

Minutes of the meeting of the
Guildford LOCAL COMMITTEE
 held at 7.00 pm on 30 September 2015
 at Lord Pirbright's Hall.

Surrey County Council Members:

- * Mr W D Barker OBE
- Mr Mark Brett-Warburton (Vice-Chairman)
- Mr Graham Ellwood
- * Mr David Goodwin
- * Mr George Johnson
- * Mrs Marsha Moseley
- * Mrs Pauline Searle
- * Mr Keith Taylor (Chairman)
- * Mrs Fiona White
- * Mr Keith Witham

Borough / District Members:

- * Cllr Matt Furniss
- Cllr Nigel Manning
- * Cllr Julia McShane
- Cllr Tony Phillips
- * Cllr Tony Rooth
- * Cllr David Wright
- * Cllr Illman
- Cllr Bob McShee
- * Cllr Reeve
- Cllr Sarti

* In attendance

89/15 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

Apologies were received from Councillors Matthew Sarti, Bob Mcshee, Mark Brett-Warburton, Graham Ellwood, Tony Phillips and Nigel Manning. Councillor Mike Parsons attended for Matthew Sarti and Councillor Caroline Reeves attended for Tony Phillips.

90/15 MINUTES OF PREVIOUS MEETING [Item 2]

The following correction was made to Minutes:

Minute 76/15 Petitions and Letters of Representation

2nd paragraph to be changed to:

The clerk of Pirbright Parish Council be changed to the **Chairman of Highways Committee of Pirbright Parish Council.**

ITEM 2

Subject to the above amendment, the minutes were agreed as a true and accurate record of the meeting.

Councillor Pauline Searle updated the Committee that she had accepted the nomination made at the 17 June 2015 meeting to be the Local Committee representative on the Guildford Health and Wellbeing board.

91/15 DECLARATIONS OF INTEREST [Item 3]

There were no declarations of pecuniary interest.

Councillor Julia McShane updated the Committee that she had been appointed Chairman of the Barn Youth Project.

92/15 CHAIRMAN'S ANNOUNCEMENTS [Item 4]

The Chairman informed the Committee that 'Cluster funding' was available for highways and community benefit projects in 4 areas of the borough incorporating the Town Centre, Neighbourhoods, Eastern and Western areas. The Cluster groups were each holding £17,500 for community organisations and parishes to put forward proposals to address issues in their areas. Organisations could contact their local County Councillor, Joanna Long, SCC and Michelle Collins SCC for further details.

93/15 PETITIONS [Item 5]

Three petitions were received.

The Committee received a petition signed by 55 residents, agreeing with the statement:

Newark Lane in Ripley has a pavement on only one side so pedestrians walking to and from Ripley have to cross this busy road. Pedestrians need to cross Newark Lane near the junctions with Polesden and Papercourt Lanes to continue to follow the pavement. The only dropped kerb crossings available at this location are at points on the road where it is difficult for drivers and pedestrians to see each other. The poor visibility and the speed of traffic are putting pedestrians at risk. We would like Surrey County Council to

1. Reduce the speed limit to 30mph along stretch of road from Homewood Farm to Newark Bridge
2. Create a pedestrian crossing to enable safe access between Ripley village and Newark Bridge

The Committee **NOTED** the response of the Highways Manager attached to the minutes as **Appendix A**.

The Transportation Task group would look at this issue in the near future.

The Committee received a petition signed by 215 residents, agreeing with the statement:

Following the serious accident this morning, Tuesday 30th June 2015, by Harpers Recreation Ground, involving a very brave 11 year old, it seems ridiculous that there is no safe place to cross between Harpers Recreation Ground and the Curzon Restaurant. This is a really busy road especially during rush hour. A zebra crossing would make it safer for school children, dog walkers and other pedestrians to cross and would help to prevent any future accidents.

The Committee **NOTED** the response of the Highways Manager attached to the minutes as **Appendix A**.

The Transportation Task group would look at this issue in the near future.

The Committee received a petition signed by 43 residents, agreeing with the statement:

The A281 (The Street) through Shalford is a very busy A Road and the area near the school is not easy to cross at busy times of the day. A nearby pelican crossing is located on a narrow stretch of pavement where it is not wide enough to hold a child's buggy making it impossible for parents and children to safely cross getting to and from the school. An island crossing point would be considerable benefit to the school community, as well as the other residents of the area around the A281 in Shalford and would not impede the traffic in the way that traffic lights would.

The Committee **NOTED** the response of the Highways Manager attached to the minutes as **Appendix A**.

