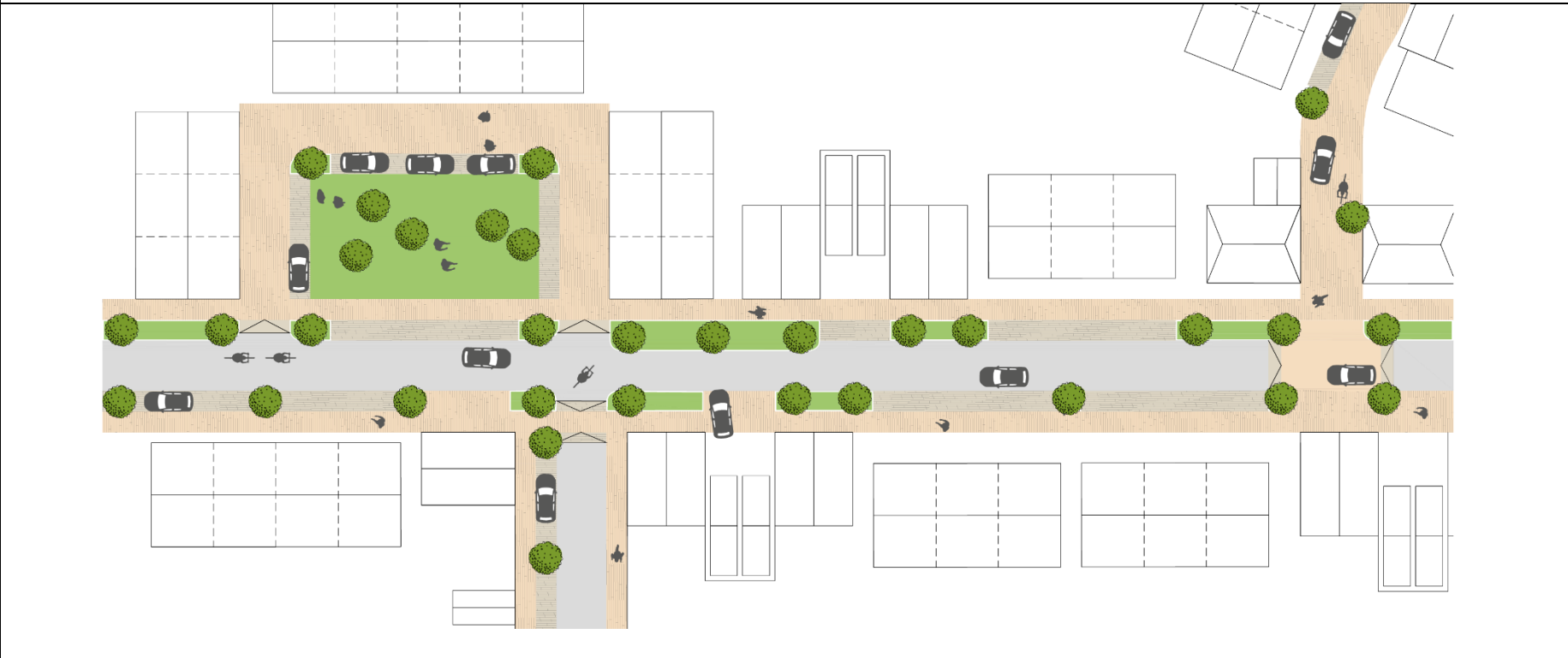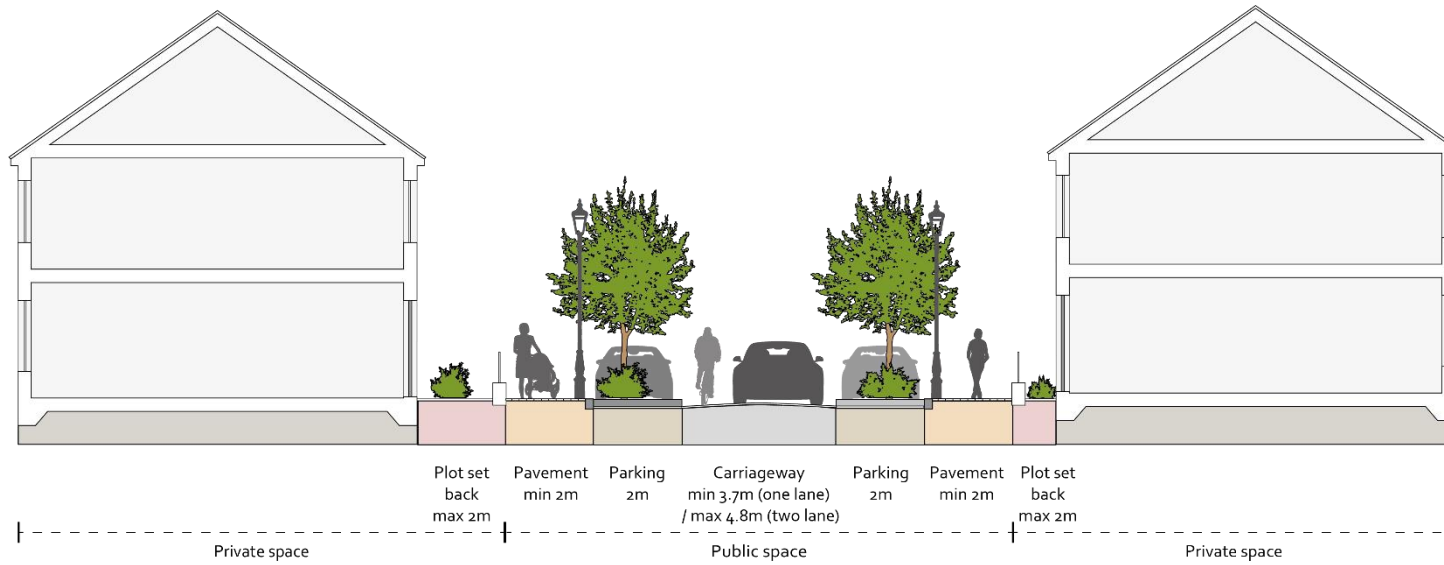**Type 4 – Local streets**

Typical Layout Diagram (not to scale)

Figure4-22: Typical Layout Diagram – Type 4 – Local streets

Type 4 – Local streets

Typical cross section (not to scale)

Plot set back max 2m

Pavement min 2m

Parking 2m

Carriageway min 3.7m (one lane) / max 4.8m (two lane)

Parking 2m

Pavement min 2m

Plot set back max 2m

Private space

Public space

Private space

Figure 4-23: Typical cross section – Type 4 – Local streets

Type 5 - Tertiary streets

These are minor streets that may perform a variety of functions: some only provide access to homes, some have both movement and access functions and some have commercial uses. They can link to secondary or Local streets or sometimes to high streets.

- *Type 5(a) – Shopping alley.* Short, pedestrian-only mews or alley lined with shops and other commercial uses in town centre settings. A more informal space, wide enough to allow overspill from shops or cafes while maintaining a good enclosure ratio. These can provide through routes for pedestrians, linking key streets (mews or alley), or be closed off (courts).

- *Type 5(b) – Residential mews or back streets.* A narrow road lined by homes, often to the rear of large houses, using a level surface with no pavements. May need to be filtered if through access is provided. Communal bin storage preferred so that refuse vehicle access is not required. A narrow strip of private land can be included to accommodate foundations, drainage, etc, but this should have the same appearance as the public street surface.

- *Type 5(c) – Rural lanes.* They may not have separate footpath or street lighting and may have constrained vehicular access, depending on local character.

Type 5 – Local streets		
Precedent Images		
Type 5(a) – Shopping alley		*Type 5(b) – Residential Mews*
Figure 4-24: Shopping lane, Richmond (Credit - Mark Shepherd)	*Figure 4-25: Shopping lane in Bradford-on-Avon, Wiltshire (Credit - Create Streets)*	*Figure 4-26: Residential mews / backstreets: The Hague, Netherlands (Credit - Create Streets)*

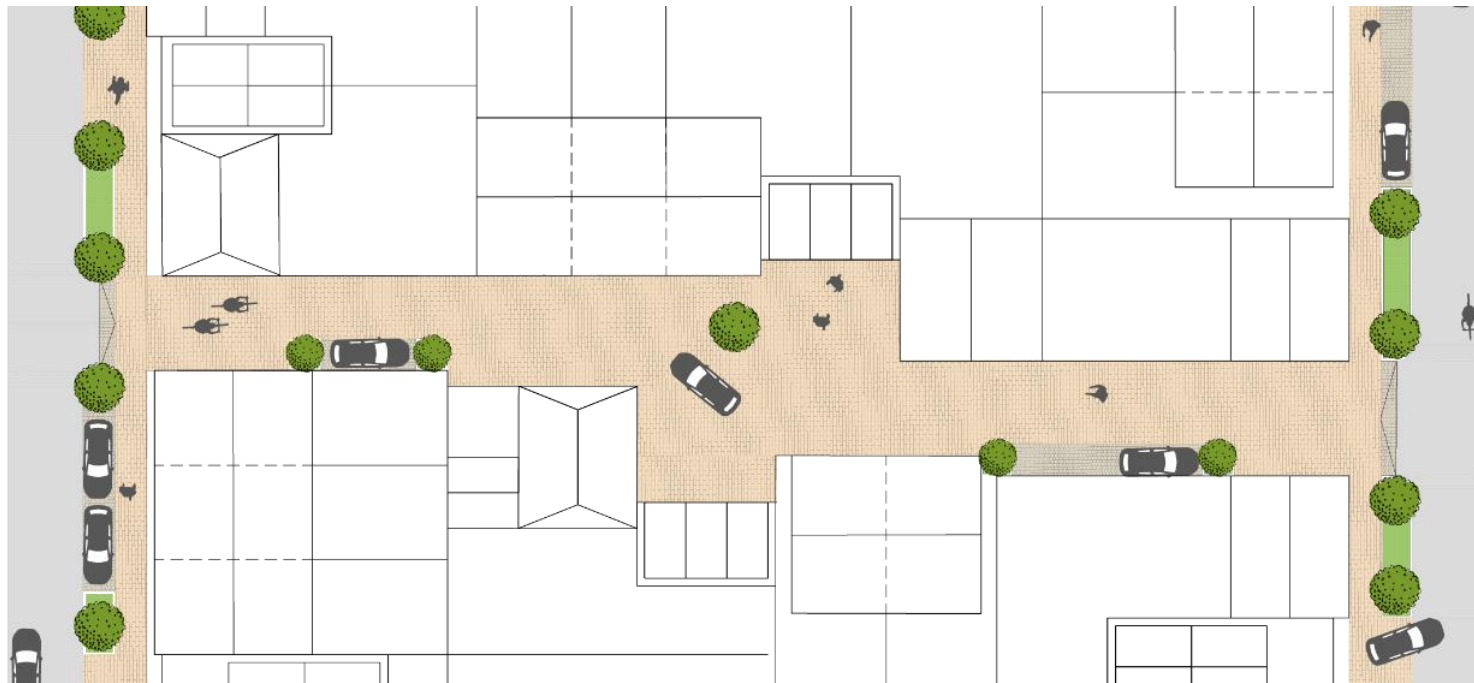| Type 5(b) – Residential mews		Type 5(c) – Rural lane
Figure 4-27: Residential mews: Accordia, Cambridge (Credit - Create Streets)	*Figure 4-28: Residential mews: Ware, Hertfordshire (Credit - Create Streets)*	*Figure 4-29: Rural Lane, Oxfordshire (Credit - Create Streets)*

Type 5(b) – Tertiary streets - residential mews

Typical Layout Diagram (not to scale)

Figure 4-30: Typical Layout Diagram - Type 5(b) – Tertiary Streets - Residential Mews

Type 5(a) – Tertiary streets - shopping alley

Typical cross section (not to scale)

Shared surface
min 6m

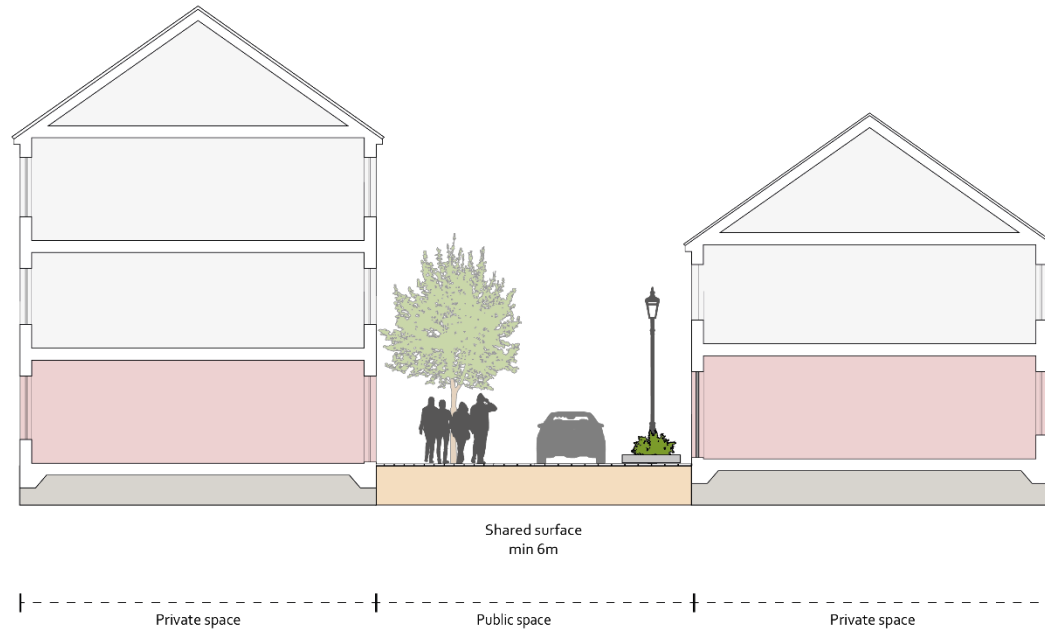Private space | Public space | Private space
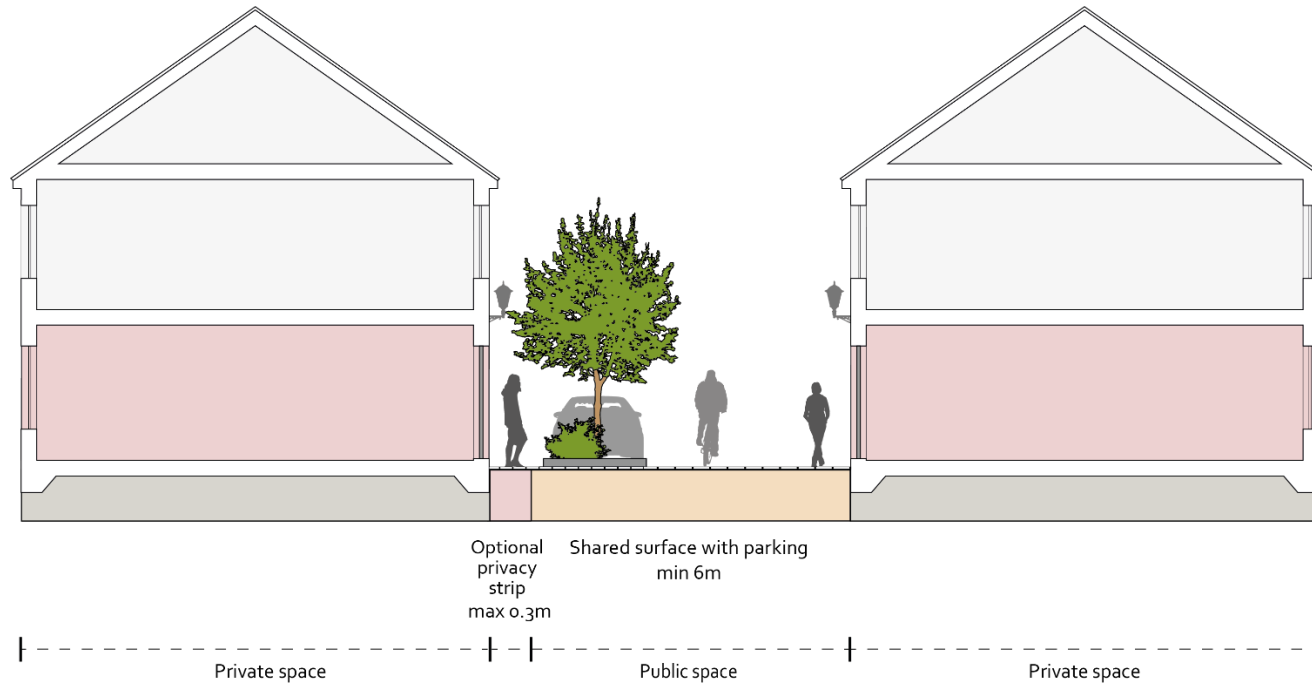
Figure 4-31: Typical cross section - Type 5(a) – Tertiary Streets - Shopping Alley

Type 5(b) – Tertiary streets - residential mews

Typical cross section (not to scale)

Optional privacy strip max 0.3m

Shared surface with parking min 6m

Private space | Public space | Private space

Figure 4-32: Typical cross section - Type 5(b) – Tertiary Streets - Residential Mews

Type 2(c) – Tertiary streets – Rural lanes

Typical cross section (not to scale)

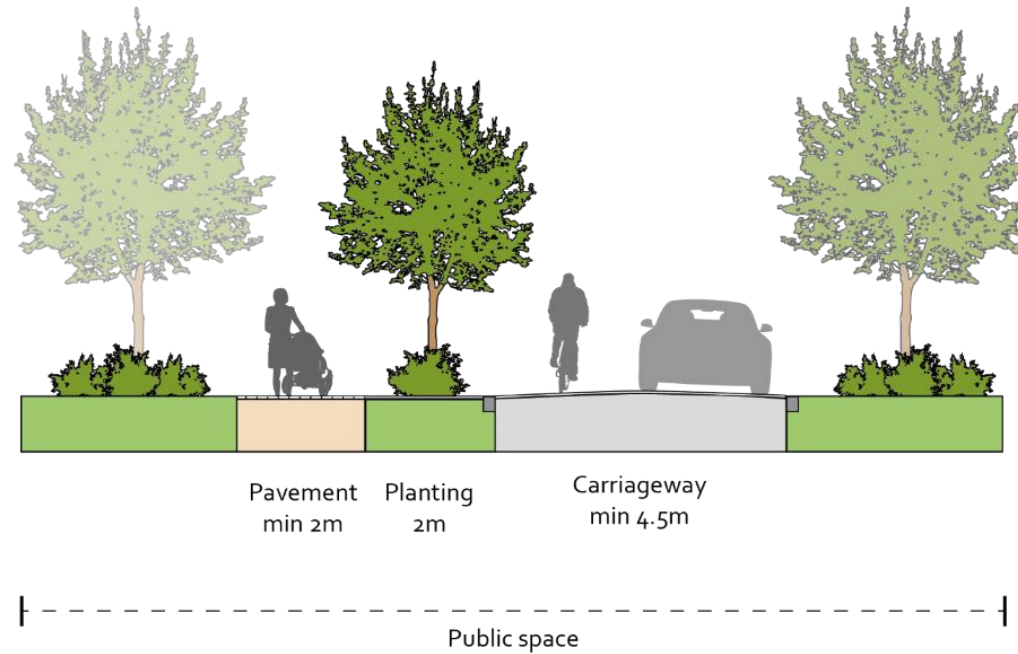Pavement min 2m

Planting 2m

Carriageway min 4.5m

Public space

Figure 4-33: Typical cross section Type 2(c) – Tertiary Streets – Rural Lanes

4.3. Creating a street network

The choice of street type will largely depend on a street's position within the wider network, known as 'arteriality'.[8] For example, a *primary street* must always connect to other *primary streets*, or the trunk road network; *Secondary streets* should always connect from *primary streets* or *high streets*, and so on.

The type of junction used to connect the different street types is also important, as well as the distances between different street types which defines the urban block. These different rules form a code which can be used to generate street patterns that are functional and legible. This should not lead to a tree-like, or 'dendritic', form of street network as is common in modern suburban development. Street network permeability and connectivity must be achieved.

The table below shows how different street types can interconnect, it shows which road types must, can and cannot connect, as represented by the following symbols:

✓✓ - MUST   ✓ - CAN   ✗ - CANNOT

---

[8] Marshall, S. (2004) *Streets and Patterns*

	1. Primary Streets		2. High Streets			3. Secondary streets	4. Local streets	5. Tertiary Streets		
	a) Link road (movement only function)	b) Avenue	a) High Activity / Arterial	b) Low Traffic	c) Traffic free			a) Shopping Mews / Courts	5. Residential Mews / Back Streets	6. Rural Lanes
1 a)	✓✓[1]	✓	✓	✗	✗	✓✓[2]	✗	✗	✗	✓
1 b)	✓	✓	✓	✓	✓		✓	✗	✗	✓
2 a)	✓	✓	✓	✓	✓	✓	✓	✓✓[3]	✓	✗
2 b)	✗	✓	✓	✓	✓	✓	✓		✓	✗
2 c)	✗	✓	✓	✓	✓	✗	✗		✗	✗
3	✓✓[2]		✓	✓	✓	✓	✓✓		✓	✓
4	✗	✓	✓	✓	✗	✓✓	✓	✗	✓	✗
5 a)	✗	✗	✓✓[3]				✗	✓	✗	✗
5 b)	✗	✗	✓	✓	✗	✓	✓	✗	✓	✗
5 c)	✓	✓	✗	✗	✗	✗	✗	✗	✗	✓

Notes

1) Link roads (1a) must connect to either another link road, or to the trunk road network (motorway, county, etc)
2) Secondary streets must connect to one sub type of primary street
3) Must connect to one sub type of high Street (2) or a secondary street (3)
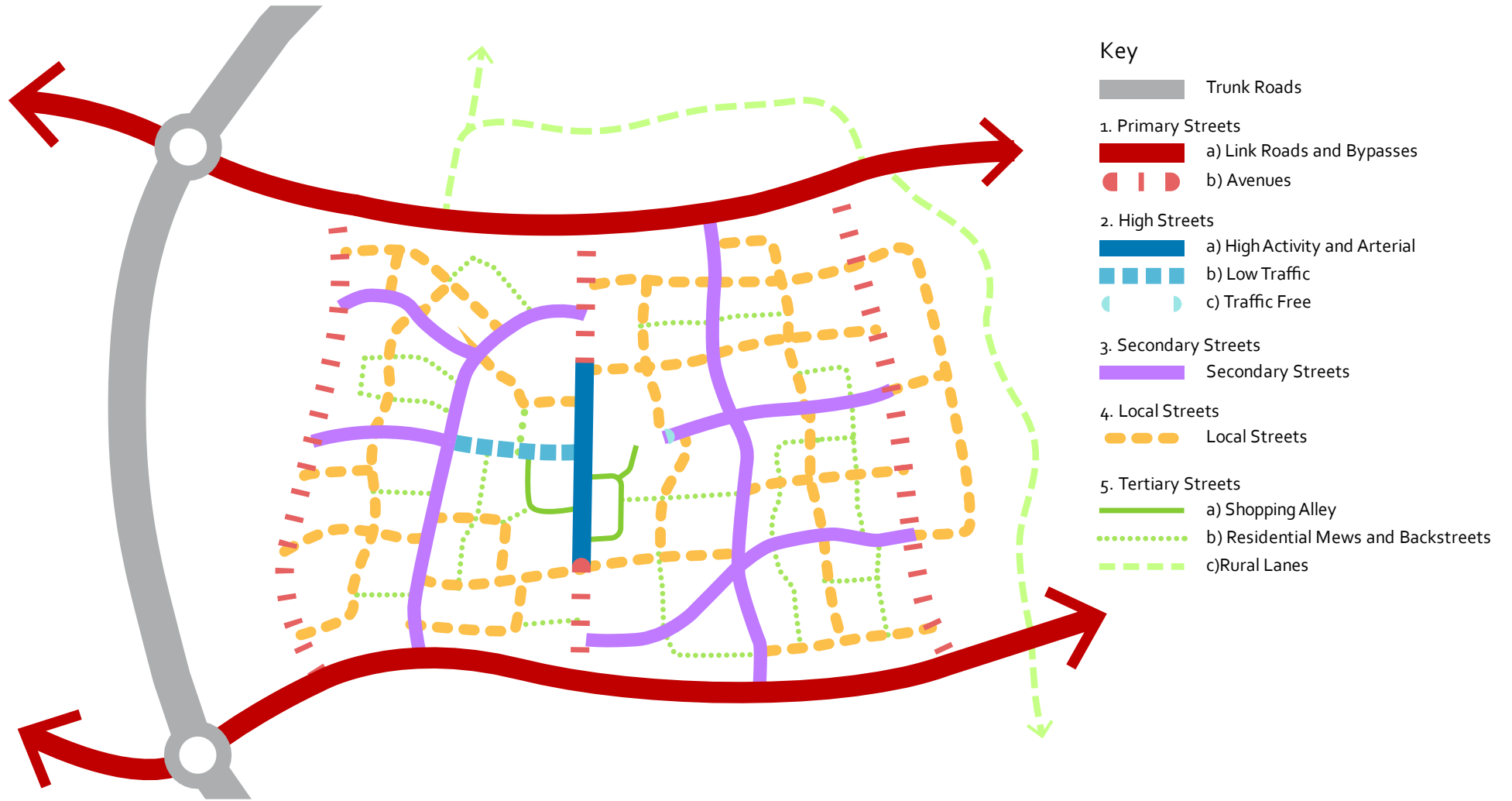
Table 4.1 – Street type connections

Key

Trunk Roads

1. Primary Streets
a) Link Roads and Bypasses
b) Avenues

2. High Streets
a) High Activity and Arterial
b) Low Traffic
c) Traffic Free

3. Secondary Streets
Secondary Streets

4. Local Streets
Local Streets

5. Tertiary Streets
a) Shopping Alley
b) Residential Mews and Backstreets
c) Rural Lanes

Figure 4-34: The Surrey Street Hierarchy (diagrammatic, not idealised, layout)

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First and foremost, the spacing between junctions, and therefore streets, should be determined by urban design considerations such as permeability, walkability and the need to create blocks that are in keeping with the surrounding context and tie into existing street patterns. This means junction spacing should be limited, using crossroads and short stagger distances, and keeping block sizes short (ideally between 50m and 150m,: see 4.5 below). On new build developments these should generally be smaller toward the centre in areas of high footfall resulting in junctions at more regular intervals as seen in many historic places, as shown in the examples below.

Fig 4-35: Town centres within Surrey tend to have a historic, informal street pattern with varying widths, junction spacings and block structures. Formal residential blocks with clear fronts and back are also evident (Guildford, Weybridge and Reigate).(Credit - © OpenStreetMap contributors CC BY-SA)

4.4. Connectivity and thinking 'beyond the red line'

When designing new developments, it is crucial to think 'beyond the red line' of a given land plot of land and understand how a development will integrate with its surroundings. A well-designed place is well connected and integrated with its surroundings, making it easier to travel by foot, bike or public transport. This aligns with *Surrey County Council Draft LTP4*, and Active Surrey's *Movement for Change*. Both aim to encourage sustainable, low carbon travel whilst supporting residents' physical and mental health. Creating new 20-minute neighbourhoods with a middle and which are connected by a permeable network of streets can help residents can meet more of their needs locally. Routes between home, town and village centres, amenities and workplaces should be safe, direct, and enjoyable so that sustainable travel is a convenient and appealing choice.

The layout of new developments must consider the following key principles:

- To integrate successfully with its surroundings a development must 'plug in' to the existing street network. Designs must include a clear and permeable street hierarchy that connects to the existing street network and provides good internal connectivity. This should be based on the street typologies set out above (4.2).
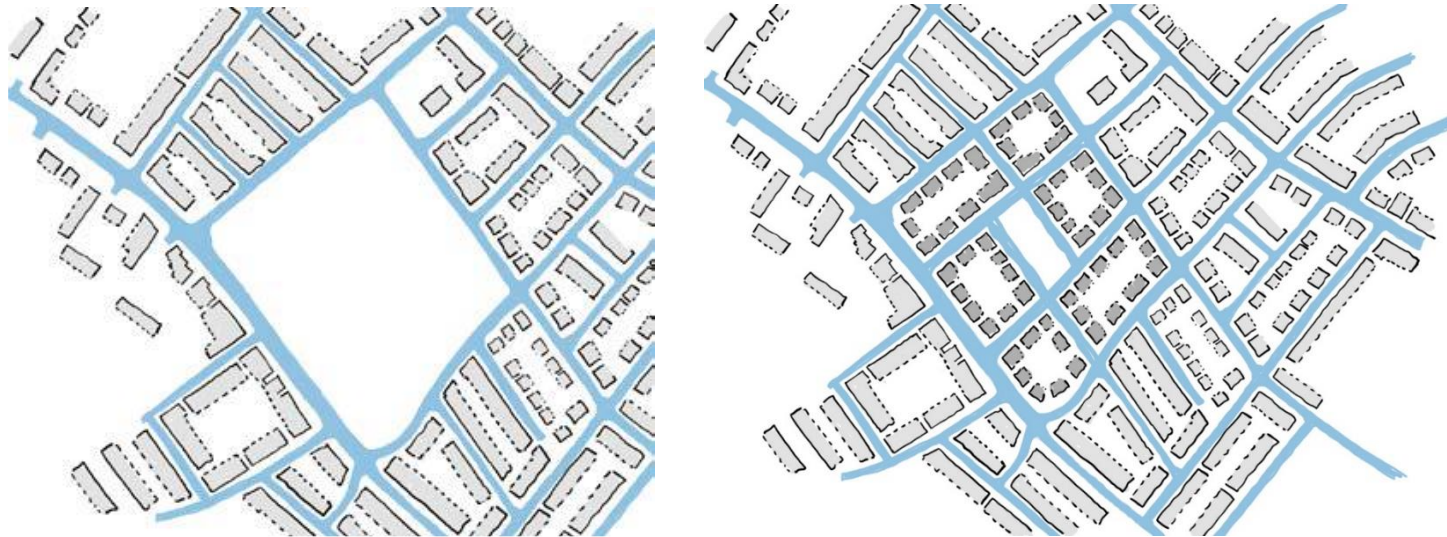

Figure 4-36: Integrating new developments into the existing urban fabric is essential (Credit - NMDC)

- Opportunities to connect development with neighbouring communities and facilities must be maximised and major connectivity gaps beyond the site boundary should be identified and addressed. This could be through the creation of new links, strategic corridors or by improving existing connections through the site and the wider area, including footpaths, bridleways, unofficial 'desire lines' and cycle routes. Where possible, proposed routes should adhere to those outlined in existing or draft neighbourhood plans. Community consultation should also be used to identify wider opportunities for connectivity early in the design process.

