



LSTF ANNUAL OUTPUTS REPORT 2012/13

This word document is provided to enable you to complete your report in draft, if you wish to do so. However, **all final outputs reports must be submitted through the online survey form**. If you use this document, please copy your answers into the online survey before 19th July 2013.

The survey is comprised of three sections – you will need to complete a separate copy of the third section (Section C) for every scheme element. There is a guidance document which accompanies this survey form. This can be downloaded from the front page of the online survey, at: <https://www.smart-survey.co.uk/s/LSTFAnnualOutputsReport>

SECTION A: BACKGROUND AND CONTACTS

Q1. What is your Local Transport Authority name?

Surrey County Council

Q2. What is your LSTF project name?

Surrey Travel SMART

Q3. Which geographical region are you in?
(Please tick all that apply.) ✓

<input type="checkbox"/>	North East England
<input type="checkbox"/>	North West England
<input type="checkbox"/>	Yorkshire and the Humber
<input type="checkbox"/>	West Midlands
<input type="checkbox"/>	East Midlands
<input type="checkbox"/>	East of England
<input checked="" type="checkbox"/>	South East England
<input type="checkbox"/>	South West England
<input type="checkbox"/>	London

Q4. What type of authority are you? <i>(Please tick all that apply.)</i> ✓	
	Borough Council
	City Council
✓	County Council
	Integrated Transport Authority
	Unitary Authority
	Partnership of different authorities
	Other – please specify below if you feel you do not fit into one of the categories given:

Q5. What type of area does your LSTF project cover? <i>(Please tick all that apply.)</i> ✓	
	City (100,000 people+)
✓	Urban (less than 100,000 people) (3 towns with <100,000 people per town)
	Rural
	Please provide more details if you do not feel that any of the categories given above apply
LSTF focused on 3 towns (Guildford, Woking, Redhill-Reigate)	

Senior Responsible Owner

Q6. Name of the Senior Responsible Owner:
Iain Reeve

Q7. Position of the Senior Responsible Owner:
Assistant Director (Strategy, Transport and Planning)

Q8. Contact phone number of the Senior Responsible Owner:
020 8541 9375

Q9. Email address of the Senior Responsible Owner:
iain.reeve@surreycc.gov.uk

Official/Day to Day Project Manager**Q10. Name of Project Manager:**

David Ligertwood

Q11. Contact landline phone number of the Project Manager:

020 8541 9323

Q12. Mobile contact phone number of Project Manager (if available)?

07971 663327

Q13. Email address of the Project Manager:

David.ligertwood@surreycc.gov.uk

Q14. Postal address for project correspondence:

Building number and road name:
County Hall, Surrey County Council, Penrhyn Road

Town
Kingston – upon - Thames

County
Surrey

Postcode
KT1 2DY

Q15. If you have one, what is the website address for the project?

www.surreycc.gov.uk/travelsmart

Q16. If you have web-published an annual outputs report, what is the website address?

n/a

SECTION B: PROJECT INFORMATION

**Q17. Please provide an overall brief project description in no more than 100 words
(This can be taken from section A2 of your bid document if unchanged.)**

The Travel SMART programme is designed to stimulate economic development and provide people with more sustainable travel options. It focuses on delivering transport infrastructure improvements and associated positive behaviour change initiatives in Woking, Guildford & Redhill and Reigate. These towns were chosen for their economic contribution to Surrey and because they currently have significant congestion and transport issues. Travel SMART works collaboratively with Borough Councils, elected members, residents, community groups and businesses to deliver schemes in the programme. It also builds on existing initiatives such as “*Cycle Woking*”, “*Drive SMART*”, our quality bus partnerships and the Transport for Surrey Partnership.

Q18. Is your team keeping a project diary? (✓)	
✓	Yes
	No
Any comments:	

Q19. As part of your LSTF project, are you working in partnership with any of the following organisations (Please tick all that apply.) ✓	
✓	NHS Trusts/Clinical Commissioning Groups
✓	Police
✓	Schools/Colleges/Universities
✓	Job Centre Plus
✓	Employers
✓	Chamber of Commerce
	Local tourist board, or other tourism organisations
	Energy providers
✓	Bus or rail companies, or public transport providers
✓	Bike hire shops or other cycling organisations
✓	Car rental companies or car clubs
✓	Charities, such as Sustrans or Living Streets
✓	Local community groups
	Others (please specify)

Q20i. Did your original bid contain more than 7 Scheme Elements, OR have you changed the definition of the Scheme Elements from that given in your bid?

Yes (more elements or changed definitions)

✓ No (neither of these)

IF YOU ANSWERED YES TO QUESTION 20i, PLEASE COMPLETE THE NEXT QUESTION. OTHERWISE, PLEASE SKIP IT.

Q20ii. Please provide details here about how any scheme elements in the original bid have been changed or combined.

(In order to complete this form, you must limit your reporting to 7 scheme elements. If you need to do this, please agree how this will be done with DfT before proceeding.)

Q21. Please list your Scheme Elements below

(Please refer to the guidance if you do not have pre-existing scheme element names, or have more than 7 scheme elements.)

i. Scheme Element 1

Bus priority and corridor improvements

ii. Scheme Element 2

Walking and cycling

iii. Scheme Element 3

Car club

iv. Scheme Element 4

Electric vehicles

v. Scheme Element 5

Traffic management

vi. Scheme Element 6

Travel planning and promotion

vii. Scheme Element 7

Large schemes

Q22. Please complete the actual spend profile for each Scheme Elements named above, £000s, for the period 1st April 2012 to 31st March 2013

(Please note this question is compulsory)

	DfT-Funded revenue (as claimed, £k)	DfT-Funded capital (as claimed, £k)	Local Contribution Revenue (£k)	Local Contribution Capital (£k)	Total (£k)
Scheme Element 1 Bus priority and corridor improvements	0	677	0	0	677
Scheme Element 2 Walking and cycling	0	495	0	33	528
Scheme Element 3 Car club	0	0	0	0	0
Scheme Element 4 Electric vehicles	0	0	0	0	0
Scheme Element 5 Traffic management	34	0	0	0	34
Scheme Element 6 Travel planning and promotion	1526	0	0	0	1526
Scheme Element 7 Large schemes	0	350	0	0	350
<i>Please check these totals equal the sum of all schemes listed above</i>					
TOTAL	1560	1522	0	33	3115

Q23i. Were there any variations in the amount you claimed from DfT in 2012/13 for any Scheme Element, which were more or less than 10% of the original amount set out in your bid document?

