

Minutes of the meeting of the
Guildford JOINT COMMITTEE
held at 7.00 pm on 11 December 2019
at Council Chamber, Guildford Borough Council, Millmead House, Millmead,
Guildford GU2 4BB.

These minutes are subject to confirmation by the Committee at its next meeting.

Committee Members:

- *County Cllr Keith Taylor (Chairman)
- *Borough Cllr Julia McShane (Vice-Chairman)
- *Borough Councillor Chris Blow
- *County Councillor Mark Brett Warburton
- *Borough Councillor Ruth Brothwell
- *County Cllr Graham Ellwood
- *County Cllr Matt Furniss
- *County Cllr Angela Goodwin
- *County Cllr David Goodwin
- County Cllr Julie Iles
- *Borough Cllr Bob McShee
- *County Cllr Marsha Moseley
- *Borough Cllr Susan Parker
- *Borough Cllr George Potter
- *Borough Cllr Jo Randall
- *Borough Cllr Caroline Reeves
- *Borough Cllr Pauline Searle
- Borough Cllr Paul Spooner
- *County Cllr Fiona White
- *County Cllr Keith Witham

* In attendance

Open Forum Questions

The Open Forum questions are included as an annex to these minutes.

32/19 APOLOGIES FOR ABSENCES [Item 1]

Apologies for absence were received from councillors: Julie Iles and Paul Spooner.

33/19 MINUTES FROM PREVIOUS MEETING [Item 2]

The minutes of the meeting held on 18th September 2019 were approved as a correct record.

34/19 DECLARATIONS OF INTEREST [Item 3]

No declarations of interest were received.

35/19 CHAIRMAN'S ANNOUNCEMENTS [Item 4]

There were no announcements from the Chairman.

36/19 PETITIONS [Item 5]

No petitions were received.

37/19 MEMBER QUESTIONS [Item 6]

No questions were received.

38/19 PUBLIC QUESTIONS [Item 7]

One question was received from the Guildford Society Transport Group (GSTG) on the subject of Bridge Road in Guildford town centre; the question and the Officer response were included in the supplementary agenda.

The Secretary of the GSTG addressed the meeting, saying that he was disappointed with the response on the Group felt that the issue could have been addressed at no public cost through the railway station developers. He felt that the traffic island in question could afford to be reduced in size without reducing the space available to pedestrians by removing some of the street furniture on it.

The West Team Manager for Transportation Development Planning at SCC stated that the gains in traffic movements that would be achieved by introducing two right-turns lanes at the eastern end of Bridge Street would be very small, and that the funds needed for this facility could be better used on other aspects of the projects in that area. He would be happy to provide the data on the projected vehicle movements to the GSTG.

39/19 DECISION TRACKER [FOR INFORMATION] [Item 8]

Cllr David Goodwin confirmed to the Area Highways Manager that he no longer wished the two right-turn prohibition orders (Madrid Road into Ludlow Road and Guildford Park Road into Denzil Road) to go ahead as described.

The other recommendations in the decision tracker were agreed as described.

40/19 SHALFORD AIR QUALITY MANAGEMENT AREA - ACTION PLAN (EXECUTIVE FUNCTION) [Item 9]

Declarations of Interest: None

Officers attending: Justine Fuller, Regulatory Services Manager, Guildford Borough Council, and William Bryans, Transport Studies Team Manager, Surrey County Council

Petitions, Public Questions, Statements: None.

Member Discussion – key points:

In response to the questions raised in the Open Forum, Ms Fuller and Mr Bryans commented on the following:

- The air quality action plan being implemented by Guildford Borough Council (GBC) is one of many documents that address air quality. There are over 20 strategies between GBC and SCC that address air quality targets across the whole borough.
- There are no penalties for failing to restore air quality in a declared management area, but authorities are required to issue annual updates to DEFRA to show that work is being undertaken to manage the situation.
- The major contributor to poor air quality in Shalford is private cars, many of which are for single-driver journeys.
- The possibility of a Park & Ride at Stonebridge Wharf was considered at various times since 1993. It was not actioned for reasons including the suitability of other sites on busier corridors, issues with the quality of the site itself, problems with existing bus-stop locations and bus routes along the A281, and possible impacts on the existing Park & Ride in Artington. In the future, funding from development at Dunsfold could enable Stonebridge to be put into action (this would involve working with Waverley Borough Council), but it is important to take a wide strategic view of the Park & Ride scheme rather than considering this possible location on its own.