The Transportation Task group would look at this issue in the near future.

94/15 PUBLIC QUESTION TIME [Item 6]

There was no speaker present to introduce the one formal public question received from Susan Lowther, Chairman of Hogs Back Residents Association. Regarding the Gap at East Flexford Lane / A31 and strong opinion against any proposed closure of the gap. A response was tabled and is attached to the minutes as **Appendix B**.

The Highways Manager confirmed that the meeting with residents would happen in November.

95/15 MEMBER QUESTION TIME [Item 7]

None received.

96/15 SERVICES FOR YOUNG PEOPLE - ANNUAL REPORT [Item 8]

Declarations of Interest: None

Officers attending: Vicky Harris and Anthony Durno, Services for Young People, SCC

Petitions, Public Questions, Statements: None

Member Discussion – key points:

The purpose of the report was to update the Local Committee on how Services for Young People has supported young people to develop their employability during 2014/15, which is the overall goal of Services for Young People.

It was commented that CAMHS (Child and Adolescent Mental Health services) seem unwilling to work with young people where they are reluctant to engage in the process. Members were informed that the 'No Labels' project is bridging the gap and the professionals are working hard to provide support and give young people the time to build a relationship with them.

Members highlighted that there isn't a building in Park Barn/Westborough area for young people to use, therefore where can they access services and it was raised whether there were any issues with transport.

Members were informed that Services for Young People meet young people where they feel comfortable meeting e.g. in their home and will provide transport so that they can access services. Young people also use technology to communicate with Services for Young People.

The question was raised whether any of the Individual Prevention Grants 'to remove barriers to participation for young people' were used to support technology for young people. Members were updated that one of the grants had been used to increase access for young people with mental health problems by providing them with laptops and phones.

It was suggested that services for young people may wish to contact the local County Councillors to access the Member's Allocations funding for projects. Councillor Goodwin asked whether Surrey Outdoor Learning and Development (SOLD) were in need of any funding as he would like to support them. Officers commented that Youth Small Grants were being affected so access to other grants was welcome.

The question was raised why the number of young people Not in Education, Employment or Training (NEETs) had increased in 2014/15 across the majority of boroughs/districts in Surrey. Members were informed that the efficiency of partnership work has improved which has meant that the numbers of young people shown as NEETS has risen.

Members asked what provision there was for young people who were maybe not ready to go into the workplace. Officers stated that the 'Stepping Stones' project; a ready for work programme was available to help young prepare for applying for work etc. A question was asked as to whether there are opportunities for young people to work outdoors. Officers confirmed that the SOLD offered opportunities and they will work with young people to find out what they are interested in and to get them on the ladder to apprenticeships. Employers have also fed back that work needs to be done with young people on their attitude to work.

Action:

Anthony Durno to forward SOLD's contact details to the Community Partnership and Committee Officer to circulate.

The Local Committee (Guildford) agreed to note how Services for Young People has supported young people to be employable during 2014/15, as set out in Annex 1 to the report.

Reasons:

The Local Committee has an important part to play in supporting the local development of Services for Young People, ensuring that we are providing the right support to young people in local communities. In particular they have an important formal role in relation to the Local Prevention Framework and Centre Based Youth Work.

97/15 COMMUNITY YOUTH WORK CHANGES FOR GUILDFORD [Item 9]**Declarations of Interest: None**

Officers attending: Leigh Middleton and Katie Gardner, Services for Young People, SCC

Petitions, Public Questions, Statements: None**Member Discussion – key points:**

The aim of the report was to seek the decision of the Local Committee to approve proposals as formal guidance for the Community Youth Work (CYWS) from October 2015 on changes to how Community Youth Work is delivered in Guildford so that youth work is delivered in areas where there is the greatest need of supporting young people into employability.

Officers informed Members that there was an error in the proposals set out in 3.1 of the report, under the North Guildford Area, under the heading 'is it a hub or a spoke' this should show – SCC Spoke and under Park Barn, under the heading 'is it a hub or a spoke' this should show – Hub. The Community Partnership and Committee Officer corrected this in the recommendation below.

The Chairman reminded Members that only County Council Members could vote on Services for Young People decisions.

The Local Committee (Guildford) agree to:

- (i) The below proposals set out in 3.1 of the report as formal guidance for the Community Youth Work Service.