Yes	✓
No	

IF YOU ANSWERED YES TO QUESTION 23i, PLEASE COMPLETE THE NEXT TWO QUESTIONS. OTHERWISE, PLEASE SKIP THEM.

Q23ii. Which of the following Scheme Elements had variations in DfT- funded claims of more or less than 10% of the original amount set out in the bid? (Please tick all that apply.) ✓

✓	Scheme Element 1
✓	Scheme Element 2
	Scheme Element 3
	Scheme Element 4
✓	Scheme Element 5
✓	Scheme Element 6
✓	Scheme Element 7

Q23iii. For every box that you have ticked above, please provide a brief description explaining why the Scheme Element Claim for 2012/13 varied by more or less than 10% of the original amount set out in the bid

Elements 1, 2, 5, 6 and 7 above.	Surrey County Council took up the opportunity to re-profile DfT funding twice this year, in September 2012 and January 2013. This measure was taken to avoid any under spends against our DfT funds. The tables below outline where funding was re-profiled, and therefore moved into subsequent years of the programme			
Scheme Element: Bus Priority and Corridor Improvements	£000s	Original Bid (£k)	Revised Profile (£k)	Difference carried forward into 2013/14 – 2014/15 (£k)
	DfT Funded Revenue	60	0	+60
	DfT Funded Capital	755	677	+78
	Local Contribution Capital	25	0	+25
Scheme Element: Walking and Cycling	£000s	Original Bid (£k)	Revised Profile (£k)	Difference carried forward into 2013/14 – 2014/15 (£k)

	DfT Funded Capital	861	495	+366
	Local Contribution Capital	350	33	+317
Scheme Element: Traffic Management	£000s	Original Bid (£k)	Revised Profile (£k)	Difference carried forward into 2013/14 – 2014/15 (£k)
	DfT Funded Revenue	96	34	+62
	DfT Funded Capital	50	0	+50
Scheme Element: Travel Planning and Promotion	£000s	Original Bid (£k)	Revised Profile (£k)	Difference carried forward into 2013/14 – 2014/15 (£k)
	DfT Funded Revenue	2619	1526	+1093
	DfT Funded Capital	600	0	+600
Scheme Element: Large Schemes (Onslow Park & Ride Guildford and Sheerwater Link Road Woking)	£000s	Original Bid (£k)	Revised Profile (£k)	Difference carried forward into 2013/14 – 2014/15 (£k)
	DfT Funded Capital	2000	350	+1650
	Local Contribution Capital	500	0	+500

SECTION C: SCHEME ELEMENT 1**Bus priority and corridor improvements**

YOU WILL NEED TO COPY AND PASTE THIS SECTION, IN ORDER TO CREATE ONE FOR EVERY SCHEME ELEMENT THAT YOU HAVE.

Q24i. Please can you provide an estimate of the average amount of staff time spent on this scheme element between 1st April 2012 and 31st March 2013 (in full-time equivalents?)

1.2 FTE – SCC Staff Time Only

Q24ii. Is the scheme element purely about project management (including monitoring and evaluation)?

✓	No
	Yes, and I have more Scheme Elements to add
	Yes, and I have no more Scheme Elements to add

IF YOU ANSWER ‘YES’ TO QUESTION 24ii, YOU DO NOT NEED TO PROVIDE ANY FURTHER INFORMATION ABOUT THIS PARTICULAR SCHEME ELEMENT. IF YOU ANSWER NO, YOU NEED TO COMPLETE THE FOLLOWING QUESTIONS.

Q24iii. Please indicate which of the following modes this scheme element has focused on.

(You must answer for each row.)

	Primary focus of scheme element	Not primary focus, but directly affected by scheme element	Not directly affected by scheme element
Walking		✓	
Cycling		✓	
Buses	✓		
Rail		✓	
General Traffic		✓	
Cars			✓
Freight			✓
Other, (please specify in the box)			

Q24iv. Did this scheme element primarily require:	
	Revenue funding (70% or more of the 2012/13 scheme element spend)
✓	Capital funding (70% or more of the 2012/13 scheme element spend)
	Neither of the above

Q24v. Which of the following objectives is this scheme element intended to achieve? (Please tick all that apply.) ✓			
✓	Reduce congestion	✓	Reduce carbon emissions
✓	Reduce local air pollution	✓	Increase physical activity
✓	Improve road safety	✓	Encourage modal shift
✓	Improve access to jobs	✓	Support retail initiatives
	Support sustainable tourism		Support other enterprise initiatives
	Reduced the need to travel	✓	Improve social inclusion
	Other (please specify)		

Q24 vi. What type of people/community is the scheme for? (Please tick all that apply.) ✓	
✓	Commuters
✓	Job seekers
	Tourists/visitors
✓	Rail station users
✓	All local residents
✓	Schools and school users
	Other (Please specify in the box)

Q24 vii. What is the geographical area that this scheme element will cover (i.e. name of area, and size if known)?
Guildford Woking Redhill - Reigate

Q24 viii. How many people is this scheme element aiming to reach in total?

The resident population that this scheme element is targeting is estimated as:
 Guildford: 140,000
 Woking: 100,000
 Redhill – Reigate: 140,000

Q24 ix. How many people did this scheme element reach in 2012/13?

Project element still ongoing.

