

SURREY COUNTY COUNCIL**LOCAL COMMITTEE (ELMBRIDGE)****DATE: 26TH JUNE 2017****LEAD OFFICER: NICK HEALEY, AREA HIGHWAY MANAGER (NE)****SUBJECT: HIGHWAYS UPDATE****DIVISION: ALL****SUMMARY OF ISSUE:**

This report summarises progress with the Local Committee's programme of Highways works for the current Financial Year 2017-18.

Members are encouraged to start considering the strategy and priorities for next Financial Year, 2018-19.

RECOMMENDATIONS:**The Local Committee (Elmbridge) is asked to:**

- (i) To introduce new bus stop clearways in Bridge Street and Ambleside Avenue, Walton on Thames, and in Milbourne Lane, Esher, as detailed in Annexes B, C and D (paragraphs 2.23 and 2.24 refer);
- (ii) Authorise the Area Highway Manager in consultation with the Chairman, Vice Chairman, and relevant Divisional Member(s) to undertake all necessary procedures to deliver the agreed programmes.

REASONS FOR RECOMMENDATIONS:

Programmes of work have been agreed in consultation with the Committee.

Committee is asked to provide the necessary authorisation to deliver those programmes of work in consultation with the Chairman, Vice Chairman and relevant Divisional Member without the need to revert to the Committee as a whole.

1. INTRODUCTION AND BACKGROUND:
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- 1.1 Surrey County Council's Local Transport Plan (LTP) aims to improve the highway network for all users. In general terms it aims to reduce congestion, improve accessibility, reduce the frequency and severity of road casualties, improve the environment, and maintain the network so that it is safe for public use.
- 1.2 Outturn figures from 2016-17 are shown in Table 1 below. It has been agreed to carry forward the capital under/overspends into the new Financial Year 2017-18. Revenue under/overspends will not be carried forward.

Table 1 Outturn from 2016-17 (rounded figures)

	Budget	Expenditure	Outturn
Revenue	£117,000	£76,000	£41,000 underspend
Capital	£412,000 (including £69,000 external funding)	£464,000	£52,000 overspend

- 1.3 Officers are investigating the reasons for the poor outturn figures. There were a number of contributions to the capital overspend:
- Two draw-downs from the parking surplus totalling £15,561.87 were overlooked. These were intended to cover expenditure for the Hinchley Wood School feasibility study and the Esher Transport study. These draw-downs have been requested since the close of the 2016-17 accounts, and will in effect reduce the overspend to £36,438.13.
 - Two further draw-downs from CIL to cover accruals were missed, relating to the Burwood Road scheme (£16,744.23) and the Long Ditton Schools scheme (£2,900). As these draw-downs were to cover accruals, it is necessary to wait for the invoices to be finalised and the accruals to be reconciled before drawing down the money. What this means is that there may be an additional sum of £19,644.23 credited back into the 2017-18 capital budget at some stage – either through accrual resolution or draw-downs to cover actual invoiced costs.
 - Various unexpected cost variations:
 - Kier depot and staffing contribution – £5,000 more expensive than expected.
 - Station Road LSR – £10,000 more expensive than expected. (Related to a £16,000 accrual, yet to be resolved.)
 - Old Esher Road LSR – £4,000 more expensive than expected. (Related to a £11,000 accrual, yet to be resolved.)
 - Lammas Lane speed management (speed surveys) – £500 more expensive than expected.
 - Normanhurst Road LSR – £3,000 cheaper than expected.
 - Sydney Road contribution to footway slurry – £1,000 unexpected credit.
 - Lime Tree Avenue LSR – £1,000 cheaper than expected.
- 1.4 The reasons for the significant revenue underspend are due to be investigated by officers in due course.

- 1.5 The Local Committee in Elmbridge has been delegated Highway budgets in the current Financial Year 2017-18 as follows:
- Revenue: £40,909
 - Capital: £36,364
 - Capital overspend carried forward from 2016-17: £36,438
 - Total: £40,835
(2017-18 budget £77,273 minus 2016-17 carry forward £36,438)
- 1.6 The funds delegated to the Local Committee are in addition to funds allocated at a County level to cover various Highways maintenance and improvement activities, including inspection and repair of safety defects, resurfacing, structures, vegetation maintenance, and drainage.