Table 1 - Proposals for CYWS delivery in Borough/District

Area	Hours of open access	Hours of targeted projects	Hours of 1-2-1 work	Hours of detached work	Is it a hub or spoke?	Total sessions per week
North Guildford: Stoke, Stoughton, Worplesdon	6	6			SCC Spoke	5
Park Barn	6	6		6	Hub	2
Ash Vale, Ash Wharf and Ash South and Tongham	6	6			Partnership Spoke	1
Borough/District-wide		12	9	6	Partnership Spoke	4

- (ii) That the Senior Practitioner for Guildford in consultation with the Practice Lead (West) and Chairman of the Youth Task Group may adjust the services offer to meet the needs of young people as they change.

REASONS FOR RECOMMENDATIONS:

These changes are designed to: enable the Community Youth Work Service (CYWS) to better support the Council's strategic goal of employability for young people; implement a County Council Cabinet steer to allocate more of our resources to the areas of greatest need; and respond positively to an overall funding reduction of 11% for Community Youth Work across Surrey.

The proposals presented in the report have been developed in discussion with the local Youth Task Group and informed by a public consultation.

98/15 GUILDFORD LOCAL COMMITTEE - PRIORITISATION SCHEME [Item 10]

Declarations of Interest: None

Officers attending: John Hilder Highways, SCC

Petitions, Public Questions, Statements: None

Member Discussion – key points:

A framework for prioritising local road safety improvements in Guildford Borough was presented to the Local Committee. The framework would be used by the Transportation Task Group and aims to ensure that limited committee funds are spent in the most effective way.

Members asked how useful the Framework would be to the Highways team, the Highways Manager stated that it would be helpful and it had been trialled on some

schemes already. The Framework would be used alongside officer and Member judgement.

The Local Committee (Guildford) agreed:

- (i) The framework presented in the annex to the report is adopted to support Members and officers in deciding which schemes to prioritise, and used by the Transportation Task Group for this purpose.
- (ii) It is used alongside Member and officer judgement with scope for committee discretion in finalising decisions regarding the funding of schemes.

REASONS:

The framework provides a methodology for identifying the extent to which requests for road safety improvements align with current policy, as well as taking into account value for money, public support and technical feasibility. It therefore helps ensure that limited committee funds are directed towards schemes that are consistent with these aims.

99/15 HIGHWAYS UPDATE REPORT [Item 11]

Declarations of Interest: None

Officers attending: John Hilder Highways, SCC

Petitions, Public Questions, Statements: Public question on objections to closing the reservation crossing point at the A31 Hogs Back at East Flexford Lane attached to the minutes as **Appendix B**.

Member Discussion – key points:

The report provided an update on the 2015/16 programmes of highway improvement and maintenance works funded by the committee.

The Highways Manager updated Members that the majority of people were in opposition to closing the reservation crossing point at the A31 Hogs Back at East Flexford Lane, once he had worked through the options on this he would meet with residents and local Members. He would then come back to the Local Committee in December.

The Highways Manager informed Members that it was likely that works to start relaying the High Street setts would happen after Christmas. He commented that the stumbling block with the repairs to the setts was the water mains and he was working with Thames Water on this.

Councillor Pauline Searle raised her frustration over the external funding for works to Woobridge Hill, the Highways Manager informed Members that he is addressing this.

Action: Highways Manager to send out new Highways team structure to Members.

The Local Committee (Guildford) agreed to:

Note progress and outturn cost for the 2015/16 programme of highway works funded by this committee and described at **Annex 1** of the report.

Reasons:

The committee is not asked to make any highways decisions at this meeting.

100/15 GUILDFORD TOWN CENTRE TRANSPORT PACKAGE [Item 12]

Declarations of Interest: None

Officers attending: Paul Fishwick LSTF Project Manager, SCC

Petitions, Public Questions, Statements: public question from Hugh Anscombe in the open form public question session asking for more detail on the Transport Package Scheme see Appendix C to the Minutes.

Member Discussion – key points:

The aim of the report was to brief members on the current position with the Guildford Town Centre Transport Package and seek approval to carry out a public consultation from 5 October 2015 for 6 weeks.

The officer responded to the earlier informal public question; informing the Committee that at this stage the consultation and plans are high level for the Local Enterprise Partnership to consider.

Millbrook Road car park junction was one of the 'short-list' of schemes; Members queried whether it would be a right turn entry into Millbrook car park. The LSTF Project Manager informed Members that this would be a right hand turn only and that they were working with Guildford Borough Council on the project.

Members asked whether the combined footways for walking and cycling would be changed. The LSTF Project Manager informed Members that the footways would be either shared or segregated.