Q24 x. Please provide a SUMMARY OF ACHIEVEMENT for this scheme element in 2012/13

Please note that this is a particularly important question on this form. You are strongly advised to consult the guidance document before completing it.

Real Time Passenger Information (RTPI) system upgrades in Guildford and Woking

A major upgrade to the RTPI system for Guildford and Woking was undertaken during the year. The upgrade improves the performance and reliability of RTPI by using a general packet radio service (GPRS) based system, to replace the outdated Private Mobile Radio (PMR) system. This provides more accurate predictions of live bus times for passengers, and provides the bus operators with a more user-friendly web-based control and reporting system, in order to monitor bus service reliability.

A content management system along with ten RTPI multi-media displays have been purchased and will be installed during 2013/14. These will enable real-time bus information to be displayed alongside other relevant travel, traffic and local information.

Intelligent Bus Priority in Woking

Planning and evaluation of intelligent bus priority has been carried out at signal controlled junctions in Woking Town Centre to give priority to late running buses. Installation is scheduled to happen during 2013/14.

Guildford to Woking Bus Stop Improvements

Improvements have been implemented at 45 bus stops on inter-urban routes servicing communities between Guildford and Woking. The stops are served by buses on routes 437, 462/463 and 557. The work carried out included upgrading of bus stop poles, flags and timetable cases to provide bus route information and encourage the use of sustainable transport. Additional works were targeted at 25 stops, comprising new footway/hard standings to provide suitable waiting areas, and raised kerbing to assist level access to buses for those with mobility issues or with child buggies.

Guildford Bus Corridor Improvements

Feasibility and design work was undertaken during the year in preparation for six bus corridors in North and West Guildford. These consist of: A322 Woodbridge Rd; A323 Aldershot Road; A322 Worplesdon Road, A320 Woking Road; Guildford Park Road/The Chase and Park Barn Estate Circular Route. The works are designed to enhance accessibility at bus stops, provide step-free access, improve bus reliability and encourage passenger usage. The full package of measures will include raised kerbing, improvements to footways, bus stop infrastructure upgrades, and better facilities at stops, complimentary traffic management, as well as improved bus service information and RTPI. At the end of the year bus stop improvement works were undertaken on the A323 Aldershot Road, served by bus routes 4, 5 and 20.

Woking Bus Corridor Improvements

Feasibility and design work for two bus corridors in North and North-West Woking was undertaken during the year. The two corridors comprise Sythwood-Knaphill and St Johns Road, served by bus routes 34/35 and 91. The feasibility work considers accessibility at bus stops and improvements to bus service reliability to encourage passenger usage. The package of measures will include raised kerbing, improvements to footways, bus stop infrastructure upgrades, complimentary traffic management to assist bus service reliability, and improved bus service information.

Redhill-Reigate Bus Priority and Corridor Improvements

Planning work has begun for bus priority and corridor improvements in Redhill-Reigate in preparation for implementation during 2013/14 and 2014/15.

Q24 xi. Please provide any further relevant information about your scheme element delivery (e.g. challenges faced, lessons learned, etc..)

The programme of bus improvements was based upon a realistic level of activity. Projects such as bus stop and real-time passenger information upgrades require little procedural approvals and therefore suit better the short term delivery horizon set by the LSTF funding.

Q24 xii. What evidence are you collecting and/or do you plan to collect about the outcomes or impacts of the activity?

Project outcomes will be measured against bus patronage, bus journey time reliability statistics, bus user questionnaires and satisfaction surveys. These will be collected by bus operators and supplied to Surrey County Council on a regular basis.

Q24 xiii. Do you have any supporting documentation to upload for this scheme element?

(Details of appropriate files are given in the Guidance document.)

Yes	
No	✓

If you answer 'Yes' in Q24 xiii, the online form will then enable you to upload the relevant files.

SECTION C: SCHEME ELEMENT 2**Walking and cycling**

YOU WILL NEED TO COPY AND PASTE THIS SECTION, IN ORDER TO CREATE ONE FOR EVERY SCHEME ELEMENT THAT YOU HAVE.

Q24i. Please can you provide an estimate of the average amount of staff time spent on this scheme element between 1st April 2012 and 31st March 2013 (in full-time equivalents?)

2.5 FTE – SCC Staff Time Only

Q24ii. Is the scheme element purely about project management (including monitoring and evaluation)?

✓

No

Yes, and I have more Scheme Elements to add

Yes, and I have no more Scheme Elements to add

IF YOU ANSWER ‘YES’ TO QUESTION 24ii, YOU DO NOT NEED TO PROVIDE ANY FURTHER INFORMATION ABOUT THIS PARTICULAR SCHEME ELEMENT. IF YOU ANSWER NO, YOU NEED TO COMPLETE THE FOLLOWING QUESTIONS.

Q24iii. Please indicate which of the following modes this scheme element has focused on.

(You must answer for each row.)

	Primary focus of scheme element	Not primary focus, but directly affected by scheme element	Not directly affected by scheme element
Walking	✓		
Cycling	✓		
Buses		✓	
Rail		✓	
General Traffic			✓
Cars			✓
Freight			✓
Other, (please specify in the box)			

Q24iv. Did this scheme element primarily require:	
	Revenue funding (70% or more of the 2012/13 scheme element spend)
✓	Capital funding (70% or more of the 2012/13 scheme element spend)
	Neither of the above

Q24v. Which of the following objectives is this scheme element intended to achieve? (Please tick all that apply.) ✓			
✓	Reduce congestion	✓	Reduce carbon emissions
✓	Reduce local air pollution	✓	Increase physical activity
✓	Improve road safety	✓	Encourage modal shift
✓	Improve access to jobs	✓	Support retail initiatives
	Support sustainable tourism		Support other enterprise initiatives
	Reduced the need to travel	✓	Improve social inclusion
	Other (please specify)		

Q24 vi. What type of people/community is the scheme for? (Please tick all that apply.) ✓	
✓	Commuters
✓	Job seekers
	Tourists/visitors
✓	Rail station users
✓	All local residents
✓	Schools and school users
	Other (Please specify in the box)

Q24 vii. What is the geographical area that this scheme element will cover (i.e. name of area, and size if known)?
Guildford Woking Redhill - Reigate

Q24 viii. How many people is this scheme element aiming to reach in total?