- Particular attention should be given to how new and existing schools are accessed, in line with Surrey's 'Safe Routes to School' scheme which aims to prioritise sustainable, healthy and safe travel to schools and reduce congestion and air pollution.

- Developments should provide at least two vehicle access points if there are more than 50 homes. It is recognised constraints of topography and ownership will mean that this is not always feasible, and this requirement should be assessed on a site-by-site basis. Where secondary vehicle access is not feasible, additional pedestrian and cycle access should be provided wherever possible to maximise permeability for sustainable transport modes.

- Layouts should not prevent future connectivity, and where potential for future connectivity exists, such as where an adjacent site is allocated for development or redevelopment, a passive provision should be made in the site layout for future access point. This will enable the creation, over time, of a connected, permeable, and coherent urban fabric. Access points can be filtered to reduce vehicular through traffic on residential streets, however these should be designed to accommodate emergency vehicular access.
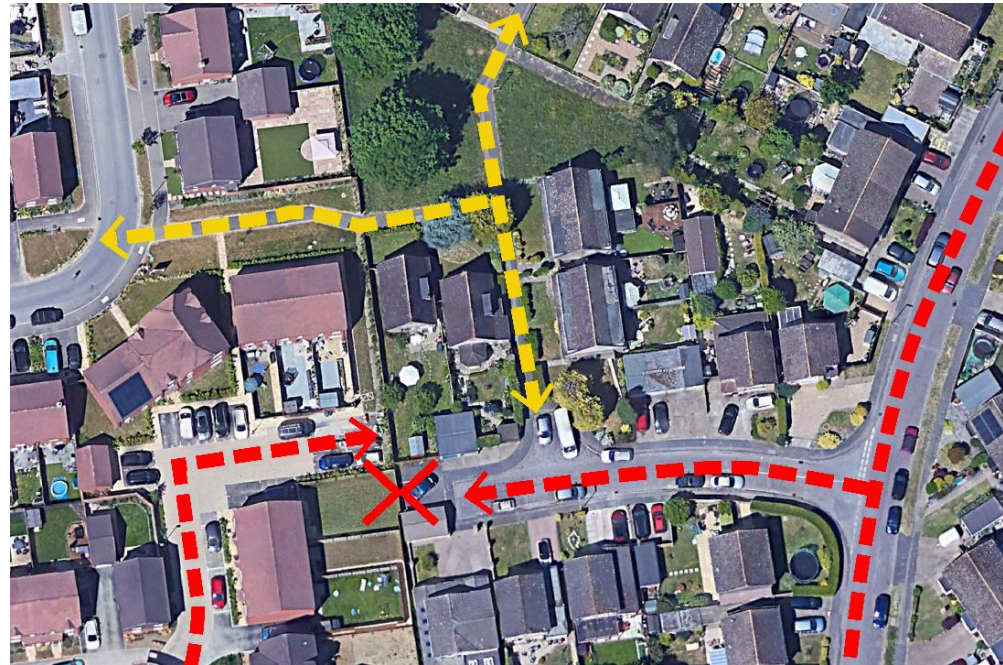
Figure 4-37: In this example, new streets do not connect into the existing street network. However, pedestrian and cycle permeability has been maintained through a well paved and overlooked route providing convenient active travel links into the wider area. (Credit: Google Earth (base)).

- Pedestrian and cycle routes must be well-lit, hard surfaced and well-maintained. Routes must be overlooked and integrated into landscape corridors where possible. Narrow, unlit routes with 90° bends, flanked by high walls, fences or hedges must be avoided. Benches and resting points must be provided frequently along pedestrian links. These measures will benefit new and existing communities and increase the appeal and convenience of active travel.

- Existing Public Rights of Way which run through sites must be maintained but can be diverted under to better integrate them into the new site layout, subject to statutory consultation and legal processes. Rights of way should be appropriately managed during construction to ensure they remain accessible. Where a closure is required, an alternative route must be provided.

- A connectivity assessment must be undertaken for each site to understand the site context, local pedestrian / cycle connections, bus routes and walking and cycling proximity to the location of key facilities. This assessment should be based on isochrones, which should the actual catchments based on available walking routes, and not indicative circles that only show a straight-line distance (see figure 4-48 below). While it is recognised that the detail of proposals changes through the lifetime of project, the proposed street network of a masterplan should be used as a basis for walkability assessment to provide a more detailed reflection of the site's accessibility.

- A facility is considered accessible by foot if it is within a 10-minute, and ideally 5-minute, walk. Similarly, a convenient cycle is around 5 – 10 minutes. In line with the principles of the 20-minute neighbourhood, most people's needs should be available within a 20-minute walk or cycle. The following distances should be used for assessments.

  - Typical walking speed of 80m per minute. A 5-minute walk = c.400m, 10-minute walk = c.800m and 20-minute walk = c.1600m.

  - Typical cycling speed of 240-400m per minute. A 5-minute cycle = 1,200m – 2000m. However, e-bikes could be used to unlock permeability and sustainable travel choices, particularly where topography may otherwise make such journeys unattractive.

Figure 4-38: Accessibility assessment using walking isochrones, this gives a more accurate reflection of an areas pedestrian and cycle permeability than relying on 'as the crow flies' distances (Credit – NMDC)

4.5. Permeability and walkability

New developments must be designed to well-established principles of good urbanism, creating legible, walkable mixed-use neighbourhoods with a clear heart. Residents must be able to have quick, easy, and safe access to a range of facilities and services from their home through walking, cycling or public transport. New town, village or local centres must be in convenient locations and designed as places that people have a reason to visit, gather and come together. There are many ways of doing this, with and without a mixture of uses, depending on the development's size:

- For the smallest sites, developments should 'signal' a middle not through use but through urban shape with a confluence of routes and a modest central square, space or village green depending on context.

- For slightly larger sites, the middle should also have flexible commercial, employment or community uses in addition to being at the confluence of routes and well connected on foot, cycle or via public transport.

- Larger sites should have a middle by use as well as by design with a commercial or community use (e.g. corner shop, café, community hall) and a public green or square. Wherever possible, these should be co-located with schools to take advantage of parent and student footfall.

4.6. Streets and block patterns

The establishment of a good street and block pattern is key to achieving a connected, permeable, walkable and legible development. A good block pattern will make efficient use of land while helping to delineate public space and private space. Layouts should consider the following:

- Development blocks must have clear backs and fronts and separation between private and public areas. Buildings must front onto the street and blank facades should be avoided. This creates strong frontages onto the street, provides overlooking, makes navigation easier and gives the area a more distinct character. Further guidance on appropriate setbacks is outlined in the street typologies table (4.14)

- Blocks should be between 50m and 150m in length to create a walkable network of streets with multiple connections. These could have an informal or formal character depending on the location and scale of development.

- The arrangement of streets and blocks should respond to the existing topography to avoid steep gradients, or the need for excessive earthworks. In line with inclusive mobility requirements, this means no greater than 5% (1 in 20). [9]

- Building lines and setbacks of homes will have a distinct impact on a street's character and its sense of place. These could be continuous, broken, informal or formal in nature but a consistent approach to design must be taken within in a character area or street. New communities and urban extensions should include a range of character areas within the site while brownfield / in-fill sites must respond to their surrounding context.
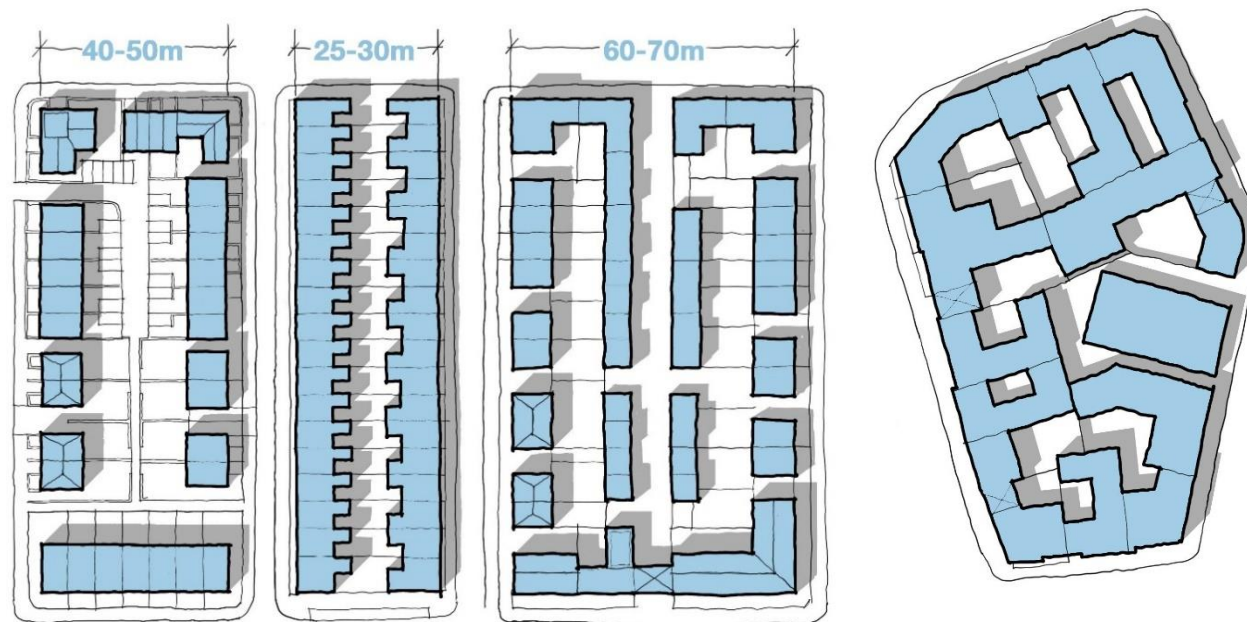

Figure 4-39: Variety in character can be achieved will adhering to the fundamentals of urban blocks. Left to right: Perimeter block, terrace, mews, and courtyard block (Credit – NMDC)

[9] Department for Transport (2021) *Inclusive Mobility A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure*

4.7. Cul-de-sacs

Cul-de-sacs reduce an area's connectivity and usually increase journey distance and times, making walking and cycling less convenient and increasing the private car use. They must not be used except where a site cannot be serviced any other way. If they must be used, cul-de-sacs should include well-designed, lit, and overlooked pedestrian and cycle links through to neighbouring areas to maintain connectivity. They should also be designed as shared courtyards that can enhance the public realm and include greenery, rather than simple turning heads. Where cul-de-sacs already exist, opportunities to improve their connectivity for walking and cycling should be explored.

Figure 4-40: Modal filter removes through traffic, allowing walking and cycling and improving public real (Credit – Create Streets)

The advantages of cul-de-sacs, such as the removal of through traffic, can be achieved on conventional, permeable street patterns using filtered permeability. Modal filters, such as bollards or trees that allow pedestrians, wheelchairs, and cyclists to pass, but not motorised vehicles can be installed on any street. This allows the creation of traditional streets, with consistent frontages and legible, flexible, and efficient layouts, as well as providing opportunities for additional green infrastructure and public space. Permeability should be greater for active and sustainable modes of travel. People walking and cycling should be able to move *quickly*, *freely* and *safely* through an area with greater priority than vehicle traffic, linking to the primary and secondary street network.
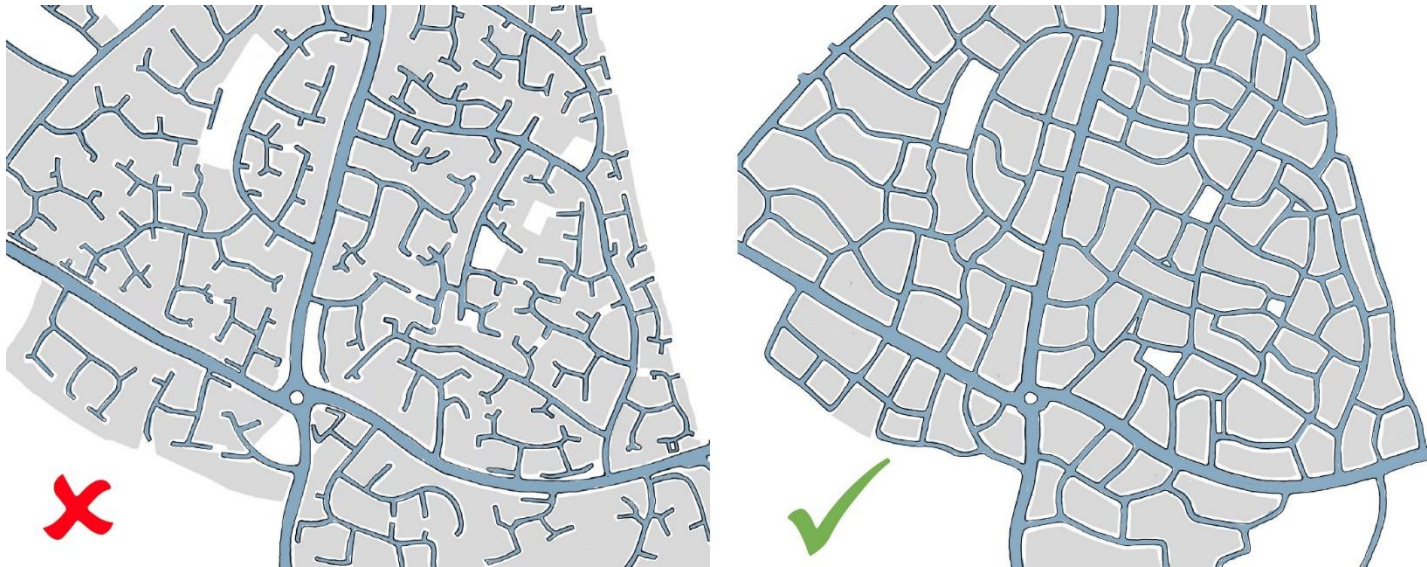

Figure 4-41: L: A poorly connected street pattern with cul-de-sacs R: A well-connected street pattern (Credit - NMDC)

4.8. 20-minute neighbourhoods

The SCC *Draft Local Transport Plan* (LTP 4) has introduced the concept of the 20-minute neighbourhood.[10] The aim is to create thriving local neighbourhoods by ensuring that everyone can access, without a car, services and opportunities within 20-minutes, reducing the need to travel by car and making sustainable modes the preferred choice for most journeys.

Ultimately, this is about creating happy, liveable places where people spend less time and money on travelling and more on enjoying the place they live. 20-minute neighbourhoods will have well defined, thriving town and village centres providing a range of service opportunities, with safe, attractive and convenient routes to get there.

The creation of liveable, 20-minute neighbourhoods, with well-defined and thriving town and village centres, brings a wide range of benefits, including:

- Reduced vehicular traffic and associated emissions;

- Equity of access to services and opportunities, not just those with access to a car;

- Reinvigorated town centres and local economies; and

- Improved quality of life and convenience for residents.

Good connectivity and permeability are key to achieving this for both new and existing neighbourhoods, and new developments can play an important role in expanding the range and quantity of amenities and services available locally. As such, the design principles set out in this guide will encourage the creation of 20-minute neighbourhoods.

Further guidance on the 20-minute neighbourhood concept can be found in the following documents:

- SCC (2021) *Fourth Local Transport Plan* (Draft for consultation); and

- Town and Country Planning Association (2021) *20-Minute Neighbourhoods – Creating Healthier, Active, Prosperous Communities: An Introduction for Council Planners in England.*

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[10] Surrey County Council (2021) Fourth *Local Transport Plan* (Draft for consultation)

Figure 4-42: The principles of a 20-minute neighbourhood (Credit - SCC Draft LTP4)

4.9. Street adoption

Streets designed in accordance with this guidance should by suitable for adoption by Surrey County Council under *Section 38* of the *Highways Act 1980*, providing that they meet the following additional criteria:

- Are constructed to the council's approved standard

- Connect to an existing public maintainable highway

- Pay commuted sums to provide for ongoing maintenance

- Serve either six or more residential curtilages or equivalent or otherwise have wider public utility

Where new roads are not proposed for adoption and a long term, private management scheme is in place, departure from this guidance could be permitted if proposed designs are consistent with the guide's overarching principles.

4.10. Utilities and services

All services should be routed underground where possible. Electricity, water, gas and telecommunications services should be grouped together in a 2m-wide strip under a pavement or service margin and should not be placed under verges and other land reserved for trees and planting. The *National Joint Utilities Group guidelines* provide further information on the positioning of utilities. Substations and other above-ground service infrastructure should be carefully placed so as not to obstruct streets and footpaths.

Alternatively, rear serving can be used to avoiding routing services under the public highway, reducing disruption. This will not however work for all street typologies.

4.11. Emergency vehicles

To enable the access and operation of a fire appliance, a clear a width of 3.7m is required that allows a pump appliance to get within 45m of all points in a home.[11] An access route can be reduced to an absolute minimum 2.75 m for short distances points, such as at modal filters and traffic calming features, provided that the vehicle can still meet the 45m requirement. The local fire authority must be consulted where carriageway widths are to be reduced below 3.7m. In all cases, consideration should be given to parking restrictions to ensure clear access.

Blocks of flats over 4 storeys have additional access requirements, further information is provided within Building Regulations Approved Document B and the local Building Control Authority.

4.12. Refuse collection and servicing

While refuse collection is managed by the Borough and District authorities, street design should take this service into account. Refuse collection must not dictate the design of a street but should be integrated as part of the servicing plan. A street's geometry must not be dictated by the size of the vehicle and a street must not be designed to take the largest vehicle available, especially when this is larger than the vehicles that can be used in the surrounding streets.

The geometric requirements for large refuse vehicles can lead to large turning radii, wider streets and large turning heads that are contradictory to creating good quality places and healthy streets. Streets and junctions must be designed in accordance with the street types set out in this guide. However, in line with the requirements for emergency vehicle access the absolute minimum narrowing permitted is 2.75m over short distances, such as at modal filters or traffic calming features.

Access should be within reasonable walking distance of a collection point and communal refuse disposal points are strongly encouraged for more efficient collection.

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[11] HMG (2020) *Building Regulations Approved Document B, Volume 1 - Dwellings*

4.13. Character and Local Context

What people like and where they feel at home matters.

The design of streets within Surrey should be influenced by existing context and elements which are valued by the local community. This can include public spaces, terminating vistas towards landmark buildings or varying street widths and enclosure ratios. These design considerations are often lacking in many new residential developments where streets feel too wide or monotonous in character.

Determining these elements would require a character study, site visits, street design documentation and engagement with the local community. However, in time there may also be a design code in place which will provide necessary detail. Designers should also refer to the relevant district and boroughs' design guides or character assessments.

Elmbridge Borough Council – *Design and Character SPD*	Spelthorne Borough Council – *Residential Development SPD*
Epsom and Ewell Borough Council (TBC)	Surrey Heath Borough Council – *Area Specific SPDs*
Guildford Borough Council – *Residential Design and Area SPDs*	Tandridge District Council – *Design Guides, Briefs and Village Design Statements*
Mole Valley District Council - *Character Appraisal SPD*	Waverley Borough Council - *Town and Village Design Statements*
Reigate and Banstead Borough Council - *Local Character and Distinctiveness Design Guide SPD*	Woking Borough Council – *Design SPD*
Runnymede Borough Council – *Design SPD*	

Figure 4-43: Local context influencing design and material choices, Watercolour, Surrey (Credit - Create Streets)

4.14. Street types overview table

The following table sets out the geometric and qualitative requirements for each of the proposed street types. This should be read in conjunction with the descriptions and sections in paragraph 0 above. The typical section shown below explains the various elements of street design as set out in the table.

Key Figures		1. Primary Streets		2. High Streets			3. Secondary streets / Local High Streets	4. Local streets	5. Tertiary Streets		
		a) Link Roads / Bypasses	b) Avenues	a) High Activity / Arterial	b) Low Traffic	c) Traffic Free			a) Shopping Mews / Courts	b) Residential Mews / Back Streets	c) Rural Lanes
	Carriageway Width	To DMRB	Min 5.5 (11.00 dual) Max 6.5 (13.00 dual)	Min 5.5 Max 6.0	Min 5.0 Max 5.5	Min 6m, width should vary	Min 4.1 Max 6.5 (Min 5.5 if bus access required)	Min 3.7m (one lane) Min 4.1 Max 4.8 (two lane)	4.5m min (6m for vehicle access)	6m (Shared surface width between buildings)	3.7m
	Pavement Width	Min 2.0m	Min 2.0m with tree zone 2.5m without	Min 3.0m	Min 3.0m – allow for wider in areas of high footfall	N/A – shared surface	Min 2.0m	Min 2.0m	N/A	N/A	N/A
	Cycle Lanes	To LTN 1/20. Good separation or 'off street' provision required.	2.0m (+0.2m with full height kerb)	2.0m (+0.2m with full height kerb)	N/A – on street	N/A – shared surface	N/A – on street except in specific circumstances.	N/A – on street	N/A	N/A	N/A
	Furniture and Separation Zones	To LTN 1/20 if cycle lane is provided	Min 1.5 m (no parking) Min 0.5m (with parking and build outs for trees)	Min 1.5m (no parking) Min 0.5m (with parking and build outs for trees)	N/A – Trees should be accommodated in build outs	N/A	N/A	N/A – Trees should be accommodated in build outs	N/A	N/A	N/A
	Plot set back	N/A	Min 0.5m Max 3.0m	1.5m min Allow for signage, and zones for spill out.	Min 1.0m Allow for signage, and zones for spill out.	Min 0.75m Allow for signage, and zones for spill out.	Min 0.5m Max 2.5m	Max 2.0m	Optional 0.3-0.5m private strip to allow for foundations, drainage, etc.	Optional 0.3-0.5m private strip to allow for foundations, drainage, etc.	N/A
	Enclosure ratio	N/A	1 : 2 (urban) 1 : 4 (suburban)	1 : 1 (ideal) 1 : 2 (minimum)	1 : 2 (ideal)	1 : 1 (ideal)	1 : 1 (ideal) 1 : 3 (minimum)	1 : 1 (ideal) 1 : 3 (minimum)	1:0.4 (max) 1 : 1 (ideal) 1 : 1.5 (minimum)	1 : 1 (ideal) 1 : 2 (minimum)	N/A
	Design Speed	To DMRB and transitioning down in urban areas.	20 or 30 mph	20mph	15mph	N//A	20mph	10 mph	N/A	10 mph	N/A

Characteristics											
Carriageway	To DMRB	At least two running lanes, may include dedicated bus or transit lanes. Asphalt surface primarily, with different surfacing at crossings, junctions and gateway features.	At least two running lanes, may include dedicated bus or transit lanes. Asphalt surface primarily, with different surfacing at crossings, junctions and gateway features.	At least two running lanes. Block paving preferred, asphalt can be used with regular changes in material for crossings, junctions and gateway features.	A level surface with high quality paving material. Some visual indication of vehicle pathway may be included for servicing	Typically, two running lanes. Passing points where narrower than 4.8. Asphalt surface primarily, with different surfacing at crossings, junctions and gateway features.	Typically, one to two lanes. Passing points to allow vehicular movement in either direction where narrower than 4.8. Usually asphalt but may include different materials.	A level surface with high quality paving material.	Shared surface carriageway. Typically brick / block paving or coloured asphalt with central drainage channel s of a different material.	Asphalt surface
Central reservation	To DMRB	Can include central tree lined verge.	Irregular central features can be used to create public space, parking or incorporate buildings.	Irregular central features can be used to create public space, parking or incorporate buildings.	N/A	N/A	N/A	N/A	N/A	N/A
Pavement	Pavement may not be required where off highway links are provided.	2 m wide minimum, good separation from carriageway. May incorporate other features such as bus stops, seating, etc.	3m minimum. Semi – private space for shops, cafes, etc to be provided in set backs.	3m minimum, but should vary to create additional space where appropriate. Semi – private space for shops, cafes, etc to be provided in set backs, but can spill out onto footway where space allows.	N/A – shared surface	Minimum 2m wide on both side of carriageway.	Minimum 2m wide on one or both side of carriageway.	N/A	N/A	N/A
Traffic calming	N/A	Occasional features to reduce speed are required, such as raised table junctions and crossings and narrowing.	Regular features to reduce speed are required, such as raised table junctions and crossings and narrowing. Gateway features from higher order streets required.	Regular features to reduce speed are required, such as raised table junctions and crossings, material changes and narrowing. Gateway features from higher order streets required. Limit forward	N/A	Intrinsic design characteristics to reduce speed (5.5). Limit forward visibility through horizontal alignment. Modal filtering to prevent through running recommended.	Intrinsic design characteristics to reduce speed (5.5). Limit forward visibility through horizontal alignment. Modal filtering to prevent through running recommended.	N/A	Carriageway narrowing at entry points. Introduce parking, plating, trees, etc to make route arduous.	N/A

						visibility through horizontal alignment.					
Junction geometry	To DMRB	DMRB roundabouts not permitted. Smaller 'compact' roundabouts can be used where designed in accordance with cycling guidance. Raised table type junctions preferred. Compact radii to encourage low speeds.	Roundabouts not permitted. Corner radii appropriate for large vehicles at low speeds. Raised tables to be included at junctions and side streets access via 'Copenhagen' style crossings.	Roundabouts not permitted. Corner radii appropriate for large vehicles at low speeds. Raised tables to be included at junctions and side streets access via 'Copenhagen' style crossings.	N/A	Roundabouts not permitted. Corner radii appropriate for large vehicles at low speeds. Raised tables to be included at junctions and side streets access via 'Copenhagen' style crossings.	Tight corner radii (1-2m) appropriate for medium sized vehicles at low speeds. Access from secondary / primary street via 'Copenhagen' style crossings.	N/A	Tight corner radii appropriate for car at low speeds. Access from secondary / primary street via 'Copenhagen' style crossings.	Tight corner radii appropriate for car at low speeds
Street furniture and trees	Trees should be accommodated.	Regular street trees and low-level planting to be accommodated in verge, or in build outs where parking is provided.	Regular street trees to be provided in build outs or in a separation zone between carriageway and footways. Should include regular seating and other furniture, while being mindful of street clutter.	Regular trees and planting to be provided, in more informal manner than busier high streets. Should include regular seating and other furniture, while being mindful of street clutter.	Should include regular planting seating and other furniture, while being mindful of pedestrian comfort and clutter.	Regular street trees and planting to be provided in build outs in carriageway.	Regular street trees and planting to be provided in build outs in carriageway.	May include some furniture where appropriate.	Street trees within carriageway.	Trees should be provided alongside carriageway.
Cycle provisions	Separate or off-street provision required.	Cycle lane to be separated from carriageway by verge or parking. Lane to be set at carriageway level, or stepped between footway and carriageway.	Cycle lane to be separated from carriageway by parking and set at footway level with suitable separation. Where there is no parking, cycling should be within carriageway with a form of permeable	Separate cycling provision may be required depending on traffic volumes and speeds, and the street's position within the cycling network	No specific provision. Cycling should usually be permitted, to ensure access to services, but through route use should be discouraged by providing safe and convenient space elsewhere in network. Alternatively	No specific provision. Cycling in carriageway to be made attractive through low traffic volume and speed. Separate lane could be provided where street is significant cycle through route or	No specific provision. Cycling in carriageway to be made attractive through low traffic volume and speed.	Cycling not usually permitted.	Cycling within carriageway	Cycling within carriageway

			separation such as trees.		central separated, two-way cycle lane can be provided if space allows.	has particularly high traffic or HGV use.				
Parking provision	Parking unlikely to be appropriate	On street parallel parking included where required. To be broken up by buildouts with trees.	On street parallel parking included where required. To be broken up by buildouts with trees.	On street parallel parking included where required. To be broken up by buildouts with trees..	N/A	On street parallel parking included where required. To be broken up by buildouts with trees.	On street parallel parking included where required. To be broken up by buildouts with trees.	N/A	On curtilage / on street parking within mews or broken up by trees.	Occasional on street parking.
Public Transport	May include dedicated bus lanes, particularly at busy junctions to bypass traffic.	May include a dedicated bus or transit lane. Where no lane is provided, bus stops should be of the layby type allow other traffic to pass.	May include a dedicated bus or transit lane. Where no lane is provided, bus stops should be of the layby type allow other traffic to pass.	No separate provision required, but carriageway may be widened at stops to reduce conflicts. Bus stops and shelters should not reduce footway width to less than 2m.	N/A	No separate provision required. Bus stops and shelters should not reduce footway width to less than 2m.	Only suitable for midi / minibus. Bus gates required on filtered routes.	N/A	N/A	No separate provision required
Electric Vehicle Charging	N/A	Provide on build outs alongside trees and planting.	Provide on build outs alongside trees and planting.	Provide on build outs alongside trees and planting.	N/A	Provide on build outs alongside trees and planting.	Provide on build outs alongside trees and planting.	N/A	Pillar posts in carriageway if space allows, or wall mounted.	N/A

Table 4.3 – Street types overview table

Figure 4-44: Carriageways can be re-imagined as places for people (Credit - Create Streets)

Chapter 5:   Carriageway and junction design

5.1.   Carriageway vision

Streets should be designed to move people safely, happily, and healthily and minimise the negative impact of traffic such as carbon emissions and air and noise pollution. The aim should be to move *people,* rather than just vehicles, efficiently. Good carriageway design will also help create beautiful, sustainable streetscapes by using quality materials, incorporating abundant greenery and reducing the visual clutter caused by excessive signage and road markings.

