

Decision Notice

**Committee: Guildford Joint Committee**

**Date of meeting: Wednesday, 18 March 2020 (cancelled) Urgent decisions made by officers in consultation with Committee members**

These decisions were taken in accordance with the Remote Meetings Protocol which was approved by the Council on 17 March 2020 (minute 18/20a). This protocol sets out how Surrey County Council will operate executive and non-executive decision making in light of the coronavirus situation in line with agreed delegations at the 17 March 2020 Council meeting. The Protocol was agreed to react to the current reality where the Council should not hold physical meetings, whilst ensuring that the business of the Council can proceed as best as possible, including making decisions as effectively and as far as possible, openly.

The following decisions were taken under delegation by virtue of: Scheme of Delegation Part 3 – Specific Delegation to Officers EAI16

Only matters requiring an urgent decision are recorded below, all other items on the agenda where the matter is not urgent will be referred to a future meeting if appropriate.

**Note:** Decisions in **bold** type indicate a decision differing from the recommendation in the report.

<b>9</b>	SCC-LED LEP-FUNDED PROJECTS (EXECUTIVE FUNCTION FOR DECISION)	<b>Decision taken under delegation by virtue of:</b> <b>Scheme of Delegation Part 3 – Specific Delegation to Officers EAI16</b>  <b>Summary</b> The purpose of this paper is to provide an update on the programme and delivery of the Surrey-led Highway and Transport EM3 Local Enterprise Partnership (LEP) funded Guildford Quality Bus Corridor (QBC) major project and the Town Centre Transport Package (TCTP). Online report: Item 9 <a href="https://mycouncil.surreycc.gov.uk/ieListDocuments.aspx?CId=751&amp;MId=7103&amp;Ver=4">https://mycouncil.surreycc.gov.uk/ieListDocuments.aspx?CId=751&amp;MId=7103&amp;Ver=4</a>
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## Decision Notice

### Decision made:

It was AGREED that the:

1. Area Highway Manager and Transport Strategy Project Manager be authorised, in consultation with the Chairman, Vice Chairman, and relevant Divisional Member(s) to undertake all necessary procedures including the relevant advertisement of notices and traffic regulation orders (for the specific sites that require it), to deliver the Bus Stop Civil works to provide accessibility improvements around Guildford.
2. Updates provided for the Surrey County Council (SCC)-led Local Enterprise Partnership (LEP) funded Quality Bus Corridor (QBC), the Town Centre Transport Package (TCTP) and the Guildford Local Transport Strategy (LTS) be noted.

### Reasons for Decision:

The purpose of this report is to provide sufficient information to enable the Joint Committee to agree the advertisement of the necessary statutory traffic regulation orders, notices and notifications which are required to deliver the Quality Bus Corridor pinch-point and bus stop improvement accessibility schemes. This will 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. The Local Growth Funding (LGF) is time-limited until 31st March 2021. Any delays to approvals, processes and scheme deliverables may mean the agreed outputs cannot be funded or delivered as part of the QBC project. Updates are provided on the Town Centre Transport Package (TCTP) and Guildford Local Transport Strategy, and members were briefed at the recent Infrastructure Delivery Transport Working Group.

Decision taken by: Richard Bolton / Stacey Capewell  
Decision taken on: 2 April 2020  
To be implemented on: 7 April 2020

### Alternative options considered

Delegated authority was requested for the associated statutory advertisement of the traffic regulation orders and notices for the pinch-point schemes along Epsom Road and the Bus Stop Improvements as noted in the report. This was to progress the QBC Project within the time funding limit.

