



WOKING JOINT COMMITTEE

DATE: 3 DECEMBER 2014
LEAD OFFICER: PAUL FISHWICK PROJECT MANAGER, TRANSPORT POLICY
SUBJECT: LOCAL SUSTAINABLE TRANSPORT FUND (WOKING AREA)
AREA: WOKING

SUMMARY OF ISSUE:

This paper is in three parts, a) providing an update for members on the remaining capital programme of the LSTF (Woking), b) bus corridor clearway proposals on the "Mayford/Westfield" and "Sheerwater/Byfleet" corridors, c) business travel forum applications.

- a) Capital programme update is for information (annex A)
- b) Bus corridor clearway proposals: Bus stop clearways are proposed at the existing bus stops along the improved quality bus corridors of "Mayford/Westfield" (bus routes 34, and 35), as specified in annex B1 and B2 and along the "Sheerwater / Byfleet" corridor as specified in annex B3 and B4.

The bus stop clearway restriction is to be "no stopping at any time except buses". The proposed restrictions recommended for approval follow Department for Transport guidance that they should be 'appropriate to the operating times of the bus service.

It should be noted that many of the bus stops currently include the proposed road markings and the approval of this committee will allow officers to complete the legal process to enable them to become enforceable.

- c) Business travel forum applications; As part of the Local Sustainable Transport Fund (LSTF) for Woking, the Business Travel Forum generates a number of project ideas each financial year to be carried out within their agreed budget of £50,000.

Due to a small under spend in 2013, the total budget for 2014 is £91,000, of which £62,000 has already been allocated. The aims of these projects are to encourage more sustainable forms of transport and/or enhance the local economy.

The purpose of this paper is to present the latest project proposals (annex c) to the Joint Committee for approval. There are four proposed projects comprising a mixture of capital and revenue improvements totalling £26,600.

RECOMMENDATIONS:

Woking Joint Committee is asked to:

- (i) To note the LSTF (Woking) capital programme for the remainder of 2014/15 (annex A)
- (ii) Approve bus stop clearways for bus stops on two further LSTF quality bus corridors: the Mayford/Westfield and Sheerwater/Byfleet corridors as indicated in annexes B1, B2, B3 and B4
- (iii) Approve £26,600 to be allocated to the proposed projects for 2014 from the existing LSTF Business Engagement budget (annex C) as set out below:
 - a. Pool bike scheme (£12,000)
 - b. Cycle maintenance stations (£8,000)
 - c. Dr Bike and mobile maintenance classes (£3,000)
 - d. Wet weather cycle and walking clothing (£3,600)

REASONS FOR RECOMMENDATIONS:

Bus stop clearways

There are four key reasons why bus stop clearways are required;

- 1. Buses require parallel alignment to the kerb to deploy ramping and kneeling equipment to allow step-free access for wheelchair users and those with mobility problems, and easier boarding/alighting for all passengers.
- 2. Parked vehicles within bus stops prevent this access.
- 3. Reliability of buses is increased if the vehicles are able to approach, stop and depart bus stops without hindrance, improving accuracy of scheduled bus stopping times and encouraging usage of sustainable transport
- 4. Bus stop clearways enable Borough enforcement officers to issue penalty charge notices on offending vehicles thereby discouraging inconsiderate parking.

Business travel forum

All of the proposed projects meet the LSTF objectives and will increase the number of people using more sustainable forms of transport through improved facilities and information.

The total funding required falls within the agreed LSTF business engagement budget for 2014/15.

1. INTRODUCTION AND BACKGROUND:

1.1 The Department for Transport (DfT) awarded Surrey County Council £3.93 million in July 2011 for the Local Sustainable Transport Fund (Key Component) and a further £14.304 million in June 2012 for the Local Sustainable Transport Fund (Large Bid). Both of these projects are branded Surrey Travel SMART and cover the financial years up to 2014/15.

1.2 For the purposes of ease in reporting, both the Key Component and Large Bid have been combined as one project for this report,

LSTF (Woking) capital programme

1.3 Annex A attached to this paper provides an update on the remaining schemes to be delivered by 31 March 2015.

Bus stop clearways

1.4 Surrey County Council, as the Highway Authority, has powers under the Road Traffic Regulation Act 1984 and the Traffic Sign Regulations and General Directions 2002 to create bus stop clearways.