5.2.   Continuous pavements (often called Copenhagen crossings)

Continuous pavement crossings are extensions of the pedestrian space, and cycle lanes where applicable, across the carriageway of a side street at intersections with primary or secondary streets. They differ from older side entry treatments which raise the carriageway but do not provide a continuation of the pavement. Continuous crossings have numerous benefits, including:

- Providing an uninterrupted route for pedestrians and cyclists;

- Providing a clear visual and tactile indication that pedestrians and cyclists have priority, in line with the movement hierarchy;

- Reducing vehicle approach and turning speeds; and

- Providing a 'gateway' feature to indicate the transition from a primary or secondary street to a local street or tertiary, signalling the need for drivers to behave differently in the new environment.

The crossing should be designed to provide clear visual continuity of the footway across the side street, they should be as simple as possible and avoid any unnecessary changes in material or road markings. The crossing should be the same width as the main pavement and use the exact same surfacing material. If the existing pavement comprises asphalt in the same colour as the carriageway, a contrasting pavement material should be used for the crossing a short section either side (typically 3.0m) to differentiate. Asphalt footways should not normally be used on new streets, modular block or flag paving is the preferred standard. Where appropriate, some space may be required for turning vehicles to give way, however consideration should be given to maintaining pedestrian desire lines.

The crossing should include a ramp up to the level of the pavement, to provide a level surface for pedestrians and reduce vehicle speeds, with dedicated kerbs now available in the UK to facilitate this. It might be also appropriate to narrow the carriageway of the side street at the entrance and include traffic management features to reduce vehicle movements.

Continuous crossings must be used whenever a lower order street, such as a local street connects to a higher order street, such as a primary street.

Figure 5-1: Examples. L: Lea Bridge Road, Walthamstow London. R: Deflt, Netherlands (Credit - Create Streets)
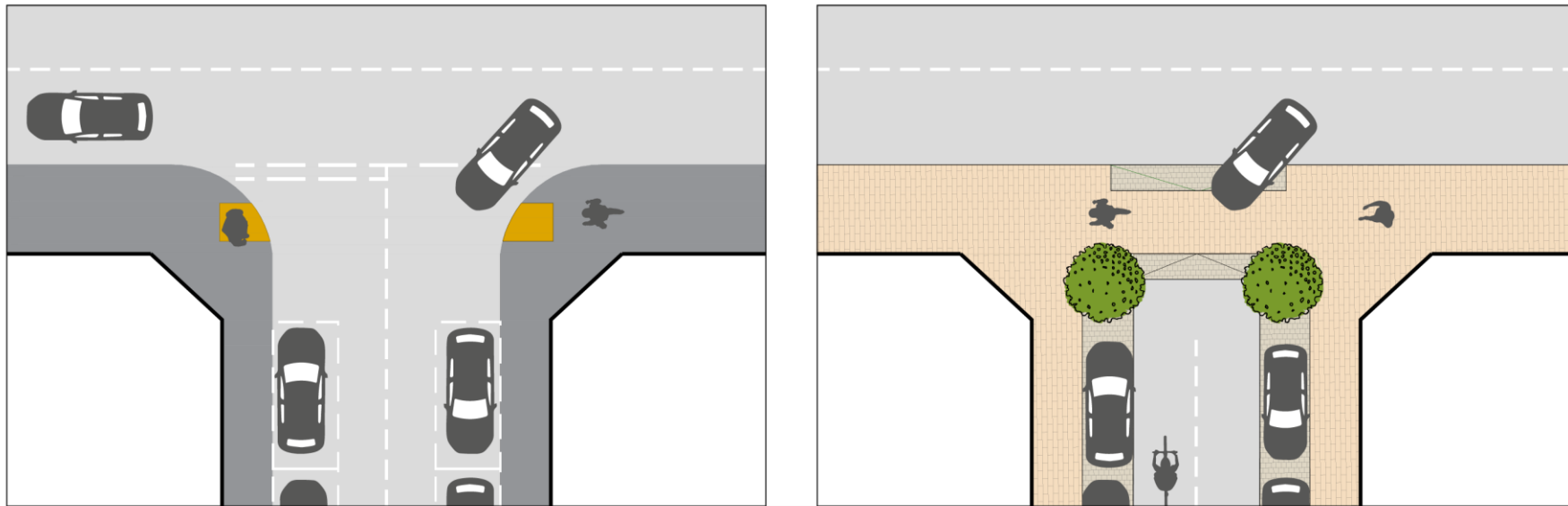
Figure 5-2: Indicative layout showing the integration of a Copenhagen crossing at a street junction (Credit: Create Streets)

5.3.   Raised Tables

Raised tables should be used at mid-link crossing points and junctions to calm traffic and provide a safer, more convenient crossing points for pedestrians. They should be constructed on pedestrian desire lines, such as crossing between shops and services or street intersections.

They should be level with the adjacent pavement and constructed in the same material as the pavement to clearly show that the table is an extension of pedestrian space. Where the footway is also constructed in asphalt, the table crossing should be constructed using a different contrasting material such as block paving. Asphalt raised table crossings can be used in conjunction with a 'zebra' crossing on primary streets where pedestrian numbers and traffic levels permit. In all other cases, road markings should not be used on the raised tables themselves.

The ramps either side of the table must be of a shallow gradient, ideally sinusoidal, and constructed in a smooth material to be as comfortable for cyclists. Rough stone setts should be avoided.

At junctions, raised tables act in a similar way to a continuous crossing, giving pedestrians priority over the junction and requiring vehicles to slow and give way. They must not be used at junctions on Primary Streets (street type 1) or high activity High Streets (street type 2(a)) and should not be used on Secondary streets (street type 3) where there are high vehicle movements. This must be assessed on a case-by-case basis. In all cases consideration must be given to how visually impaired pedestrians will navigate the space.

There is no need to continue the kerb line at raised tables junctions in new streets, although this may be necessary for retrofit schemes where retaining the kerb will simplify design and construction. Street furniture and trees can be used to provide some informal, permeable separation between pedestrians and vehicles. The carriageway should be narrowed at raised tables, ideally using street trees or other planting, to reduce the crossing distance and help reduce vehicle speed as much as possible.

Figure 5-3: L: Diagram showing raised plateau at junctions slowing traffic and providing level crossing for pedestrians (Credit: Create Streets) R: Retrofitted to historic streets in Highbury, London, note the excellent use of trees and greenery to narrow the carriageway and retained kerb lines (Credit – Create Streets)

5.4. Carriageway widths and tracking (swept path analysis)

Wide carriageways encourage faster speeds and consume large amounts of land and resources. We must create carriageways no wider than is absolutely essential for vehicles to pass and ensure access for fire appliances (0) Factors that affect the width of a carriageway include volume of vehicular traffic, informal on-street parking, speed limit, demarcation with pavement and the street's curvature.

Designers should be encouraged to vary carriageway widths, particularly where a rural character is desired. This allows for less formal opportunity parking and allows the street layout to respond to the nature of the built form.

Figure 5-4: The built form should determine the carriageway design (Credit – Manual for Streets)

It is important to consider the street beyond the carriageway edge, and width not solely as a function of vehicle space and parking. A street is *a linear space defined by the buildings which enclose it.* The depth of plot frontage (i.e. front gardens) and building height therefore needs to be taken into consideration when determining overall widths. It is recommended that most streets should have an enclosure ratio (building height: width between buildings) of between 1 : 1 and 1 : 3. This will provide a good sense of enclosure that people will find comfortable and pleasant. Streets wider than this may feel like a racetrack, encouraging higher vehicle speeds. Those that are narrower may feel claustrophobic.
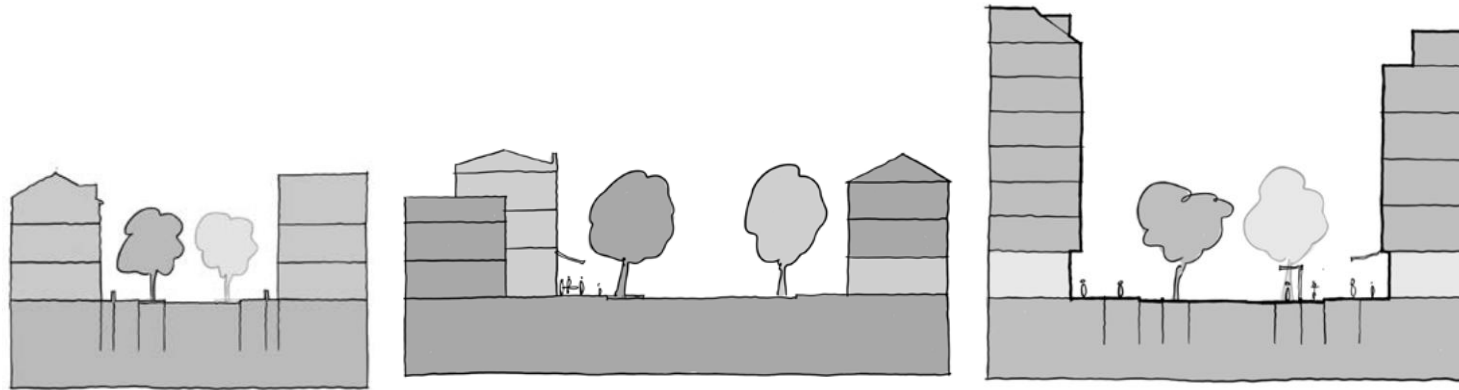

Figure 5-5: Street sections with enclosure ratios of 1 : 1.5, 1 : 3 and 1 : 1 (Credit – NMDC)

Lightly trafficked two-way streets, i.e. secondary streets (without buses) and lower, should have a carriageway width of 4.1m – 5.5m, excluding any on street parking bays. In secondary, local and tertiary streets it is acceptable to have larger vehicles taking up more than one lane, providing cyclists can still pass safely and there are spaces for vehicles to pull in to allow oncoming traffic to pass.

Recommended widths, parking arrangements, materials, etc. are set out in the Street Typology table (4.14).

5.5. Traffic calming

Traffic calming should be achieved through good street design. First and foremost, the intrinsic characteristics of the street should encourage slow speeds and careful, considerate driving. Where this is not feasible, such as on long continuous links, the next step should be to introduce horizontal deflections and features to reduce speeds, and lastly vertical deflections should be considered.

- *Intrinsic measures.* This includes making the carriageway just as wide as it needs to be for vehicles to pass, but not wide enough for them to pass comfortably at speed. The use of on street parking creates 'edge friction' which helps reduce speed. Street trees also have a similar effect, as well as improving the sense of enclosure and providing many other benefits. When setting out street trees, a spacing of between 8 and 16m is recommended, but the actual spacing should take into account parking bay and plot frontage dimensions and street lighting. Other design features can help visually narrow the street, such as different surfacing or markings at the edges, and bringing the building line in to create greater sense of enclosure. Reducing forward visibility is a very effective method of reducing speeds and, if feasible, the street layout should be designed accordingly with changes in direction and tight corner radii. The use of road markings should be discouraged on secondary and Local streets to help create a less formal appearance that encourages more cautious driver behaviour. On primary routes, designed for 30mph or under, a centre line is not required. Following a similar rationale, fully shared surfaces are effective at regulating speed and driver behaviour but should only be used in limited circumstances, such as in mews or minor streets that do not have through vehicular traffic.

- *Horizontal deflections.* This includes road narrowing features, such as build outs for trees or SuDS, regular spacing of junctions and crossings, central islands and carriageway deflections to reduce forward visibility. Most of these features will be more effective with the addition of vertical deflection measures, such as raised table crossings (5.3). When designing new carriageways, consideration should be given to bringing in the building line to create narrowing or deflections, rather that solely relying on street design features. This will be more effective and will make better use of the available space, and example of where this has been achieved is shown in Figure 5-9 below.

- *Vertical deflections.* Ideally vertical deflection features should be used in conjunction with other measures, such as raised table crossings and junctions. In retrofit schemes it may be permitted to use speed humps or cushions, where other methods have failed, and provided that any ramps have a 'sinusoidal' profile which is more comfortable for cyclists. Such measures should be considered a last resort. Rumble strips, usually constructed from granite setts, help provide demarcation between street types. Cyclists should be able to bypass any rumble strip, or a channel could be provided.

Traffic calming interventions, such as narrowing and raised tables, should be regularly spaced, depending on the street typology and design speed, in order to break up continuous streets that could otherwise encourage higher speeds. A minimum spacing of 70m is recommended to achieve speeds

of 20mph[12]. Reference should be made to the street typology table (4.14). When designing traffic calming measures consideration must be given on impact on refuse and emergency vehicles and the relevant teams must be consulted at the design stage.

5.6.   20 mph streets

- All urban areas, residential streets, town or village centres and places with significant interaction between pedestrians, cyclists, and motor vehicles (such as schools and markets) must have a limit of 20mph and be designed accordingly.

- This will apply to busy high streets as well as quieter secondary, local, and tertiary streets. Only primary streets can be 30mph. The street hierarchy table (4.14) provides further details for each street type. All speed limits must largely be self-enforcing through good design, using the techniques described above. Existing streets may require retrofitting to achieve lower speeds. The transition between 30mph streets and 20mph streets should be carefully designed. This can be achieved by using continuous crossings on side roads, and gateway features such as raised tables with narrowing, where the change in speed is mid link.

- Department for Transport local government guidance, *Circular 01/2013*, encourages 20mph limits and zones to reduce speeds, improve safety and encourage a modal shift to walking and cycling. Recent research from The University of Surrey recommends that speed limits of 20mph should be used to encourage cycling.[13] Surrey County Council's policy document, *Setting Local Speeds Limits*, provides further information on speed management for 20mph zones.

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[12] DfT (2007) *Manual for Streets*
[13] Nick Grudgings, Susan Hughes and Alex Hagen-Zanker (2021) *What aspects of traffic intensity most influence cycling mode choice? A study of commuting in Surrey, UK*

5.7. Junction geometry and characteristics

- Junctions must not solely be designed for movement. They are also key places in the street network where people meet and spend time. They can be a focus point, with taller buildings, public spaces, landmark buildings, and local amenities. Junctions between primary streets will generally have greater intensity and opportunities for public interaction. These spaces should be a focus for new developments.

- How the buildings look and interact the junction is of particular importance. They should create a sense of enclosure, have well defined frontages and clear boundaries between public and private space. Opportunities for public space should be encouraged.

- Standard DMRB roundabouts must not be used in areas of pedestrian activity in towns, villages and urban areas. They consume vast amounts of space, encourage higher speeds, are a physical and psychological barrier for pedestrians and dangerous for cyclists. In 2018 20% of all cyclist deaths and serious injury in the UK were on roundabouts.[14] Mini and compact roundabouts, or roundels, are permitted.

- Minor junction types that are appropriate for residential areas include:

    – Crossroads and staggered junctions;

    – T and Y junctions;

    – Formal and informal squares; and

    – Mini and compact roundabouts, roundels.

- Junction radii should be as small as possible to ensure that the pedestrian desire line is maintained and that vehicles turn slowly. It is not necessary to design junctions for large vehicles such as bin lorries that will only use them occasionally. In most streets, it is acceptable for such vehicles to take up both lanes when turning. Vehicle tracking software should be used to check swept paths and verify the design.

- As well as being less safe for pedestrians and cyclists, large radii junctions result in inefficient land use and should be avoided. On existing junctions, the radii can be reduced using kerb build outs, providing more space for public realm and furniture, planting and trees, or parking. On new junctions, buildings should be used to define the junction and create corner buildings. This makes more efficient use of the available

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[14] Source: Local Transport Note 1/20 Cycle Infrastructure Design Sec 10.7

space, and provides opportunities for irregular shape building plots, especially on Y junctions, that can add to the character of a development. In some circumstances, it can be possible to use the reclaimed space on existing junctions for new buildings, especially where it provides an opportunity to restore historic street patterns that have been damaged by previous road schemes.

Overrun areas should be avoided on residential streets but may be required on streets with high volumes of large vehicles.
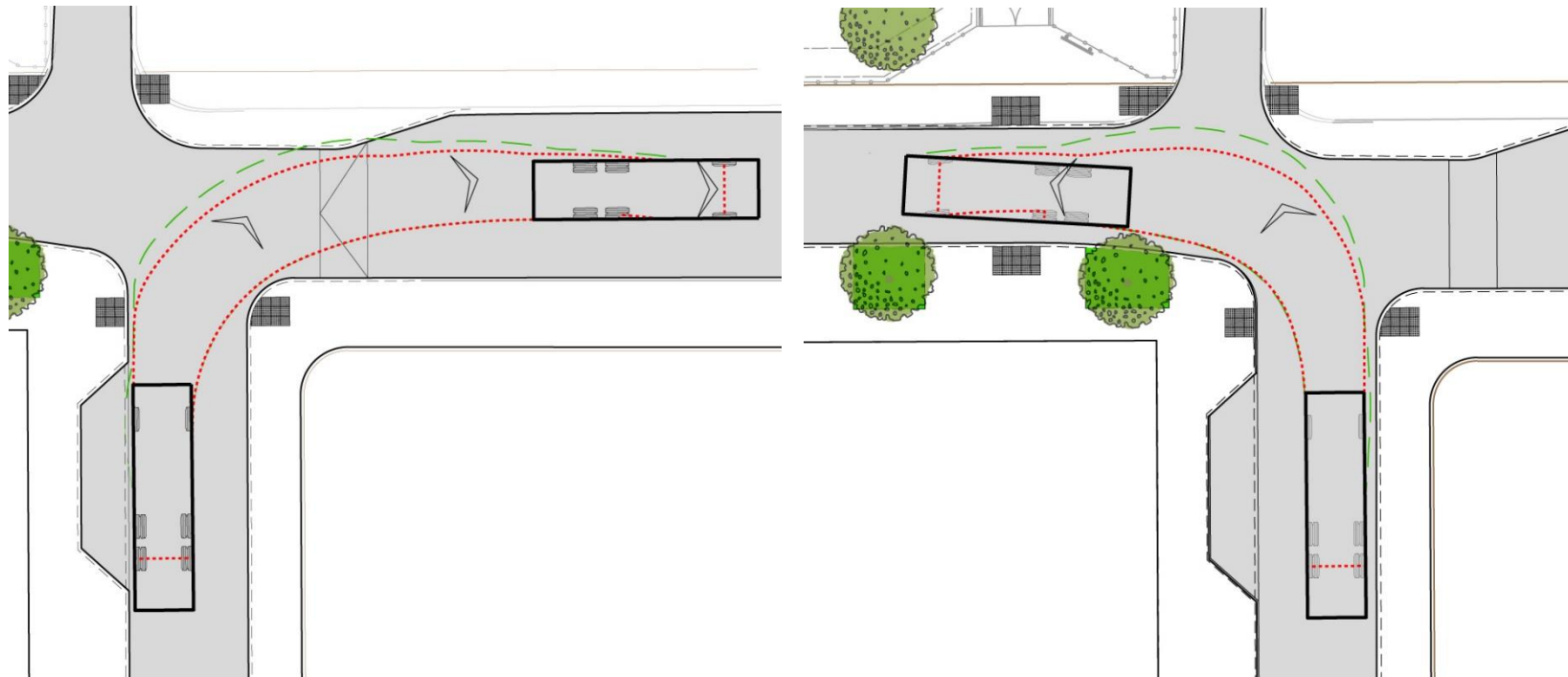
Figure 5-6: Vehicle tracking a refuse vehicle on tight corners (Credit - Create Streets)
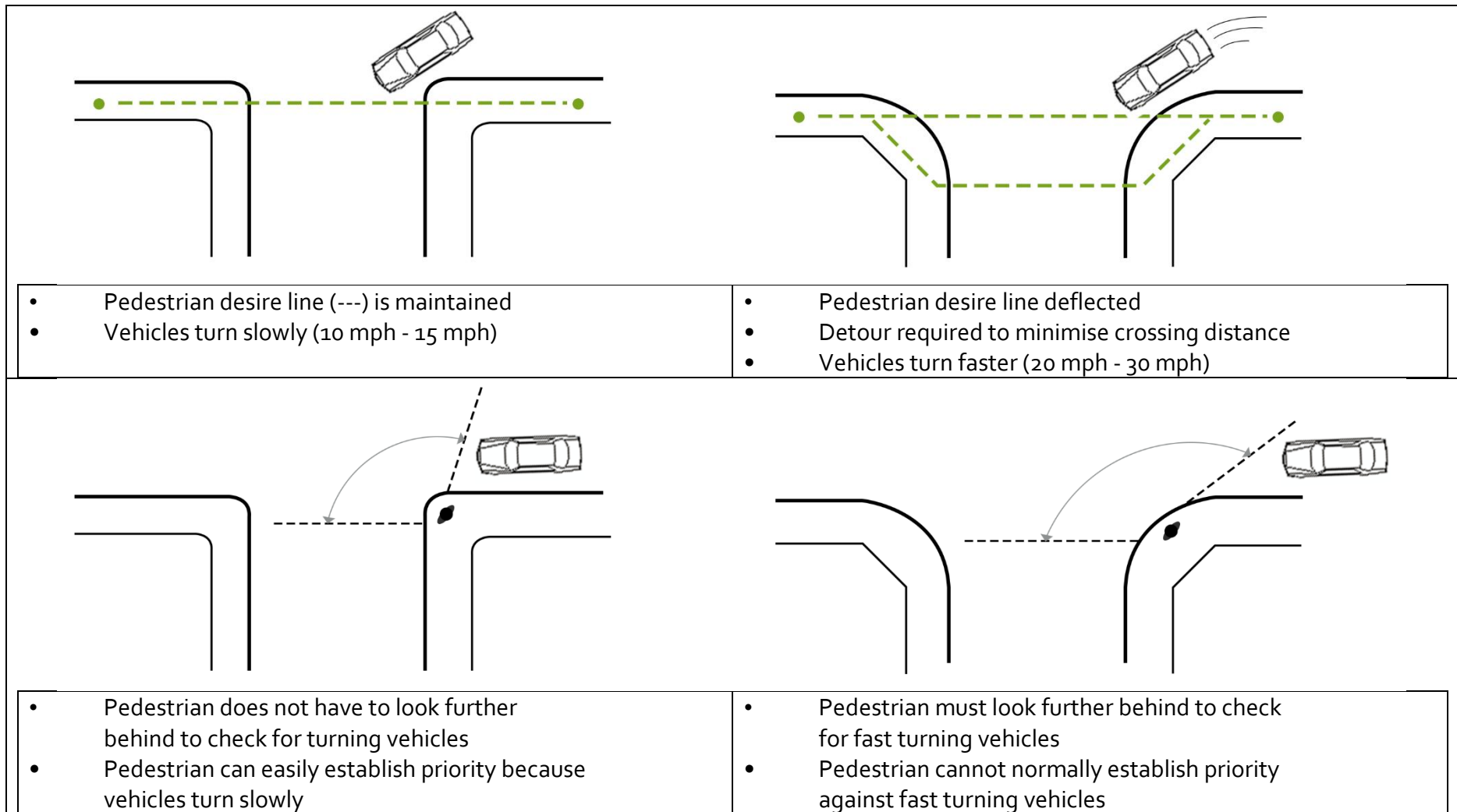
• Pedestrian desire line (---) is maintained • Vehicles turn slowly (10 mph - 15 mph)	• Pedestrian desire line deflected • Detour required to minimise crossing distance • Vehicles turn faster (20 mph - 30 mph)
• Pedestrian does not have to look further behind to check for turning vehicles • Pedestrian can easily establish priority because vehicles turn slowly	• Pedestrian must look further behind to check for fast turning vehicles • Pedestrian cannot normally establish priority against fast turning vehicles

Figure 5-7: Reducing junction radii reduces vehicle speeds and improves pedestrian and cycle safety (Credit – Create Streets)

Figure 5-8: Reduced kerb radii improves pedestrian crossing and provides additional space for greening. (Credit - Create Streets)

Figure 5-9: Carriageway deflection, sharp corner radii, street trees and changes in material all help reduce speeds in residential streets. L: Poundbury, Dorset. R: Derwenthorpe, York (Credit - Andy Cameron)

5.8. Staggered Junctions

There is no minimum requirement for junction spacing on opposite sides of the street and crossroads, or slightly staggered junctions, should be encouraged. Staggered junctions reduce conflict and can be useful in breaking up street lines, reducing forward visibility, and creating terminating vistas which help add to the character and interest of a development. The ideal spacing between opposite streets on a staggered junction is one street width. On primary streets, junction spacing should be addressed on a case-by-case basis. Where a significant junction spacing is unavoidable, mid-block pedestrian only routes should be introduced to maintain desire lines and encourage walkability.
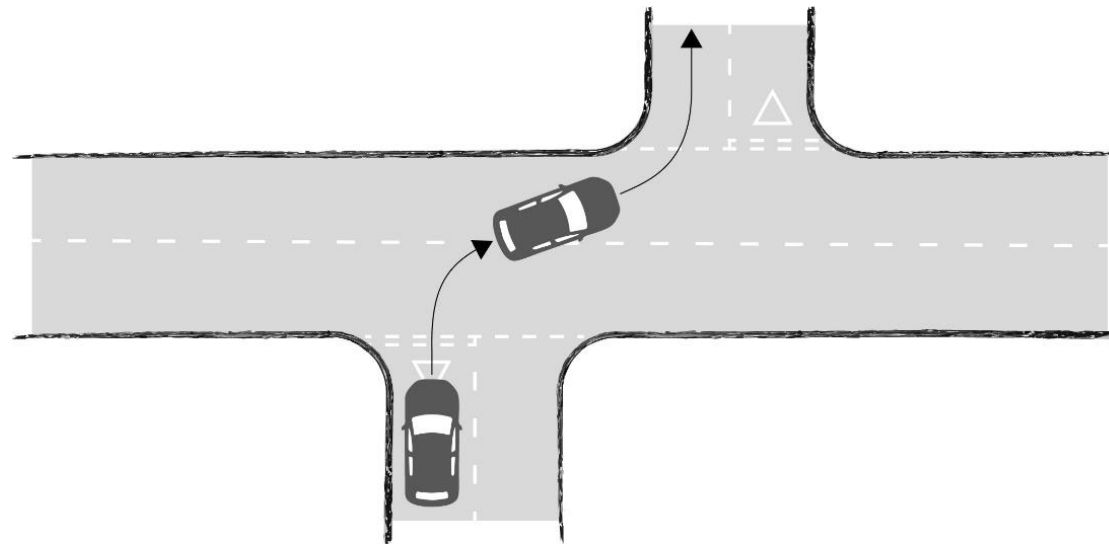
Also refer to Chapter 4:

Fig 5-10: Example of a staggered junction alignment (Credit – Create Streets)

5.9. Turning Heads

In new developments, turning heads should be avoided as far as is practical. In the first instance, street networks should be designed to be permeable with no dead ends or cul-de-sacs. Streets can be filtered to prevent through traffic, with access given to refuse and emergency vehicles only. Short dead-end streets, such as mews, can be permitted without a turning head where distances are agreed for fire and bin lorries. The layout of the street should not be dictated by refuse or fire but an agreement reached on each specific situation with Surrey County Council.

