

**DRAFT**

Minutes of the meeting of the  
**Woking JOINT COMMITTEE**  
 held at 6.00 pm on 22 March 2017  
 at Woking Borough Council Civic Offices, Gloucester Square, Woking GU21  
 6YL.

**Surrey County Council Members:**

- \* Mrs Liz Bowes (Chairman)
- \* Mr Ben Carasco
- \* Mr Will Forster
- \* Mrs Linda Kemeny
- \* Mr Saj Hussain
- \* Mr Colin Kemp
- \* Mr Richard Wilson

**Borough / District Members:**

- \* Cllr John Bond
- \* Cllr Deborah Hughes
- \* Cllr Ian Johnson
- \* Cllr Beryl Hunwicks
- \* Cllr Melanie Whitehand
- \* Cllr John Kingsbury (Vice-Chairman)
- \* Cllr Graham Chrystie

\* In attendance

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**Notes from Open Public Questions****1/17 APOLOGIES FOR ABSENCE [Item 1]**

Apologies for absence were received from Mrs Kemeny and Cllr Chrystie.

**2/17 MINUTES OF PREVIOUS MEETING [Item 2]**

The minutes from the last meeting held on 7 December 2016 were agreed and signed.

**3/17 DECLARATIONS OF INTEREST [Item 3]**

There were no declarations of interest.

**4/17 PETITIONS [Item 4]**

No petitions had been received.

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### 5/17 WRITTEN PUBLIC QUESTIONS [Item 5]

Three public questions were received and tabled. A copy of the questions and answers are annexed to these minutes. The supplementary questions and responses are set out below:

#### **Question 2:**

On behalf of Mr Brighton, Mr Doran asked what the outcome of the survey on parking options in Waldens Park Road was. Mr Kemp explained that there had been three surveys, one carried out by himself and Cllr Hunwicks, one carried out by Mr Brighton and one by the Parking Team. The Parking Strategy and Implementation Manager explained that the Parking Team had carried out a consultation in January 2017 which set out three options. Residents preferred option is as set out in the committee report.

#### **Question 3:**

Mr Doran asked whether it would be illegal to drop off or pick up on the north side of the station.

Officers explained that drop off and pick up will only be permitted in designated bays. The intention is to stop vehicles causing a threat to peoples wellbeing and enforcement will prevent obstruction. The closest safest drop off point will be Brewery Road. The only exception will be the parking bays for blue badge holders. Other facilities will be available on the south side of the station.

### 6/17 WRITTEN MEMBER QUESTIONS [Item 6]

Three member questions were received and tabled. A copy of the questions and answers are annexed to these minutes. The supplementary questions and responses are set out below:

#### **Question 1:**

Mr Forster asked to add a discussion on a cycle strategy to the forward programme.

#### **Question 2:**

If 31 potholes have been repaired in Bonsey Lane, is it more cost efficient to carry out a full repair?

Officers explained that there was a limit to how much road surface could be repaired under Horizon at one time, and these locations were prioritised according to location.

### 7/17 A322 UPDATE (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 9]

[Mr Carasco arrived]

The Chief Executive of Woking Borough Council introduced plans for addressing congestion around the A322 Brookwood Crossroads which were proposed to form the basis of a public consultation exercise and invited comments from members of the public and members of the committee:

**Public comments:**

- The Council was thanked for the proposed plans and a request was made for a public meeting to be held in Knaphill as part of the consultation. It was noted that the intention was to hold a consultation at The Vyne.
- Need to ensure the impact of development at Bisley, West End and beyond are taken into account when considering the proposals.

**Member comments:**

- Members welcomed the report and were happy with plans to go ahead with a public consultation with the exception of proposals for Cemetery Pales. It was noted that this would be carried out in June after the elections, and reported back to the Joint Committee later in the year.
- Need to ensure a safe crossing for people using The Vyne.
- Plans should discourage rat runs and encourage walking to school.
- A full cost appraisal has not yet been carried out, but it is envisaged that CIL would be utilised for funding the project and therefore significant County Council funding would not be expected.

**RESOLVED**

The Committee discussed and received plans which would form the basis of a public consultation on options for the A322 Brookwood Crossroads.

**8/17 HIGHWAYS UPDATE (EXECUTIVE FUNCTION) [Item 7]**

The Area Highways Manager introduced the report which updated the committee on highways schemes within the borough. The final funding position for 2017/18 financial year was not yet confirmed, but it was expected that there would be a reduction in funding which would impact on the scope of the works. The agreed highways schemes in the report were listed in priority order as agreed by the Joint Committee, so officers would approach the work in that order, unless the Joint Committee advised differently.