The Local Committee (Guildford) agreed:

- (i) To note the high level project content.
- (ii) To note the planned consultation period and programme towards submission of the Business Case to the Enterprise M3 Local Enterprise Partnership (currently planned for 31 January 2016).
- (iii) That the Area Highways Manager in consultation with the Guildford Transportation Task Group and Project Manager (Transport Policy) view and agree the consultation material.

- (iv) The feedback from the consultation is reported to a later meeting of this committee (currently planned for 9 December 2015).

Reasons:

To ensure that the Local Committee are kept informed of the progress made so far with the Guildford Town Centre Transport Package scheme and the future programme towards submission of the Business case to the Enterprise M3 Local Enterprise Partnership, including the proposed public consultation for 6 weeks from 5 October 2015, including three staffed exhibitions.

**101/15 PARKING IN GUILDFORD: FUTURE CITIES MANAGEMENT PLATFORM
[Item 13]**

Declarations of Interest: None

Officers attending: Kevin McKee, Parking Services Manager Guildford Borough Council

Petitions, Public Questions, Statements: None

Member Discussion – key points:

Guildford needs new solutions to help manage traffic flow and parking. Guildford Borough Council has been approached by a company to run a trial with a platform they are developing. This platform can provide detailed information about how parking is used and influence parking behaviour reducing congestion, and emissions.

Members were concerned about the impact on Park and Ride, it was commented that it would be better to catch cars before they come into Guildford town centre, rather than people coming into the town and ignoring the Park and Ride facility. The Parking Services Manager said he would ask ETHOS to take this into consideration and capture information on Park and Ride.

Members asked how many people have the application to be able to utilise this parking service; officers clarified that part of the trial is to develop the 'App'. The Parking Manager informed Members that the data from the trial can be used to improve how the traffic management is working and that there would be extra signage put in place.

The Local Committee (Guildford) agreed:

- (i) To pursue a trial to help develop the Future Cities Management Platform (parking) with Ethos on the basis that the direct costs of the trial are met by Ethos; and
- (ii) that the form of a collaboration agreement and decision to proceed with the trial are delegated to the Area Highways Manager (SW) in consultation with the Chairman and Transportation Task Group.

REASONS:

To help manage parking patterns in Guildford to reduce congestion and emissions

and to improve the customer experience.

102/15 GUILDFORD PARK AND RIDE - CONCESSIONARY FARES PROPOSALS
[Item 14]

Declarations of Interest: None

Officers attending: David Ligertwood, Passenger Transport Projects Team Manager, SCC

Petitions, Public Questions, Statements: None

Member Discussion – key points:

The report provided an analysis of the public consultation and recommendations on the proposal to withdraw the English National Concessionary Travel Scheme (ENCTS) from the Guildford Park & Ride network for people qualifying on age, and the introduction of a charge of £1 per return journey for these pass holders.

Members were informed that the £1 per return journey for these pass holders would be introduced from 2 November 2015.

Members asked whether the reduction in the deficit that would be achieved was only a temporary measure. The question was also raised whether there were other things being done to improve the economics of the Park and Ride service. The Passenger Transport Projects Team Manager informed Members that the Onslow Park and Ride operation had affected things. He was looking to Guildford Borough Council officers to reduce costs. Ridership of the Park and Ride service was up by 10% this year, there were also opportunities to work with bus companies.

Members asked how more people could be attracted to use the Onslow Park and Ride site. The Passenger Transport Projects Team Manager informed Members that 'ridership' of the Onslow Park and Ride buses was up by 50% this year. He reported that colleagues were meeting about improving signage on the A3 to Onslow.

The Local Committee (Guildford) agreed:

- (i) To note the outcome of the consultation attached as **Annex B** to the report.
- (ii) That the English National Concessionary Travel Scheme is withdrawn from the Park & Ride network, for people qualifying based on age, and a charge of £1 per return journey be introduced for these concessionary pass holders.
- (iii) That free travel for disabled person's concessionary pass holders and companion pass holders on Guildford Park and Ride services is retained.

REASONS:

Recommendations are based on the introduction of a charge on Guildford Park and Ride services for concessionary pass holders that qualify based on age will generate additional fare revenue and will support the continued operation of current service levels. The consultation analysis in **Annex B** of the report identified that a majority of respondents to the consultation supported the proposal.

103/15 SHERE & RURAL AREA - HGV REVIEW [Item 15]

Declarations of Interest: None

Officers attending: Peter Hitchings, Highways Engineer SCC

Petitions, Public Questions, Statements: None

Member Discussion – key points:

On 25th March, the Guildford Local Committee agreed to carry out a review of HGV activity in the rural area of Shere seeking to address long standing concerns of residents on the impact of perceived inappropriate HGVs journeys through this area. The aim of the report was to ask Members to endorse the study approach for identifying and addressing rural HGV issues.