Where turning heads are unavoidable, they must be designed at attractive courtyards that provide appropriate turning space. This should be assessed on a case-by-case basis, considering fire regulations and refuse vehicle characteristics. The parking arrangements for these courtyards should be adequate to ensure that the turning area can be kept free of parked vehicles.
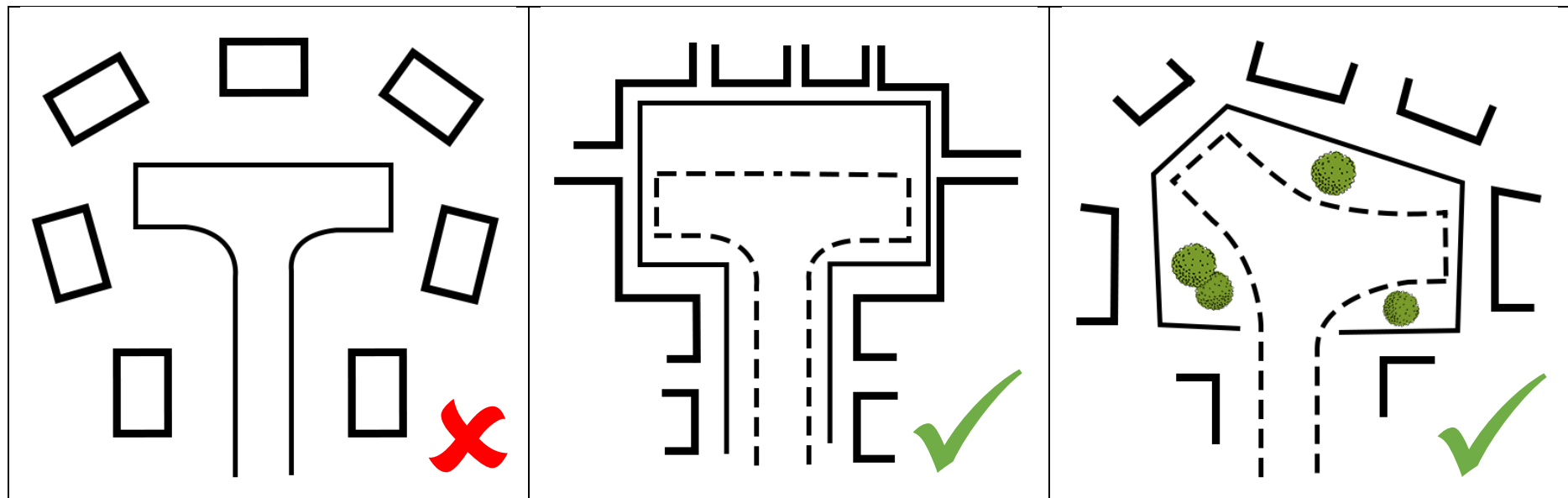

Figure 5-11: Turning head should be designed to relate to the surrounding built form, incorporate parking and where possible, street trees (Credit - Create Streets, images adapted from A Policy Statement for Scotland, Designing Streets 2010)

Figure 5-12: Truro, Cornwall. Example of a turning head designed in such a manner. (Credit: Andy Cameron)

5.10. Materials guidance

Paving materials should be easy to maintain and replace, durable and of an attractive appearance that is appropriate to the local character. A simple palette, with a limited number of materials and colours is preferable. Using too many paving types can result in a visually messy and incoherent environment that will be hard to maintain and repair. Consideration must be given to the *whole life costs* of materials when deciding which to be used.

Paved surfaces for most new schemes will be of flexible construction. The following materials should be used:

Carriageways	Primary streets, Secondary streets, high streets (trafficked), Local streets, lanes	Hot Rolled Asphalt (HRA) Proprietary systems, such as thin surfacing systems High friction surfacing where required
	High streets (non-trafficked), residential and commercial mews, shared surface streets	Block paving systems (flexible construction) • Clay pavers or bricks • Concrete block paving Natural stone pavements of a rigid construction can be used in certain circumstances where a very high-quality finish is required. Smaller modular units, such as setts, are less likely to break and are easier to reinstate.
Pavements		Block, slab or flag paving systems (flexible construction) • Clay pavers or bricks • Precast concrete paving flags • Concrete block paving Most utilities will be routed under pavements, so paving systems must be easy to lift and reinstate without the need for specialist contractors or materials.
Secondary streets, high streets (trafficked), Local streets		Block, slab, or flag paving systems (flexible construction) • Natural stone paving flags

	- Clay pavers or bricks - Precast concrete paving flags - Concrete block paving Most utilities will be routed under pavements, so paving systems must be easy to lift and reinstate without the need for specialist contractors or materials.
Cycle Lanes	Dense bituminous macadam Proprietary surfacing systems, such as 'spray and chip' A coloured surface course can be used in limited circumstances where it is necessary to provide contrast with the footway or carriageway. General use of coloured surface courses should be avoided. A high quality, smooth finish must be used for rider comfort.
Raised tables	Block paving systems (rigid construction for high traffic areas, flexible elsewhere) - Clay pavers or bricks - Concrete block paving - Concrete block paving (permeable) Natural stone (rigid construction) should be used where a high-quality finish is required. In some circumstances this may be more economical, as a rigid constructure is more durable and has better resistance to torsion from turning vehicles.
Ramps	Proprietary precast concrete ramp section Granite setts (rigid construction) with smooth finish
Edgings and Channels	Granite setts Natural stone Clay paving
Parking Bays	Hot rolled asphalt (HRA)

	Block paving systems (flexible construction)
	• Clay pavers
	• Concrete block paving
	Permeable paving systems
	• Permeable concrete block paving
	• Permeable concrete
	• Permeable asphalt (TBC)

Table 5.1 – Permissible surfacing materials for streets

While asphalt is one of the ubiquitous and affordable paving materials, it requires more maintenance and upkeep costs in the long term. It is one of the most impermeable materials, and therefore generates more surface water runoff and has a higher impact on drainage. It also contributes more to heat island effects than other materials. The use of natural stone and clay paving materials must be encouraged and should be used wherever feasible. Asphalt should not be used for pavements on non or very low trafficked areas.

The use of permeable paving should be encouraged but will only be adopted in certain circumstances. The most suitable location for permeable paving is in parking bays, low traffic and traffic free streets. If used in parking bays on the street, the impermeable carriageway can be designed to shed water to the parking bays, reducing the need for positive drainage, such as gullies. The main types of permeable paving that will be adopted are:

• Permeable concrete block paving (CBP);

• Permeable clay pavers;

• Permeable asphalt;

• Permeable concrete; and

• Resin bound gravel (only suitable for tree pits and off-street pathways).

Permeable paving should not be laid over any existing or proposed services wherever possible as this will avoid the need for excavating and reinstating the permeable paving if a utility provider needs to repair or replace services. Service stripes and trenches can be created using non permeable paving to accommodate services. Further guidance is available in the Interpave guidance.[15]

Permeable paving can be used in all sites, but the choice of sub-base system will depend on the local ground conditions. The sub-base can either allow infiltration into the ground below, be fully lined and drain to a surface water drainage system or allow both partial infiltration and be connected to the drainage system. Further guidance is provided in Chapter 8 – Sustainable drainage systems.

5.11. Pedestrian and cycle crossings

Good pedestrian and cycle crossings are essential to creating healthy streets. Streets should be easy to cross and pedestrians should have priority in most cases. Well-designed crossings also help calm traffic, improve street aesthetics and provide opportunities for trees and other street greenery. The following crossing types should be used for new streets in Surrey:

Informal Crossings

- *Continuous or 'Copenhagen' crossings.* As described above, these are extensions of the pavement across junctions of local and other tertiary streets from primary or Secondary streets. They essentially reverse the convention of pedestrian crossings; vehicles must instead cross the pedestrian realm and do not have priority. These crossings should be included on all new developments.

- *Uncontrolled crossings or courtesy crossings.* Pedestrians can cross at these when they feel comfortable but have no formal priority. Ideally, raised table crossings, constructed in the same material as the footway to slow traffic and create a level surface. Otherwise, a drop kerb with a maximum 1:12 ramp down should be used to create a level surface, along with coloured or patterned surfacing across the carriageway to indicate the crossing location. The crossing should be the same width as the footway, and a minimum of 2m. Tactile paving, in accordance with the latest DfT guidance, is required on either side.[16] The crossing should also incorporate build outs, where appropriate, to narrow the carriageway. The crossings should be provided along pedestrian desire lines and at regular intervals on long links.

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[15] Interpave (2018) *Design and Construction of Concrete Block Permeable Pavements Edition 7*

[16] Department for Transport (2021) *Guidance on the Use of Tactile Paving Surfaces*

- *Informal zebra crossings.* Trials have recently been undertaken in Greater Manchester of non-proscribed zebra crossings on side streets.[17] Wider trials have been proposed and potential regulatory changes will permit wider use of these in the future. Opportunities should be identified for such crossings on new and existing streets in Surrey, ahead of these crossings obtaining regulatory approval.

Formal Crossings – Controlled and uncontrolled

- *Zebra crossing.* Controlled crossing used to provide pedestrians with priority as they cross from one side of the street to the other. Marked with white parallel strips and flashing yellow 'Belisha' beacons. These can be used across the full width of the carriageway or in conjunction with refuge islands to enable crossing in two stages with shorter crossing distances. These should be used in conjunction with a raised table to provide a level crossing and provide traffic calming.

- *Parallel crossing.* Zebra crossings that feature separate space for cycles alongside the pedestrian crossing, demarcated with 'elephant's footprints' markings.

- *Puffin, Pedex and Pelican crossings.* Signal-controlled crossings are used to provide dedicated time for pedestrians to cross one side of the street to the other on wider streets with faster-moving traffic. This crossing is controlled through traffic lights. Multiple stage crossings should be avoided, they must therefore be as short and direct as possible.

- *Toucan crossing.* Similar to other signal-controlled crossings these allow cyclists to cross without dismounting, mixing with pedestrians in the same space.

- *Signal-controlled cycle crossing.* Similar to Pedex and puffin crossings, but for cycles, these usually connect cycle tracks across an intersecting road. These can be used as standalone crossings or run parallel to pedestrian crossings.

- *Pedestrian priority signal.* These controlled crossings should be used in areas of high footfall. These appear green to pedestrians by default until a vehicle is sensed.

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[17] TRL (2022) *Published project report PPR1003: Non-prescribed zebra crossings at side roads (Final report)*

- *Scramble crossings.* Usually signal-controlled, these are located at intersections where pedestrians can cross in any direction, including diagonally. These offer a shorter overall crossing for pedestrians in both time and distance. They require a dedicated pedestrian phase in traffic signals and are best suited to busy town centre streets with high foot traffic.

5.12. Artwork on crossings

- Using colourful artwork on formal crossings, rather than different coloured tarmac or paving, has been trialled in several areas in the UK and internationally. This is a cost-effective way of making a crossing more prominent, bringing art and colour to the street and encouraging community collaboration. However, consideration must be given to the impact on pedestrians with visual impairments and other disabilities who may be affected. Representative groups should be consulted before implementation.

Figure 5-13: Artwork applied to existing pedestrian crossing outside school (Credit - Create Streets)

5.13. Road markings

- In general, road markings create unnecessary visual clutter on the road and are intrusive, particularly in rural settings. Where possible, designers should instead use different materials or horizontal elements to demarcate speed changes, parking zones and other streetscape elements. Markings also imply vehicle priority and must be omitted where streets and junctions seek to create pedestrian priority.

- Centre line markings should be omitted from carriageways of 6.5m wide or less, or where the design speed is 30mph or under. On rural roads, up to the national speed limit, the centre line should be removed in conjunction with the use of edge of carriageway markings. This helps to create a rural feel, a less vehicle dominated environment, and perceived reduction in road width and thus vehicle speeds.

5.14. Accessibility considerations

Street design must comply with the Equality of Opportunity duty under the Equality Act 2010. Consideration must be given to those with mobility and sensory disabilities and those with differing life stage issues, as well as those with conditions such as dementia. This includes the use of accessibility elements such as dropped kerbs and level access at crossing points, etc. When choosing some street design features that seek to reduce the motor vehicle dominance, such as raised table junctions, consideration must be given to creating a fully inclusive environment. Engagement and co-design with stakeholder groups will be essential to ensuring an inclusive approach.

Reference should also be made to the DfT best practice guide *Inclusive Mobility*.[18]

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[18] DfT (2022) *Inclusive Mobility A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure*

5.15. Safety considerations for streets with high vehicle volumes and / or speeds

Busy roads can lead to traffic incidents when the street design does not adequately consider the safety of pedestrians, cyclists and even other motorists. Designers must comply with the following:

- *Pavements should have a minimum of 2m*, or higher on busier roads in accordance with street typology. Pavements should be wider at key locations subject to pedestrian footfall and comfort levels to prevent crowding and overspill onto the carriageway.

- *Buffers such as trees* and planting between the pavement and carriageway should be provided.

- *Pedestrian crossings* should be safe and convenient with traffic measures calming are essential. These should be located on pedestrian desire lines to maximise their use and benefits.

- *Cycle provision* must be segregated on roads with high speeds and/or volumes, with a suitable buffer between the carriageway and the cycle lane.

- *One-way streets should be avoided* where possible.

Chapter 6: Pedestrian and pavement design

6.1. Pedestrian vision and strategy

Pedestrians are at the top of the hierarchy of movement, and therefore the design of pavements, pedestrian paths and spaces for people take precedence over other street design elements. Pedestrian paths must be well connected to homes, local services and other uses. They must be and feel safe and easy to navigate. The following design principles should be adhered to:

- *Widths.* Pavements must be a minimum width of 2m (3m on primary roads) to allow for movement, with wider pavements in places where there is significant pedestrian footfall, such as town centres and outside of schools, and where there is additional street furniture. This can be reduced for short sections to 1.5m. On retrofit schemes you should seek to achieve a minimum of 1.5m pavement width. There is no maximum pavement width.

- *Materials.* Strong, durable, attractive, high-quality materials should be used where possible, including natural stone setts and flags, block paving and clay pavers. Asphalt should be avoided. Permeable paving can be used unless underground services are running beneath the pavement.

6.2. Continuous level surface streets

Level surface streets have no, or only a slight, kerb upstand, removing vehicle priority. Two types of level surface street should be used:

- *Pedestrian priority streets* These have no defined carriageway and pedestrian priority. These should be used on narrow and low trafficked streets. In residential areas this street type should only be used for mews style, or very low trafficked, streets and should use a different surface treatment to primary roads.

- *Delineated level surface streets.* A defined carriageway and pavement but with low or flush kerbs delineating an advisory pavement space. Asphalt should not be used for the carriageway, and road markings are not required, as the design of the carriageway should not imply that it is a space for vehicles only.

Chapter 7:   Street trees

7.1.   *Why trees are important*

Surrey County Council declared a 'Climate Emergency' in July 2019 and committed to plant a tree for every Surrey resident as part of a new tree strategy: *"By 2030, Surrey will benefit from 1.2 million new trees, with the right trees planted in the right place, including both urban and rural locations, and supported to grow to maturity."*

- Street trees are an invaluable means of achieving this aim, helping to create safer, healthier and more resilient streets. New developments are an excellent opportunity for creating new tree-lined avenues. Retrofit schemes allow us to regreen existing urban street. This is in line with the recommendations of the *England Tree Action Plan (DEFRA)*, the NPPF, the *Building Better Building Beautiful Commission (BBBBC)* and the new NMDC.

Street greening can:

- Improve air quality, absorb pollution and create a physical barrier from road pollution;

- Shade streets, help regulate temperature and reduce the urban heat island effect;

- Enhance biodiversity and ecological connectivity, creating habitat for wildlife;

- Intercept rainfall and increase infiltration, reducing pressure on drainage systems and recharging aquifers;

- Assist with traffic calming and speed control;

- Encourage physical activity, walking and cycling;

- Improve mental wellbeing and cognitive development;

- Enhance the appearance of streets, setting of buildings and help define public realm; and

- Increase property values.

7.2. Adoption and planting

All planting schemes within adoptable highways should be prepared with designers who have a deep understanding of planting in hard landscapes. Planting should follow the guidance in this chapter and the *Surrey New Tree Strategy*. The package should include a viable maintenance management plan which is subject to approval by the Highway Authority.

7.3. Selection of street tree species

The type of street trees selected should be native or appropriate to the area and should contain positive properties such as pollution absorption and shading. Selection should also factor in Surrey's future weather conditions of wetter winters and drier summers. *Surrey County Council's Tree Strategy* provides further guidance on suitable tree types for different contexts.

Small height (5-12m). Requires 10m³ to grow		
Latin name	*Common name*	*Description*
Prunus Royal Burgundy	Royal Burgundy	Purple leaves
Acer campestre var Elegant	Field Maple	Autumn colour
Liqustrum lucidum variegata	Chinese Privet	Evergreen
Corylus Colurna	Turkish Hazel	Large green leaves or red leaves
Medium height (12-17m). Requires 20m³ and a minimum width of 2m to grow		
Latin name	*Common name*	*Description*
Gleditsa tricanthos *Variance: Subnurst; Ruby Lace*	Honey locus	Yellow leaves
Koelreuteria paniculara	Pride of India	Flowers
Pyrus calleryanachanticleer	Ornamental pear	Autumn colour

Large height (17m+), Requires 30m³ and minimum width of 3m to grow		
Latin name	*Common name*	*Description*
Fagus sylvatica	Beech	Foliage native
Acer psedoplantanus varieties	Sycamore	Drought tolerant
Ginko biloba	Ginko	Pollution tolerant

Table 7.1 – Permissible tree species

7.4. Tree planting considerations

- The selection of appropriate species and ensuring planting occurs in appropriate locations will reduce the need for maintenance and ensure the long-term survival of street trees. Through careful design trees can be planted on almost all streets.

- Street trees should normally be planted 8m – 16m apart. The actual dimension will depend on factors such as the width of plot frontage, the length of parking spaces, location of overhead utilities and, critically, the proximity to streetlights.

- A coordinated approach should be taken when determining the layout of new trees and streetlights, however the former must not be dictated by the latter. Reference should be made to the guidance in *BS 5489 Code of practice for lighting of roads and public amenity* on the subject of integrating lighting and landscaping.

- Planting should reflect the surrounding or desired built form and character. Trees planted at even intervals on both sides of the street, with one species[19] to give a unified character may be appropriate on an avenue while a street with an informal layout may require irregularly spaced trees of mixed species.

- It is essential that adequate space is provided for the tree to grow and accommodate their typical canopy size. Advice should be sought from an early stage of design on height, crown spread and stem diameter to ensure these requirements of trees are fully factored into design.

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[19] It is recognised that a mix of species should normally be provided for resilience and biodiversity (see the 10-20-30 rule), this should be weighed up against the importance of creating characterful streets, and diversity across a whole development should be considered. As a compromise, a mix of species of the same genus could be used.

7.5. Appropriate tree planting locations

Trees should be planted in, but are not limited to, the following locations. These are listed in order of preference:

Location	Notes
1. Within the carriageway, in build outs or at grade.	This will keep footways clear and continuous, providing traffic calming and visually break long rows of parked vehicles. On low traffic streets, such as mews, tree pits can be constructed at the same level of the carriageway.
2. Grass verges and 'leftover' green spaces adjacent carriageway.	On busier roads, a tree lined verge offers an effective way of separating the people and traffic and provides space for roots growth. A minimum 1 m verge is required.
3. Edge of footways	Where other options are not feasible, trees should be planted on the edge of the footway. A minimum clear width of 2m should be provided to allow space for wheelchairs and buggies, this can be reduced to a minimum of 1.5m adjacent to the tree. Tree pits, with a minimum dimension of 1m², must be provided. These must incorporate root barriers and deflectors to protect adjacent utilities and foundations.
4. Grass verges behind footway	Trees could be planted in verges, or hard spaces, to the rear of the footway where space exists and no other options are suitable. Where this land sits outside of the highway boundary, consideration should be given to the long-term maintenance strategy and the impact on the adjacent highway.

7.6. Tree pits and root volumes

- Tree roots need adequate volumes of soil in which to grow, along with access to nutrients, water and oxygen. Tree roots can also impact adjacent utilities and foundations of buildings. It is important to get the below ground design and specification right alongside choosing the right tree in the right place.

- Tree pits in hard surfaces should have a surface opening that is as large as the space allows but must be a minimum of 1m square. The pit should be left open and incorporate layers of ground cover planting. It should not be surfaced with paving materials. Initially the tree pit should be

filled with organic mulch to a depth of 50mm to 75mm, which will help the tree establish itself by regulating temperature, moisture and providing nutrients.

- Permanent ground cover planting should be added to the pit once the tree is established, species dependent. Dense, native planting, including shrubs, should be used on busy streets that will prevent litter accumulating and deter parking on the verge. Highly maintained, formal planting should be avoided in most situations to reduce the maintenance burden. Local residents could be encouraged to take an active role in planting and maintenance.

- Tree grilles should be avoided as these can accumulate rubbish. Where hard surfacing is required, permeable resin bound gravel, self-binding gravel or rubber crumb should be used.

Figure 7-1: Ground cover planting to street trees providing biodiversity and beauty (Credit - Create Streets)

Below ground, adequate space should be given for root growth. The volume of soil required depends on the tree size and species, so the available space below ground may dictate the tree selection. For example, a medium sized tree will typically require 12m³ of soil to establish fully, which may be difficult to achieve in many locations. In paved areas, it may be necessary to create more room for tree roots using structural soils and other load bearing systems. While these will help create excellent growing conditions, they are not always required so independent advice should be sought on the appropriate solution. The cost of these systems must not become a barrier to planting street trees. Such systems include:

- Structural soil systems. Structural growing mediums such as Amsterdam tree sand;

- Stockholm tree system. Structural soil using large stone aggregate;

- Crate and root cell systems. Proprietary systems, either plastic or concrete, that provide a structure to support pavements above; and

- Raft systems. Proprietary systems that provide a structural base that floats above the tree roots.

Further guidance on these systems can be found in the publication *Trees in Hard Landscapes*.[20] Reference should also be made to the *Surrey County Council tree strategy* and SuDS guidance.

- Trees, pits and verges could be linked together in a tree trench to maximise the available root volume. If combined with a structural solution, these trenches could be extended under paved areas, for example linking tree pits between parking spaces.

- Tree roots also need to be contained and deflected away from buildings and utilities through the use of suitable root barriers. Root deflectors should be used to guide roots down a minimum of 300mm to avoid damage to paving layers.

7.7. *Protection and establishment of trees*

Trees should have an appropriate level of protection for their environment. Bark protection is essential a tree's survival, especially for younger trees with thinner bark. Trees in publicly accessible areas must therefore have temporary light protection at their base. This includes hessian wrapping, bamboo wrapping or light duty mesh cages. In the permanent case, the primary method of protection should be through planting in appropriate locations and using an appropriate size of tree. The use of larger tree pits with low level planting offers an effective method of protection while bringing additional biodiversity benefits. In busier areas street furniture such as seating or raised planters should be used to provide a space efficient method

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[20] TDAG (2014) *Trees in Hard Landscapes*

of protecting trees. Where no other methods of protection are feasible, and the tree is at risk from vehicle strikes, metal tree guards could be used. Consideration should be given in the budget to the maintenance and eventual removal of these, as the guard must be removed as the tree grows.

Figure 7-2: Trees and greening can soften streets and parking courts. L: Watercolour, Redhill, Surrey. R: Upland Road, Guildford, Surrey (Credit - Create Streets)

Street trees must be supported by stakes in the first few years of growth while root systems establish to protect them from strong winds and accidentally damage. The stakes must be embedded at least 60cm into the ground and secured to the tree. Plastic or rubber ties must be avoided as they need to be removed manually and can throttle the tree if left in place. Biodegradable ties, such as jute, should instead be used. The stakes and ties must be removed after 18 to 24 months. Root anchor systems could be used as an alternative to staking. These permanent support without the visual impact of stakes and do not need to be removed. However, they must be specified and installed by a specialist and can only be used on larger root balls.

Consideration should be given to irrigation of the trees. Irrigation rings, root drenchers or other suitable systems should be installed on trees in hard landscapes. These will allow effective irrigation of the root ball which is essential in the first few years after planting. Notices should be affixed to new street trees encouraging residents to water new trees with clear guidance on how to do so.

Fig 7-3: Street trees, Poundbury, Dorset (Credit - Create Streets)

Street trees are at particular risk of damage from continued use of salt as a de-icing agent which can damage soil quality and can cause management problems by encouraging the establishment of salt tolerant weeds. To reduce this risk, the following mitigations are recommended:

- Salt bins and salt dumps should be placed away from trees and shrub beds.

- The amount of de-icing salt used by maintenance teams should be kept to a minimum. Salt tolerant species can be selected if this cannot be avoided. Evergreen species and in particular conifers are especially susceptible to salt damage and grasses can be affected in the same way.

- Provide information to other parties who are likely to use salt (shop owners, local residents) and use of alternative materials such as calcium magnesium acetate (CMA), urea, and salt/grit mixes in pedestrian areas.

- There should be provision of slush disposal zones adjacent to planted areas with efficient drainage to remove salt laden water.

- Ensure soil cover in planting areas is of good quality and free draining to avoid water logging. This is particularly important where the planter is receiving surface run off as part of a SuDS scheme. If the tree pit is receiving runoff from the highway, this could be diluted with other runoff to provide dilution and reduce salt concentrations.

7.8. Existing trees and hedgerows

Existing healthy and well-formed trees and hedgerows should be retained or moved if compromising an urban layout as specified in this guide. As well as protecting existing biodiversity and assisting with biodiversity net gain (BNG) targets, established trees provide beautiful natural features that will enhance new developments.

Through good design practices trees and hedgerows can be integrated into, and enhance, the development. To achieve this, designers should follow the guidance in *British Standard 5837 – 2012* and the following additional requirements: [21]

- When pavements are proposed within tree root protection zones, a non-dig, permeable paving solution will likely be required to avoid loads being transferred to the soil and roots and prevent over compaction of soils. This may result in roads and pavements being raised over existing roots.

- Excavations under tree canopies, if needed, must be done by hand. No root over 25mm in diameter should be severed. Tree removal and replacement planting may be required if substantial root loss occurs.

- Existing trees within proposed visibility splays must be retained. Where there is a conflict the location and design of junctions should instead be revised. Considering the location of trees early in the design process will mean that such conflicts are avoided.

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[21] BSI (2012) *BS 5837 – 2012 Trees in relation to design, demolition and construction*

Trees adopted by Surrey County Council Highways have been assigned a financial value using the *Capital Asset Value for Amenity Trees* (CAVAT) methodology.[22] The council will seek full compensation as per the CAVAT assessment for any removal of, or damage to existing highway trees. It should be noted that costs can be significant. An average mature oak can be valued at approximately £100,000 when using this method, and even a small ornamental tree would be valued at £3,000.[23.]

7.9. *Safety implications for trees and planting*

Poor siting of trees and poor species selection could have safely implications and lead to damage of property. However, safety implications should not be used as an excuse to not incorporate trees and greenery and there will always be a suitable method of introducing greenery to streets. The following requirements should be noted:

- Most planting, including trees, is permissible within visibility splays, but it should not obstruct visibility within a zone between 0.6m to 2.1m above ground level. This means ground cover planting and low-level shrubs can be used, and trees must have a clear stem height (the distance between the lowest branch and the ground) of 2.1m.

- Trees should not have branches or foliage below a height of 2.3m on a pavement / cycleway or 5.1m on the carriageway and areas of parking.

- Poor species selection can cause various long term safety issues. For example, species with invasive surface rooting and / or suckering can cause damage to private as well as highway structures and should not be used. The approved species listed in this guide must not be deviated from unless a rigorous assessment is undertaken by a qualified landscape architect or arborist. In all cases, the species selection must be undertaken by a qualified professional.

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[22] London Tree Officers Association (LTOA): https://www.ltoa.org.uk/resources/cavat
[23] Surrey County Council (2016) *Highways and Transport Asset Management Strategy Section 8.11 – Arboriculture*

7.10. Utilities and trees

Conflict between tree roots and underground utilities is a common issue but can be easily mitigated through good design and construction practices. Best practice is set out in the latest *National Joint Utility Group (NJUG) guidance*[24], and the TDAG publication *Trees in Hard Landscapes.*[25] The following requirements must also be followed:

- Co-ordination of services with tree planting proposals must be undertaken at an early stage. Consideration should be given to the layout of services near trees, shrubs and pinch points within the carriageway.

- Excavation for the maintenance of services can disturb trees. It is recommended that common utility corridors are provided and that services are laid in ducts to reduce the need for excavation later.

- Where there is a risk of tree and vegetation related subsidence, flexible construction of pipes should be used to accommodate any ground movement.

- Where existing trees are present, services should not be laid within root systems. Where this is unavoidable, they must be laid in ducts beneath the root system to avoid future excavation and subsequent damage to trees.

7.11. Tree maintenance and adoption

All planting schemes within adoptable highways ensure that the proposal conforms with the context of the guidance in this chapter and Surrey County Council's Tree Strategy[26]. The package should include a detailed and viable maintenance management plan which is subject to approval by the Highway Authority.

The tree strategy documents provides detailed information about the Authority's approach to tree maintenance and additional information on best practice for new tree maintenance can be found at the Woodland Trust[27] and the publication Trees in Hard Landscapes.[28]

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[24] NJUG (2007) Guidelines for the Planning, Installation and Maintenance of Utility Services in Proximity to Trees
[25] TDAG (2014) Trees in Hard Landscapes
[26] SCC (2020) Surrey's New Tree Strategy
[27] https://www.woodlandtrust.org.uk/plant-trees/advice/care/
[28] TDAG (2014) Trees in Hard Landscapes

Provision must be made for five years of comprehensive aftercare for the establishment of trees which must include replacement for any dead trees and weed control. This is to be followed by a management plan for new planting and commuted sums put in place for a further 20 years.

The local community should be encouraged to take some ownership of new trees and participate in maintenance, especially watering trees while they establish. This will reduce the long-term maintenance cost and reduce the risk of vandalism of new trees.

7.12. Planters

These are useful in places where it is difficult to plant a tree, particularly in dense built-up areas with little green space. They should be made out of good quality material that reflects the local character – wood is particularly encouraged – and should be large enough to allow for the growth of the tree or shrub. Planters can also be used as an attractive way to close off a street to traffic, in place of bollards. Planters must be placed to leave a clear pavement width of 2m. This can be reduced to 1.5m over short distances.