The resident population that this scheme element is targeting is estimated as:

Guildford: 140,000

Woking: 100,000

Redhill – Reigate: 140,000

Q24 ix. How many people did this scheme element reach in 2012/13?

Project element still ongoing

Q24 x. Please provide a SUMMARY OF ACHIEVEMENT for this scheme element in 2012/13

Please note that this is a particularly important question on this form. You are strongly advised to consult the guidance document before completing it.

A network of shared pedestrian and cycle routes are being delivered in the three Travel SMART towns.

Woking

Works were undertaken on 3 new routes that will be part of the rebranded Woking Cycle network, known as *"The Planet Trails"*. The aim is to improve the existing network and increase cycle links throughout the Borough of Woking.

Progress has been made on the new *"Earth Trail"*, which will link Woking Town Centre to Worplesdon Station, using quiet streets and off road shared cycle/footway facilities.

Planning and detailed design of the complex junction elements of this route will be completed in early 2013/14.

The first phase of the *"Mercury Trail"* route was completed, which involved the widening of footways (in places up to 2.5m where highway land was available). This new route will link the main residential area of West Byfleet with the industrial area of Byfleet, some 3kms to the east. The second phase of the works is currently under consideration.

The *"Dione Trail"* was started as part of the Cycle Woking Project and was the subject of a Cycle Tracks Order, which attracted objections. Following a protracted process, these objections were withdrawn and the order has been confirmed, which will now enable cyclists to use the shared facility with pedestrians. Signing for this route is planned to be installed during June 2013.

Also in Woking, works were started to implement a new puffin crossing outside Marist school. Due to an unforeseen technical issue the completion for this was delayed and will now be completed in May 2013. To support the development of cycling in Woking, plans were progressed with South West Trains to install a bicycle hub at the railway station.

Guildford

In Guildford a further upgrade to the shared pedestrian and cycle route between A25 Parkway and Middleton Road was completed. In 2012/13 a further 1.5km of the route was constructed and upgraded, adding to the 1km provided in the previous year. This includes the remaining section on Parkway and a section on the north side of Ladymead Road.

A network of 15 cycle routes in Guildford formed part of the Surrey County Council LSTF bid. Since the bid was submitted, greater emphasis in the County is now placed on providing cycle routes that vulnerable, young and less confident cyclists can use in safety. This has resulted in a re-prioritisation of the infrastructure improvements planned for the 15 routes, placing greater emphasis on off-road facilities. Design work last year followed this

revised thinking.

The River Wey cycle path upgrade has been cancelled, as investigative work found the high cost of associated tow path restoration rendered the scheme uneconomic. The funding for this was re-allocated to an alternative high priority scheme which is referred to as the "A25 Stoke Crossroads Cycle Safety and Traffic Congestion Reduction scheme". This will be designed and delivered over the next two years of the programme.

Redhill-Reigate

The Alpine Road cycle route that was planned for implementation in Redhill-Reigate was delayed until 2013/14 to allow for public consultation. This consultation has now taken place and construction will be completed in summer 2013. Design for the other cycle infrastructure improvements in Redhill-Reigate has commenced and some good progress has been made.

Q24 xi. Please provide any further relevant information about your scheme element delivery (e.g. challenges faced, lessons learned, etc..)

The programme of improvements set out in our LSTF bid had to be reviewed following a change in the County Council's approach to cycle improvements during the past 12 months. Market research in advance of SCC 's bidding for the DfT's Cycle Safety Fund concluded that the main barrier to encouraging more cycling and new cyclists was the fear of sharing road space with busy and heavy traffic. Consequently, the County is now focused on providing cycle routes that are segregated from busy, heavy main road traffic. As a result LSTF funded cycle scheme priorities and programme needed to change, although the funded schemes remain consistent with the original bid. The DfT's decision to allow re-profiling of spend during the year was particularly helpful in so far as the timing of implementation of schemes could be revised.

Q24 xii. What evidence are you collecting and/or do you plan to collect about the outcomes or impacts of the activity?

The success of new cycle route infrastructure will be assessed by a range of monitoring and evaluation activities. This includes cordon counts, cycle parking counts at key locations, automatic cycle counts on key routes and cycle accessibility before and after assessments.

Q24 xiii. Do you have any supporting documentation to upload for this scheme element?

(Details of appropriate files are given in the Guidance document.)

Yes	
No	✓

If you answer 'Yes' in Q24 xiii, the online form will then enable you to upload the relevant files.

SECTION C: SCHEME ELEMENT 5**Traffic management**

YOU WILL NEED TO COPY AND PASTE THIS SECTION, IN ORDER TO CREATE ONE FOR EVERY SCHEME ELEMENT THAT YOU HAVE.

Q24i. Please can you provide an estimate of the average amount of staff time spent on this scheme element between 1st April 2012 and 31st March 2013 (in full-time equivalents?)

0.3 FTE –SCC Staff Time Only

Q24ii. Is the scheme element purely about project management (including monitoring and evaluation)?

No

Yes, and I have more Scheme Elements to add

Yes, and I have no more Scheme Elements to add

IF YOU ANSWER ‘YES’ TO QUESTION 24ii, YOU DO NOT NEED TO PROVIDE ANY FURTHER INFORMATION ABOUT THIS PARTICULAR SCHEME ELEMENT. IF YOU ANSWER NO, YOU NEED TO COMPLETE THE FOLLOWING QUESTIONS.

Q24iii. Please indicate which of the following modes this scheme element has focused on.

(You must answer for each row.)