2. ANALYSIS:

Annual Local Revenue and Capital Programmes

- 2.1 In October 2016 Committee approved Highways budget allocations for the Financial Year 2017-18 based on an anticipated total budget of £499,372. When Committee met in February 2017, it was known that Committee's actual Highways budgets for 2017-18 would be less than what had been anticipated in October 2016, but by this time the Local Committees' Highways budgets had not yet been set. In this context Committee authorised the Area Highway Manager to make appropriate changes to budget allocations and programmes of work for 2017-18 following confirmation of Committee's Highways budgets in consultation with the Chairman, Vice-Chairman and affected Members of the Local Committee.
- 2.2 On 28th March 2017, Cabinet agreed the Local Committees' combined total revenue and capital budgets as £450,000 and £400,000 respectively. This gives each Local and Joint Committee Highways budgets of £40,909 revenue and £36,364 capital for the Financial Year 2017-18
- 2.3 On 2nd June 2017 the Area Highway Manager consulted with the Local Committee and agreed Highways budget allocations for the Financial Year 2017-18. These are shown in Table 2 below:

Table 2 Agreed allocation of budgets for 2017-18

Approved allocation	Amount
Street Smart	£40,000
Unallocated – these monies will be used for day to day maintenance.	£835
Total	£40,835

Externally funded schemes

- 2.4 It is no longer possible to deliver the proposed 2017-18 Divisional Programmes that were reported to Committee in February 2017. However a number of the schemes that were reported in the Divisional Programmes were funded through external sources, and will therefore continue. Table 3 below details progress with these externally funded schemes. In addition the Lammas Lane speed management feasibility study, which had been funded by the Local Committee, was virtually complete at the end of the 2016-17 Financial Year, but has not yet been reported to Committee. This scheme will be reported to Committee in due course, and is also included in Table 3.

Table 3 Externally funded schemes

Location	Proposed works	Cost	Status
Danes Hill, Oxshott	New footway – feasibility study.	£tbc	Feasibility study complete. Danes Hill school are considering whether to commission the detailed design for the recommended works. <i>Funded by Danes Hill School.</i>
Lammas Lane, Esher	Speed Management	-	Speed assessment report being drafted.
Stoke Road	Reduce speed limit to 30mph	£3,900	VAS now installed. Due to report speed survey results to Committee in September 2017. <i>CIL funded.</i>
Burwood Road junction with Pleasant Place	Pedestrian and traffic management improvements	£34,000	Construction of road table adjacent to mini roundabout now complete. Final phase of project due to be constructed this Financial Year. <i>Funding includes CIL contribution.</i>
Queens Road, Weybridge	Pedestrian crossing(s) feasibility study	£15,400	Due to be constructed this Financial Year. <i>PIC funded.</i>
Long Ditton Schools	School safety measures	£50,500	Construction of improvement to Rushett Road junction with Ewell Road complete. The results of public consultation for other elements of this project were reported to Committee in February 2017. The detailed design for these other elements is now in progress, and are due to be constructed this Financial Year. <i>CIL funded.</i>
Total expected investment		Approximately £103,800	

- 2.5 Officers will keep the Chairman, Vice Chairman and appropriate Divisional Member updated as the remaining schemes are delivered, taking decisions as necessary to ensure the programmes are delivered, and cost variations managed.

Programme Monitoring and Reporting

- 2.6 Officers will update Committee with progress in the delivery of its works programmes at each Committee meeting. In addition Committee Chairmen are provided with detailed monthly finance updates, which detail all the orders raised against the various budgets, as well as the works planned for each of the budgets.

Long Ditton Trust Fund works update

- 2.7 In December 2016 Committee approved a number of schemes to be funded from the Long Ditton Trust Fund. Table 4 below details progress to date with these schemes.