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		<p>Officers will revert to the Chairman, Vice Chairman and Divisional Member, or indeed the Committee as appropriate, whenever preferred options need to be identified if further authorisation is required. The Chairman, Vice Chairman and Divisional Member will be kept updated on the relevant consultations if and when delegated decisions are required.</p> <p>The Unlocking Guildford package has been agreed with the EM3 LEP and by Joint Committee; the funding has been set aside for the schemes and project elements as explained above and funding is available until March 2021.</p> <p><b>Summary of any financial implications</b> The schemes within the Guildford QBC Project are fully funded as per the business case submitted to the EM3 LEP and form part of an agreed capital programme. Non-delivery of any scheme within the agreed Projects/work streams would create a risk that the LEP may ask the council to refund any revenue costs to date spent on developing said scheme.</p> <p><b>Declarations of conflicts of interest</b> None</p> <p><b>Consultation/Process Followed</b></p> <ul style="list-style-type: none"><li>• The QBC project was included in the public consultation which encompassed five of the six Unlocking Guildford Projects (excluding the Sustainable Movement Corridor) which ran from 22nd January 2018 to 4th March 2018 and included public exhibitions.</li><li>• The business case for the QBC project was submitted to the LEP in April 2018 and funding was approved September 2018.</li><li>• Engagement on the implementation of Traffic Regulation Orders and Notices for various aspects will take place as per the council's statutory requirements.</li></ul> <p><b>Background Documents</b> Committee Report and Annexes A-J <a href="https://mycouncil.surreycc.gov.uk/mgAi.aspx?ID=28032#mgDocuments">https://mycouncil.surreycc.gov.uk/mgAi.aspx?ID=28032#mgDocuments</a></p>
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<b>11</b>	<p>SUSTAINABLE MOVEMENT CORRIDOR WORKS, GILL AVENUE TO GUILDFORD PARK ROAD, GUILDFORD (EXECUTIVE FUNCTION)</p>	<p><b>Decision taken under delegation by virtue of:</b> <b>Scheme of Delegation Part 3 – Specific Delegation to Officers EAI16</b></p> <p><b>Summary</b> Guildford Borough Council has secured Enterprise M3 Local Economic Partnership funding towards the creation of a Sustainable Movement Corridor in Guildford between Gill Avenue and Guildford Park Road. As part of the improvements, Traffic Regulation Orders for Phase 2b on Guildford Park Road are required. Online report: Item 11 <a href="https://mycouncil.surreycc.gov.uk/ieListDocuments.aspx?CId=751&amp;MId=7103&amp;Ver=4">https://mycouncil.surreycc.gov.uk/ieListDocuments.aspx?CId=751&amp;MId=7103&amp;Ver=4</a></p> <p><b>Decision made:</b></p> <p>It was AGREED that in respect to the Phase 2b works (Waiting Restrictions):</p> <ol style="list-style-type: none"><li>1. Authority is delegated to the Transport Development Planning Team to finalise and confirm a Traffic Regulation Order (TRO) the effects of which will be to allow the alteration and creation of waiting restrictions along Guildford Park Road to support the proposed scheme based on the outcomes of the detailed design work which is currently being undertaken, in consultation with the Chairman, Vice Chairman and the Local Division Members.</li><li>2. Authority is delegated to the Transport Development Planning Team to advertise in accordance with the Road Traffic Regulation Act 1984, the effects of which will be to allow the alteration and creation of waiting restrictions along Guildford Park Road to support the proposed scheme</li><li>3. Any objections 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.</li><li>4. The Order be made once any objections have been considered and resolved.</li></ol> <p>It was AGREED that in respect of the Phase 2b Works (Taxi rank Removal)</p> <ol style="list-style-type: none"><li>5. A local authority can adopt areas on streets or private land as taxi ranks for either continual or part-time use under section 63 of the Local Government (Miscellaneous Provisions) Act 1976. The statutory process provides that the local authority must obtain</li></ol>
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		<p>the permission of the Highways Authority, give notice to the Police, publish a public advertisement in a local paper and consider any objections or representations received within 28 days of publication before a rank is appointed. The Council's Executive has the authority to appoint a rank after the necessary approvals and consultation. Section 63(5) of the Act states that the power to appoint ranks includes the power to revoke such appointment and requires the same statutory process to be followed.</p> <ol style="list-style-type: none"><li>6. Highways Authority approval is provided for the removal of the of the current taxi rank on Guildford Park Road, outside Guildford Station.</li><li>7. Any objections and consultations be dealt with through the local authority process outlined in (1) above.