	Primary focus of scheme element	Not primary focus, but directly affected by scheme element	Not directly affected by scheme element
Walking			✓
Cycling			✓
Buses		✓	
Rail			✓
General Traffic	✓		
Cars		✓	
Freight		✓	
Other, (please specify in the box)			

Q24iv. Did this scheme element primarily require:	
<input checked="" type="checkbox"/>	Revenue funding (70% or more of the 2012/13 scheme element spend)
<input type="checkbox"/>	Capital funding (70% or more of the 2012/13 scheme element spend)
<input type="checkbox"/>	Neither of the above

Q24v. Which of the following objectives is this scheme element intended to achieve? (Please tick all that apply.) ✓			
<input checked="" type="checkbox"/>	Reduce congestion	<input checked="" type="checkbox"/>	Reduce carbon emissions
<input checked="" type="checkbox"/>	Reduce local air pollution	<input type="checkbox"/>	Increase physical activity
<input checked="" type="checkbox"/>	Improve road safety	<input type="checkbox"/>	Encourage modal shift
<input checked="" type="checkbox"/>	Improve access to jobs	<input type="checkbox"/>	Support retail initiatives
<input type="checkbox"/>	Support sustainable tourism	<input type="checkbox"/>	Support other enterprise initiatives
<input type="checkbox"/>	Reduced the need to travel	<input type="checkbox"/>	Improve social inclusion
<input type="checkbox"/>	Other (please specify)		

Q24 vi. What type of people/community is the scheme for? (Please tick all that apply.) ✓	
<input checked="" type="checkbox"/>	Commuters
<input checked="" type="checkbox"/>	Job seekers
<input type="checkbox"/>	Tourists/visitors
<input type="checkbox"/>	Rail station users
<input checked="" type="checkbox"/>	All local residents
<input type="checkbox"/>	Schools and school users
<input type="checkbox"/>	Other (Please specify in the box)

Q24 vii. What is the geographical area that this scheme element will cover (i.e. name of area, and size if known)?
Guildford Woking Redhill - Reigate

Q24 viii. How many people is this scheme element aiming to reach in total?

The resident population that this scheme element is targeting is estimated as:
 Guildford: 140,000
 Woking: 100,000
 Redhill – Reigate: 140,000

Q24 ix. How many people did this scheme element reach in 2012/13?

Project still ongoing.

Q24 x. Please provide a SUMMARY OF ACHIEVEMENT for this scheme element in 2012/13

Please note that this is a particularly important question on this form. You are strongly advised to consult the guidance document before completing it.

Review and Update of UTC / SCOOT

A review is being carried out of the UTC / SCOOT system, including the common single database and an audit of the on-site signals infrastructure. Certain key signals operated under Microprocessor Optimised Vehicle Actuation (MOVA) outside of the UTC regions were also included in review. The work involves re-building and validating the database and developing strategies that can be implemented to improve the management and control of traffic.

The on-street audit is nearing completion, and will result in a report detailing recommendations for on-street works and equipment upgrades. This work will be progressed during the autumn. The review into the UTC database is also nearing completion so that a re-build can commence. Following this work, alternative strategies can start to be developed.

On-street Infrastructure

An extension and upgrading of the existing car parking guidance systems has been identified as a key requirement in Woking, including a review of communications. Preliminary work is about to commence to assess the requirements.

Internal Processes

Good progress is being made on the work stream to improve internal processes, with a review of Surrey's network management capability underway. This will result in options on the best way to operate and develop network management in Surrey, including internal processes.

Redhill Parking Guidance

The one area that has not been progressed to date is the development of a new on-street parking guidance system for Redhill. This is due to the imminent construction of the Redhill Balanced Network, a scheme that has recently received funding through the DfT's local pinch-point programme. Design of the parking guidance scheme can now progress alongside the Balanced Network Scheme.

Q24 xi. Please provide any further relevant information about your scheme element delivery (e.g. challenges faced, lessons learned, etc..)

At this stage it is too early to comment for this work element.

Q24 xii. What evidence are you collecting and/or do you plan to collect about the outcomes or impacts of the activity?

The Traffic Management element will be assessed by a range of monitoring and evaluation activities. This includes automatic traffic counts, journey times and journey reliability data extracted from the DfT supplier Trafficmaster and carbon reduction assessments using the DfT carbon tool.

Q24 xiii. Do you have any supporting documentation to upload for this scheme element?

(Details of appropriate files are given in the Guidance document.)

Yes	
No	✓

If you answer 'Yes' in Q24 xiii, the online form will then enable you to upload the relevant files.

SECTION C: SCHEME ELEMENT 6**Travel planning and promotion**

YOU WILL NEED TO COPY AND PASTE THIS SECTION, IN ORDER TO CREATE ONE FOR EVERY SCHEME ELEMENT THAT YOU HAVE.

Q24i. Please can you provide an estimate of the average amount of staff time spent on this scheme element between 1st April 2012 and 31st March 2013 (in full-time equivalents?)

7.7 FTE – SCC Staff Time Only

Q24ii. Is the scheme element purely about project management (including monitoring and evaluation)?

✓

No

Yes, and I have more Scheme Elements to add

Yes, and I have no more Scheme Elements to add

IF YOU ANSWER ‘YES’ TO QUESTION 24ii, YOU DO NOT NEED TO PROVIDE ANY FURTHER INFORMATION ABOUT THIS PARTICULAR SCHEME ELEMENT. IF YOU ANSWER NO, YOU NEED TO COMPLETE THE FOLLOWING QUESTIONS.

Q24iii. Please indicate which of the following modes this scheme element has focused on.

(You must answer for each row.)