Table 4 Long Ditton Trust Fund works

Location	Proposed works	Cost	Status
Parking area alongside Manny's in Fleece Road	Carriageway resurfacing	£10,000	Need to walk through site with contractor.
Planters in Fleece Road	Remove all existing vegetation, repair damage, plant with low growing shrubs and bulbs.	£3,500	Need to arrange works.
Verge maintenance in Windmill Lane	Clearance of dead trees and excessive vegetation growth.	£3,650	Need to arrange works.
Verge at Rectory Lane junction with Church Road	Planting of the bank verge in consultation with Elmbridge Borough Council.	£cost of plants	Need to arrange works with Elmbridge Borough Council.
Total anticipated cost		Approximately £18,150	

Parking update – 3 year parking strategy

- 2.8 Comments and objections in response to the proposed changes in **Weybridge** have been discussed with members, decisions made and outcomes published on 12th May, when anyone who responded during the advertising period was notified. The detailed design has been completed. Officers are currently in the process of ordering the works with our contractors, with installation of the new signs and lines due in the summer of 2017.
- 2.9 The review report for the **Moleseys and Dittons** was presented to Committee in October 2016. The review report for **Esher, Claygate, and Hinchley Wood** was presented to Committee in February 2017. Proposals for both these reviews are due to be advertised towards the end of June 2017.
- 2.10 The initial consultation and information gathering exercise for the **Walton and Hersham** review was completed in April 2017. Meetings, site visits and assessments are due to take place during June and July 2017.

Parking update – programmes funded by parking surplus monies

2.11 In December 2016 Committee approved a number of schemes to be funded using an allocation from the parking surplus totalling £370,000. Table 5 below details progress to date with these schemes.

Table 5 Parking surplus funded programmes

Location	Proposed works	Cost	Status
Cycling related schemes and projects £100,000 allocated by Committee in December 2016			
Terrace Road Shopping Parade	Feasibility study and public consultation.	£5,000	Design brief has been issued to Design Team.
A245 Byfleet Road footway works	Clearance works and dropped kerbs following previous petition to Local Committee.	£12,000	Design brief has been issued to Design Team.
Thames Ditton cycle parking	Installation of new cycle parking.	£10,000	Planning application submitted April 2017 ref 2107/1115; awaiting outcome at time of writing.
Automatic cycle counters (Borough wide)	New sites, approximately £1,800 per site, sites to be determined.	Up to £10,000	Transport Studies Team undertook one-day manual count on A307 adjacent to Sandown Park (total two-way flows of 493 over 12 hours) and closer to the border with Kingston near the junction with St Leonards Road (total two-way flows of 730 over 12 hours). Permanent counters now commissioned for both locations.
Community fund	To deliver small improvements suggested by communities such as dropped kerbs.	£10,000	On hold at request of members Cycling Task Group.
Promotion of 'code of conduct' and website	Publication of promotional materials.	£3,000	Will follow and be informed by the 'cycle survey' below.
Cycle survey	Online survey of attitudes to cycling.	£3,000	Now planned for July / August 2017.
Targeted cycle training / hardship fund	Subsidised cycle training.	£5,000	Planned to implement Autumn 2017.

Location	Proposed works	Cost	Status
Bike Maintenance	Training course in bicycle maintenance.	£3,000	May be incorporated into 'Bikeability Plus' below.
'Bikeability Plus' promotion in schools (replaces 'Bike-It')	Complete Bike-It programme, approximately £5,000 per school.	Up to £20,000	To start autumn term 2017/18 academic year.
Elmbridge bike hire	Feasibility study.	£3,000	Purchase order raised for feasibility study.
Manor Road North to Giggs Lane along Claygate Lane	Feasibility study.	£5,000	Design brief has been issued to Design Team.
Total anticipated cost		Approximately £89,000	
Pedestrian Crossing schemes £50,000 allocated by Committee in December 2016			
A307 Portsmouth Road, Esher	Feasibility study for pedestrian refuge island to improve access to bus stops near Scilly Isles	£5,000	Design brief has been issued to Design Team.
Hersham Station	Feasibility study for improved pedestrian crossing facilities	£5,000	Design brief has been issued to Design Team.
Portsmouth Road near Ditton Reach	Feasibility study for new pedestrian crossing facilities	£5,000	Design brief has been issued to Design Team.
Walton High Street	Feasibility study for new (or replacement) Zebra Crossing between the Heart and Boots	£5,000	Design brief has been issued to Design Team.
Between Streets by Painshill Park – near bus stops towards High Street	Feasibility study for improved pedestrian crossing facilities and safety improvements	£5,000	Design brief has been issued to Design Team.
Total anticipated cost		Approximately £25,000	