**Member comments:**

During discussion the following areas were discussed:

- It is preferable to take a holistic approach to address congestion in an area, such as the proposals for the A322, but it was noted that at the current time it was not possible to look at other areas in this way due to the limitation of resources.
- Clarification was sought as Manor Road was listed twice – officers would clarify outside the meeting.
- An update on signage for Oyster Lane would be provided outside the meeting.

**RESOLVED**

Woking Joint Committee:

- (i) Noted the progress with ITS highways and developer funded schemes and revenue funded works for the 2016/17 financial year.
- (ii) Noted the budgetary position in light of Surrey's current financial constraints.

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- (iii) Noted that a further Highways Update will be brought to the next meeting of this Committee.

### 9/17 **PROPOSED AMENDMENTS TO TRAFFIC REGULATION ORDERS FOR THE WOKING TRANSPORT INFRASTRUCTURE PACKAGE (EXECUTIVE FUNCTION) [Item 8]**

The Project Manager for Town Centre Development introduced the report which set out the changes to a number of Traffic Regulation Orders which are required to enable the delivery of the Woking Integrated Transport Package in Woking Town Centre.

An amendment was tabled which contained a number of updated plans which were not available when the report was published, as well as further clarification on some of the schemes included in the report.

#### **Member comments:**

1. In response to concerns about access to Lloyds car park and deliveries to the retail unit it was noted the Borough would work with Woking Shopping security to manage access for authorised users 24/7.
2. The barrier at the junction with the High Street will be moved slightly to prevent the High Street from becoming blocked.
3. It is proposed to provide a disabled parking bay outside the Marjory Richardson Centre.
4. The committee questioned whether an additional drop off was required on the north side of the station, and asked for the drop off area at Brewery Road to be monitored.
5. The pedestrian crossing by the Bedser Bridge is currently showing that it will go straight across rather than be staggered and concerns were raised about the impact on traffic flows along Victoria Way. It was explained that the crossing was still under review and designs were being worked up which would provide a balance between pedestrian and traffic flow.
6. Members highlighted concerns around potential conflicts between taxis and cyclists on Broadway and asked officers to relook at this.
7. Concerns were raised about the bus lane and the effect that this would have on traffic turning left off Victoria Way into Chobham Road as well as traffic going straight on. It was noted that the bus lane had been modelled and would be acceptable. The Planning Committee has requested that this could be put in temporarily and if it caused added congestion then it could be removed.
8. Members requested a bedding in period for residents to get used to the changes in the Town Centre before any enforcement action is taken.

#### **RESOLVED**

Woking Joint Committee agreed to note (each has been labelled as SCC delegated authority or WBC delegated authority):

- 1) A Permanent Traffic Regulation Order will be pursued for the creation of a 20mph zone within the town centre, to include revoking of the existing speed limit. High Street and The Broadway fall under WBC (a)

delegated authority, and the remaining town centre roads fall under WBC (b) delegated authority. It is necessary to extend the 20mph zone to the adjoining roads within the town centre area to provide a comprehensive 20mph zone for vehicles to enter and to avoid confusion with changes to speed limits. This will improve safety of the whole area and assist in the delivery of the public realm improvements for the town centre (amended VD15278-SK-048-E and VD15278-SK-048-F).

- 2) An Experimental Traffic Regulation Order will be implemented along High Street from its junction with The Broadway to its new junction with Victoria Way for a one way direction route westbound for use by “buses”, “cycles” and “authorised vehicles” with a time period shown (7am – 9pm) with Contra-flow pedal cycles (amended VD15278-SK-025 Rev N). In due course, consideration will then be made as to whether or not to make a permanent Order under Section 1 of the Road Traffic Regulation Act 1984 in like terms to those contained in the current Experimental Traffic Order (WBC(a) delegated authority).
- 3) The use of the new enforcement camera device which is proposed to be installed at the junction of The Broadway with High Street to enforce the restricted access TRO mentioned above.
- 4) An Experimental Traffic Regulation Order will be implemented along The Broadway, between its junction with Duke Street and High Street for one way movement of all vehicles westbound, and a contraflow cycle lane eastbound (amended VD15278-SK-027 Rev G). In due course, consideration will then be made as to whether or not to make a permanent Order under Section 1 of the Road Traffic Regulation Act 1984 in like terms to those contained in the current Experimental Traffic Order (WBC(a) delegated authority).
- 5) A Permanent Traffic Regulation Order will be pursued for High Street from its junction with The Broadway to its new junction with Victoria Way in close proximity to Victoria Arch for revoking existing parking bays, taxi bays, disabled badge parking bay and a bus stop and implementing loading bay and disabled badge parking bay (amended VD15278-SK-025 Rev N) (WBC(a) delegated authority).
- 6) A Permanent Traffic Regulation Order will be pursued for The Broadway from its junction of Duke Street to High Street for revoking existing parking bays, and implementing taxi bays, loading bays, disabled badge parking bay (amended VD15278-SK-027 Rev G) (WBC(a) delegated authority).
- 7) A Permanent Traffic Regulation Order will be pursued for a restricted parking zone along The Broadway from its junction with Duke Street extending along High Street to its junction with Victoria Way (plan VD15278-SK-053) (WBC(a) delegated authority), to include any necessary revoking of existing TRO’s. This restricted parking zone will also apply to Chapel Street since this is a road adjoining High Street and accessed directly from High Street with no other point of entry (WBC(b) delegated authority).