	Primary focus of scheme element	Not primary focus, but directly affected by scheme element	Not directly affected by scheme element
Walking		✓	
Cycling		✓	
Buses		✓	
Rail		✓	
General Traffic		✓	
Cars		✓	
Freight			✓
Other, (please specify in the box)			

Q24iv. Did this scheme element primarily require:	
<input checked="" type="checkbox"/>	Revenue funding (70% or more of the 2012/13 scheme element spend)
<input type="checkbox"/>	Capital funding (70% or more of the 2012/13 scheme element spend)
<input type="checkbox"/>	Neither of the above

Q24v. Which of the following objectives is this scheme element intended to achieve? (Please tick all that apply.) ✓			
<input checked="" type="checkbox"/>	Reduce congestion	<input checked="" type="checkbox"/>	Reduce carbon emissions
<input checked="" type="checkbox"/>	Reduce local air pollution	<input checked="" type="checkbox"/>	Increase physical activity
<input checked="" type="checkbox"/>	Improve road safety	<input checked="" type="checkbox"/>	Encourage modal shift
<input checked="" type="checkbox"/>	Improve access to jobs	<input checked="" type="checkbox"/>	Support retail initiatives
<input type="checkbox"/>	Support sustainable tourism	<input type="checkbox"/>	Support other enterprise initiatives
<input checked="" type="checkbox"/>	Reduced the need to travel	<input checked="" type="checkbox"/>	Improve social inclusion
<input type="checkbox"/>	Other (please specify)		

Q24 vi. What type of people/community is the scheme for? (Please tick all that apply.) ✓	
<input checked="" type="checkbox"/>	Commuters
<input checked="" type="checkbox"/>	Job seekers
<input type="checkbox"/>	Tourists/visitors
<input checked="" type="checkbox"/>	Rail station users
<input checked="" type="checkbox"/>	All local residents
<input checked="" type="checkbox"/>	Schools and school users
<input type="checkbox"/>	Other (Please specify in the box)

Q24 vii. What is the geographical area that this scheme element will cover (i.e. name of area, and size if known)?
Guildford Woking Redhill - Reigate

Q24 viii. How many people is this scheme element aiming to reach in total?

The resident population that this scheme element is targeting is estimated as:

Guildford: 140,000

Woking: 100,000

Redhill – Reigate: 140,000

The business population that this scheme element is targeting is estimated as:

Guildford: 70,000

Woking: 40,000

Redhill – Reigate: 60,000

Q24 ix. How many people did this scheme element reach in 2012/13?

The Go-Ride programme, Bike It scheme and Guildford cycle festival engaged with over 20,000 people during 2012/13.

The community funding programme engaged with up to a 1,000 people with the delivery of 5 funding events.

The other schemes of this element are still ongoing and therefore it is difficult to quantify at this stage.

The Business engagement programme has engaged with 25 different organisations so far, and over 300 employees at roadshow events.

Q24 x. Please provide a SUMMARY OF ACHIEVEMENT for this scheme element in 2012/13

Please note that this is a particularly important question on this form. You are strongly advised to consult the guidance document before completing it.

The travel planning and promotion element designed and delivered a variety of measures across the three Travel SMART towns during 2012/13.

Journey Planner

A new journey planning and travel information website was planned and developed. This website will enable users to access information on travel and plan journeys using real time information. This is due to be launched in July 2013.

Wayfinder Mapping

The first two phases of a new system of pedestrian wayfinding in each of the Travel SMART town centres was completed. This system will provide better information throughout town centres for pedestrians and will support and enhance their understanding to enable better walking choices. The signage for this is due to be installed in each town centre between April 2013 and October 2014.

Sustainable Travel Maps

Sustainable travel maps were produced for Guildford and Woking town centres and distributed to all major attractions. These maps provide multi modal travel information in an easily accessible format, including cycling, walking, public transport, car clubs and car sharing. Second revisions of these are planned for 2013/14.

Cycle Training, Go-Ride and Bike It

Subsidised cycle training was offered to the three Travel SMART towns, and the Go-ride

programme and the Bike It scheme were delivered in 2012/13. The Go-ride programme operating in Guildford and Woking engaged with over 350 children encouraging them to cycle more. The Bike It scheme, which aims to get school children into cycling in the Redhill-Reigate area, enjoyed another successful year (reported upon in last year's Annual Report). With 17,461 children, 932 parents and 2,152 staff attending a total of 262 events during 2012/13.

Guildford Cycling Festival

Capitalising on the success of cycling during the Olympics, the first Guildford Cycle Festival was held in August 2012. This event was designed to provide a positive environment where residents could find out more about cycling, including where to buy a new bike, cycle training and safety, and how to insure your bikes. Led Rides in conjunction with British Cycling gave people the opportunity to try cycling in a safe environment. In total over 1,200 people attended the event.

Business Travel Forums

Business travel forums were set up in all three Travel SMART towns with the aim of identifying local transport improvement projects with businesses. Projects were approved and funding was allocated to initiatives such as electric vehicle charging points, cycle parking, car share/bicycle road shows, localised sustainable travel guides and other projects.

Community funding programme

A community funding programme was undertaken in each of the three Travel SMART towns. In Guildford events were held in Westborough and Stoke & Stoughton. In Woking events were staged in Sheerwater & Maybury. Whilst in Redhill events were held in the Redhill West and Merstham areas. In each case, local communities are invited to apply for funding for local projects and then to vote on those projects that they want to be funded. In total about 500 residents attended the voting events. In total 65 projects were funded including travel accessibility schemes for people with disabilities, cycle parking/shelters for schools and many other transport/economic development related projects. This programme will be repeated in 2013/14.

Travel SMART Community Hub

A Travel SMART community hub was implemented in Merstham, under the "Bikes Revived" project. This will offer bicycle refurbishment and servicing for the local area as well as providing affordable second hand bicycles for the local community. It also creates opportunities for local people who are not in work, education or training, to gain new skills and qualifications by volunteering to work at the hub. With initial funding from Travel SMART, it is anticipated that this project will be running on a sustainable footing by the end of the Travel SMART programme in 2015.

Q24 xi. Please provide any further relevant information about your scheme element delivery (e.g. challenges faced, lessons learned, etc..)