The Chairman added that while funding from Highways England for the Guildford/Godalming greenway had been withdrawn it was still an aspiration of the committee to implement it and alternative possible funding sources would be looked at, potentially in combination with Waverley borough council.

Reservations about the proposed Action Plan were expressed by some members, who felt that solutions suggested, such as relying on a shift to electric cars, would not have the desired effect in the short lifetime of the Plan. Planned housing developments over coming years would maintain pressure on air quality and there was a need for serious consideration of other ways to tackle the problems, including speed limit reductions and improved public transport links with trains, trams and e-buses.

It was noted that GBC is in talks with local train operating companies to improve service frequencies, and in addition to the planned West Guildford station there is the will to re-open the line to Cranleigh although lack of funding is limiting progress at the moment.

Introducing a Clean Air Zone had been considered but the decision was taken not to progress as they are more suitable for area-wide air quality issues rather than a single line exceedance which is the issue in Shalford. Additionally, diversion routes would take HGVs through Compton and Godalming, both of which are existing AQMAs.

A Park & Ride scheme should be considered as part of the medium-term plan in this area. Local bus operator Stagecoach is open to talks and options for the location of a suitable site may be less restricted than initially thought.

Officers acknowledged the comments that had been made and stressed that the report in question addressed NO₂ levels in Shalford and a plan to reduce these in accordance with GBC's duty to do so to satisfy DEFRA. Wider measures are being looked at outside the scope of this report to tackle and help improve air quality across the borough.

Because of the range of views held regarding the most effective approach to tackle air quality in Shalford, a vote was held on the recommendation.

Resolved

The Guildford Joint Committee agreed that the Air Quality Action Plan for Shalford in Appendix 1 of the committee report be adopted.

Result of vote on the recommendation:

For 14, Against 3, Abstention 1

Reasons for recommendation:

To ensure the Council meets its statutory duties to adopt an air quality management area action plan and to improve air quality within the Air Quality Management Area in Shalford.

41/19 UPDATE OF SCC-LED LEP-FUNDED TRANSPORT SCHEMES IN GUILDFORD (EXECUTIVE FUNCTION) [Item 10]

Declarations of Interest: None

Officers attending: Cherrie Mendoza – Transport Strategy Project Manager, Surrey County Council

Petitions, Public Questions, Statements: None.

Member Discussion – key points:

In response to the question raised in the Open Forum by the representative from GBUG regarding the new cycling facilities at the Stoke crossroads, Cherrie Mendoza explained that feedback is being gathered from colleagues and also GBUG itself on the performance of the crossings to pass to the traffic signals team. Updates would be provided at the meetings that SCC and GBUG have.

Members had questions relating to the A31 resilience scheme and the Quality Bus Corridors – the officers responsible were not present at the meeting and Ms Mendoza would ensure responses were provided separately.

A discussion was had on the communication around the completion of the Stoke crossroads, where disruption was experienced after the announcement because of ongoing work to optimise the phasing of the traffic signals. While it was acknowledged that the balance being struck between the various traffic flows was complicated, and the scheme involved interfacing with a Highways England scheme taking place at the same time, a greater appreciation of the complexities of the project from the outset was needed and this aspect should be considered with other schemes that are planned.

Resolved

The Guildford Joint Committee:

- i. Noted the updates on ongoing capital works that are planned and in delivery as part of the Guildford Town Centre Transport Package and other Local Enterprise Partnership funded projects led by Surrey County Council in Guildford.