Planters also require frequent maintenance and irrigation, and so should only be used where there are no other feasible options, such as above a basement or podium slab, or where there is a very high concentration of below ground utilities, or if a temporary solution is required. It must always be a priority to plant into the ground. The highways team could work with residents, businesses, schools, and other organisations to assist in the watering and maintenance of any planters, especially while the planting is becoming established. This will require early community engagement and relationship building but can reduce ongoing costs.

7.13. Grass verges, shrubs and ground cover planting

Planting within roadside verges and pavements is an important means of maximising the benefits of greenery and making the best use of available land. The conventional, neatly mown, ornamental grass verge must not be a feature of new developments. Instead, opportunities should be taken on all green spaces, however small, to maximise biodiversity and introduce a wide mix of species, including flowering plants. Opportunities should also be taken to rehabilitate existing verges, ditches, and green spaces to maximise biodiversity and introduce a wide mix of species, including flowering plants.

Guidance on planting these areas is set out below:

- For new verges, a species rich or wildflower mix, appropriate to the local soil and environmental conditions should be used to establish ground cover. Over time, a suitable native plant mix will become established, providing that good management practices, such as limited mowing, are followed. Further guidance can be found in *The Good Verge Guide.*[29]

- Perennial species should be used to ensure longevity and reduce ongoing maintenance. Annual species must not be used unless as part of an agreed and funding maintenance plan.

- Grass should not be used where pedestrian use is likely to be high, hard surfacing or robust shrubs will be more appropriate in these locations. Reinforced grass can be used to strengthen grass verges in these situations.

- Amenity grass should only be used in accessible recreational areas, such as parks or parklets, or areas for sitting and gathering. It should not be used for verges or purely ornamental reasons.

- Grass requires good quality topsoil usually to a depth of 100-150mm. Wildflowers usually require 25-50mm of topsoil to successfully grow.

- Maintenance or construction work taking place on grassed areas should be in line with the DfT reinstatement guidance and must ensure replacement of the existing turf or re-seeding with the same, or more appropriate species mix.[30] Protective measures will be required to reduce impact and damaged areas must be returned to their previous condition.

Provision must be made for five years of comprehensive aftercare for the establishment of trees which must include replacement for any dead trees and weed control. This should be followed by a management plan for new planting and commuted sums put in place for a further 20 years.

The local community should be encouraged to take some ownership of new trees and participate in maintenance, especially watering trees while they establish. This will reduce the long-term maintenance cost and reduce the risk of vandalism of new trees.

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[29] Plantlife (2016) *The good verge guide*
[30] Department for Transport (2019) *Specification for the Reinstatement of Openings in Highways (Fourth edition)*
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/782183/reinstating-road-after-street-works-statutory-code.pdf

Narrow verges that are a result of 'space left over from planning' (SLOAP) must be avoided. They are difficult to maintain and often become neglected. Verges that demarcate pavements from carriageways should be a minimum of 1m and very short lengths should be avoided. Smaller areas can function effectively as small SuDS features, such as rain gardens. Surrey County Council supports the Blue Campaign which encourages residents identify local grass verges that are suitable for rewilding by the Council. Further details of the scheme can be found on the Council's website.[31]

Figure 7-4: L: Roadside planting in Ripley, Surrey (Credit – Create Streets), R: Wildflower Verges, Easton Road, Bristol (Credit - Sam Saunders CC BY-SA 2.0)

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[31]https://www.surreycc.gov.uk/roads-and-transport/roadworks-and-maintenance/trees-grass-and-hedges/grass/the-blue-campaign-increasing-biodiversity-in-grass-verges

Chapter 8: Sustainable drainage systems (SuDS)

8.1. Introduction

SuDS are designed to mimic natural drainage systems and are more resilient and cost effective than conventional drainage methods. Surrey, like the south-east of England more generally, is at increasing risk of water stress, rising temperatures and flooding. Sustainable water management plays an essential role in alleviating these risks as well as helping meet wider climate resilience aims. SuDS also help placemaking strategies and deliver wider benefits. They must be considered from the earliest stages of the design process. Well-designed SuDS can:

- Significantly reduce surface water runoff, reducing the pressure on sewage and drainage infrastructure thereby reducing sewages spills into watercourses;

- Reduce the risk of flooding and provide resilience to future climate change;

- Improve water quality through filtration and natural breakdown of pollutants;

- Assist with groundwater recharge;

- Help create greener, calmer, more beautiful streets;

- Bring redundant areas of hard surfacing or highways land into productive use;

- Be more cost effective than traditional hard engineered drainage solutions; and

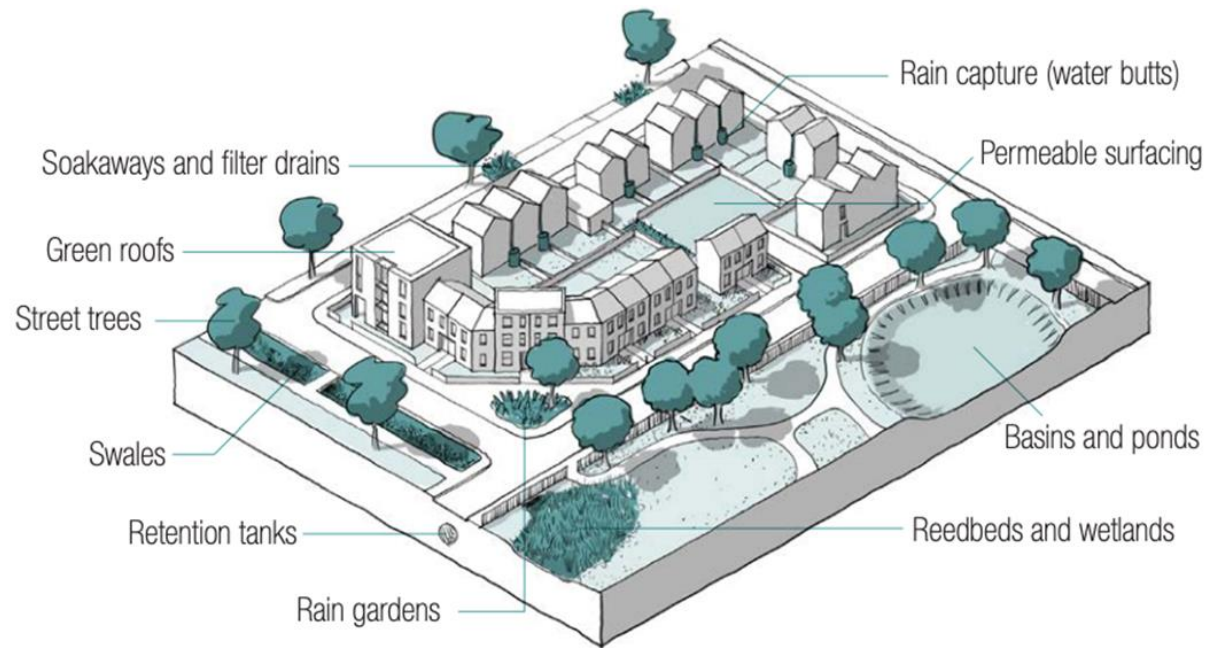- Enhance biodiversity and provide urban greening.

Figure 8-1: Some of the variety of forms and features of SuDS (Credit - NMDC)

8.2. Design principles for SuDS in Surrey

Specific designs will differ by location and will reflect the local context, site layout, local topography and geology. Detailed design guidance is available on the Surrey County Council *SuDS Design Guidance* website. However, all planning and design of SuDS must:

- Be designed to accord with EA long term flood risk EA long term flood risk assessment, CIRIA guidance, Defra non-statutory technical standards and the appropriate District or Borough Local Plan;

- Manage surface run-off as close to the source as possible;

- Follow Surrey County Council's sustainability hierarchy (see figure 8-2); and

- Consider the effects of climate change, such as increased rainfall intensity, in line with current Environment Agency and SCC guidance.
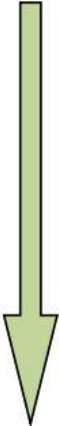
Sustainability Level	SuDS Technique	Flood Reduction	Pollution Reduction	Wildlife & Landscape Benefit
MOST SUSTAINABLE (PREFERRED) ↓ LEAST SUSTAINABLE	**Green/Living Roofs & Walls**	✓	✓	✓
	Infiltration: Infiltration trenches & basins Soakaways: (standard or crate system)	✓	✓	✓
	Filter strips and Swales	✓	✓	✓
	Basins and ponds: Wetlands Balancing Ponds Detention Basins Retention Basins Conveyance swales	✓	✓	✓
	Permeable Surfaces & filter drains: Gravelled areas Porous paving	✓	✓	
	Tanks & Piped Systems: Crated Attenuation Tanks Oversize pipes	✓		

Figure 8-2: Sustainability Hierarchy for SuDS selection (Credit - SCC)

SuDS must be designed with multifunctionality in mind from the start. They must follow the four SuDS objectives to enhance:

- *Water quantity:* to control the rate and volume of runoff, preserve the water cycle and reduce flood risk.

- *Amenity:* create and sustain better places for people, through the introduction of greenery and water features.

- *Water quality:* manage the quality of runoff and prevent pollution of watercourses.

- *Biodiversity:* to create and sustain better places for nature by including planting and habitat niches that respond to surrounding ecological conditions.

8.3. SuDS management train

At the heart of the SuDS philosophy is the 'management train' approach. A sustainable drainage system should be thought of as a series of sequential components, rather than a single standalone solution. Different components will have different, although sometimes overlapping, functions that together deliver the required performance in terms of water quantity and quality, as well as the amenity and biodiversity benefits.

Component choice will be determined by a site's characteristics and layout. The use of multiple components will maximise the potential to intercept and treat runoff as well as opportunities for good design. This contrasts with a conventional drainage system that would rely on single 'end of pipe' solutions such as large tanks or even ponds to provide storage and pollution control. The principles of the management train are set out below:

- *Prevention:* Designing to reduce the impermeable area that needs positive drainage, and good management to ensure that pollutants don't enter the drainage system in the first place.

- *Source control:* The first, and most important, components in the SuDS management train. These should be located at the source of the runoff and be designed to provide initial rainfall interception and pollution control as well as storage. Examples include rain gardens, green roofs, harvesting, permeable paving and filter strips. Providing runoff control and storage at this stage will reduce the scale and cost of downstream components. In some schemes, such as SuDS retrofit, it may only be feasible to provide source control measures.

- *Conveyance:* Components that convey flows downstream to storage systems. This includes swales, channels and rills. Conventional piped systems should be avoided if feasible and should be kept short and direct if required. In contrast to conventional drainage, SuDS conveyance components are design to be slow and leaky. This helps intercept rainfall, through infiltration or uptake by plants, and remove pollutants. Conveyance features can also provide volume control, for example using check dams in swales.

- *Site Control:* Components that provide the remaining storage volume, and infiltration capacity, for a site. Such components include balancing ponds, storage tanks, detention basins, infiltration features, etc. These components would then discharge water to a watercourse, sewer or groundwater.

- *Regional Control:* Some storage volume may need to be provided in larger scale regional systems that serve multiple sites. However, where such systems are feasible, the focus should remain on controlling as much runoff at source as possible.
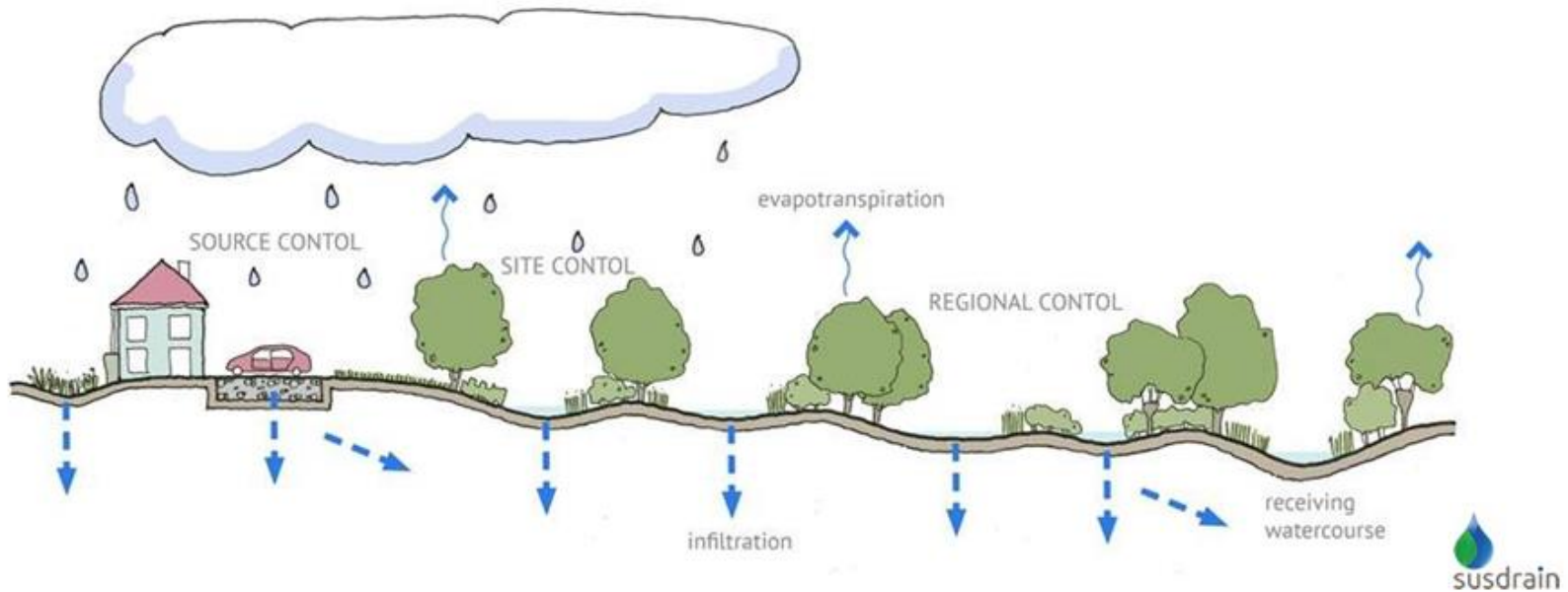

Figure 8-3: SuDS Management Train (Credit - Susdrain)

8.4. *Location of SuDS features*

SuDS should be integrated organically and attractively, such as in the form of public spaces, verges or linear parks. SuDS should be integral parts of the streetscape, not hidden away on the edges of developments.

It is essential to consider the layout of the SuDS system from the outset as part of the site planning process, taking account of site levels and existing flow paths, rather than later in the design process when the site layout is mostly fixed. Following existing levels and flow paths will lead to more efficient drainage systems, reduce the need for deep excavations for below ground infrastructure, avoid the need for pumping, and reduce flood risk.

8.5. *Exceedance and flood risk*

The layout should also consider flood flow paths in the event of a failure of any part of the system. While systems will be designed to a high level of performance, typically 1 in 100 years plus a climate a climate change allowance, there is still a risk that capacity will be exceeded or that there will be a failure such as a blockage. SuDS systems and site layouts should be designed to be resilient against flooding by ensuring that flood flow paths are directed away from buildings and vulnerable infrastructure.

Designers should refer to the Environment Agency's Risk of Flooding from Surface Water mapping, and Surrey County Council flood maps, to establish the existing flood paths and areas of surface water flood risk.[32] The Environment Agency's Digital Terrain Model (DTM), based on LiDAR surveys, is also a useful tool in establishing existing flow paths and minor watercourses.[33]

8.6. *Choice of SuDS for streets*

The choice of SuDS features will be influenced by the site location and must also factor in SCC's sustainability hierarchy (see above) which sets out a preference of methods based on sustainability. The types of SuDS features that should be considered as part of street design in both retrofit and new schemes listed below:

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[32] https://www.gov.uk/check-long-term-flood-risk
[33] https://data.gov.uk/dataset/f0db0249-f17b-4036-9e65-309148c97ce4/national-lidar-programme

SuDS Feature	Description	Specific Design Considerations
Green Roofs	Lightweight green roofs can be installed on structures, such as bus stops, bin and bike stores, etc. These incorporate a thin layer of soil and vegetation which helps to intercept rainfall, as well as enhancing biodiversity.	• Roofs should be designed to be low or zero maintenance. • Planting should be locally appropriate with a variety of flowering species. Sedum roofs should not be used. • An adequate soil depth and a reservoir board layer must be included to maintain moisture.
Permeable Surfaces	The use of permeable surfaces throughout a development can be space efficient, avoiding the need for overly engineered drainage solutions and increasing land for housing or open space. Permeable surfacing can be used in most contexts, depending on the surfacing system used.	• Must be designed in accordance with materials guidance in this document (o). • Must not be laid over any existing or proposed services wherever possible. • Materials should compliment the palette of neighbouring non-permeable materials to create a coherent streetscape. • Must be designed in accordance with the local ground conditions. • The porous sub base should be fully lined and include a connection to the drainage system. Unlined systems, those that allow infiltration into the sub-grade below, should be avoided unless no other solution is feasible. In all cases a geotechnical expert must be consulted.
Rain Gardens	These are landscaped areas that intercept rainfall and allow it to soak into the ground	• Must be relatively shallow with gentle slope.

	below or be slowly released into the drainage system. They are an ideal feature to use on new and existing streets, particularly in verges and any left-over spaces.	• Must provide above ground storage and be set at least 200mm below the adjacent paving level. • Must be protected from vehicles through use of kerbs of other methods. • Planting should be locally appropriate with a variety of flowering species.
Swales and Ditches	Swales are shallow, vegetation lined channels that collect and convey runoff, typically running alongside streets. They slow the flow of water, cleaning it in the process. Swales and ditches can be dry or contain a permanent water level. They are typically grassed but can contain larger planting where appropriate.	• Must be accessible for maintenance, such as mowing. • Should ensure a gentle slope profile, typically not steeper than 1 : 3. • Planting should be locally appropriate with a variety of species. • Should be protected from vehicle overrun.
Filter Strips and Verges	Filter strips and verges are gently sloped areas that can slow surface run-off are very effective at filtering pollutants. Runoff from the filter strip will be normally collected by a French drain, swale, or other linear feature.	• Must be accessible for maintenance, such as mowing. • Should be protected from vehicle overrun. • Must be at least than 1m wide, ideally more than 2.5m. However, special requirements must not impact on urban design and layout considerations.
Channels and rills	Channels, often constructed from cobbles or setts and running down the middle of a street, are an effective method of conveying surface water on narrow urban streets.	• Should be constructed from durable, attractive high quality materials such as natural stone. • Rills should be planted to enhance visual amenity and improve water quality, using locally appropriate species.

	Rills are deeper channels, typically with a permanent water level and planting, also effective for streets where space is constrained.	
Tree Pits	Tree pits can be designed to receive additional runoff from adjacent paved areas, reducing runoff and removing pollutants.	• Must be designed in accordance with the requirements of Chapter 6. • Must not be allowed to become waterlogged. The infiltration capacity of the soil must be assessed, and positive drainage provided if possible.
Attenuation Ponds and Basins	Ponds and basins are a very effective way of providing attenuation volume and removing pollutants as well as amenity and biodiversity. Multiple ponds can be linked together to spread the benefits around a site. Smaller ponds can be integrated into streets and squares, such as by creating a 'village pond', and they can be soft or hard landscaped. Large, single features should be avoided. Basins are normally dry and only flood in extreme rainfall events, and can be used for other functions, such as play. Where ground conditions permit, basins can drain via infiltration into the soils below.	• Must be downstream of other SuDS features, as part of the management train, and not used as an 'end of pipe' feature. • Should not be allowed to conflict with good density and layout principles. Through careful design it should be feasible to accommodate ponds in denser developments. • Should be multifunctional and provide additional amenity benefit and be integrated into the landscape. • Have due regard to safety and be protected from vehicle overrun.

Soakaways	Soakaways allow infiltration into the ground, they are constructed as either gravel filled pits or trenches, concrete rings surrounded by gravels, deep boreholes or by using proprietary crate systems.	• Must be downstream of other SuDS features to provide pollution control, as part of the management train. • Must situated 5m from any building foundation, increasing to 15m in chalk areas. Specialist advice must be sought where soakaways are required in chalk. • Must be designed in accordance with CIRIA[34] or BRE[35] guidance as well as SCC guidance.
Rainwater Planters	These are a low cost and low maintenance form of SuDS which can be used to collect roof drainage from new or existing buildings, providing a dual function of greenery and interception of rainfall. They are particularly appropriate on constrained sites and high streets.	• Planting should be locally appropriate with a variety of flowering species. • Must connect into existing or new downpipes. • Must incorporate a flow control device and overflow • Must use quality, durable materials.

Table 8.1 – Types of SuDS for streets

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[34] CIRA (1996) R156 - *Infiltration drainage - manual of good practice*
[35] BRE (2016) DG 365 Soakaway Design

Figure 8-4: An example of SuDS retrofit which incorporate on-street parking, Grangetown, Cardiff and Mile End, London (Credit - Create Streets)

Fig 8-5: Left over areas grass can be re-purposed into rain gardens with wildflowers, Blackdown Close, Woking, Surrey (Credit - SCC)

Figure 8-6: Landscaped, Watercolour, Surrey (Credit - Create Streets)

Figure 8-7: Rill in Riverside Court, Stamford (Credit - Susdrain)

Figure 8-8: Cobble channel in narrow street, Lewes, Sussex. Note the lateral channels directing flows from RWPs. (Credit - Create Streets)

Figure 8-9: Attenuation pond acting as a focal point for adjacent homes, Alconbury Weald (Credit - Create Streets)

8.7.   SuDS maintenance

As SuDS should be integrated into the landscape and streetscape, their maintenance can often be managed through landscaping plans. This could include grass cutting, inspections of inlets and outlets, silt control and erosion repairs. The long-term maintenance of a structure must be determined at the earliest stages of the design process and should be discussed with SCC SuDS team at the pre-app stage. The typical maintenance requirements of SuDS features are provided in the CIRIA *SuDS Manual*[36].

SuDS should be designed to be shallow as this will allow simple inspection and maintenance without the need for specialist equipment and training. Complicated, proprietary, or bespoke systems should be avoided.

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The selection of an appropriate and varied mix of species for planting is also an important consideration for future maintenance and effectiveness of SuDS features. The selection will depend on the specific characteristics of the SuDS feature and the local conditions, such as soil types, but planting:

- Must be able to tolerate fluctuation in soil moisture due to periods of drought and sudden inundation

- Should include ever green species that reduce leaf debris

- Must be semi-mature (where possible) with fibrous root systems to increase soil stability and assist with silt trapping.

- Must be pollinator friendly to support wildlife.

8.8. Adoption considerations

SuDS features can remain in private ownership, serving individual or multiple properties, be adopted by the water company. In the latter case, the SuDS feature must meet the definitions set out in the *Sewerage Sector Guidance documentation*[37]; it must be constructed for the drainage of buildings associated hard landscaping and convey water to a discharge point such as a sewer, watercourse or the ground. The drainage of some highway areas to such features can be permitted, but this cannot be the main function of the SuDS feature and early discussion with the water company is required. Reference should be made to the *Sewerage Sector Guidance and the UK Water SuDS brochure*[38]. Where the below ground surface water drainage system services private properties and highway drainage, the drains will be defined as sewers and will be adopted by the water company. SCC highways will only adopt the gullies, drainage channels, catchpits, etc. and the lateral connections to the main sewer.

SCC highways will only adopt SuDS features that exclusively drain highway land. The only exception to this those that accept a small amount of surface run off from the front elevations of private homes on dense urban sites where there is no other appropriate drainage solution. Otherwise, private surface water drainage must not connect to the highway drainage system.

The design of SuDS in a given area must comply with a drainage plan, which should be carried out early in the planning process. The adopting authority of a SuDS feature must also be established in the planning process or early in the detailed design stages agreeing any maintenance responsibilities and commuted sums.

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[37] Water UK (2019) *Sewerage Sector Guidance Appendix C – Design and Construction Guidance*
[38] Water UK (2020) *Sewers for Adoption in England - A changed approach to surface water sewers*

8.9. Drainage Materials

All materials must be compliant with the Specification for Highways Works and be British Board of Agreement (BBA), Highways Authority Product Approval Scheme (HAPAS) marked. Plastic products must be avoided where possible. For example, products such as HydroRock can be used instead of plastic crates for attenuation storage.

Design drawings submitted as part of the technical approval process shall contain construction details for all infrastructure including:

- Layout drawings with manholes and pipe runs clearly referenced

- Longitudinal sections of all main runs

- Full pipe and manhole schedules, including diameters, material, depths, load class, etc.

- Details of gullies, channels, etc.

- Construction details, where standard details are not used.

8.10. Ordinary watercourses

Where drainage works involve any ordinary water course i.e. highway ditch, stream then the Developer must obtain Ordinary Water Course consent from Surrey County Council as the Lead Local Flood Authority (LLFA). Examples would be where a section of open ditch is to be piped as a culvert due to a new bell mouth crossing over the water course.

Chapter 9:   Street furniture, lighting and signage

As few physical interventions in the street, known as street clutter, should be made as possible. Lighting, signage and EV charging should be fixed onto structures or combined onto one pole where possible.

9.1.   *Streetlights*

Most streets with regular movement of people should have appropriate street lighting that is evenly distributed to ensure these are safe and attractive. Pedestrian and cycle only routes must be lit to encourage safe sustainable transport modes at all times of year and reduce crime and the fear of crime.

Lighting provision will differ between urban and suburban or rural context and there may be instances in rural conservation areas where no highway lighting is required although this is dependent on consultation with the local planning authority. Heritage style street lighting columns and luminaires can improve the appearance and character of a street and can be used subject to agreement with the SCC team.

Ecological considerations are required to ensure urban lighting has a reduced impacts on nature and wildlife. In ecologically sensitive locations (e.g. adjacent to hedgerows or woodland) an ecologist must be consulted to advise on site-specific mitigation strategy and dark corridors may be preferred.

9.2.   *Location of streetlights*

Lighting should be located to provide maximum lighting where it is most needed. Typically, this includes junctions, roundabouts, speed controls and crossing points to ensure the safety of pedestrians.

Streetlights should be placed to leave a minimum of 2m of pavement clear, but this can be reduced to an absolute minimum of 1.5m if limited space is available. Streetlights can also be fixed onto buildings to prevent street clutter, this is particularly appropriate on high streets (Street Type 2) or tertiary streets such as alleys or mews (Street Type 5)

Lighting must not be placed where they may obstruct pedestrians or cyclists. When positioned adjacent to cycle paths there must be a minimum set back of 0.5m to avoid obstruction to handlebars as per ILP TR23 Lighting for Cycle Tracks.

Care must be taken to avoid annoyance being caused by stray light (see the *Institute of Lighting Professionals (ILP) Guidance Notes*).[39] Locating a column in line with a party boundary, combined with the use of modern optics, may reduce or prevent nuisance from stray light. In residential areas

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[39] https://theilp.org.uk/resources/#guidance-notes

the positioning of lighting close to the gable centres of properties should reduce light interference, but all sites should be assessed on a case-by-case basis.

9.3. *Technical specification for lighting*

Street lighting must meet the requirements outlined in the *Surrey County Council Street Lighting Developer's Brief* and associated specification documents. Milestone (formerly Skanska) are responsible for the maintenance and installation of all adopted streetlights and as such must design or check street lighting for section 278 or 38 agreements. [40]

The following requirements should also be noted:

- No adoptable lighting can be installed onto buildings unless agreed with the Authority in writing prior to installation and shall only be adopted upon submission of relevant wayleaves allowing the Authority the right, in perpetuity, to provide power, across said private property if required, install, operate, maintain, remove, affix signs, displays and notices, and provide sub-feed to adjacent equipment, across said private property as and if required.

- Sustainability is an essential factor in lighting selection. Guidance outlined in the Carbon Reduction Commitment Energy Efficiency Scheme (CRCEE), Energy Using Products Directive (EuP), Climate Change Act (2008) and Energy Act (2008) should be consulted. All new lighting must be LED.

- Light spillage can be avoided by adjusting lantern tilt and limiting light angles to less than 70°. Higher mounting of lights can also be beneficial to avoiding light spillage.

- Lighting near to or above the horizonal should be avoided to reduce glare. In rural areas full horizontal cut off luminaires installed at 0° uplift will minimise intrusion on surrounding areas.

- The colour temperature for lighting should be 3000K or under for high traffic areas and between 2200K – 2700K for low traffic and pedestrian areas. Sudden changes in lighting are problematic for partially sighted people.

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[40] Surrey County Council (2021) *Developer Street Lighting Notes and Specifications (https://www.surreycc.gov.uk/roads-and-transport/roadworks-and-maintenance/street-lights-traffic-signals-and-signs/street-lights/specification-and-adoption-details-for-street-lights-in-new-developments)*

9.4. Street furniture and signage

- As few physical interventions in the street, known as street clutter, should be made as possible. Opportunities should be taken to reduce and rationalise, for example by integrating furniture, such as post boxes, into buildings, and only using signs where strictly necessary.

- Where signs are required, they should be attached to buildings or other structures, such as lamp posts, or grouped to reduce the number of posts required.

- Signage must be of a scale and appearance that is appropriate and in keeping with the local character. Street nameplates must be provided, but should be positioned on all corners, ideally mounted on buildings.