This element faced a few challenges to the delivery of schemes during 2012/13. The development of the new journey planner and travel information website was delayed due to limitation in the existing technological infrastructure in place. A key lesson learnt from this was the value of looking at other local authorities who already had high quality travel websites/journey planners, and then working with the suppliers that had built those websites.

A number of challenges were faced in setting up the Travel SMART community hubs. These were difficult to fit into traditional procurement procedures and finding delivery partners proved complicated.

The Business Travel Forum scheme approval process involved various levels of appraisal

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before funding was agreed. Timescales are bound by existing local committee dates which have been restrictive at times. Occasionally a scheme arising from participating businesses might appear to conflict with priorities of the Local Committee. To deal with such cases a business champion has been appointed from the Local Committee, who acts as a conduit between the Business Travel Forum and the Local Committee to resolve possible conflicts.

Working with established organisations in our towns has helped promote Travel SMART and increase awareness. There are a number of existing business groups or individuals that have a keen interest in every element of Travel SMART, and working with these organisations has given our work greater visibility with the local business community, for example, Experience Guildford, and the Reigate Business Guild.

In running a participatory budgeting programme, the processes used must be transparent and easy to understand. Partnership working with other community groups and authorities is vital for stimulating bids and helping to monitor impacts.

To maximise the impact of community level behaviour change measures, close working with local members and stakeholders already active in the community opens the door to new opportunities and helps create local 'buy-in' and acceptance for measures. Promotional campaigns targeted too generally have a limited effect. Demographic and attitudinal research, for example utilising focus groups, can help to target marketing campaigns.

Q24 xii. What evidence are you collecting and/or do you plan to collect about the outcomes or impacts of the activity?

The travel planning and promotion element will be assessed using a variety of monitoring and evaluation techniques. On the new journey planning and travel information website, Google Analytics will record the number of page hits and the number of journeys planned to/from the Travel SMART towns.

Local projects that received funds from the community funding programme must submit a six-monthly output report to Surrey County Council (SCC), with larger projects visited once a year by SCC officers.

Mode split counts are being conducted at key business parks and travel to work questionnaires are being distributed to employees of key businesses. Also the business travel planning package will collect data before and after training is delivered, to calculate any shift in single occupancy vehicle usage in the Travel SMART towns.

Feedback is being collated from community forums on the topics of accessibility, access to town centres for the mobility impaired, and participation in transport decision making.

Finally, anecdotal evidence is being gathered from the organisations we collaborate with, and from our sustainable travel road shows.

Q24 xiii. Do you have any supporting documentation to upload for this scheme element?

(Details of appropriate files are given in the Guidance document.)

Yes	
No	✓

If you answer 'Yes' in Q24 xiii, the online form will then enable you to upload the relevant files.

SECTION C: SCHEME ELEMENT 7a**Large scheme – Guildford Park & Ride**

YOU WILL NEED TO COPY AND PASTE THIS SECTION, IN ORDER TO CREATE ONE FOR EVERY SCHEME ELEMENT THAT YOU HAVE.

Q24i. Please can you provide an estimate of the average amount of staff time spent on this scheme element between 1st April 2012 and 31st March 2013 (in full-time equivalents?)

1.2 FTE –SCC Staff Time Only

Q24ii. Is the scheme element purely about project management (including monitoring and evaluation)?

✓	No
	Yes, and I have more Scheme Elements to add
	Yes, and I have no more Scheme Elements to add

IF YOU ANSWER ‘YES’ TO QUESTION 24ii, YOU DO NOT NEED TO PROVIDE ANY FURTHER INFORMATION ABOUT THIS PARTICULAR SCHEME ELEMENT. IF YOU ANSWER NO, YOU NEED TO COMPLETE THE FOLLOWING QUESTIONS.

Q24iii. Please indicate which of the following modes this scheme element has focused on.

(You must answer for each row.)

	Primary focus of scheme element	Not primary focus, but directly affected by scheme element	Not directly affected by scheme element
Walking		✓	
Cycling		✓	
Buses	✓		
Rail			✓
General Traffic		✓	
Cars		✓	
Freight		✓	

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Other, (please specify in the box)	Park & Ride
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Q24iv. Did this scheme element primarily require:	
	Revenue funding (70% or more of the 2012/13 scheme element spend)
✓	Capital funding (70% or more of the 2012/13 scheme element spend)
	Neither of the above

Q24v. Which of the following objectives is this scheme element intended to achieve? (Please tick all that apply.) ✓			
✓	Reduce congestion	✓	Reduce carbon emissions
✓	Reduce local air pollution		Increase physical activity
✓	Improve road safety	✓	Encourage modal shift
✓	Improve access to jobs	✓	Support retail initiatives
	Support sustainable tourism		Support other enterprise initiatives
	Reduced the need to travel	✓	Improve social inclusion
	Other (please specify)		

Q24 vi. What type of people/community is the scheme for? (Please tick all that apply.) ✓	
✓	Commuters
✓	Job seekers
✓	Tourists/visitors
✓	Rail station users
✓	All local residents
✓	Schools and school users
	Other (Please specify in the box)

Q24 vii. What is the geographical area that this scheme element will cover (i.e. name

of area, and size if known)?

People travelling to/from Guildford town centre

Q24 viii. How many people is this scheme element aiming to reach in total?

This scheme will target people that want to access Guildford town centre, travelling from the:

- North West, West and South West wards of Guildford.
- North West, West and South West Surrey.
- Hampshire.

Q24 ix. How many people did this scheme element reach in 2012/13?

Zero, scheme still under construction

Q24 x. Please provide a SUMMARY OF ACHIEVEMENT for this scheme element in 2012/13

Please note that this is a particularly important question on this form. You are strongly advised to consult the guidance document before completing it.

Onslow Park & Ride Preparatory Works

Planning permission for the 550 space Onslow park & ride facility with passenger waiting facilities was granted by Guildford Borough Council Planning Committee during November 2012.