- ii. Authorised advertisement of all necessary statutory notices to implement the new A3100 London Road pedestrian and cycle route with any representations reviewed by the Area Highway Manager and Transport Strategy Project Manager, in consultation with the Chairman, Vice Chairman and relevant Divisional Member(s) (paragraph 2.15 refers).
- iii. Authorised advertisement of all necessary statutory notices to implement the new Guildford College Link+ cycle route with any representations reviewed by the Area Highway Manager and Transport Strategy Project Manager, in consultation with the Chairman, Vice Chairman and relevant Divisional Member(s) (paragraph 2.22 refers). (Subject to engagement with local bus operators and a satisfactory outcome being agreed with Guildford Borough Council Parking Services).

Reasons for recommendations:

The committee is asked to agree the recommendations to enable the progression of the major transport scheme works as per the business case that was approved and funded by the EM3 Local Enterprise Partnership.

42/19 UPDATE OF GBC-LED LEP-FUNDED TRANSPORT SCHEMES IN GUILDFORD (EXECUTIVE FUNCTION) [Item 11]

Declarations of Interest: None

Officers attending: Andrew Stokes, West Team Manager - Transportation Development Planning, Surrey County Council

Petitions, Public Questions, Statements: None.

Member Discussion – key points:

The chairman drew members' attention to the fact that this item included two reports. The first was for information, for members to note. Cllr Furniss asked if more detail could be added regarding expected dates of works, particularly relating to the A31 and A331.

The second report focussed on the western Sustainable Movement Corridor. There were no comments from members.

Resolved:

The Guildford Joint Committee:

In respect of the Phase 2a Works

- a. AGREED that a notice be advertised in accordance with the Road Traffic Regulation Act 1984, the effects of which will be to allow the implementation of a segregated cycle route in general accordance with drawings 1-6 at Annex 1.
- b. AGREED that any representations to the Notice should be considered and resolved by the Chairman, Vice-Chairman and the Local Divisional Member in consultation with the Transport Development

Planning Team Leader (West), and that this issue only be returned to Committee if any objections prove insurmountable.

- c. AGREED that the Order be made once any representations have been considered and resolved.

In respect of the Phase 3 Works (Toucan Crossings)

- d. AGREED that a notice be advertised in accordance with the Road Traffic Regulation Act 1984, the effects of which will be to allow the implementation of Toucan Crossings on Egerton Road in general accordance with the drawing shown at Annex 2.
- e. AGREED that any representations to the Notice should be considered and resolved by the Chairman, Vice-Chairman and the Local Divisional Member in consultation with the Transport Development Planning Team Leader (West), and that this issue only be returned to Committee if any objections prove insurmountable.
- f. AGREED that the Notice be made once any representations have been considered and resolved.

In respect of the Phase 3 Works (Waiting Restrictions)

- g. AGREED that a Traffic Regulation Order (TRO) be advertised in accordance with the Road Traffic Regulation Act 1984, the effects of which will be to allow the alteration and creation of waiting restrictions at the junction to support the proposed works generally in accordance with the drawing at Annex 3.
- h. AGREED that any representations to the TRO should be considered and resolved by the Chairman, Vice-Chairman and the Local Divisional Member in consultation with the Transport Development Planning Team Leader (West), and that this issue only be returned to Committee if any objections prove insurmountable.
- i. AGREED that the Order be made once any representations have been considered and resolved.

In respect of the Phase 3 Works (Bus Lane Enforcement Cameras)

- j. AGREED that subject to SCC Cabinet Approval of the proposed Bus Lane and the successful implementation of Bus Lane Enforcement Cameras elsewhere in the Borough, a Traffic Regulation Order (TRO) be advertised in accordance with the Road Traffic Regulation Act 1984, the effects of which will be to allow the implementation of Bus Lane Enforcement Cameras at the proposed Bus Lane at the junction to support the proposed works generally in accordance with the drawings at Annex 2.
- k. AGREED that any representations to the TRO should be considered and resolved by the Chairman, Vice-Chairman and the Local Divisional Member in consultation with the Transport Development Planning Team Leader (West), and that this issue only be returned to Committee if any objections prove insurmountable.