Members were informed that the consultation on this matter would be extended to other areas and that on 6 October officers would be meeting with the Surrey Hills AONB Quiet Lanes and De-Cluttering Working Group. An audit of the signs along the route would be undertaken and a report be brought back to Local Committee.

Members commented that there are a large number of HGV drivers using the minor roads and some well placed signs could help to manage drivers. It was suggested that brown signs listing points of interest could be installed. Councillor David Wright offered the services of his board to assist in the de-cluttering of signs.

The Highways Engineer confirmed that he would be assessing the roads and signage closely and wouldn't be removing any signs that are needed. Members requested that signage should be cleaned at the same time as the work was carried out.

The Local Committee (Guildford) agreed to:

- (i) Endorse the study approach for identifying and addressing rural HGV issues; &
- (ii) Support the proposed direction of the project to coordinate this project with the work of the Surrey Hills AONB Quiet Lanes and De-Cluttering Working Group including trialling the decluttering approach developed by Norfolk County Council.

REASONS FOR RECOMMENDATIONS:

A certain level of HGV activity on this area's rural road network is inevitable due to agricultural, local business activity, and the need for local deliveries. However, it is perceived that many HGV movements through this area are unnecessary and having a detrimental impact on the safety and character of rural lanes.

ITEM 2

It is expected that some problems on minor lanes can be eased by a combination of defining and signing the most appropriate routes for HGV's through rural areas together with low cost measures identified through discussions with Parish Councils. Some of these measures are already being promoted by the Surrey Hills Quiet Lanes and De-Cluttering Working Group.

104/15 D241 WISLEY LANE - SPEED LIMIT REPORT [Item 16]

Declarations of Interest: None

Officers attending: John Hilder Highways Manager SCC

Petitions, Public Questions, Statements: None

Member Discussion – key points:

The aim of the report was to agree to reduce the speed limit on Wisley Lane, Wisley between the Guildford / Woking borough boundary and the start of the 30mph limit in Wisley to 40mph.

The Local Committee (Guildford) agreed that:

- (i) The speed limit on Wisley Lane, Wisley between the Guildford / Woking borough boundary and the start of the 30mph limit in Wisley should be reduced to 40mph.
- (ii) The speed limit change should be advertised in accordance with the Road Traffic Regulation Act 1984, the effect of which will be to implement the proposed change and revoke any existing traffic orders, as necessary;
- (iii) The Area Highways Manager in consultation with the Chairman of the Guildford Local Committee and the relevant Divisional Member resolve any objections received in connection with this proposal.

Reasons:

Recommendations have been made taking into account the existing vehicle speeds, the guidance within Surrey County Council's Speed Limit Policy and extensive discussions with Surrey Police's Road Safety and Traffic Management Team.

105/15 GUILDFORD CAR CLUB GROWTH & ON STREET PARKING [Item 17]

Declarations of Interest: None

Officers attending: Richard Peplow, Environment Projects Officer, SCC

Petitions, Public Questions, Statements: None

Member Discussion – key points:

The aim of the report was to support the expansion of the car club service in Guildford by providing convenient, accessible and highly visible parking locations for car club vehicles. Grant funding would pay for 8 on-street bays and installation of 3 electric vehicle charging points. SCC is consulting on the location of the bays.

Members commented that the change to the 2 current parking bays would need to be explained to residents but that the offer of the Car Club would help to address parking issues in those areas. It was suggested that marketing needed to be done on the benefits of other forms of transport other than owning a car. Members were informed that 8 bays would be put in by March 2016 and the Car Club would be up and running by spring 2016.

The Local Committee (Guildford) agreed that:

- (i) The Parking Strategy and Implementation Team Manager is authorised to make orders under the relevant parts of the Road Traffic Regulation Act 1984 to amend the on street parking restrictions in Guildford as described in the report.
- (ii) The Parking Strategy and Implementation Team Manager considers and resolves any objections in consultation with the chairman and vice chairman of this committee and the relevant divisional councillor(s), after which the order can be made and the amendments implemented.

REASONS:

To support the expansion and utilisation of the car club service in Guildford, by providing convenient, accessible and highly visible parking locations for car club vehicles, in order to enable residents and businesses to benefit from this service.

106/15 OPEN FORUM PUBLIC QUESTIONS - ANNEX C

Meeting ended at: 9.20pm

Chairman

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