The contract for the construction of the access roads and car park was awarded to Skanska in December 2012. Following a mobilisation period, access to the site was secured in February 2013.

Construction of the Onslow Park & Ride Facility

Initial works have commenced including site accommodation works, a haul road, formation of a bund, fencing, grassland enhancements and site levelling.

The car park is planned for completion during autumn 2013 and the passenger waiting facility in spring 2014. The majority of onsite works fall within the 2013/14 financial year and progress for this will be reflected in the 2013/14 Annual Outputs Report.

Q24 xi. Please provide any further relevant information about your scheme element delivery (e.g. challenges faced, lessons learned, etc..)

A major challenge for the team delivering the new Park & Ride site was completing the legal procedures between land owners. These negotiations were completed in time to permit the contractor to start on site in February 2013. The opportunity to re-profile LSTF spend ensured sufficient funds could be allocated at the right time to support the project.

Q24 xii. What evidence are you collecting and/or do you plan to collect about the outcomes or impacts of the activity?

The success of the Park & Ride scheme will be measured against car park usage and bus patronage data on the service. Also, user questionnaires will be conducted to gather data to

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measure the success of the scheme.

Q24 xiii. Do you have any supporting documentation to upload for this scheme element?

(Details of appropriate files are given in the Guidance document.)

Yes	
No	✓

If you answer 'Yes' in Q24 xiii, the online form will then enable you to upload the relevant files.

SECTION C: SCHEME ELEMENT 7b**Large scheme – Sheerwater Link Road**

YOU WILL NEED TO COPY AND PASTE THIS SECTION, IN ORDER TO CREATE ONE FOR EVERY SCHEME ELEMENT THAT YOU HAVE.

Q24i. Please can you provide an estimate of the average amount of staff time spent on this scheme element between 1st April 2012 and 31st March 2013 (in full-time equivalents?)

0.2 FTE – SCC Staff Time Only

Q24ii. Is the scheme element purely about project management (including monitoring and evaluation)?

✓	No
	Yes, and I have more Scheme Elements to add
	Yes, and I have no more Scheme Elements to add

IF YOU ANSWER ‘YES’ TO QUESTION 24ii, YOU DO NOT NEED TO PROVIDE ANY FURTHER INFORMATION ABOUT THIS PARTICULAR SCHEME ELEMENT. IF YOU ANSWER NO, YOU NEED TO COMPLETE THE FOLLOWING QUESTIONS.

Q24iii. Please indicate which of the following modes this scheme element has focused on.

(You must answer for each row.)

	Primary focus of scheme element	Not primary focus, but directly affected by scheme element	Not directly affected by scheme element
Walking	✓		
Cycling	✓		
Buses	✓		
Rail			✓
General Traffic	✓		
Cars	✓		
Freight	✓		

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Other, (please specify in the box)	
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Q24iv. Did this scheme element primarily require:	
	Revenue funding (70% or more of the 2012/13 scheme element spend)
✓	Capital funding (70% or more of the 2012/13 scheme element spend)
	Neither of the above

Q24v. Which of the following objectives is this scheme element intended to achieve? (Please tick all that apply.) ✓			
✓	Reduce congestion	✓	Reduce carbon emissions
✓	Reduce local air pollution	✓	Increase physical activity
✓	Improve road safety	✓	Encourage modal shift
✓	Improve access to jobs	✓	Support retail initiatives
	Support sustainable tourism	✓	Support other enterprise initiatives
	Reduced the need to travel	✓	Improve social inclusion
	Other (please specify)		

Q24 vi. What type of people/community is the scheme for? (Please tick all that apply.) ✓	
✓	Commuters
✓	Job seekers
	Tourists/visitors
✓	Rail station users
✓	All local residents
✓	Schools and school users
	Other (Please specify in the box)

Q24 vii. What is the geographical area that this scheme element will cover (i.e. name

of area, and size if known)?

Woking

Q24 viii. How many people is this scheme element aiming to reach in total?

The resident population that this scheme element is targeting is estimated as:
Woking: 100,000 + those travelling to/from Woking town centre.

Q24 ix. How many people did this scheme element reach in 2012/13?

Zero, scheme still under construction

Q24 x. Please provide a SUMMARY OF ACHIEVEMENT for this scheme element in 2012/13

Please note that this is a particularly important question on this form. You are strongly advised to consult the guidance document before completing it.

Preparatory work on the New Access Road

The planning application for the implementation of a new access road for Sheerwater (Woking) to the area's business parks was made and confirmed prior to the Large Bid being awarded. Funding for this project has been obtained through a £1 million grant funded contribution through the LSTF, £2 million awarded from the Enterprise M3 (EM3) Growing Places scheme and the remainder from Woking Borough Council.

Woking Borough Council was appointed as the 'developer' for this project and work under a Section 278 and S38 agreement with the County Council.

Design works commenced during the autumn of 2012, together with the tendering process for the civils contractor.

Construction of the New Access Road

Breheny Civil Engineering Limited was awarded the road and associated works contract and commenced construction February 2013. The majority of the onsite works fall within the 2013/14 financial year and progress will be reported in the 2013/14 Annual Outputs Report.

Q24 xi. Please provide any further relevant information about your scheme element delivery (e.g. challenges faced, lessons learned, etc..)

A key aspect in the delivery of this scheme is the requirement of utility companies to carry out their diversions and protection works within the programme. At the time of writing this report, the utility works are creating significant pressures on the overall plan to complete the new road by 31 October 2013.

Q24 xii. What evidence are you collecting and/or do you plan to collect about the outcomes or impacts of the activity?

Project outcomes will be measured against traffic flow counts and journey times and journey reliability data extracted from the DfT supplier Trafficmaster.

Q24 xiii. Do you have any supporting documentation to upload for this scheme element?

(Details of appropriate files are given in the Guidance document.)

Yes	
No	✓

If you answer 'Yes' in Q24 xiii, the online form will then enable you to upload the relevant files.