- I. AGREED that the Order be made once any representations have been considered and resolved.

The Guildford Joint Committee NOTED that:

In respect of Phase 3

- m. SCC Cabinet Approval will be sought in respect of the Bus Lane following which a notice will be advertised in accordance with the Road Traffic Regulation Act 1984, the effects of which will be to allow the implementation of a bus lane in general accordance with the plan shown at Annex 2.
- n. Subject to the approval of the SCC Cabinet, any representations to the Traffic Regulation Order shall be considered and resolved by the Local Divisional Member in consultation with SCC's Strategic Transport Group Manager and Transport Development Planning Team Leader (West), and that this issue will be returned to SCC Cabinet if any objections prove insurmountable.
- o. The Order will be made once any representations have been considered and resolved.

Reasons for recommendations:

Recommendations 'a' to 'l' are made to enable the implementation of the cycle route in respect of Phase 2a and the provision of the Toucan crossings, waiting restrictions and bus lane enforcement cameras in Respect of Phase 3.

Recommendations 'm' to 'o' are to inform the Committee that approval will be sought from SCC Cabinet in respect of the Order required to support the proposed bus lane, a vital component of the Sustainable Movement Corridor works.

The SMC works will in their entirety provide a balanced package of works that will provide improved sustainable travel choices between Guildford Rail Station, Royal Surrey County Hospital, the Research Park and University of Surrey. Measures comprise improved pedestrian and cycle facilities, enhanced bus priority and bus stops, whilst also creating an improved highway network aimed at reducing congestion and journey time delays. The new bus lane and bus priority is being provided in response to requests from local bus operators to improve journey time reliability on one of Guildford's most important bus corridors.

43/19 ON-STREET PARKING BUSINESS PLAN 2020-2021 (EXECUTIVE FUNCTION) [Item 12]

Declarations of Interest: None

Officers attending: Andy Harkin, Parking Manager, Guildford Borough Council

Petitions, Public Questions, Statements: None.

Member Discussion – key points:

Andy Harkin stated that since the publication of the report he had received new information that showed no notable decline in ticket sales and revenue

following the introduction of new tariffs for 30-minute pay and display parking in Guildford centre. Trial contactless pay and display machines have proved successful as well; it was noted that all new equipment will retain the option for cash payment.

The recently completed parking review generated a very high number of representations, which are being processed. The majority of items will come to the Joint Committee in spring 2020 after discussion at the Parking & Air Quality working group, but there are a number of straightforward ones that will be dealt with under delegated authority in consultation with the chairman and vice-chairman.

Cllr Witham left the meeting at this point.

The issue of the Park & Ride surplus was raised. Originally 100% was retained by GBC but in April 2018 with the introduction of a new agency agreement the surplus was split with 80% to GBC and 20% to SCC, and this could impact on introducing new Park & Ride facilities. Revenue generated by on-street parking could be used to help finance the development of Park & Ride, though.

Cllr Ellwood left the meeting at this point.

On the subject of parking charges levied by Ringo, which are higher for users of their app than for users who pay with cash, it was stated that the current arrangement ends in 2020 and GBC is looking at developing a new framework.

It was reported that there has been positive feedback from schools regarding the School Watch scheme with schools approaching GBC and asking to be involved. Where they have the power to do so, enforcement officers speak to drivers and ask them to turn off their engines, and the GBC Parking team is in contact with air quality colleagues to examine the relevant legislation covering other areas.

Resolved:

The Guildford Joint Committee:

- i. Noted the contents of Annex 1, the Parking Annual Report for 2018-19 and the current and planned work associated with on street parking,
- ii. Agreed to the introduction of Pay by Phone technology, providing customers more flexibility in payment options and extending visits,
- iii. Recommended a review in conjunction with Surrey County Council on replacement of current on-street Pay & Display (P&D) equipment.