1.5 A bus stop clearway is a parking restriction at a bus stop that can be enforced by the Borough Councils Civil Enforcement Officers as they would waiting restrictions. They are, however, more onerous than waiting restrictions because the clearway also prohibits stopping and loading/unloading over the length of the bus stop.

1.6 Unlike waiting restrictions there is no mandatory statutory consultation process in order for a highway authority to implement a bus stop clearway. Consequently it is Surrey Highways policy that these measures are approved by the Joint Committee to ensure that there is some local consultation prior to their implementation.

Business Travel Forum

1.7 The Woking Business Travel Forum is made up of a group of 8-12 representatives from local businesses. Current members include William Lacey, Arcom IT and WWF.

1.8 The Forum is allocated £50,000 each year from the Woking LSTF budget, split evenly between capital and revenue. An under spend in 2013/14 has rolled over to 2014/15 giving a total budget of £91,000.

1.9 All projects are presented to the Woking Joint Committee for final approval.

1.10 All proposed projects must meet at least one of the core LSTF objectives of promoting sustainable transport options and/or enhancing the local economy.

1.11 Projects are delivered by a team of Surrey County Council Officers working in partnership with Parsons Brinkerhoff.

1.12 Projects in 2013/14 included new cycle parking at Woking train station and a new travel information screen at The Peacock Centre.

2. ANALYSIS;

LSTF (Woking) capital programme

2.1 The capital works programme is shown in Annex A and is on target to be completed by the end of March 2015.

Bus stop clearways

2.2 As described above in the reasons for recommendation and paragraphs 1.4 to 1.6, there are very good reasons to introduce bus stop clearways in certain locations to assist bus travel and passengers.

2.3 The bus operators have been consulted and agree with the proposals. If the restrictions are approved the residents of affected frontages will be informed by letter.

2.4 In some cases there is already yellow bus cages marked on the road. However these are not approved clearways and therefore are not enforceable. Approving clearways will ensure that existing and amended bus cages are enforceable.

2.5 Bus stops on the Mayford/Westfield quality bus corridors have been improved, or are shortly to be improved, by raising the kerbs adjacent to the bus stop flags.

2.6 The correct height kerb enables passengers to benefit from step free access to buses and for access ramps to be deployed for wheelchair access. Ease of boarding and alighting speeds bus operation and assists bus operators maintaining schedules and reliability. These improvements cannot be realised unless buses can access and stop parallel to the kerb at bus stops. Inconsiderate parking prevents ease of access for buses to stopping positions. Such parking can be discouraged through bus stop cages with stopping clearways.

Mayford/Westfield and Sheerwater/Byfleet Bus Corridors

2.7 Annexes B1 and B3 contains a table listing the bus stops on this corridor, the street name, the length of bus cage recommended and the properties outside which the bus cage will be located. Associated with each table is a plan, identifying each bus stop, annexes B2 and B4. These proposals have been presented to the LSTF and Future Transport Task Group.

2.8 At present each bus stop on this corridor has a bus cage with clearway road markings and red surface dressing, but no clearway plate on the bus stop flag pole confirming the clearway controls. It is proposed to retain each bus cage road marking as currently marked, as these are currently operating satisfactorily. However, to ensure consistency across our quality bus corridors, the clearway plate needs to be erected to ensure that the clearway controls are legally enforceable.

2.9 As the bus services supporting both these quality bus corridors operate every day into the evening until nearly midnight, the correct clearway control is a 24hr continuous prohibition of stopping or parking, by all vehicles other than scheduled bus local services.

2.10 Letters will be sent to residents or commercial premises in the immediate vicinity of proposed clearways informing residents that the joint committee has approved a bus stop clearway and that it is now enforceable. If the bus cage and clearway marking is already in place the letter will state that the bus cage clearway will become immediately

enforceable. If the bus cage is still to be marked out then the cage will become enforceable once implemented.

2.11 The bus stops clearways would be enforced by Woking Civil Enforcement Officers.

Business Travel Forum

2.12 The Business Travel Forum have put forward four proposals which are attached Annex C. These proposals have been presented to the LSTF and Future Transport Task Group.

