

**OFFICER REPORT TO LOCAL COMMITTEE  
(GUILDFORD)**

**ONSLOW PARK & RIDE PROGRESS  
REPORT**

**28 NOVEMBER 2012**

**SUMMARY**

This report updates the Committee on progress with the development of the proposed Park and Ride site at Onslow and provides the future programme for the delivery of this scheme.

**OFFICER RECOMMENDATIONS**

**The Local Committee (Guildford) is asked to:**

- i. Note this report.

## **1 INTRODUCTION AND BACKGROUND**

- 1.1 The Guildford Local Committee of 12 September 2012 considered a report (Item 7iii: Progress with the development of a Park and Ride site at Onslow), which set out the background to the proposals for the development of this facility. This report updates the Local Committee with progress and provides an outline programme for the delivery of this scheme.
- 1.2 Surrey County Council has been successful in securing an award of £14.304 million in grant funding through a Local Sustainable Transport Fund (LSTF) submission. This includes capital grant funding of £4 million to construct a Park & Ride site, associated corridor improvements and complementary traffic management, and £500,000 revenue funding to support initial operational costs.
- 1.3 Guildford Borough Council has a 10 year option with University of Surrey to develop a 5.0 acre parcel of land at the Onslow site, which is strategically located adjacent to the A3/A31 corridor. Guildford Borough Council Executive of 24 November 2011 agreed the principle of a park & ride site on the western corridor and authorised the submission of a Planning Application.

### **Progress**

- 1.4 A Planning Application for the construction of a 550 space Park and Ride car park, a new access road, passengers' shelter/waiting room and associated landscape works was approved by Guildford Borough Council Planning Committee 6 November 2012.
- 1.5 A full tender process, in compliance with the requirement of EU Procurement legislation, and Procurement Standing Orders has been completed. Following the completion of the pre-qualification questionnaire stage five constructors were identified to receive the Invitation to Tender (ITT) for the construction of the park and ride car park.
- 1.6 Following the ITT evaluation, the preferred supplier had achieved best position in terms of both Quality and Price submissions. Surrey County Council Cabinet will on 27 November 2012 consider a report to award the contract for the construction of the Park and Ride car park. The recommendations of this report to Cabinet provide best value for money for the Council. The Local Committee will be updated verbally with the Cabinet decision.
- 1.7 The junction improvement scheme currently being constructed at the Hospital Roundabout/Egerton Road/Gill Avenue junction which has been designed to accommodate the traffic demand for the proposed

Onslow Park and Ride site is scheduled to be completed by December 2012, with further remedial landscaping works to be ongoing.

## **Funding**

- 1.8 Following award of the LSTF grant a revised capital spend profile was submitted to the Department for Transport (DfT). This revised profile has secured Treasury approval and provides for a spend of £1.1 million in 2012/13, £2.0 million in 2013/14 and £0.9 million in 2014/15.
- 1.9 The cost of the construction of the Park and Ride car park, access road, passengers' shelter/waiting room, landscaping and associated corridor improvements and traffic management can be met from the LSTF grant.
- 1.10 It is proposed that the car park will be constructed during a period spanning two financial years – 2012/13 and 2013/14 – the final tranche of £0.9million funding cannot be claimed from the DfT until 2014/15. To facilitate the delivery of the agreed programme it is proposed that the County Council underwrite this cost ahead of receipt of this final payment. It should be noted however, that unspent LSTF funding cannot be carried forward into the following financial year and any programme underspend in any financial year within the award has to be returned to the DfT.

## **2 Implementation Timetable/Programme**

- 2.1. It is anticipated that the construction of the car park and passenger facilities will take up to 9 months, subject to site and weather conditions. It is forecast that the site will be operational during Autumn 2013, supporting the busy festive shopping period. The proposed implementation timetable is:

<b>Action</b>	<b>Date</b>
Cabinet Approval	27 November 2012
Contract start date (following standstill period)	18 December 2012
Contractor commences works on site	January 2013
Invite tenders to operate initial Onslow bus service	Spring 2013
Construction completed	Summer 2013
Car park and bus services operational	October 2013

- 2.2. Following contract award and prior to the contractor commencing works on site discussions and consultation will be continue with the University of Surrey. In addition the contractor will lead a series of local engagement /consultation meetings with neighbouring businesses and the local community. The contractor will appoint a Stakeholder Liaison Officer to facilitate this prior to, during and after the construction period.

## **Operational costs**

- 2.3. The LSTF bid business case identified that the bus service to the Onslow Park & ride service could be operated commercially. However the bid included £500,000 revenue towards the start up operational costs over the initial two years of operation while demand for the site developed; this includes funding for the shortfall between park and ride bus service contract costs and farebox revenue, and for the operational costs associated with the car park.
- 2.4. GBC Officers estimate that the operational costs for the proposed Onslow car park will be in the region of £110,000 per annum. This includes costs for security, maintenance and rates. Assuming the car park and bus service are operational from October 2013 some £55,000 will be required to support the car park operational costs during 2013/14, and £110,000 for 2013/14.
- 2.5. A Procurement led tendering process will be undertaken to secure the Onslow park and ride bus service, recognising that a commercially operated service is anticipated, subject to suitable market conditions. The joint Member and officer Working Group tasked with reviewing the future funding regime of existing and future park and ride services in Guildford will report to Guildford Local Committee, 13 March 2013.

## **3 CONSULTATIONS**

- 3.1. Local consultation on the proposed Onslow Park & Ride site has been undertaken as part of the planning application process. This project was also included in the overall consultation on the LSTF carried out during April and May 2012. The LSTF Task Group has been consulted with progress on this project.

## **4 FINANCIAL AND VALUE FOR MONEY IMPLICATIONS**

- 4.1 The business case for the Surrey Travel Smart project included a financial section that does not form part of this report and was approved by the DfT. The cost of the construction of the Park and Ride car park, access road, passengers' shelter/waiting room, landscaping works can be met from the LSTF grant, together with associated corridor improvements and complementary traffic management.

## **5 EQUALITIES AND DIVERSITY IMPLICATIONS**

- 5.1 An Equalities and Diversity report will be completed as part of the development and construction of the park & ride car park and will include the operation of both the car park facilities and the bus service.

## **6 CRIME AND DISORDER IMPLICATIONS**

- 6.1 There are no direct crime and disorder implications arising from this report. However, the planned improvements will reduce the number of cars accessing Guildford town centre assisting with improving the safety of pedestrians and cyclists, and improve traffic flow.

## **7 CONCLUSION AND RECOMMENDATIONS**

- 7.1. The LSTF (Large Bid) offer has been accepted by the Cabinet and this includes the funding to deliver the proposed Onslow Park & Ride site.

## **8 WHAT HAPPENS NEXT**

- 8.1 Subject to Surrey County Council Cabinet approval on 27 November 2012 the contract to construct the car park and access road will be awarded to the preferred constructor. Tenders will be invited to operate the initial bus service. The Onslow Park & Ride service will be operational during autumn 2013.

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**BACKGROUND PAPERS:** GLC 12 September 2012, Item 7iii  
Local Sustainable Transport Fund bid – Surrey Travel  
SMART (December 2011).

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