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- 8) An Experimental (amended from Permanent TRO) Traffic Regulation Order will be pursued to restrict general traffic on Chapel Street between its junction with High Street and Commercial Way. (plan VD15278-SK-050) (WBC(b) delegated authority).
- 9) A Permanent Traffic Regulation Order will be pursued for the reverse of the one-way section of road on Duke Street between its junction with Locke Way and Chertsey Road, and along Chertsey Road from its junction with Duke Street to Stanley Road. This will enable traffic to travel in one direction from Locke Way turning left into Duke Street and right onto Chertsey Road to reach the roundabout. Traffic will be able to turn both ways out of Locke Way onto Duke Street. Existing on street parking bays will need to be revoked and altered as a result to enable the free flow of vehicles along Chertsey Road and Duke Street (amended VD15278-SK-028-B) (WBC(b) delegated authority). This will improve traffic flows in the town centre area following the implementation of the one-way section of Broadway, allowing vehicles to travel directly out of the town centre area via Chertsey Road.
- 10) A Permanent Traffic Regulation Order will be pursued to revoke the Bus Lane on Victoria Way between its junction with Goldsworth Road and its junction with Church Street West (plan no VD15278-SK-051) (SCC delegated authority).
- 11) A new bus stop on Victoria Way on the northbound carriageway between Goldsworth Road and Church Street West will be provided. Bus Stop Clearways do not need advertising. The Signs Regulations allow for them to be installed without a TRO. (plan no VD15278-SK-051) (SCC delegated authority).
- 12) A new bus stop on the eastbound carriageway of Church Street West between its junction with Goldsworth Road and Forge End will be provided. No advertising is required (plan no VD15278-SK-051) (SCC delegated authority).
- 13) A Permanent Traffic Regulation Order will be pursued for no left turn for all vehicles except for "Buses" and "Cycles" from Victoria Way into Church Street West (plan no VD15278-SK-051) (SCC delegated authority).
- 14) To note the new enforcement camera device which is proposed to be installed at the junction of Victoria Way with Church Street West to enforce the restricted access TRO mentioned above.
- 15) A Permanent Traffic Regulation Order will be pursued for a Bus Lane on Victoria Way between its junction with Lockfield Drive and the pedestrian crossing adjacent to the Bedser Bridge. (plan no VD15278-SK-052) (SCC delegated authority).
- 16) A new bus stop on Victoria Way eastbound section on the approach to the pedestrian crossing adjacent to the Bedser Bridge will be provided. This does not require advertising. (plan no VD15278-SK-052) (SCC delegated authority).

- 17) A Permanent Traffic Regulation Order will be pursued to change the position of the pedestrian crossing on Victoria Way adjacent to Bedser Bridge. The proposal is to keep a staggered crossing setup. (plan no VD15278-SK-052) (SCC delegated authority).
- 18) Any objections will be reviewed either by the Cabinet Member for Transport and Flooding at SCC, the Deputy Chief Executive at WBC in consultation with the Portfolio Holder, or the WBC Assistant Director (Place), each with respective delegated authority for the orders as identified.
- 19) Following any necessary advertising of the amendments to the TRO's, to implement subject to no irresolvable objections.

### **10/17 2017 WOKING PARKING REVIEW (EXECUTIVE FUNCTION) [Item 10]**

The Parking Strategy and Implementation Manager introduced the report which set out the 2017 Woking Parking Review. An amendment was tabled which clarified proposals for Chertsey Road and Goldsworth Road explaining that the Car Club bays would be suitable for electric vehicle charging points when funding becomes available. There were also two additional recommendations for Meadway Drive and Kettlewell Hill which were included on an exceptional basis to address road safety outside Horsell Junior school, and the second as a result of a planning application agreed at the last meeting of the Planning Committee.