3. CONSULTATIONS:

3.1 Residents living adjacent to the bus stops on the two quality bus corridors would be notified by letter about the Council's intention to implement the bus stop clearways

4. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

4.1 The need to ensure value for money was central to developing the Local Sustainable Transport Fund submission which included a Financial Case as part of the overall Business Case which is a requirement of the guidance. The LSTF programme is being developed so that future funding is sustainable within existing and projected budgets allowing for savings of self-financing in the longer-term.

Bus stop clearways

4.2 The instruction and making the bus stop clearways enforceable was included within the bus priority and corridor improvements budget element, and for these two corridors has been estimated at no more than £10,000.

Business travel forum

4.3 The total cost of the four projects is £26,600 and falls within the agreed funding for the Business Travel Forum.

5. RISK MANAGEMENT:

5.1 There is a Risk Log associated with the 2014/15 programme and currently there are no high level risks identified for the Woking Programme.

Delivery Risks

5.2 Due to the cessation of the LSTF project in March 2015, there is a risk of non-delivery should the projects overrun.

5.3 In the case of the Business Travel Forum, this risk will be mitigated by ensuring delivery agents are in place before March 2015.

6. LOCALISM:

6.1 The headline benefits for Woking will be reducing carbon and promoting economic growth by encouraging alternative modes of transport to the private car through;

- Tackling congestion
- Improved journey time reliability (including buses)
- Reduced journey times
- Reduced vehicle operating costs
- Increased walking and cycling
- Reduced severance
- Community engagement

7. EQUALITIES AND DIVERSITY IMPLICATIONS:

7.1 Equality Impact Assessments have been developed for the Travel SMART project and individual schemes will be assessed against these during the programme

8. OTHER IMPLICATIONS:

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

8.1 Sustainability and public health implications

Increased sustainable modes of transport, where it replaces motorised forms of transport such as the car, will improve air quality and reduce carbon emission levels, which is a key objective of the LSTF.

Transport is responsible for one third of carbon emission in Surrey. Surrey's Local Transport Plan has a target to reduce carbon emissions from (non-motorway) transport by 10% (absolute emissions) by 2020, increasing to 25% reduction by 2035 from 2007 baseline of 2,114k tonnes.

Increased walking and cycling has a positive impact on the health of a person. The NHS identifies cycling as an activity which provides significant health benefits. The emerging

Surrey Health and Well-being Strategy has identified obesity as one of the priority public health challenges.

The whole project including the improved walking and cycling facilities will be marketed to residents and businesses and cycle training will be offered to those less confident of cycling to encourage take up and to maximise the benefits of the new infrastructure.

9. CONCLUSION AND RECOMMENDATIONS:

Bus stop Clearways

9.1 There is a clear need to introduce enforceable bus stop clearways on the bus corridors within Woking, as set out in the annexes B1 to B4, and for the four key reasons provided within the reasons for recommendation and in paragraphs 1.4 to 1.6.

Business Forum

9.2 The proposed projects align closely with the LSTF programme objective and will provide health and environmental benefits for the employees and residents of Woking. It is therefore recommended that the Joint Committee approve funding for these projects.

10. WHAT HAPPENS NEXT:

10.1 The Travel SMART programme will continue to be delivered during the final financial year and updates will be presented to the LSTF Task Group and this Joint Committee.

10.2 The approval of the Joint Committee allows officers to proceed to introduce the bus stop clearways as legally enforceable, and this would include a letter informing local residents and business.

10.3 Should the project funding for the Business Forum proposals be approved, the schemes will be delivered by a project team consisting of Travel SMART staff and their consultants, Parsons Brinkerhoff.

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Consulted:

Andrew Milne, David Ligertwood, Chris Parry, Alison Houghton, Neil McClure, Nick Meadows, Ernest Amoako and Matt Peachey (Woking Borough Council)

County Council Cabinet Member

John Furey

Annexes:

Annex A – Capital programme

Annex B1 to B4 – Bus stop clearway schedules and plans

Annex C – Business Travel Forum applications (4 schemes)

Sources/background papers:

- Local Sustainable Transport Fund bids Key Component and Large Bid.
 - LSTF and Future Transport Member Task Group November 2014.
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