- Street furniture should also be in keeping with its environment. It should not impede pedestrian movement in the street and should aim to improve the street visually. It must not obstruct the pavement or reduce width below 1.5m, and only for a distance of no more than 6m, and where possible items should be placed within a 'furniture zone' to provide a continuous full width pavement. This should factor in buffer space around an object to allow for the 'footprint in use' which results from intended or unintended use.

- In urban areas and town centre conservation areas street furniture should be painted black, while timber furniture may be more appropriate for rural context. Further guidance on the appropriate appearance of furniture and street signage in rural settings can be found within the Surrey Hills Environmental Design Guidance. [41]

- Street furniture must be placed where it will provide the must utility, for example when placing benches, consideration should be given to where people will find it most comfortable to sit. This is generally at the edges of public spaces, not backing on to busy roads, close to shops and amenities, or simply somewhere with a good view.

- Street furniture such as cycle racks, planters and bins can serve a useful dual purpose by preventing vehicles encroaching onto pavements in combination and providing narrowing of the carriageway. In these locations, the furniture may need protecting with bollards. Containment

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[41] Surrey Hills AONB (2019) *Environmental Design Guidance*

kerbs, high edge kerbs (140mm or more) or boulders in rural settings can also be used. Pedestrian guardrails must not be used to separate the pavement and the carriageway, instead softer and more permeable solutions, such as trees and greenery, should be used.

Figure 9-1: Public benches along a waterway and street signage in Shere, Surrey (Credit - Create Streets)

9.5. Technical design specification for signage

The council has fully adopted the latest version of *Specification for Highway Works* and *BS 873* in its requirements for temporary and permanent signage. Further guidance on the size of traffic signage is available in the *Traffic Signs Manual* (TSM)[42] and the *Traffic Signs Regulations and General Directions* (TSRGD).[43] The following additional requirements should be noted:

- The use of yellow or grey backing boards behind signs should only be used when essential to road safety. Signs should only be illuminated if specifies in the TSRGD as a legal requirement. This type of signage is usually used as a last resort, and no new development should require it as it would only be used where conditions are dangerous.

- Where signs are fixed to structures or buildings there must be an absolute minimum clearance above pavement of 2.1m (2.4m for cycleways) and 0.45m clearance to kerb. In rural settings signs should be mounted below adjacent hedges or walls to reduce visual impact.

9.6. Technical design specification for bollards

- The selection of bollards must reflect their setting especially in heritage or rural contexts. Bell bollards are present in Surrey towns centres and could be appropriate in certain contexts. Bollards can be integrated with EV charging or street signs to reduce street clutter. With the exception of bell bollards, heights should be between 700 – 1000mm.

- They must not be joined with chain or ropes to avoid obstruction to pedestrians.

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[42] DfT (2018) *Traffic Signs Manual*

[43] HMSO (2016) *The Traffic Signs Regulations and General Directions 2016*

Figure 9-2: L: In urban contexts black / cast iron bollards are preferred (Credit - Create Streets)
Centre: Bell Bollards can also be used. (Credit – Mike Kirby CC BY-SA 2.0)
R: Wooden posts are appropriate in rural and suburban contexts (Credit - Create Streets)

Bollard placement standards	
Minimum distance from kerb face	450mm
Recommended distance between bollards to prevent vehicle access	1,200mm
Recommended distance between bollards for stopping vehicles from mounting the footway.	3,000 mm centres across the width of footway

Table 9.1: Bollard placement standards (Credit - adapted from TFL Streetscape Guidance, 4th edition, 2019)

9.7. Electric Vehicle (EV) charging

EV charging is a rapidly developing technology, and all developments must be planned to accommodate EV charging. Surrey County Council will seek to ensure that connection points are installed in line with emerging technical requirements and open standards. This guidance acknowledge that technology will continue to develop. This guidance applies to all new build (residential and commercial) development, and it is acknowledged that the retrofitting of EV chargers could require a more site-specific approach to design. This should be discussed with SCC on a case-by-case basis but should make best use of this guidance.

The following provisions should be made for EV chargers in developments in Surrey:

- Charger provision should be in keeping with the requirements outlined in the SCC Parking Guidance[44] and the SCC Electric Vehicle Strategy[45]. For commercial developments 20% of unallocated parking bays should have an active charge point and an additional 20% of spaces should be provided with cabling and supply.

- For new housing developments with garages and off-street parking, each dwelling should have an on plot fast charge point, this should typically be wall mounted.

- Car club spaces should have one fast charging point per bay

[44] Surrey County Council (2021) *Vehicular, Cycle and Electric Vehicle Parking Guidance for New Development*
[45] Surrey County Council (2019) *Electric Vehicle Strategy*

9.8. EV charging equipment selection

There are three main categories of charging equipment currently available:

Type of charge point	Typical power output	Typical charging time	Typical application
Slow	3kW	6-10 hours	Residential and workplace locations
Fast	7-22kW	2-4 hours	Retail, leisure, public, car clubs
Rapid	>50kW	30-45 minutes	Public, fleet, car clubs, strategic highway network

Table 9-2: EV charging equipment categories

There are different types of charger available, the use of which will depend on the location and context:

- *Pillar points* (rapid / fast charging)

- *Lamp post charging point* (slow)

- *Bollard / post / tree (arbor) mounted* (slow)

- *Wall mounted* (slow)

Slow charging points are not generally recommended for use on adoptable streets by Surrey County Council as this generally only suitable for 'top up' charging unless the vehicle is parked for 6-10 hours.

EV infrastructure must not be to the detriment of pedestrian, wheelchair or cycling users. The matrix below shows the hierarchy of approaches for integrating EV charging points into the streetscape, depending on street type. It also includes an 'alternative approach' if the preferred isn't possible and a 'back-up' approach if neither of the previous options are feasible. Additional guidance on appropriate EV charger strategies is outlined in the street types overview table (table 4.3). Options should also be assessed on a site-by-site basis and factor in:

- The available power supply

- The width of pavement and carriageway

- Adjacent land uses

- Volume of footfall

- Volumes and type of traffic flow EV charger matrix

	Primary Streets, High Streets, Secondary streets, Local streets and Tertiary Streets	Residential mews / back streets and parking courtyard	Public car parks
Preferred approach	If lamp posts are on the edge of the carriageway, lamp post mounted charging points (slow) can be used.	Wall mounted chargers (slow) are most appropriate.	Pillar points (rapid) should be used.
Alternative approach	Pillar points (rapid or fast) within build outs.	Bollard, post and tree mounted charging points (slow) powered by lighting column.	Bollard, post and tree mounted charging points (slow) powered by lighting column
Back-up approach	Bollard / post / tree mounted charging points (slow) powered by lighting column.	N/A	Wall mounted chargers (slow) may also be appropriate.

Table 9.3: Selection of EV charger types

9.9. Location of EV charger equipment

For on plot charging, private cables and pavement covers are not permitted to cross public pavements. New residential schemes must ensure that EV chargers are accommodated within the private driveway, this should be through the use of wall mounted chargers or within appropriately located charging points in parking courtyards.

For on street EV chargers, the following should be considered:

- Charging points must be clearly demarcated for this use and positioned in line with on-street parking guidance.

- Charging points must be located to provide access to the maximum number of cars. A car within a parking space is generally seen as chargeable if it is within 5m of a charge point.

- Ideally, charging points should be incorporated within kerb buildouts as this approach does not reduce pavement width, can help slow traffic, and can be combined with street trees and greenery.

- EV charging must only be incorporated into lamps and bollards when they are placed on the edge of the pavement and carriageway to avoid trailing cables.

- Where EV chargers must be located on the pavement, they should be set back a minimum of 450mm from the kerb edge. The positioning of EV chargers must not reduce pavement width below 1.5m between the charging point and adjacent building boundary, ideally a 2m distance should be maintained. For busier streets, such as high streets (Street Type 2), or areas of high footfall such as outside schools, chargers should be placed in a furniture zone (9.4).

- EV chargers should have front or side facing charging cables to avoid obstruction of pavement during charging. The location of charging points must be compliant with parking bay guidance outlined below.

- On new build schemes EV below ground infrastructure should be consolidated into service ducts (with a minimum 2m service margin from private dwelling or curtilage) for ease of access and maintenance.

- The location of EV chargers in heritage areas will require consultation with heritage officers.

Fig 9-3: Pillar points (rapid / fast) must be without build outs, not on pavements. They are also appropriate for use in car parks. (Credit - SCC)

Fig 9-4: Wall mounted points (slow) are spatially efficient and should be used for driveway charging or car parks and parking mews streets (Credit - Create Streets)

Fig 9-5: Lamp post chargers (slow) must only be incorporated into lamps when they are placed on the edge of the pavement and carriageway to avoid trailing cables across the pavement (Credit - Create Streets)

Fig 9-6: Bollard / post / tree mounted charging points (slow) can help reduce street clutter and may be appropriate in constrained locations (Credit - Ubitricity)

Chapter 10: Vehicle parking

10.1. Parking Principles

- Developments must be designed around people not the car. Parking demands within Surrey are set by boroughs and districts but we would encourage developments seeking to be car lite and provide smaller numbers of parking spaces. To achieve people focussed streets the location and design of parking is key. It will remain a challenge to create beautiful and sustainable places with high amounts of parking.

- Surrey is adopting a split parking provision for when more than one parking space is provided. One space should be provided either on plot or close to the home on street, while a second or third space is accommodated in a separate parking area such as a peripheral parking court, parking shed/barn. This should be more convenient to use than existing on street parking in surrounding streets to avoid residents using that instead, and developers will be expected to demonstrate this.

- Parking provision should respond to the standards set out in the relevant District and Borough guidance. We encourage boroughs and districts to transition to parking maximums and allow developments to use fewer spaces than existing guidance when supported by the community, good public transport and cycling provision and car clubs.

- Opportunities should be explored to reduce or entirely remove parking provision on a site-by-site basis through discussions with SCC and local districts and boroughs at the earliest stage possible. Reducing levels of parking provision will have a significant impact on the character of a street and releases land for public spaces, tree planting or additional homes. The reduction of parking spaces must not solely be relied on to reduce car use, proposed travel plans must reflect and support the aims to reduce parking provision and promote the use of more sustainable travel options.

- Car clubs are supported by SCC as a means of promoting sustainable mobility, reducing vehicle emissions and dependency on the private car. Research shows that for every 1 car club space provided an average reduction of 18.5 private parking spaces can be achieved.[46] Club parking bays should be well defined and located throughout the development.

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[46] Enterprise Holdings (2021) *Future Mobility and new developments*
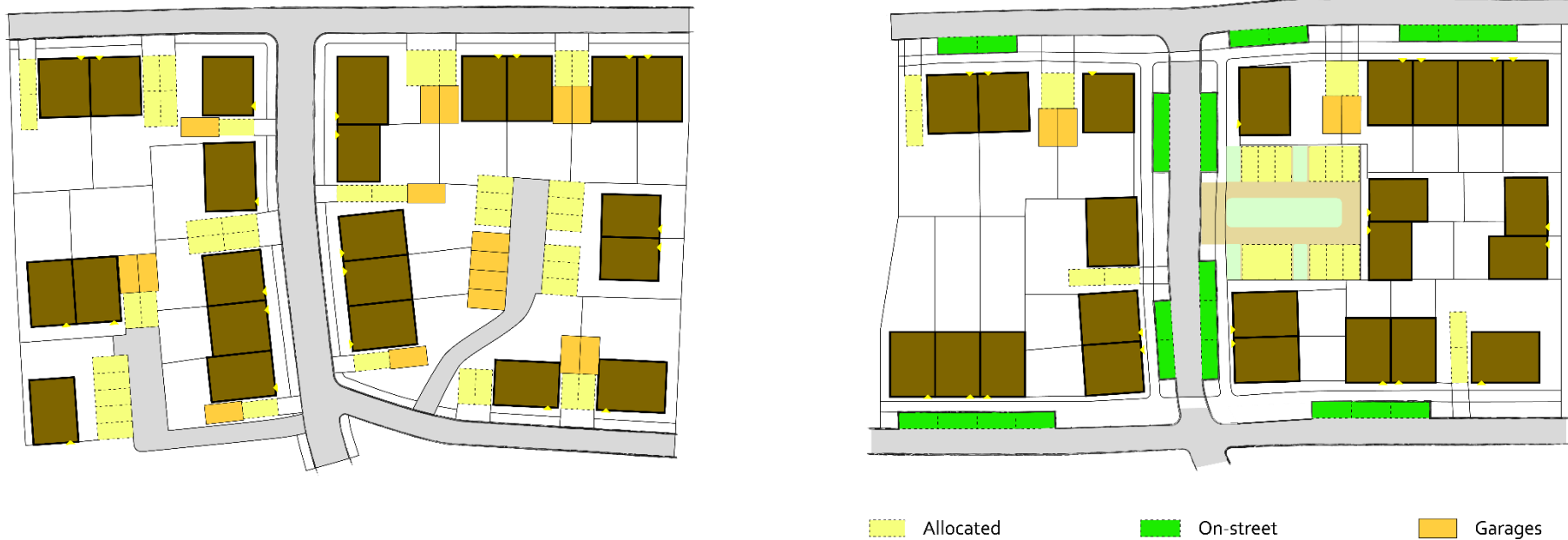
Figure 10-1 Parking strategies for new build development should prioritise on-street, unallocated parking over off-street provision and private garages (Credit - Create Streets)

10.2. On street and opportunity parking

On street parking is the most efficient way of delivering parking and integrating it into the layout of a development, and the street types in this guide all allow for on street parking provision. It will also help slow traffic by introducing edge friction, and provide additional separation between moving vehicles and pedestrians and cyclists. Appropriate on street parking typologies include:

- *On street parallel parking:* This is the preferred approach for the single close to home parking space. Parallel parking maintains tight street enclosure ratios and ensures streets are not excessively wide. This would be particularly appropriate for wide house types.

- *On street echelon (45-degree parking).* This should only be used when parallel parking cannot meet parking requirements.

- *Parking square / green.* Parallel parking around a central squares, green space or junctions. These must be designed as places, incorporating trees and greenery, street furniture and differentiated paving. Asphalt must not be used, and permeable materials are preferred. Parking should be fronted and overlooked by the built form, and a minimum 2m margin should be provided around all spaces.

- *Central reservation parking.* Parking integrated within landscapes strips, this may be particularly appropriate for high streets and avenues.

Fig 10-2: Examples of informal and formal parking squares (Credit – Create Streets)

The design of on street parking should consider the following:

- On street and opportunity parking must be unallocated, and where parallel parking is provided induvial bays should not be marked. This is a flexible and spatially efficient approach that reduces the overall need for spaces. A bay on the public highway cannot be allocated.

- Parking spaces should be clearly delineated through landscaping or material differentiation. On street parking provides a good opportunity for introducing permeable paving into the street.

- Additional spaces can be provided by using varying street widths and taking advantage of leftover space on masterplans.

- There must be no parking permitted on the pavement. Nuisance parking should be controlled through efficient street design, which leaves no left-over space, and the use of trees, greenery and street furniture. For example, using shrubs or low-level planting in verges to discourage parking.

- Spaces should be broken up into groups of no more than three spaces, ideally separated by kerb build-outs that can incorporate trees, greenery, SuDS, EV chargers and bike parking to minimize the visual dominance of the cars. Alternatively, tree pits can be constructed directly on the carriageway to break up parking. Care must be taken to ensure there are clear places for pedestrian crossings and access to pavements and cycleways is not blocked by parking spaces.

- On street parking can be within visibility splays where traffic speeds and volumes are low, which should be most new streets, but should generally be avoided through design..

Figure 10-3: Example of on-street parking. L: Goldsmith Street, Norwich. R: Finsbury Park, London (Credit - Create Streets)

10.3. Off-street parking (on and off plot)

On street parking should provide most of the parking required in a development. However, it may be necessary or desirable to introduce off street parking, either on or off plot, to provide additional spaces, and all off street parking, including garages, must contribute to parking figures. SCC or the local district or borough council will not adopt off street parking areas and a future maintenance strategy for these spaces must be provided by developers.

Appropriate typologies include:

- *Curtilage parking:* Vehicles must not obstruct the pavement. Curtilage parking must be accommodated to the side of the house (either in a garage, car port or on hardstanding, preferably permeable). This is suitable for detached, semi-detached and end of terraced homes. Front curtilage parking must be avoided. Where two spaces are required per home, these should be positioned end to end (see figure 10-4 below) to ensure a consistent building line.
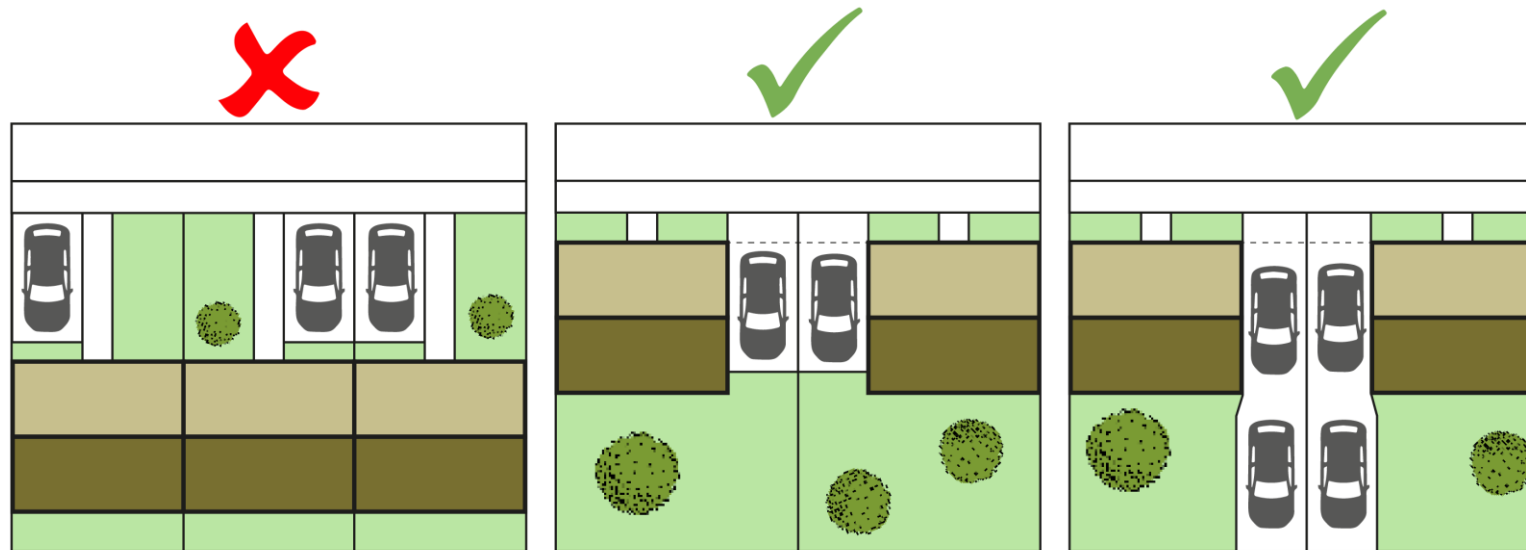
Figure 10-4: To avoid the creation of a car dominated streetscape curtilage parking should be positioned to the side of homes (in garages / hardstanding and car ports), not the front (Credit – Create Streets)

- *Peripheral parking (car barns and parking courts to the edge of developments).* Off-street communal parking located at the periphery of a development is appropriate for 2nd and 3rd parking spaces and apartment spaces and encourages people to use sustainable forms of transport first. This parking is a more efficient use of land, leads to lower car use and allows more walkable street patterns and widths to be used in a development. Parking courts should be well landscaped and use permeable surfaces. It is also a good place for car clubs and EV charging.

- *Courtyard cluster parking.* This could have a formal or informal character. Parallel, echelon and perpendicular spaces could all be used and must be integrated with landscaping and street trees. Courtyards should not exceed 12 spaces and must not be situated to the rear of homes. Surface treatment within courtyards should be permeable and asphalt should be avoided.

Figure 10-5: L: An example of well landscaped courtyard parking, Valençay, France (Credit – Create Streets)
R: Courtyard parking, Poundbury, Dorset (Credit - Andy Cameron)

- *Garages / car ports.* These must be well designed and be in line with or set back from the building line. Garages should be located to the side of homes and could be designed as integral or detached. Detached garages could occasionally be positioned to the rear of homes but must not be positioned to the front. Further guidance on garages is provided below.

- *Coach house.* These are homes or ancillary living / workshop spaces with parking spaces below. They could be terraced or detached and must only be used within mews streets to help create continuous frontages.

- *Under croft, multi-storey or underground parking.* Often appropriate in higher density development or constrained urban locations and brownfield in-fill sites. Multi-storey parking should be enclosed with built form to maintain active frontage on streets and entrances from the

street must not affect the pedestrian experience. These should be closed to the street. Open ground floor parking (with no gate) beneath buildings should be in well overlooked locations.
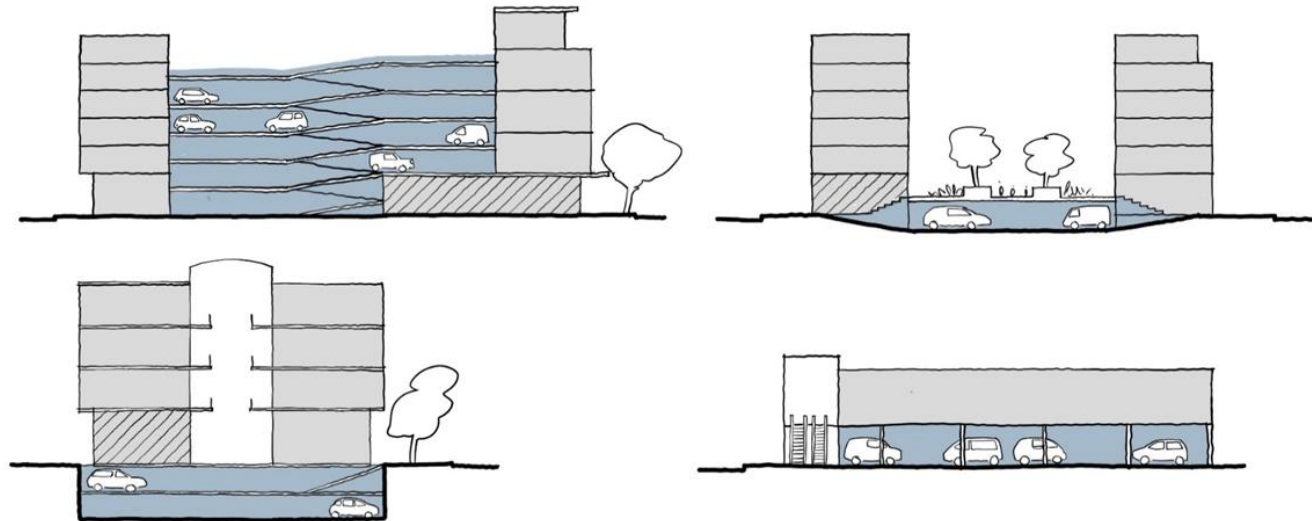
Figure 10-6: Podium, multi-storey or underground parking could be appropriate in urban sites or high-density areas. (Credit – NMDC)

- *Mews courts and streets:* These must be used in lieu of rear courtyard and rear curtilage parking. Mews parking should be used sparingly but may be appropriate on larger schemes in conjunction with terraced typologies. A mix of parallel, echelon and perpendicular spaces could all be incorporated into the design. Mews parking must be designed to function as a place not a left behind expanse of asphalt by ensuring that:

  − There are buildings fronting onto areas of parking

  − They can be landscaped with street trees and greenery to soften the streetscape

  − Visible rear boundaries are brick or stone to create a sense of enclosure, they should not be fenced.

  − Asphalt must not be used, and permeable surface materials are preferred

Figure 10-7: Mews court parking, Poundbury, Dorset. (Credit – Create Streets)

10.4. *Parking space dimensions*

Designs should adhere to the following standards:

- *On street parallel parking:* 2.0m x 6.0m, disabled parking space is a minimum of 2.7 m x 6.6m (preferably 3.6m x 6.6m). The end of a run of parallel bays must be squared off, not finished with a 45-degree cut.

- *On street echelon parking:* 2.4 m x 5.5m, disabled parking space is 3.6 m x 4.2m. Consideration should be given to vehicle overhang, this could be addressed using a wider pavement or introducing furniture or greenery.

- *Perpendicular parking:* 2.4m x 4.8m, disabled parking space is 2.8 m x 4.8m (with an additional 1.2m space between two disabled bays)

- *Curtilage parking:* 2.6m x 4.8m or 3.6m x 4.8m for disabled space

- *Dedicated motorcycle spaces:* 2 m x 0.8m (though these are typically accommodated within car spaces)

- *Dedicated bike and e-mobility (scooter):* spaces should preferably be on carriageway and fit neatly into one vehicle parking space

- Smaller disabled spaces could be permitted when adjacent to a level area (e.g. a lowered pavement) at least 1.2m wide to allow people to get in and out of a vehicles. Designers should also refer to the Building Regulations[47] and the guidance in in Traffic Advice Leaflet 5/95 for further advice.[48]

- Where spaces are located next to a potential obstruction (wall, fence, hedge, street trees) an isle width of 0.5m should be added to the width of the space.

- There are no set manoeuvring space dimension requirements. The width should be determined based on the street type, parking type and confirmed using swept path analysis. It is not necessary to access a parking space in one movement, and dimensions should not be determined by the worst-case largest car. For perpendicular parking, a wider bay will result in a narrower aisle or street width, and this would be preferable to a wider aisle.

10.5. Garages and driveways

In order to count towards parking figures, garages should be designed in accordance with the following requirements:

- Garages must be a minimum of 3.3m x 6m (internal dimension).

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[47] HMG (2016) *Building Regulations Approved Document M*
[48] DfT (1995) *Traffic Advice Leaflet 5/95 – Parking for Disabled People*

- Garage doors must not protrude onto the street. On tight sites, such as mews roller-shutter, sliding or inward-opening doors should be used.

- Through garages may be used to enable parking within rear curtilage of the property.

- Where curtilage parking is to be provided in front of the garage these must be set back a minimum of 5.5m from the pavement edge to avoid obstruction of pavement and to limit visual impact of parked cars.

- A change in surface materials should be used to delineate driveways from public realm.

- Driveways should be laid in a permeable material and should allow space for greenery. Drainage from the driveway must not enter the highway, either through use of permeable paving or a channel drain across the entrance.

10.6. *On street delivery and loading bays*

These may be necessary for commercial or industrial buildings and requirement / size of bays is to be determined on a case-by-case basis.

Loading bays can be provided within carriageway or where the existing pavement is sufficiently wide (over 3m), inset bays may be used. In the former case, bays should be clearly delineated using changes in material, not road markings. Inset bays should be at pavement level as the pavement and accessed via a splay kerb.

In either case, bays should be positioned to facilitate ease of loading / unloading without causing obstruction to pedestrians, cyclists or other road users.

10.7. *School parking*

Schools should place parking away from main entrances to discourage people from driving where they can. With the exception of staff and visitor parking, parking strategies for all new schools must look to disincentivise car use by not providing parent / student parking or drop off/pick up areas.

Parking and drop off provision for local buses and coaches must be convenient with an attractive walk to the building.

10.8. *Parking management and control*

Use / withholding of parking permits and 'residents only' parking areas could be used in combination with physical measures as part of a private management strategy. This should be discussed with the appropriate local district or borough. Traffic regulation orders should be used to reduce on street / problem parking close to schools.

Figure 10-8: On street loading bay at pavement level – Bond Street (Source: Andy Cameron)

Additional Resources:

- English Partnerships (2006) *Car Parking – What Works Where* (available via online version at: http://www.spacetopark.org/go/what-works-where)

- *Space To Park* - online resources (http://www.spacetopark.org/)

Chapter 11: Cycling

11.1. Cycling Vision and Strategy

Surrey is committed to a goal of achieving net zero carbon by 2050 with a target of cutting transport emissions, which make up 46% of the County's emissions, 60% by 2035. It is recognised that a step change in share of journeys made by walking and cycling ('active travel') will be essential in achieving these ambitious targets. The benefits would be much wider than achieving carbon reduction targets. An increase in active travel would help improve health and wellbeing, better air quality as well as bringing economic benefits to town centres and local business.

The latest Surrey *Local Transport Plan* (LTP4) aims to achieve this step change in part through the delivery of safe, attractive, accessible and connected network linking residential areas to key destinations such as high streets, employment centres, school, leisure, public transport and other amenities. This includes the provision of segregated or low speed, traffic calmed routes with separation between cyclists and pedestrians.

Key to achieving this is integrating good cycle design standards into new and refurbished streets, and the proposed Street Hierarchy in this document sets out the requirements for each street typology. All new streets and developments must prioritise active travel, with pedestrians and then cyclists placed at the top of the modal hierarchy, and create safe, useful cycle networks that are well connected to the local area. This guide sets out the high-level principles, and detailed design requirements, that will allow developments to achieve this. Much of this guidance is based on the latest DfT guidance: LTN 1 / 20 Cycle Infrastructure Design and should be read in conjunction with it.

11.2. Principles of good cycling infrastructure

The following principles should apply to all new cycle infrastructure

- *Coherent* – Routes should be continuous, legible, easy navigated and well-integrated into the street network. Any gaps in provision, such as where routes take users via a dangerous road or junction, will render the route unusable for many users. The focus must be on delivering networks, rather than token sections of infrastructure.