Road Safety Outside Schools schemes £50,000 allocated by Committee in December 2016			
Hinchley Wood Schools	Feasibility study for improved pedestrian and cycle facilities, traffic management and safety measures.	£5,000	£250,000 CIL bid was approved by Elmbridge Borough Council's Cabinet on 7 th June 2017. See comments below regarding next steps.
Milbourne Lane	Feasibility study to follow Road Safety Outside Schools Audit.	£5,000	Need to arrange Road Safety Outside Schools Audit.
Ashley Road/New Zealand Avenue	Feasibility study to follow Road Safety Outside Schools Audit – to include consideration of overcrowding on pedestrian crossing traffic island and footway outside school entrance	£5,000	Need to arrange Road Safety Outside Schools Audit.
Total anticipated cost		Approximately £15,000	
Other schemes £20,000 allocated by Committee in December 2016			
Scilly Isles	Feasibility study for revised road markings (e.g. yellow box or KEEP CLEAR, lane designation and signs) to improve safety, prevent blocking and improve flow through junction	£5,000	Design brief has been issued to Design Team.
Bridge Road	Feasibility study for pedestrian and road safety improvements to address very narrow footways and pattern of cycling casualties.	£5,000	Design brief has been issued to Design Team.
Total anticipated cost		Approximately £10,000	

Potential major schemes £150,000 allocated by Committee in December 2016			
Esher Transport Study	Study to investigate causes and possible mitigations of congestion in and around Esher.	£100,000 Includes £50,000 CIL contribution	Traffic surveys now complete; report being drafted to present results. Options have been developed to treat the known accident pattern at Esher Green. See comments below.
Brooklands Transport Study	Study to investigate causes and possible mitigations of congestion on the approaches to Brooklands.	£100,000	Officers will be arranging a meeting of the Member Steering Group in due course.
Total anticipated cost		Approximately £200,000	

Hinchley Wood Schools

- 2.12 On 7th June Elmbridge Borough Council's Cabinet approved a bid for £250,000 CIL funding to deliver the Hinchley Wood Schools project. The feasibility report for this project was presented to the Local Committee in December 2016. The project includes a package of measures to improve safety in Claygate Lane and Manor Road North, by providing among other things improved pedestrian and cycling facilities.
- 2.13 The next steps for this project will be an iterative cycle of detailed design and consultation to develop final designs for the different elements of the project that are supported by the local community and the local Members. To aid this process it is recommended in the *Local Committee community safety funding and representation on Task Groups and external bodies* report to form a Member Task Group to steer the development of the project. This Task Group would report progress back to the Local Committee together with any recommendations pertinent to the Local Committee's constitutional powers – for example to seek approval to advertise statutory notices to be able to construct different elements of the project.

Customer Services update

- 2.14 Highways & Transport received 37,104 enquiries and reports during the first quarter of 2017, an average of 12,368 per month, this is in line with the same period of 2016 but an increase from 2015.
- 2.15 For Elmbridge specifically, 3,535 enquiries have been received of which 1,700 were directed to the local area office for action, 95% of these have received a definitive response. This response rate is in line with the countywide average.
- 2.16 For the first quarter, Highways received 100 stage 1 complaints of which 10 were for the Elmbridge area. In addition two were escalated to Stage 2 of the complaints process, neither of which were upheld following independent investigation.
- 2.17 The Service is continually looking for ways to improve its service and has recently made improvements to the online reporting, allowing customers to see

defects that have already been reported and track open reports. The aim is to reduce the number of duplicate reports and remove the need for repeat site visits.