Reasons for recommendations:

- ii. By introducing Pay by Phone technology in on-street parking locations, we can rationalise the number of P&D machines required and the amount of cash collections needed, while still offering customers the ability to pay by cash, as well as providing them with alternative, flexible payment options and easier ways to extend their stay,
- iii. The current on-street P&D machines are all around 22 years old and only accept coins. Whilst they have performed well over that period, the machines look dated, are susceptible to increased security threats and the continued availability of spare parts is likely to become an

issue. The latest P&D machines have improved security features and provide improved customer experience, by offering more flexible payment options, such as contactless card payments. Improved technology would also allow for reduced operating, maintenance costs, and enhanced management of the equipment, which are networked and able to provide 'real-time' information. In summary, the equipment would benefit from upgrading.

**44/19 BUS LANE CAMERA ENFORCEMENT SURVEY (EXECUTIVE FUNCTION)
[Item 13]**

Declarations of Interest: None

Officers attending: Andy Harkin, Parking Manager, Guildford Borough Council

Petitions, Public Questions, Statements: None

Member Discussion – key points:

The Chairman provided a summary of the activity leading to the wish to introduce bus-lane enforcement in Guildford, including the SCC Cabinet report from October 2018, allocation of funds for 'pump-priming' the project, agreement on sourcing office support, and selection of the locations for enforcement cameras. Completion by GBC of a non-compliance survey in September 2019 had resulted in the report being considered at this meeting.

Following submission of a statement by the Cabinet Member for Highways describing SCC's preferred revised approach to the management of the bus-lane enforcement county-wide, members expressed their dissatisfaction with the new approach. Particular concerns were that the desired installation deadline of April 2020 would be missed if a tender process were undertaken to agree on a county-wide service provider, and that any surplus generated would go to SCC for distribution on projects across the county rather than remaining in Guildford for local projects.

The Cabinet Member gave assurances that the Joint Committee's £35,000 that had been allocated to this project would be rolled forward and included in its award for 2020/21. The target for implementing the scheme remained April 2020; the preference was for a local authority to operate it, which would allow for an agreement to be set up relatively quickly. Appointment of a private service provider was not being ruled out.

Following a review of the original recommendations presented in the report, revised recommendations were proposed by the chairman and seconded by the vice-chairman, and a vote was held.

Cllr Moseley left the meeting at the end of this item.

Resolved:

The Guildford Joint Committee:

- i. Agreed that it is supportive in principle of the introduction of bus-lane enforcement at Onslow Street and Woking Road and would like to see it introduced by the beginning of the 2020/21 financial year, subject to the

approval by this committee of the final financial arrangements relating to schemes within the borough.

- ii. Recommended further discussion on both the delivery mechanism and the financial mechanism for the distribution of any surpluses.

Result of vote on the new recommendations:

For 14, Against 0, Abstentions 2

Reasons for recommendations:

The Joint Committee recognises the value of bus-lane enforcement and would like to see control over the timing and location of its deployment, responsibility for its operation and the use of any surpluses generated remaining with the borough.

45/19 HIGHWAYS UPDATE (EXECUTIVE FUNCTION) [Item 14]

Declarations of Interest: None

Officers attending: Frank Apicella, Area Highway Manager (SW), Surrey County Council

Petitions, Public Questions, Statements: None.

Member Discussion – key points:

There were no comments from members.

Resolved

The Guildford Joint Committee NOTED the committee approved allocations and works progressed during 2019/20.

Reasons for recommendation:

The committee is asked to agree the recommendations to enable progression of works orders and expenditure of the Committee budget.

46/19 FORWARD PLAN [Item 15]

The Chairman invited members to submit their suggestions for future agenda items to the Partnership Community Officer.

47/19 DATE OF NEXT MEETING [Item 16]

The next formal meeting will take place on Wednesday 18th March 2020 in the Guildford Borough Council council chamber, starting at 7pm.

Meeting ended at: 9.30 pm

Chairman