If agreed, the proposals would be advertised in May, with the aim to implement the schemes in October subject to resolving any objections.

#### **Public comments:**

Residential parking is a big issue which needs to be addressed through the planning process. In response it was noted that the Woking Borough Council would shortly be looking at parking standards for residential properties.

#### **Member comments:**

- It was confirmed that the Marist School would be consulted on the proposals for Sheerwater Road.
- Rectory Lane will be looked at in the next parking review.

### **RESOLVED**

Woking Joint Committee agreed:

- (i) the proposed amendments to on-street parking restrictions in Woking as described in this report as amended and shown in detail on drawings in annex A and tabled drawings 20015F and 20060B are agreed.
- (ii) the joint committee allocates funding as detailed in paragraph 5.1 of this report to proceed with the introduction of the parking amendments.
- (iii) the intention of the county council to make an order under the relevant parts of the Road Traffic Regulation Act 1984 to impose

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the waiting and on street parking restrictions in Woking as shown on the drawings in annex A and tabled drawings 20015F and 20060B is advertised and that if no objections are maintained, the orders are made.

- (iv) if there are unresolved objections, they will be dealt with in accordance with the county council's scheme of delegation by the parking strategy and implementation team manager, in consultation with the chairman/vice chairman of this committee and the appropriate county councillor.

### **11/17 WOKING TOWN CENTRE MANAGEMENT ANNUAL REPORT (EXECUTIVE FUNCTION) [Item 11]**

The Assistant Director (Woking Borough Council) introduced the report which updated the committee on works implemented within Woking Town Centre under the Woking Town Centre Management Agreement. Members of the committee welcomed the report and made the following comments:

- The quality of the signage in the Town Centre was noted to be of superb quality and members asked officers to explore the possibility of the Borough Council taking on additional responsibilities in this area and asked to discuss it further at a future informal meeting.
- It was confirmed that the Borough Council manage utility works within the Town Centre area.

#### **RESOLVED**

Woking Joint Committee noted the report.

### **12/17 ARMED FORCES COVENANT ANNUAL REPORT (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 12]**

The Senior Policy Officer (WBC) and the Surrey Civilian Military Liaison Advisor introduced the report which set out the activity taken by Woking Borough Council and Surrey County Council to implement the Armed Forces Covenant over the past 12 months.

The forthcoming Freedom Parade for ATC (Pirbright) on 23 April 2017 was highlighted to the committee as a very exciting event for Woking and the Army and was very much welcomed by members of the committee.

Members discussed some of the actions taken locally under the Covenant with schools, housing, Cadets and Reservists and well as receiving an update on how the Peace Garden is being used. They welcomed all the great work in this area, congratulated the Council's on their recent Employer Recognition Awards and noted their appreciation of the amount of work that officers put in to take the Covenant forward in Woking to ensure that the Armed Forces Community is looked after and receives no disadvantage.

#### **RESOLVED**

Woking Joint Committee noted the report

**13/17 ACHIEVEMENTS OF WOKING JOINT COMMITTEE (FOR INFORMATION) [Item 13]**

The Community Partnership and Committee Officer introduced the report which set out a summary of the achievements of the committee over the past four years.

**Public comments:**

Woking Borough Council and Surrey County Council were thanked for the support given to the Cabin youth group.

**Member comments**

Members of the committee welcomed the report and made the following comments:

- The joint working of the county and borough at both officer and member level has achieved a significant amount.
- The joint committee is now exposed to a much wider range of issues than the previous local committee which was welcomed.
- The Task Groups are operating well and effectively engage officers from partner agencies.

The Joint Committee in Woking is seen as a model for others to follow, and a number of other boroughs have sought advice from officers and members on how it works and the benefits it achieves.

Members of the committee, as well as officers supporting the committee were thanked for all their work in helping to make the Joint Committee such a successful partnership.

**RESOLVED**

Woking Joint Committee noted the report

**14/17 FORWARD PROGRAMME (FOR INFORMATION) [Item 14]**

**RESOLVED**

Woking Joint Committee noted the report with the addition of reports on:

- i. Cycle Strategy
- ii. Waste Strategy
- iii. Stroke consultation and impact on Woking

**15/17 DECISION TRACKER (FOR INFORMATION) [Item 15]**

The updated Tracker was noted and it was agreed to remove the completed actions that were highlighted in grey.

Meeting ended at: 9.15 pm

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**Chairman**

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