</li></ol> <p><b>Reasons for Decision:</b> Recommendations (1) to (4) are made to revise the parking restrictions for the proposals. These will include changing the parking restrictions on the corner by the shops, which will mean the loss of some residents parking bays. The bus stop locations are also being more conveniently located for passengers. Recommendations (v) to (vii) are made to remove the current taxi ranks for the proposals. The rank is not well used and there are planned improvements to travel across Guildford as part of the wider Sustainable Movement Corridor which will deliver potential benefit to a greater number of customers. Directional signage within the station directs customers wishing to get a taxi to the front of the station. Customers are still able to hail or book a taxi in advance from the back of the station. 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.</p> <p>Decision taken by: Lucy Monie, Director Infrastructure and Delivery Decision taken on: 11 May 2020 To be implemented on: 16 May 2020</p> <p><b>Alternative options considered</b> The Committee's Infrastructure Task Group considered a range of schemes that could have been funded through the committee's funding. These were assessed against a scoring criteria. The Task Group proposed the schemes to the committee through the officer report.</p>
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<b>13</b>	HIGHWAYS UPDATE (EXECUTIVE FUNCTION FOR DECISION)	<p><b>Decision taken under delegation by virtue of:</b> <b>Scheme of Delegation Part 3 – Specific Delegation to Officers EAI16</b></p> <p><b>Summary</b> This report provides an update on the 2019/20 programme of highway works funded by this committee, an update on other centrally funded projects being promoted in the local area, as well as details of expenditure on the budgets allocated to the committee in 2019/20. In addition it details the committee devolved allocation for 2020/21 and how it is proposed to be allocated. Online report: Item 13 <a href="https://mycouncil.surreycc.gov.uk/ieListDocuments.aspx?CId=751&amp;MId=7103&amp;Ver=4">https://mycouncil.surreycc.gov.uk/ieListDocuments.aspx?CId=751&amp;MId=7103&amp;Ver=4</a></p> <p><b>Decision made:</b></p> <p>It was AGREED that:</p> <ol style="list-style-type: none"><li>1. The committee approved allocations and works progressed during 2019/20 be noted.</li><li>2. The recommendations in paragraphs 2.1.7 – 2.1.14 for utilising available highways funding for 2020/21 be approved</li><li>3. The current national speed limit in The Avenue, Compton be reduced to a 30mph speed limit.</li><li>4. The Area Highways Manager be delegated the authority to resolve any problems encountered to facilitate scheme delivery throughout the year, in consultation with the Chairman, Vice Chairman and Divisional Member.</li></ol> <p><b>Reasons for Decision:</b> The Committee was asked to agree the recommendations so that the schemes could be delivered in the 2020/21 financial year.</p> <p>Decision taken by: Frank Apicella, Area Highways Manager Decision taken on: 2 April 2020 To be implemented on: 7 April 2020</p> <p><b>Alternative options considered</b> The Committee’s Infrastructure Task Group considered a range of schemes that could have been funded through the committee’s funding. These were assessed against a scoring criteria.</p>
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		<p>The Task Group proposed the schemes to the committee through the officer report.</p> <p><b>Summary of any financial implications</b> The schemes proposed are within the financial budget for this committee.</p> <p><b>Declarations of conflicts of interest</b> None</p> <p><b>Consultation/Process Followed</b></p> <ul style="list-style-type: none"><li>• The Infrastructure Task Group (of members of the Joint Committee) considered all the schemes to be proposed through the officer report (link above).</li><li>• The Joint Committee considered the recommendations at its informal meeting in January 2020</li><li>• The Joint Committee members were further consulted through a virtual meeting (email circulation) in the preparation for the decision, following the cancellation of the scheduled meeting.</li></ul> <p><b>Background Documents</b></p> <p>Highways Update Report <a href="https://mycouncil.surreycc.gov.uk/documents/s66686/Item%2013%20Highways%20update.pdf">https://mycouncil.surreycc.gov.uk/documents/s66686/Item%2013%20Highways%20update.pdf</a></p> <p>Highways Update Report – Annex 1 <a href="https://mycouncil.surreycc.gov.uk/documents/s66687/Item%2013%20Highways%20update%20Annex%201.pdf">https://mycouncil.surreycc.gov.uk/documents/s66687/Item%2013%20Highways%20update%20Annex%201.pdf</a></p> <p>Highways Update Report – Annex 2 <a href="https://mycouncil.surreycc.gov.uk/documents/s66688/Item%2013%20Highways%20update%20Annex%202.pdf">https://mycouncil.surreycc.gov.uk/documents/s66688/Item%2013%20Highways%20update%20Annex%202.pdf</a></p>
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