Operation Horizon update

- 2.18 The Operation Horizon Team programmes of works 2017-18 are now published on Surrey County Council's website here:
<https://www.surreycc.gov.uk/roads-and-transport/highways-information-online/horizon-highway-maintenance-investment-programme>.

Major Schemes update – Brooklands to Weybridge STP

- 2.19 An update briefing note on the Brooklands to Weybridge STP scheme is included in Annex A.

Walton to Halliford Transport Study update

- 2.20 Officers are making preparations for traffic surveys to inform the development of this study.

Priorities for 2018-19

- 2.21 Members are encouraged to start considering their priorities for investing the Local Committee's Highways budgets in 2018-19. It is suggested that the strategy for allocation of Committee's 2018-19 Highways budgets should be agreed in September 2017, and that the 2018-19 programme of works should be agreed in December 2017. This timetable would facilitate efficient planning and delivery of the 2018-19 programmes.
- 2.22 The Medium Term Financial Plan, set by Cabinet on 28th March 2017, includes allocations of £465,000 revenue and £400,000 capital to be shared between the eleven Local and Joint Committees in 2018-19.

Proposed new bus stop clearways

- 2.23 Annexes B, C and D detail locations for proposed new bus stop clearways in Bridge Street and Ambleside Avenue, Walton on Thames, and Milbourne Lane, Esher. The new clearways are intended to prevent obstruction of three bus stops by inconsiderate parking, which at the present time can make it very difficult for bus passengers to board and alight from buses safely.
- 2.24 It is recommended to install new bus stop clearways at the three locations detailed in Annex B, C, and D.

3. OPTIONS:

- 3.1 None at this stage. Officers will revert to the Chairman, Vice Chairman and Divisional Member, or indeed the Committee as appropriate, whenever preferred options need to be identified.

4. CONSULTATIONS:

- 4.1 None at this stage. Officers will consult the Chairman, Vice Chairman and Divisional Members as appropriate in the delivery of the programmes detailed above.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 The financial implications of this paper are detailed in section 2 above.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 It is an objective of Surrey Highways to take account of the needs of all users of the public highway.

7. LOCALISM:

- 7.1 The Local Committee prioritises its expenditure according to local priorities.

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	A well-managed highway network can contribute to reduction in crime and disorder as well as improve peoples' perception of crime.
Sustainability (including Climate Change and Carbon Emissions)	No significant implications arising from this report.
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	No significant implications arising from this report.

9. CONCLUSION AND RECOMMENDATIONS:

- 9.1 This Financial Year's programmes are being delivered.
- 9.2 Members are encouraged to start considering the strategy and priorities for next Financial Year.

10. WHAT HAPPENS NEXT:

- 10.1 The Area Team Manager will work with Divisional Members, the Chairman and Vice-Chairman to deliver this Financial Year's Divisional Programmes.

Contact Officer: Nick Healey, Area Highway Manager (NE)

Consulted:

- Committee in deciding the 2017-18 Highways budget allocations and programme of works.

Annexes: 4

Sources/background papers: None

Previous Elmbridge Local Committee Task Groups for highway related matters

Task Group	County Members	Borough members	
Parking	Mrs Margaret Hicks, Mr Mike Bennison	Cllr Andrew Davis, Cllr Roy Green	
Cycling	Mrs Margaret Hicks, Mr Peter Hickman, Rachael I Lake	Cllr Andrew Davis, Cllr Jan Turner, Cllr Ian Donaldson	A representative from Elmbridge Cycling Forum
Walton to Halliford Transport Study Steering	Mr Ramon Gray, Rachael I Lake	Cllr Graham Woolgar	
Esher Transport Study	Mr Mike Bennison, Mr Stuart Selleck	Cllr Tim Oliver	

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