- Direct – Cycle routes should be as convenient as possible to encourage use, often following the logic of the street network. This means making main routes safe to cycle on. Where feasible, routes for cyclists should be more direct and convenient than those for cars.

- *Safe* – Cyclists should be protected from vehicles, either by creating streets with low traffic speed and volumes, and where that is not feasible, providing properly segregated routes with well-designed junctions. The perception of safety must also be improved to encourage more people to cycle.

- *Comfortable* – Well designed, well maintained, good quality routes that are separated from traffic will make cycling more comfortable and enjoyable. Particular focus should be given to the effort required in cycling, most of which is in accelerating or climbing gradients so routes should aim to maintain a steady speed, with few stops and starts, and avoid excessive changes in gradient.

- Attractive – Routes and infrastructure should help create places that are pleasant to cycle. An attractive route, through green space, alongside water, or through a beautiful street, will be a well-used cycle route.

- *Accessible to All* – Routes should be safe and comfortable enough to be used by cyclists of all ages, abilities, confidence and levels of fitness. Cycle lanes should be wide enough to accommodate a diverse range of users and bicycle types, including handcycles, wheelchair friendly bikes and bikes with trailers. Typical dimensions are provided in Figure 11-1 below.

11.3. Cycle infrastructure design considerations

Protecting cyclists from motor traffic is essential. Unsafe roads are one of the most significant barriers to the uptake of cycling in the UK and the provision of protected cycle space normally results in an increase in cycling. Safe routes can take cyclists on the carriageway, where traffic and speeds are suitably low, but on busier and faster roads some form of segregation is normally required. As a guide, designers should seek to create cycle routes that would be safe for children to use without supervision.

The following table from LTN 1/20 shows the appropriate level of protection required based on traffic volumes and speed limits. Designers are encouraged to exceed the minimum requirements, particular the level of traffic at which on street cycling becomes 'suitable for most people'. This is set at 5000 PCUs (passenger car equivalent units) per day for 20mph streets, but designers should aim for separation on all streets above 2000 PCU/day which is in line with international best practice.[49]

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[49] Based on the Dutch *CROW Design Manual for Bicycle Traffic*, as referenced in: London Cycling Campaign (2019) *Infrastructure Handbook*

Speed Limit[1]	Motor Traffic Flow (pcu/24 hour)[2]	Protected Space for Cycling			Cycle Lane (mandatory/advisory)	Mixed Traffic
		Fully Kerbed Cycle Track	Stepped Cycle Track	Light Segregation		
20 mph[3]	0 / 2000 / 4000 / 6000+	🟩	🟩	🟩	🟩 / 🟧	🟩 / 🟧
30 mph	0 / 2000 / 4000 / 6000+	🟩	🟩	🟩	🟧 / 🟪	🟧 / 🟪
40 mph	Any	🟩	🟧	🟧	🟪	🟪
50+ mph	Any	🟩	🟪	🟪	🟪	🟪

Figure 11-1: Appropriate cycle infrastructure by traffic speed and volume (Credit - LTN 1/20).

Appropriate protection can be provided by using the following cycle route typologies. In most cases, these will be integrated into the design of the street and as such detailed guidance is provided in the street typologies guidance in this document (**Error! Reference source not found.** and table 4-3).

- *Motor traffic free cycle path.* These include routes on disused railway lines, through parks and public open space, on canal and riverside towpaths, and public rights of way. These can form long distance, inter urban routes, or short routes within urban areas. Where cycle and/or pedestrian volumes are sufficiently high, separation may be required.

- *Segregated cycle track.* This refers routes that are within the highway but are separate from motor traffic. There are generally three levels of segregation:

  a) *Full height kerb* – Normally at carriageway level, with full height kerb separation on both sides, and some buffer space between the track and the carriageway. This should normally be avoided, and stepped cycle tracks are preferred.

  b) *Stepped cycle track* - Set between pavement level and carriageway level, separated by low kerbs. This is the preferred method of segregation for new streets in Surrey.

  c) *Pavement level cycle track* – Set at pavement level, separated by a raised strip to clearly mark the track, and constructed in a different surfacing material. Line markings are not appropriate as separation.

- *Cycle lanes* – Areas of the carriageway reserved for cyclists, as defined by Traffic Signs Regulations and General Directions (TSRGD). Either demarked by a solid white line (mandatory lane) or a dashed white line (advisory).

- *Cycle lanes with light segregation* - Describes the use of intermittent physical features placed along the inside edge of a mandatory cycle lane to provide additional protection from motor traffic. This can give a greater perception of safety, which is important in encouraging people to cycle, whilst allowing permeability.

- *On street* – Where traffic flows and speeds are low (<20mph), and streets and junctions are well designed, on street cycling can be safe and attractive. LTN 1 / 20 recommends that streets should be suitable for Bikeability Level 2 skills, meaning that they could be used independently by a 12-year-old child.

- *Continuous level surface streets* - Level surface streets have no, or only a slight, kerb upstand, removing vehicle priority. These typically have pedestrian priority, and very low traffic levels.

Figure 11-2: Streets must be designed so that they are safe for cyclists. L: Chapeltown, Aberdeenshire. R: Poundbury, Dorset. (Credit - Andy Cameron)

The following table sets out suggested segregation methods based on the street typologies in this guide. The cycle track widths are recommended minimums and wider tracks may be required where there are likely to be high flows of cycle traffic, typically over 200 per hour. Refer to LTN 1/20 for further guidance.

Street Type	Suitable Cycle Provision	Design Considerations
Type 1 (a): Primary – Bypass / Distributor	Motor traffic free cycle path	Alternative route recommended, avoiding junctions
	Segregated cycle track – full height kerb	At least 2m separation from carriageway 2.2m wide, full height (100 -125mm) kerbs

Type 1 (b): Avenue	Segregated cycle track - stepped	2m wide, stepped cycle track with 50 – 65mm shallow splayed kerb. To include 0.5m wide buffer strip alongside parking.
Type 2 (a): High Street – Arterial	Segregated cycle track - stepped	2m wide, stepped cycle track with 50 – 65mm shallow splayed kerb. To include 0.5m wide buffer strip alongside parking.
	Light segregation	Cycle lane at carriageway level. Use of trees, planters or bollards to provide segregation.
Type 2 (b): High Street – Low Traffic	On street	Speeds must be 20mph or lower.
	Light segregation	Cycle lane at carriageway level. Use of trees, planters or bollards to provide segregation.
Type 2 (c): High Street – Traffic Free	N/A	N/A
Type 3: Secondary streets	On street	Speeds must be 20mph or lower, and traffic flows should be low with no bus and limited HGV traffic. Otherwise use segregation as below.
	Segregated cycle track - stepped	2m wide, stepped cycle track with 50 – 65mm shallow splayed kerb. To include 0.5m wide buffer strip alongside parking.

	Light segregation	Cycle lane at carriageway level. Use of trees, planters or bollards to provide segregation.
Type 4: Local streets	On street	Speeds must be 20mph or lower. Model filtering encouraged
Type 5 (a): Shopping Avenues	N/A	N/A
Type 5 (b): Residential Mews	Level surface	Design speeds must be very low.
Type 5 (c): Rural lanes	Motor traffic free cycle path	Alternative routes recommended
	On street	If speeds are kept low and traffic volumes are low

Table 11-1: Appropriate Cycle Segregation by Street Type

11.4. *Creating a Cycle Network*

As standalone pieces of infrastructure, cycle paths and tracks will not encourage a modal shift to cycling. A network must be planned and developed, with the routes described above forming links between various nodes such as junctions, origin points and destinations. This needs to be based on an understanding of where people need and want travel, and what barriers might prevent them making these journeys by cycling. The simplest way of creating a network is to integrate cycle routes into the street network and follow the logic of street hierarchy.

Area wide cycle networks will be planned through the development of *Local Cycling Walking Infrastructure Plans* (LCWIPs). Surrey Country Council are working with District and Borough councils to roll out LCWIPs across the county. All new cycle infrastructure and networks should be developed in

line with these emerging plans, and developers should work with the District and Borough councils to maximise the opportunities for developing cycle networks.

A good cycle network will consist of the following elements:

- Safe and comfortable cycle routes, on or off street.

- Simple, safe junctions with dedicated space for cyclists.

- Safe crossings points with cycle and pedestrian priority.

- Secure and convenient cycle parking and storage at key destinations.

Proposed cycle schemes must achieve the minimum criteria set out in *Local Transport Note 1/20.* These are the thresholds for Department for Transport funding that must be met.

- A minimum score of 70% under the Cycling Level of Service (CLoS) assessment, and no critical fails.

- No 'red' scores under the *Junction Assessment Tool* (JAT).

On new developments, the network must not be confined to the red line boundary as trip demand will never be confined to the development. The key nodes outside the development should be identified, such as nearby train stations, local centres, local attractions, or links to other cycle routes. The network should provide direct and convenient connections to these destinations, in line with principles described above. The intention is to not only provide a viable alternative to private vehicles for these journeys, but to make cycling, and walking, the preferred mode of travel for these journeys. Establishing these wider networks will require improvements to infrastructure in the wider area, these can be delivered through Community Infrastructure Levy (CIL), Section 106 contributions and the Section 278 off site highway agreements.

On larger residential developments, such as garden villages, opportunities should be taken to introduce cycle hire schemes. These facilities could increase the appeal and affordability of cycling to a wider range of residents while also reducing the space required for private / allocated cycle parking spaces. Hire schemes can be a useful solution to the 'last mile' problem of public transport journeys and should be integrated into the public transport network. This can be achieved through the delivery of 'mobility hubs' at key transport nodes, and through the development of 'Mobility as a Service' (MaaS) technology to create seamless planning, booking and payment. Further information can be found in the latest SCC *Local Transport Plan* (LTP4).

11.5. *Cycle lanes at bus stops*

There are three main strategies for dealing with conflicts between cyclists and stops, depending on the level of cycle and pedestrian traffic. Most new streets with a bus route will be primary or high streets and should therefore have a segregated cycle lane. The preferred arrangements are as follows:

- *Bus Stop Bypass.* The cycle track is taken behind the bus stop, allowing enough space at the kerbside for a shelter and waiting area. A pedestrian priority crossing will provide access across the cycle track. If the cycle track is set lower than the pavement, the crossing should be at pavement level to encourage cyclists to slow down.

- *Bus Stop Island.* Similar to a bus stop bypass except that the shelter and waiting area is on the pavement side of the cycle track and a smaller island is provided for boarding only.

- *Bus Stop Boarders.* No island is provided and boarding and alighting is via the cycle track, with cyclists having to give way to buses. This can offer a simple, efficient solution where cycle traffic or passenger numbers are relatively low.

Most new street types with a bus route and a cycle lane in Surrey will incorporate parking or a verge between the lane and the carriageway, this should provide adequate space for an island or a bypass with minimal change to the street section.

11.6. Cycle Crossings

Where a street could create a significant barrier to cycling, either due to fast or high volumes of traffic, crossing facilities should be introduced to maintain a safe route. However, pedestrians should still have priority in line with the user hierarchy (2.1). Uncontrolled crossings are suitable for minor roads that are 30mph or under. For busier roads the following crossing types are recommended. Crossings will often be located on the arms of junctions, and consideration should be given to wider movements, in line with the junction guidance below. Further guidance can be found in *LTN 1/20, section 10.5.*

- *Cycle priority crossings.* These should be constructed as raised tables in line with the guidance in this document (5.3 and 5.11), with the appropriate markings to the *Traffic Signs Manual*. Where a segregated cycle track on a primary, high or secondary street crosses a side street a continuous crossing should be used (5.2). Where the major arm of the junction is particularly busy, and queuing needs to be avoided, a 'full setback' crossing could be introduced which offsets the cycle track to allow space for a vehicle to wait and give way.

- *Parallel crossing.* This is similar to a zebra crossing, with the addition of a parallel cycle lane. These should be constructed as raised tables with markings and beacons to the latest *Traffic Signs Regulations and General Directions* (TSRGD).

- *Signalised crossing.* These can be either shared 'toucan' crossings, or separate pedestrian and cycle crossings. Further advice or design and timings is provided in LTN 1/20, and the *Traffic Signs Manual*.

11.7. Cycling at Junctions

Junctions, by definition, are places of conflict and as such the most hazardous and intimidating parts of the street network for cyclists and pedestrians. Between 2015 and 2020, around 71% of cycle casualties occurred at or within 20m of a junction, with the highest proportion being at T, Y or staggered junctions.[50] An unsafe junction, either perceived or actual, will deter people from cycling and sever the wider network, regardless of the quality of the adjoining routes. Creating safe, user-friendly junctions, or convenient alternative routes, is essential to achieving a joined up, attractive cycle network that will lead to increased uptake in cycling as a mode of transport.

The design of safe junctions is a complex topic, and new arrangements, such as the CYCLOPS junction, have recently emerged.[51] This guide provides a high-level summary of potential options and design considerations. Further detailed design guidance can be found in LTN 1 / 20 and designers must make use of the Junction Assessment Tool.

Junctions can be designed to separate cycle and motor traffic, especially where the latter is high, or to reduce traffic speed and volume and make it safe for these different traffic streams to mix. Between these two strategies there is a spectrum of levels of separation or integration. Separation of the flows can be spatial, such as using bypasses, or temporal by using cycle only phases with signals.

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[50] DfT (2020) *Reported road casualties in Great Britain: pedal cycle factsheet* https://www.gov.uk/government/statistics/reported-road-casualties-great-britain-pedal-cyclist-factsheet-2020/reported-road-casualties-in-great-britain-pedal-cycle-factsheet-2020

[51] TfGM (2029) *CYCLOPS – Creating Protected Junctions*

The following table sets out different junction treatments, in approximate order from most to least segregated.

Separation Level	Type	Control	Comments	Suitable for all users?
Full separation	Full bypass	Signalised	On both new and existing junctions, it may be better to divert cyclists around the junction and across the main streets outside the main junction area. A fine urban grain will allow routes that bypass the main junction but remain direct and convenient. This integrates the junction into the wider urban fabric, avoiding the need for a single, expansive junction.	Yes
	CYCLOPS or Circulating Stage Junction	Signalised	Using an orbital cycle track encircling the junction, cyclists only have to give way to the right to other cyclists. These are not space efficient and while simple to use, can lead to visual clutter and leftover spaces.	Yes
	Priority junction (with priority crossings on all arms)	Unsignalised	Where there are cycle tracks on the major arm of the junction, these should cross the minor arm (side road) as a full priority continuous crossing. For busier roads, such as primary streets, priority cycle crossings should then be introduced on the major arm to allow safe right turns. These should be located a safe distance from the minor arm to reduce conflict.	Yes
	Dedicated Cycle Phase	Signalised	A dedicated, all movements phase in lights for cyclists only. A simple, spatially efficient method of separation. Particularly useful where a junction allows some cycle only movements.	Yes, if adequate timings are provided.
	Cycle and pedestrian only phase	Signalised	As above, but mixed with pedestrian movements so only suitable where there are low pedestrians flows.	Yes, if adequate timings are provided.
	Priority junction (with priority crossings on	Unsignalised	Where there are cycle tracks on the major arm of the junction, these should cross the minor arm (side road) as a full priority continuous crossing. If the major arm is has relatively low traffic, such as a secondary street or smaller high street,	Yes

			uncontrolled crossings can be used to allow right turns. These should be located a safe distance from the minor arm to reduce conflict.	
minor arms only)				
	Mini roundabout	Unsignalised	Suitable for low traffic streets. Double roundabouts should be avoided.	Yes
	Raised table junctions	Unsignalised	Informal, shared surface raised table junctions can be used on low traffic streets, mainly Local streets. On busier roads separation may be required.	Yes
Integration with traffic	Junctions on shared surfaces or quiet streets	Unsignalised	Lack of vehicle priority and very low speeds ensure street is safe for all users.	Yes

Table 11.2 – Cycle friendly junction treatments, by levels of segregation

Designers should not be timid in their ambitions for creating safe, attractive junctions through segregation or by significantly restricting traffic speed and volume. As demonstrated in the table above, partial measures will not make the junction feel safe enough for all users which will create a weak point in the network and reduce the number of trips that can be made my bike. On existing junctions, some compromise may be unavoidable. All junctions must be assessed using the *Junction Assessment Tool* (JAT) in LTN 1/20, no movements should be scored 'red' and those on key cycle routes must be scored 'green'.

In new developments, all junctions should be suitable for users of all abilities and confidence levels. Junction designs should be coherent, simple and legible across a network and so a mix of typologies should be avoided. In general, where there is segregated cycle provision on the street, a segregated junction should be provided. Elsewhere, traffic volumes and speeds should be low enough to allow integration with traffic.

11.8. Cycle storage

Cycling parking standards are outlined within the *Surrey County Council Parking Guidance* which should be read in conjunction with this guide.[52]

Parking must be provided in new developments. At least 1 space must be provided for 1 or 2 bedroom homes, and at least 2 spaces for larger homes. This can either be provided as:

- *At home cycle parking*. Individual parking provisions for homes either within inside storage or shared rooms or as a separate bike shelter. The shelter should be secure and protected from rain. The space should be suitable for general storage for those whom may not own any bikes.

- *Shared or communal cycle parking.* This type of parking is more efficient in terms of space use, and the number of facilities depends on the number of bikes anticipated in a given area. This type of storage must be secure, well-overlooked, secure and easily accessible and large enough to accommodate all cycle users. Appropriate types of shared cycle parking include:

  - Cycle racks

  - Cycle garages (often within a building)

  - Cycle stands

Visitor parking must also be provided at convenient locations, and non-residential facilities should also have parking for employees and visitors, in line with SCC parking guidance.

The following should be considered when designing shared or communal bike shelters.

- Made from attractive and robust materials

- Positioned to be consistent with the building line if street facing and should be placed in a 'furniture zone' to avoid obstructing pavements

- Situated in well overlooked locations, well lit, signed and close to the entrances of buildings (within 20m of the building they serve)

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[52] Surrey County Council (2021) *Vehicular, Cycle and Electric Vehicle Parking Guidance for New Development*

- Undercover where possible

- Laid out in small clusters of within communal spaces. Consolidated parking facilities should be used for large public / community buildings, transport hubs and flats

Figure 11-3: Examples of cycle storage: L: Attractive, good quality undercover parking at Goldaming Station (Credit – Andy Cameron) R: Public cycle and scooter parking on the carriageway keeps pavements free for pedestrians. Richmond (Credit - Create Streets)

Resources:

- *Gear Change - A bold vision for Cycling and Walking* (DfT July 2020)

- *Cycle Infrastructure Design* (LTN 1/20) July 2020

Chapter 12: Integrating public transport

Integrating public transport into development and providing connections beyond the site must be one of the design process's key principles. However, recent studies into new developments suggest that effective public transport links are rarely put in place (*National Housing Audit - Place Alliance 2020* and Transport for New Homes). It is vital that the new homes and communities we create can be served by *convenient, affordable, and reliable* public transport to enable us to move around sustainably, reduce car reliance, create beautiful streets, reduce congestion and improve air-quality. This follows national and local policy including Surrey County Council's *Green Futures Strategy*, *Draft Local Transport Plan* (LTP4), the *Travel Plans Good Practice Guide* (TPGPG) and the *Bus Back Better Strategy*.

Public transport is essential at all scales of developments. Ensuring convenient routes and efficient bus stop location is an important way to encouraging public transport use. Sustainable public transport services must be delivered early. To avoid creating car-dependent developments and to increase the appeal and uptake of public transport, services must begin as the first residents move in. This could be provided by extending existing routes, improving pedestrian and cycle connections to existing bus stops or providing temporary services to key destinations such as a demand-responsive minibus or a shuttle service to nearby train station. This can be upgraded as developments grow in size and more users are living nearby.

12.1. Public transport principles

The following principles should guide how to design streets successfully to accommodate public transport.

- *Wider connections.* The development should connect into existing routes and enhance service provision for the wider neighbourhood. This could be achieved through route diversions, increasing frequency and hours of operation and providing a 7-day bus service along with ticketing or fare offers to increase bus use. Larger schemes could deliver an entirely new bus route or service. Where good existing public transport services are not present, they must be provided.

- *Permitting evolution.* Public transport is continually evolving and the provision of alternative and complementary modes of public transport should be considered such as hail and ride bus service, shuttle services between key destinations, bike hire schemes or responsive 'Mobility as a Service' (MaaS) travel apps. Shared mobility should be considered early in the design. These may be particularly appropriate in rural areas with low ridership where traditional bus services may not be practical.

- *Using the street hierarchy.* To ensure direct and efficient bus services, routes within new developments should follow the street hierarchy. They will normally run along primary streets, high street or secondary streets (4.14).

- *Bus routes.* Streets that will accommodate bus routes should be fairly direct without too many frequent turns. Parking control, bus stops' location and highway geometry are all key considerations. Bus priority could be facilitated through bus gates or priority signals at junctions. Speed management should be bus friendly and be designed in consultation with bus providers to ensure acceptance. In high streets or areas of high footfall it is fine to allow slower bus speeds where pedestrians will become the priority.

- *Larger schemes.* On larger schemes bus only corridors should be included to provide quick and direct access to key facilities. These should be combined with pedestrian and cycle routes.

- *Public transport integration.* Routes must be designed holistically and consider pedestrian and cycle access to and from bus stops to allow for seamless transitions with different modes of public and active travel. Sufficient safe cycle parking by bus stops and locating bus stops in development centres or next to schools is essential.

12.2. Mobility hubs

On larger schemes or where distances to local services may be prohibitive to pedestrian and cycle access, mobility hubs should be included. Such hubs could contain bus stops, car club provision, EV charging points, electric cycle or scooter hubs, secure bike storage and repair shops along with flexible demand-responsive shuttle buses to complement traditional services. Where provided, homes should be within a 10 minutes' walk (800m) of primary hubs or 5 minutes' walk (400m) from smaller hubs. Further guidance on mobility hubs is outlined in the SCC Draft *Local Transport Plan* (LTP4).

12.3. Rail links

Links to rail local rail stations are very important as they enable a high proportion of sustainable transport in a development. Where new stations are not appropriate developments must factor in access to nearby existing train stations and ensure access is adequately provided for through design of bus routes, safe walking and safe cycling routes. New rail stations could be provided on larger sites which might be adjacent to or span existing rail lines and these opportunities should be discussed with Surrey County Council, the rail authority and relevant service providers early in the design process.

12.4. Bus stop location

- Bus stops must be located on key desire lines and around areas of higher activity, services, community facilities, employment and residential density. Homes should be within 400m walk of a bus stop or transport hub, as most people are prepared to walk five minutes (400m) to a bus stop. There is flexibility in this standard as bus stop positioning must avoid overly circuitous routes and ensure a balance between ease of access while maintaining a convenient bus service (figure 12-1). Bus operators should be consulted for bus stop location.

- Pedestrian accessibility to bus stops must consider the quality of the local environment as well as distance. Bus stops and transport hubs must be connected to walking and cycling paths that are pleasant to use. Main bus stops should be well-lit.

- Bus stops should generally be spaced between 200-400m apart to ensure they are accessible to riders while also reducing journey times.

- Bus stops should not be positioned at the crest of a hill.

- Bus stops must be positioned in places of pedestrian activity, such as street corners or the entrance of community, employment and retail buildings.

- Bus stops' location must be agreed at outline application stage. However, sufficient flexibility for the location will be allowed at the discretion of the planning authority to avoid adverse impact on future land use as designs develop. This will ensure that the location of bus stops does not have any adverse impact on adjacent land uses.
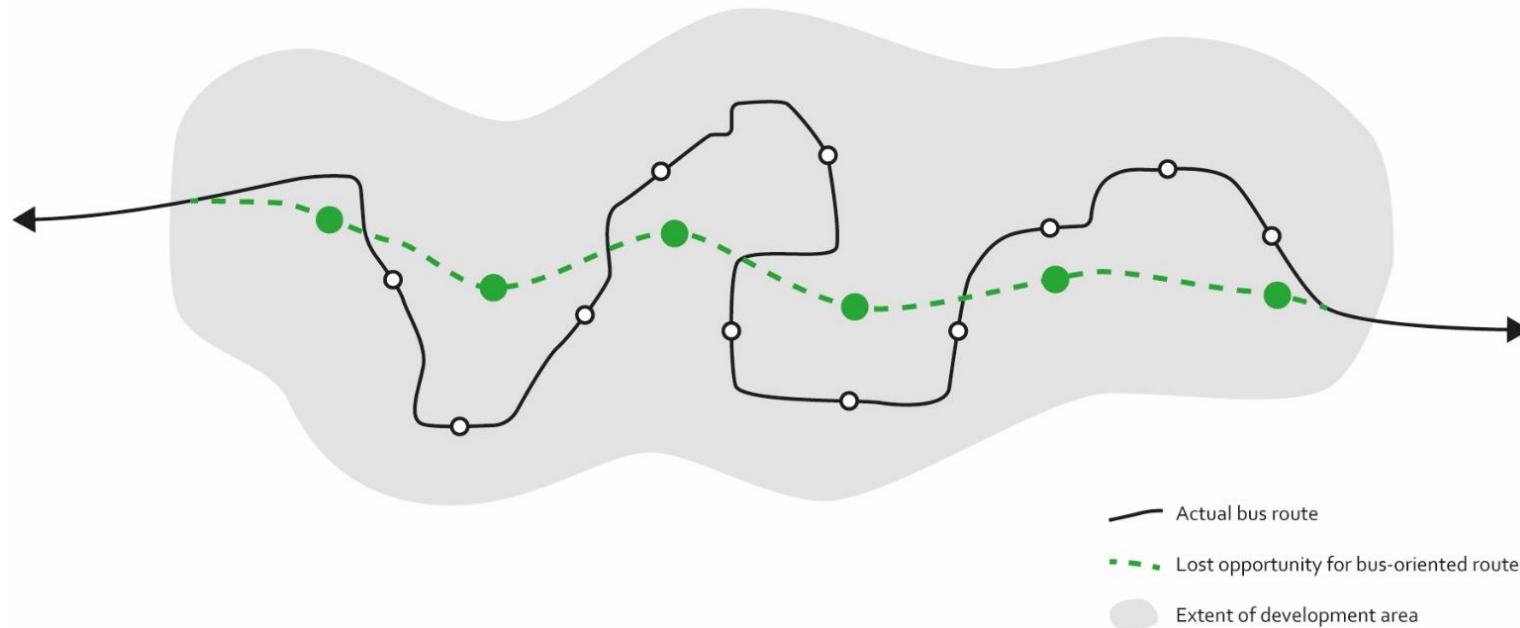
Figure 12-1: Bus orientated street layouts. The green dashed line is best practice. (Credit - Create Streets)

12.5. Bus route design

- Two-way streets on bus routes should have a minimum width of 6 m (3.0m per lane) where a 20mph speed is applied. The carriageway must be kept free of on-street parking and can be reduced even further for short sections through consultation with the council as on-street parking, traffic calming and opposing flow visibility may impact this.

- Carriageway widths on bus routes, where there is no separate cycle lane, should be wide enough for buses to pass cyclists safely.

- Where possible, buses should be given a dedicated lane and priority access. These must be a minimum width of 3m where a separate cycle lane is provided, or 4.5m where the lane is shared with cycles.

12.6. Bus stop design

- Places for waiting should be attractive and comfortable and lit. This should be achieved by appropriate seating, cover and lighting as well as by locating stops adjacent to areas of street planting, small parks or play areas.

- Bus stops must include a bus shelter. Flag only stops should only be permitted in constrained locations.

- Bus shelters could be designed with a green roof or solar panels (8.6)

- Must be designed sympathetically to their surroundings and should reflect the distinctive character of the local area.

- Additional street furniture should be kept to a minimum and only provided if absolutely necessary and not be positioned within 2m of boarding or alighting areas to enable bus ramps to be deployed without obstruction. For further guidance refer the street typologies guidance in this document (4.2 and table 4-3). Bins should be provided. Cycle parking should be provided at stops in key locations as this can enlarge the catchment area of a bus stop

- Bus stops adjacent to cycle paths and passes should be fully transparent to ensure good intervisibility.

- Pedestrian needs should be the priority where cycle paths run immediately adjacent to bus stops. Consideration should be given to the appropriate size of waiting area and how to provide safe access to bus stops for pedestrians. Please see Chapter 11 for further information on integrating bus stops with cycle infrastructure.

- Bus laybys should not be used. They are an inefficient use of space and may reduce the ease of buses re-joining the main carriageway. They should only be used where stationary buses would cause a significant safety problem, which does not include queuing traffic.

- Bus boarders are useful for incorporating cycle lanes, car parking or creating more space for waiting pedestrians to facilitate the easy pick up and drop off of passengers. These should generally be between 2-2.6 metres in width although boarders of 1- 1.3 metres could be used on constrained sites.

- Bus stops must be easily accessible to passengers. Pedestrian crossings should be provided close to bus stops and other public transport hubs. They should not be positioned within the bus gate. Please see paragraph 5.11 for further information on the design of pedestrian crossings.

12.7. Bus stop technical specifications

- Pavement width to the rear of the bus stop should be a minimum of 1.3m. In areas of high pedestrian footfall or close to the entrance of buildings this should be a minimum of 2m. Where the existing environment does not support this, additional space for buses must be provided through pavement widening / build outs.

- Should where possible be fitted with digital countdown displays that provide live information on bus times. They should also include legible maps of the other bus services, local facilities and pedestrian and cycle connections to aid passengers in their onward journey.

- A clear 2m x 2m area must be provided between the bus flag and shelter. This will allow sufficient space for wheelchair users to manoeuvre and access a bus without obstruction.

- A minimum kerb height of 125mm must be used at bus stops. This should be for a minimum distance of 6m to facilitate the easier access onto and off buses for all passengers. Kerbs should be located so as not to obstruct the swept path of a buses with lowered front steps.

- Buses must be able to stop and be no further than 50mm away when parallel with the pavement.

- Bus stops and flags should be positioned at least 0.5m from the edge of the kerb.

12.8. Bus service provision, funding and maintenance

- Under the *Transport Act 1985* Surrey's bus are provided on a deregulated basis. The County Council secures the provision of bus services through contracts with local operators and is best placed to advise on the appropriate level of service provision of new developments and must be consulted with as early as possible in the planning stages. Bus providers should also be involved in the design process through discussions facilitated by the County Council.

- The long-term support and maintenance of public transport services and infrastructure must be agreed before a development goes ahead. Innovative funding mechanisms that support the early delivery of public transport are already in place in Surrey and should be considered on other schemes through discussion with Surrey County Council.

12.9. Additional public transport design resources

- *Buses in Urban Developments, CIHT (2018)*

- *Transport for New Homes*

- *TfL Accessible Bus Stop Design Guidance (2017)*

- *DfT Inclusive Mobility*

- *The Traffic Signs Regulations and General Directions*

- *Better Planning, Better Transport, Better Places, CIHT (2019)*

- *Bus services and new residential development, Stagecoach (2017)*

Glossary

Active frontage: Ground floor uses that create interest and activity.

Active travel: Making journeys in a physically active way e.g. walking and cycling.

Adoption: The process by which land for open space, landscaping or highway use is transferred to a local authority to maintain.

Air quality: Term used to describe the levels of pollution in the air. Higher levels of pollution lead to lower air quality.

Best Practice: To pursue the best approach.

Biodiversity: Effectively it is synonymous with the term "variety of wildlife" where wildlife means all plants and animals.

Building line: The building line is created by the primary front face of buildings along a street and is a key element of design codes.

Built Form: This is the main issue that varies by area type including density, grain, building line and height.

Car Club: A pool of cars that people and businesses can pay to use on a per trip basis.

Connectivity: In relation to transport, this means the effectiveness of the transport network at getting people from one location to another

Density: How many homes there are in a given area. Often expressed as dwellings (homes) per hectare.

Design principle: One of the basic design ideas at the heart of an urban design framework, design guide, development brief or a development.

Desire Line: An imaginary line linking facilities or places that people would find it convenient to travel along

E-bike: A cycle with an electric battery to assist or replace pedalling.

Electric Vehicle (EV): EVs are vehicles that are either partially or fully powered on electric power.

Enclosure: The use of buildings, trees and hedges to create a sense of defined space.

E-scooters: A scooter with an electric battery that propels it forward.

Landmark buildings: A building or structure that stands out from its background by virtue of height, size or some other aspect of design.

Last Mile: The last leg of a journey, either for a person or goods being delivered.

Layout: The way buildings, routes and open spaces are placed in relation to each other.

Legibility: The degree to which a place can be easily understood and moved through.

Mixed-use: A mix of uses, usually complimentary, within a building, on a site or within a neighbourhood. 'Horizontal' mixed uses are side by side, usually in different buildings. 'Vertical' mixed uses are on different floors of the same building.

Mobility as a Service (MaaS): A system through which people can access information, plan and pay for their journeys in one simple place e.g. on a mobile app. This app can cover multiple different ways to travel e.g. bus, rail, cycling and car share.

Mobility Hub: A high quality, accessible space bringing together access to different modes of transport

Modal filter: A street which prevents some vehicles, often private cars, from driving through whilst allowing pedestrians, cycles and other users.

Mode Shift: A change in the way people travel for a specific journey. For example, from a car to a bus.

Neighbourhood: District of distinct character usually on a scale that makes internal movement easy for pedestrians.

Nodes: Points at which routes for public transport and other modes of movement intersect. Places where activity and routes are concentrated. Often used as a synonym for a junction.

On-curtilage parking: Parking within a building's site boundary, rather than on a public street or space.

Pavement: The section of the highway reserved for pedestrians only, also known as the footway

Permeability (streets): The degree to which an area has a variety of pleasant, convenient and safe routes through it.

Public Space: The character of each type of street will vary by area type.

Set-Back: The distance that buildings are set back from the edge of the highway (usually the back of pavement)

Sustainable Transport: Forms of transport that have a low impact on the environment

COMMUNITIES, ENVIRONMENT AND HIGHWAYS SELECT COMMITTEE

SURREY
COUNTY COUNCIL

THURSDAY, 6 OCTOBER 2022

Forward Work Programme (FWP) and Recommendation Tracker (RT)

Purpose of report: To review and agree the Forward Work Programme (FWP). To track recommendations and requests made by the Select Committee.

Introduction:

1. The Forward Work Programme (FWP) and Recommendation Tracker (RT) update is a standing item on the agenda of the Select Committee.
2. The FWP covers the expected activity in 2022/23 (Annex A).
3. The RT tracks recommendations made by the Committee (Annex B).
4. The FWP includes regular items, task and reference groups updates and the additional items the Select Committee would like to engage with in coming months. This approach should enable the Select Committee to consider planning and resourcing for its scrutiny and overview work across the year whilst retaining enough flexibility to consider essential additional items as needed from time to time. There should be no more than two task groups taking place concurrently.

Recommendations:

5. The Select Committee is recommended:
   a) To review and agree the Forward Work Programme (Annex A);
   b) To make any appropriate suggestions for possible amendments including programming of in-depth session and other agenda items; and
   c) To monitor the update provided in Recommendation Tracker (Annex B).

Next Steps:

The Select Committee reviews its Forward Work Programme and Recommendation Tracker at each of its meetings.

Kunwar Khan
Scrutiny Officer | Democratic Services | Law and Governance
Surrey County Council | Kunwar.Khan@surreycc.gov.uk

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SURREY

Communities, Environment and Highways Select Committee Forward Work Programme 2021 - 2022

	Communities, Environment and Highways Select Committee	Chairman: John O'Reilly I Scrutiny Officer: Kunwar Khan Democratic Services Assistant: Laila Laird					
Date of Meeting	**Type of Scrutiny**	**Issue for Scrutiny**	**Purpose**	**Outcome**	**Relevant Organisational Priority**	**Cabinet Member/Lead Officer**
Wednesday 9 November 2022	Scrutiny	**Delivering in Partnership in Localities**	To receive an update report in terms of engagement with local partners and stakeholders.	The Select Committee is kept abreast of the developments and provide feedback.	Empowering communities Growing a sustainable economy so everyone can benefit	Tim Oliver, Leader of the Council Michael Coughlin, Executive Director, Partnerships, Prosperity and Growth Sarah Richardson, Head of Strategy
Monday 5 December 2022	Scrutiny	**Scrutiny of Draft Budget 2023/24 Draft Budget Report**	Select Committee to receive draft budget proposals for 2023/24.	The Select Committee scrutinises the Council's budget proposals, provides feedback and makes recommendations, if required.	Growing a sustainable economy so everyone can benefit	Ayesha Azad, Cabinet Member for Finance & Resources Leigh Whitehouse, Deputy Chief Executive & Executive Director of Resources

						Anna D'Alessandro Finance Director, Corporate & Commercial Rachel Wigley, Director Finance, Insights & Performance Nicola O'Connor, Strategic Finance Business Partner Tony Orzieri, Strategic Finance Business Partner
	Scrutiny	**Housing, Accommodation and Homes Strategy for Surrey**	To receive a report on Housing, Accommodation and Homes Strategy for Surrey.	To scrutinise and provide feedback on the identified priority areas and issues where concerted, multi-agency attention is required to secure improvement in housing, accommodation and homes in Surrey.	Empowering communities Growing a sustainable economy so everyone can benefit	Sinead Mooney, Cabinet Member for Adults and Health Michael Coughlin, Executive Director, Partnerships, Prosperity and Growth Strategic Lead, Policy and Strategy

	Scrutiny	**Your Fund Surrey Update**	To receive a progress report.	The Committee to review the progress on the action plan.	Empowering communities Growing a sustainable economy so everyone can benefit	Denise Turner-Stewart, Cabinet Member for Communities and Community Safety Marie Snelling, Executive Director for Customer and Communities Jane Last, Head of Community, Partnerships and Engagement James Painter, Communities Partnerships Manager
TBC 2023	Scrutiny	**Rethinking Waste - Procurement Outline Business Case**	To receive waste procurement report.	The Committee to provide its feedback on the waste procurement outline business case.	Empowering communities	Natalie Bramhall, Cabinet Member for Property and Waste Katie Stewart, Executive Director – Environment, Transport & Infrastructure Steven Foster, Interim Director for Waste

TBC 2023	Scrutiny	**Waste Infrastructure Strategy**	To receive a waste infrastructure strategy report.	The Committee to provide its feedback on the waste infrastructure strategy report.	Enabling a greener future	Natalie Bramhall, Cabinet member for Property and Waste Katie Stewart, Executive Director – Environment, Transport & Infrastructure Steven Foster, Interim Director of Waste
TBC	Scrutiny	**SFRS Inspection Improvement Plan – Update**	To receive a progress report.	The Committee to review the progress on the action plan.	Empowering communities	Denise Turner-Stewart, Cabinet Member for Communities and Community Safety Dan Quinn, Interim Chief Fire Officer and Director of Community Protection Group
TBC 2023	Scrutiny	**Local Flood Risk Management Strategy**	To receive a local flood risk management strategy report.	The Committee to provide its feedback on the local flood risk management strategy.	Empowering communities	Kevin Deanus, Cabinet Member for Highways and Community Resilience Katie Stewart, Executive Director – Environment,

						Transport & Infrastructure Tor Peebles, Flood Risk Management Strategy and Partnerships Team Leader
TBC 2023	Scrutiny	**Minerals and Waste Plan**	To provide a report on the preferred options public consultation.	The Committee to provide its feedback on the public consultation and preferred options in line with Minerals and Waste Development Plan.	Enabling a greener future	Matt Furniss, Cabinet member for Transport and Infrastructure Katie Stewart, Executive Director – Environment, Transport & Infrastructure Dustin Lees, Minerals and Waste Policy Team Leader
TBC 2023	Scrutiny	**Climate Change Adaption Plan**	To receive a climate change adaption plan report.	The Committee to prove its feedback on the climate change adaption plan.	Enabling a greener future	Marisa Heath, Cabinet Member for Environment Katie Stewart, Executive Director – Environment, Transport & Infrastructure Sarah Birch, Climate Change Adaptation Specialist

(Dates)	(Type)	(Issue)	(Purpose)	(Outcome)		
TBC 2023	Scrutiny	**Future Bus Network**	To receive a future bus network report.	The Committee to provide its feedback on the future bus network report.	Enabling a greener future Empowering communities Growing a sustainable economy so everyone can benefit	Kevin Deanus, Cabinet Member for Highways and Community Resilience Katie Stewart, Executive Director – Environment, Transport & Infrastructure Paul Millin, Strategic Transport Group Manager

Member Reference Groups, Task and Finish Groups

(Dates)	(Type)	(Issue)	(Purpose)	(Outcome)		Membership:
Aug-Nov 21 (on-going as required)	Pre decision scrutiny and monitoring	Greener Futures Reference Group (GFRG)	To consider and provide pre decision feedback on Climate Change Delivery Plan (CCDP) for 2021-2025 and Surrey Transport Plan (STP). It is suggested by the service that the Greener Futures Reference Group also looks at the following:	To provide comments and steer from the scrutiny's point of view in formulating the Cabinet report.		Membership: • Andy MacLeod– (Chair) • John O'Reilly – ex-officio • Jordan Beech • Stephen Cooksey • Jonathan Hulley • Catherine Baart • Lance Spencer

			Buses Back Better (previously been to the Select Committee) Surrey Transport Plan Already has been looked at by the GFRG. Cabinet will be asked to note the feedback received from the statutory consultation on the draft Surrey Transport plan and adopt the Surrey Transport Plan Core Strategy and give approval to publish the plan on the website. Government's Green Homes Grant Local Authority Delivery (GHGLAD) Cabinet will be asked to approve the procurement of GHGLAD2 and Sustainable Warmth - Home Upgrade Grant (HUG) and Local Authority Delivery (LAD3) and also receiving Public Sector Decarbonisation Scheme 3 (PSDS3) funding and procurement approach for delivery agent			

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			NB. Focus of the next GFRG meeting will be engagement priorities. <u>Land Management Framework & Policy</u> The council's land management strategy for its farms and another undeveloped land, given the choices of land use for food production, enhancing biodiversity, carbon storage, energy production (solar farms), development and so on.			
April 2022 (on-going as required)	Scrutiny	Highways Reference Group	Local Transport Plan 4 (LTP4) (Horizon prioritisation).	To provide scrutiny and feedback.		<u>Membership</u> Stephen Cooksey Colin Cross John Furey David Harmer Andy Macleod John O'Reilly Lance Spencer
February 2022 (on-going as required)	Pre decision scrutiny and monitoring	Electric Vehicle Reference Group (EVRG)	To provide constructive challenge, support and feedback, culminating in recommendations to ensure that the proposed business model for procurement, the contract specification and the network plan are robust, realistic and deliverable.	To provide scrutiny and feedback.		<u>Membership:</u> John O'Reilly (Chairman of the Reference Group) Andy Macleod Lance Spencer Catherine Baart Stephen Cooksey John Furey

To be received in writing/informal briefing sessions/a member seminar					
TBC	Rural internet speed	All Member seminar by the service, possibly in February/March 2022.			Natalie Bramhall, Cabinet Member for Property and Waste Dawn Redpath, Director – Economy and Growth
	Surrey County Council response to Surrey's 2050 Place Ambition Consultation	All Member Seminar on 28 February 2022.			Katie Stewart, Executive Director – Environment, Transport and Infrastructure Jo Diggens, Planning, Performance & Improvement Manager
	Road Safety & Safety outside schools (not Cabinet)	All Member Seminar on 7 March 2022.			Katie Stewart, Executive Director – Environment, Transport and Infrastructure Jo Diggens, Planning, Performance & Improvement Manager
	Buses Back Better - An enhanced partnership plan for Surrey	All Member Seminar 14 March 2022.			Katie Stewart, Executive Director – Environment,

					Transport and Infrastructure Jo Diggens, Planning, Performance & Improvement Manager
	Community Tree Strategy & Tree Programme (not Cabinet)	All Member Seminar 28 March 2022.			Katie Stewart, Executive Director – Environment, Transport and Infrastructure Jo Diggens, Planning, Performance & Improvement Manager
	Hydrogen Fuel Cell buses	A briefing note distributed to update Communities, Environment and Highways (CEH) Select Committee Members on 1 March 2022 Please also see proposals around Buses Back Better item above.			Katie Stewart, Executive Director – Environment, Transport and Infrastructure Jo Diggens, Planning, Performance & Improvement Manager
TBC	Highway environmental maintenance agreements	A briefing note to update Communities, Environment and Highways (CEH) Select Committee members.			Katie Stewart, Executive Director – Environment, Transport and Infrastructure

					Richard Bolton, Highways Operation and Infrastructure Group Manager
	ULEZ consultation	All Member seminar 18 July 2022.			Matt Furniss, Cabinet Member for Transport & Infrastructure
TBC	Surrey Infrastructure Plan – Part 2	A briefing note to update CEH Committee members.			Matt Furniss, Cabinet Member for Transport & Infrastructure Lee Parker, Director for Infrastructure and Major Projects
	Integrated Transport Schemes Process (ITS) Update on Suez dispute/ Waste Procurement Parking Enforcement / Environmental Management changes (initial feedback)	Informal Select Committee meeting on 7 September 2022.	For the Select Committee to scrutinise the ITS process.		Matt Furniss, Cabinet Member for Transport & Infrastructure Kevin Deanus, Cabinet member for Highways and Community Resilience Michelle Collins Stakeholder Manager

					Highways Operations & Infrastructure
					Richard Bolton, Highways Operation and Infrastructure Group Manager
					David Curl, Parking and Traffic Enforcement Manager
					Zena Curry, Highways Engagement and Commissioning manager
					Steven Foster, Director Waste
	Buses Back Better Update	All Member Seminar 19 September 2022.			Kevin Deanus, Cabinet member for Highways and Community Resilience
					Paul Millin, Strategic Transport Group Manager
	Community Tree Strategy	All Member Seminar 10 October 2022.			Marisa Heath, Cabinet Member for Environment

					Carolyn McKenzie, Director for Environment
	Fuel Poverty & Energy Efficiency	All Member Seminar 31 October 2022.			Marisa Heath, Cabinet member for Environment Natalie Fisken, Chief of Staff
	EV Infrastructure	All Member Seminar 14 November.			Matt Furniss, Cabinet member for Transport, Infrastructure and Growth Jonathan James, EV Project Manager
	Active Travel Update	All Member Seminar 21 November.			Kevin Deanus, Cabinet member for Highways and Community Resilience Roger Williams, Engineering Project Manager
TBC	Surrey Infrastructure Plan update	A briefing note to update CEH Committee members.			Matt Furniss, Cabinet member for Transport, Infrastructure and Growth

					Lee Parker, Director of Planning, Infrastructure and Major Projects
TBC	Flood Alleviation Programme	A briefing note to update CEH Committee members.			Kevin Deanus, Cabinet member for Highways and Community Resilience Doug Hill, Strategic Network Resilience Manager

Standing Items

- **Forward Work Programme and Recommendations Tracker:** To monitor Select Committee recommendations and requests as well as its forward work programme.
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The actions and recommendations tracker allows Committee Members to monitor responses, actions and outcomes against their recommendations or requests for further actions. The tracker is updated following each meeting. Once an action has been completed, it will be shaded green to indicate that it will be removed from the tracker at the next meeting.

KEY	No Progress Reported	Action In Progress	Action Completed

RECOMMENDATIONS

Date	Item	Recommendation	Responsible Member/ Officer	Deadline	Progress check	Recommendation response accepted/ implemented
8 March 2022	Your Fund Surrey [Item 5}	The Communities, Environment and Highways Select Committee expresses its concern that the number of Your Fund Surrey (YFS) approvals has been disappointing in contrast to the ambitions expressed in the July 2020 Cabinet Report. The Select Committee: **CEHSC1/22:** Strongly advocates that the rate of progress dramatically accelerates in the next two years and calls on the Cabinet to institute immediate action to ensure delivery with an update report (in 9 months) to the Select Committee. **CEHSC2/22:** Expects the process for small bids to be 'short-form' in scope to encourage applications as intended in July 2020 and expedite the entire	Denise Turner-Stewart, Cabinet Member for Communities and Community Safety Marie Snelling Executive Director for Customer & Communities	December 2022		A service update will be provided at the 5 December 2022 meeting of the Communities, Environment and Highways Select Committee.

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KEY	No Progress Reported	Action In Progress	Action Completed

Date	Item	Recommendation	Responsible Member/ Officer	Deadline	Progress check	Recommendation response accepted/ implemented
		process so intended delivery gathers space. **CEHSC3/22:** Urges improvement in Member engagement by YFS team and the Council (including proactive communication with local Divisional Members about projects/applications in their area including relevant boroughs and districts).				
	Adoption of Moving Traffic Enforcement Powers [Item 7]	The Select Committee: Supports the draft recommendations to Cabinet outlined in the report. **CEHSC4/22:** Asks the Cabinet Member/Service to consider arranging an all-Member Seminar on this topic (Adoption of Moving Traffic Enforcement Powers) covering the changes, practical implications,	Matt Furniss, Cabinet Member for Transport & Infrastructure Katie Stewart, Executive Director for Environment, Transport & Infrastructure. Richard Bolton, Highways & Operations		20 Sept 2022	**CEHSC4/22:** An all Member Seminar on the Adoption of Moving Traffic Enforcement Powers will be scheduled for early 2023. This will follow the appointment of the relevant

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KEY	No Progress Reported	Action In Progress	Action Completed

Date	Item	Recommendation	Responsible Member/ Officer	Deadline	Progress check	Recommendation response accepted/ implemented
		selected sites, associated process and Members' role. **CEHSC5/22:** Requests Cabinet Member to write to the relevant Government Minister for further details about pavement parking.	Infrastructure Group Manager David Curl, Parking & Traffic Enforcement Manager			supplier and will cover areas such as the policy changes and how it will be implemented, the process and site selection criteria. **CEHSC5/22:** A letter was sent to the Department for Transport earlier this year with a response provided in April 2022. The response confirmed that Ministers were actively considering the options for addressing pavement parking following a consultation that had taken place and they wanted to ensure councils have the right powers to deal with pavement parking effectively. We are aware that this is a priority for the DfT and they will publish the formal consultation response and next steps for policy as soon as possible. The formal consultation response has not been published

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						yet but when available you will be able to view it here https://www.gov.uk/government/consultations/managing-pavement-parking. Consideration will be given whether to write again to the DfT in light of recent government and ministerial changes.
	Outline Business Case for the re-procurement of waste treatment & disposal services-Update [Item 6]	The Select Committee: **CEHSC14/22:** Asks Cabinet Member, as part of the Outline Business Case (OBC) for the re-procurement of Waste treatment and disposal services process and negotiation, to enable the extension of opening hours of Surrey County Council Recycling Centres (CRC) to cover the entire week; and to develop pedestrian access to recycling facilities. Also, the OBC and the final assessment of bids should also consider and include carbon impact assessments.	Natalie Bramhall, Cabinet Member for Property and Waste Carolyn McKenzie, Director of Environment Alan Horton, Programme Manager Richard Parkinson, Resources and			**CEHSC14/22:** Improved pedestrian access projects are planned for two sites (Caterham and Warlingham) and will be completed prior to September 2024. The rethinking waste team are aware of the recommendation that new contracts include the ability to readily vary CRC opening hours and this is reflected in draft contract documents. Carbon assessments will be required by bidders as part of the procurement process.

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		CEHSC15/22: Requests Service (working with partners) to encourage more joined-up communication and outreach to residents about potential waste contaminations (and how to avoid this) in their weekly bins. **CEHSC16/22:** A short update note about the progress, when the next stage in the process is achieved, to be provided to the Select Committee.	Circular Economy Group Manager			**CEHSC15/22:** Work is underway with Surrey Environment Partnership (SEP) as part of the contamination board on a variety of initiatives to improve contamination within the recycling collections including, but not limited to; crew training on what contamination is, different forms of communications for residents that have contaminated their bins, and consistent messaging for what can be recycled across Surrey. Discussions are planned with SEP/ Joint Waste Solutions (JWS) and Surrey County Council (SCC) communications departments to reinvigorate the waste communications. **CEHSC16/22:** The Rethinking Waste Team will prepare an update to Select Committee on progress when plans are finalised.

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14 June 2022	A Devolution Deal for Surrey [Item 5]	The Select Committee: Supports the objective of Surrey seeking a County Deal on the basis of Levels 1 and 2, agrees with the principal stakeholders identified, and the proposed timetable. **CEHSC6/22:** Commends a cautious assessment, including any future governance, of what a Level 2 County Deal for Surrey will mean in practice, particularly for residents, businesses, community groups and other stakeholders to avoid raising expectations that may not be satisfied. This should be reflected in all communications and engagements. **CEHSC7/22:** Requests that the Surrey County Council continues to bring boroughs and districts on board to develop a broader consensus in order to jointly support the journey for a County Deal.	Tim Oliver, Leader of the Council Rebecca Paul, Deputy Cabinet Member for Levelling Up Michael Coughlin, Executive Director Partnerships, Prosperity and Growth		20 Sept 2022	The recommendations have been sent to the Cabinet Member for Levelling Up and Executive Director Partnerships, Prosperity and Growth.

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	Environment, Transport & Infrastructure Performance Review (April 2021-March 2022) [Item 6]	The Select Committee: Welcomes the broad and credible KPIs produced by Environment, Transport and Infrastructure (ETI) Directorate as valuable tools for elected members and residents to monitor performance. **CEHSC11/22:** Urges the service to explore more ways to tap into local knowledge whilst – where possible – learning from similar work undertake by other authorities to promptly deliver on relatively easily achieved tasks first. **CEHSC17/22:** Expresses concern on the loss of 2/3 of the £3 million Green Homes Grant Local Authority Delivery (GHLAD) grant to retrofit low-income homes but notes that three-to-five-year strategic procurement arrangements	Matt Furniss, Cabinet Member for Transport, Infrastructure and Growth Marissa Heath, Cabinet Member for Environment Katie Stewart, Executive Director, Environment, Transport and Infrastructure Natalie Fisken, Chief of Staff, Environment, Transport & Infrastructure		20 Sept 2022	**CEHSC11/22:** The performance monitoring team are exploring indicators where the service can be benchmarked against other authorities to provide the opportunities to seek out best practice. This work will continue to evolve and be included in the next performance report. **CEHSC17/22:** The service has put in place measures to prevent this situation reoccurring. The managing agent procurement has completed and been awarded to Action Surrey, providing longer term certainty and

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		have been established to avoid this happening again, and that a new £12.2 million grant to retrofit low-income housing across Surrey will be starting soon. **CEHSC13/22:** Suggests that in future the Directorate set out what is being put in place to address concerns raised to improve performance across the directorate in these different areas.				capability to act quickly for future grant funding and other opportunities. **CEHSC13/22:** The performance monitoring team will ensure this information is included in the next performance report.

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ACTIONS

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14 June 2022	A Devolution Deal for Surrey [Item 5]	The Select Committee: **CEHSC8/22:** Asks that an update report – including a timeline, further and specific details raised (Community Infrastructure Levy - CIL, Local Enterprise Partnerships - LEP funding, transport, skills shortage and apprenticeships) be brought back to the Select Committee by October 2022.	Tim Oliver, Leader of the Council Rebecca Paul, Deputy Cabinet Member for Levelling Up Michael Coughlin, Executive Director Partnerships, Prosperity and Growth	October 2022	20 Sept 2022	A service update will be provided at a special and formal meeting of the Communities, Environment and Highways Select Committee on 9 November 2022.
	Environment, Transport & Infrastructure Performance Review (April 2021-March 2022) [Item 6]	The Select Committee: **CEHSC9/22:** Shares the concerns, specifically on funding, waste and customer satisfaction, marked as red and to be confirmed (TBC) and expects an even greater focus on improvement in these areas. Notes that the greener futures/climate indicators will be	Matt Furniss, Cabinet Member for Transport, Infrastructure and Growth Marissa Heath, Cabinet Member for Environment		20 Sept 2022	**CEHSC9/22:** The performance monitoring team continue to focus on indicators that are red or where targets have not been agreed. There has been significant improvement on funding; specifically, the procurement for a longer-term managing agent to

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		brought back to the full committee in October 2022 as part of climate change delivery plan report and the carbon budget to sit alongside the council's budget.	Katie Stewart, Executive Director, Environment, Transport and Infrastructure Natalie Fisken, Chief of Staff, Environment, Transport & Infrastructure			support grant funded domestic retrofit programmes has now completed, providing longer term certainty and capability to act quickly for future grant funding and other opportunities. The Waste metrics are still below target, specifically the amount of waste sent to landfill which has been impacted by reduced Energy from Waste (EfW) capacity within the UK and overseas. This year we are hoping to see a significant decrease in landfill, due in part to plans for shredding bulky waste so that it can be sent to EfW facilities, and work is also ongoing to transform how we manage Waste services. In response to customer satisfaction results additional customer research has been undertaken and the outputs have been fed into a broader Customer Enquiry Improvement Plan being developed by ETI. Immediate activities include improving processes, reviewing customer

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						response times and training for staff on quality of responses, and additional resource will be dedicated to looking at improving online interactions.
		CEHSC10/22: Requests a performance update report on an annual basis be provided to the CEH Select Committee with the waste metrics aligned with national statistics in the next update.				**CEHSC10/22:** Environment, Transport & Infrastructure (ETI) will bring the next annual performance update to CEH Select Committee in July 2023. The performance monitoring team have identified a range of national Waste indicators that the service can be benchmarked against and is currently evaluating the most effective metrics to include in the next performance report.
		CEHSC12/22: Asks that, if not already in place, relevant Key Performance Indicators (KPIs) and targets be developed to reflect the urgency on climate emergency and other comments made by Members of the				**CEHSC12/22:** A whole programme assessment of progress against the Climate Change Delivery Plan (CCDP) is being shared with Communities, Environment & Highways (CEH) Select Committee

Annex B

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		Select Committee, e.g., KPI around innovation and technology; targets for carriageways; road safety; communication and engagement under Greener Futures; in 162 Highways, transport and other service areas to ensure implementation of Local Transport Plan 4 as quickly as possible. Also, information be provided about net trees planted; utilities/maintenance work undertaken; progress on carbon budget, CIL and other funding sources. Notes that in some cases, presentation of multi-year data would be more useful.				on 6 October 2022. This report includes assessment of progress against the 2030 and 2050 targets and evaluates progress against the 74 CCDP projects. A suite of KPIs to monitor the progress of delivery against the projects set out within the CCDP is expected to be ready early 2023. This will complement the carbon dashboard which measures the outcome of the CCDP. The performance monitoring team have now agreed targets for carriageways and road safety and will continue to focus on remaining indicators where targets have not been agreed. Work is ongoing to develop KPIs in service areas not currently monitored and includes those areas identified by CEH Select Committee members listed above. These will be included in the next performance report.