

DRAFT

Minutes of the meeting of the
Woking JOINT COMMITTEE
 held at 6.00 pm on 26 September 2018
 at Parkview Community Centre, Blackmore Crescent, Sheerwater, GU21
 5NZ.

Surrey County Council Members:

- * Mrs Liz Bowes (Vice-Chairman)
- * Ms Ayesha Azad
- * Mr Ben Carasco
- * Mr Will Forster
- * Mr Saj Hussain
- * Mr Colin Kemp
- Mr Richard Wilson

Borough / District Members:

- * Cllr David Bittleston (Chairman)
- * Cllr Ann-Marie Barker
- * Cllr John Bond
- * Cllr Graham Chrystie
- * Cllr Beryl Hunwicks
- * Cllr Louise Morales
- * Cllr Melanie Whitehand

* In attendance

OPEN FORUM SESSION

There were no questions in the open forum session.

**29/18 SHEERWATER REGENERATION PROJECT UPDATE [AGENDA ITEM]
 [Item 1]**

Declarations of interest: Mr Kemp, Cllr Hunwicks and Cllr Bittleston declared they were council appointed board members of the Thamesway Group.

Officers attending: Mark Rolt, Chief Operating Officer (COO), Thamesway Group and Cllr David Bittleston, Woking Borough Council

Petitions, Public Question, Statements: None

[Ms Ayesha Azad arrived at 6.19pm]

[Cllr Ann-Marie Barker arrived at 6.24pm]

[Mrs Liz Bowes arrived at 6.36pm]

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The COO for the Thamesway group gave a short presentation to the Joint Committee about the plans for Sheerwater and what progression had been made so far. The presentation is attached as Annex A to these minutes.

Following the presentation, Cllr Bittleston provided an update on the housing provision in Woking.

Key points from the discussion:

- He noted that over the last four years Woking had built 1065 new homes; 45% of which were affordable.
- More than 50% of the new homes were being built in the town centre, which meant that Woking wasn't building on the greenbelt like other boroughs were.
- Thamesway were building 500 units. These were a mix of size and price. It was noted that tenants were being offered the opportunity to earn their deposit. This meant that if they were good tenants who paid their rent, looked after their property and weren't anti-social would earn money towards buying a home.
- It was stated that any unmet housing need for Woking was currently being met by Waverley and Guildford.

30/18 APOLOGIES FOR ABSENCE [Item 2]

Apologies were received from Mr Richard Wilson.

31/18 MINUTES OF PREVIOUS MEETING [Item 3]

The minutes from the previous meeting on 20 June 2018 were agreed as a true record and signed by the Chairman.

32/18 DECLARATIONS OF INTEREST [Item 4]

Members made the following declarations of interest:

With regards to item 1: Mr Kemp, Cllr Hunwicks and Cllr Bittleston declared they were board members of the Thamesway Group.

With regards to item 10: Cllr Hunwicks declared she was a resident at Gresham Mill and member of the Gresham Mill Residents association as Gresham Mill was cited on numerous occasions in Annex 1 of the report.

33/18 PETITIONS [Item 5]

One petition was received. An officer comment was provided within the agenda papers. The lead petitioner was present at the meeting and was

invited to address the committee for up to 3 minutes on the details of their petition.

34/18 PETITION: IMPROVE ROAD-CROSSING SAFETY ON MOUNT HERMON ROAD (EAST) [Item 5a]

Declarations of interest: None

Officers attending: Mr Andrew Milne, Area Highways Manager (AHM), SCC

Petitions, Public Question, Statements: The lead petitioner, Mr Hardiman addressed the committee to present his petition. He highlighted that the area in question was home to a high concentration of retirement homes and that on a daily basis many people had difficulties crossing the road. Mr Hardiman thanked officers for the helpful and comprehensive response. He did note however that the response made no reference to reducing the speed limit on Mount Hermon Road. The financial pressures of the council were acknowledged and the community were willing to work with officers to find solutions to improve the situation.

Key points from the discussion:

- It was noted by the AHM that the SCC speed policy was currently being reviewed. National guidelines meant a certain level of compliance needed to be in place to only include 20 mph signs on the road. Whilst speed limit compliance was good on the road, it was not low enough for signage only. More appropriate speed reducing measures would incur a more substantial cost and would therefore require more consideration.
- The road had a low accident history and would score lowly for a site to be considered for these speed reducing measures.
- It was suggested that highways officers should attend the site with residents to look at possible low cost options that would be effective. One option was suggested as speaking with property owners regarding hedge cutting to improve sightlines and space on the pavement.
- Members noted that this road, along with York Road needed to be kept in consideration with the current A320 consultation.

Resolution:

The Joint Committee agreed to:

- i) Note the officer's comment.
- ii) Add an item to the Woking work programme for a route study (Mount Hermon Road – Montgomery Road – York Road) for possible improvements to the existing pedestrian facilities.
- iii) Consider alterations to the existing bus stop and on-street parking arrangements in the next available Woking Parking Review in order to improve visibility at the existing refuge island.

35/18 WRITTEN PUBLIC QUESTIONS [Item 6]

Three written public question were received. The questions and responses were included within the supplementary agenda.

Ms Claire Sallows wasn't in attendance at the meeting to ask a supplementary question, but Mrs Bowes made comment that she was pleased with the answer provided by officers and that a resolution had appeared to have been sought.

The Chairman provided a statement with regards to Community Infrastructure Levy (CIL); the remaining two public questions were in relation to this. He stated that the Joint Committee was responsible for administering any CIL money to communities. Although CIL was adopted back in 2015, no process had been agreed upon yet as there had not been significant CIL money to allocate; until now.

He added that the process would ensure that local borough and county councillors played a substantial role in working with communities and neighbourhood forums on proposals for spending the money.

The Joint Committee would discuss the proposed process at their informal meeting in October 2018 and until then it would not be right to enter in to a member discussion about it.

Mr Wade Pollard was in attendance at the meeting but had no supplementary question.

Mr Geoff Geaves was in attendance at the meeting and asked the following supplementary question:

Why has it taken so long to address the details of this process when it is a statutory requirement to provide money to areas with a neighbourhood forum.

The chairman stated that he had answered this question in the opening statement and the process would be shared once the committee had a chance to look at it.

36/18 WRITTEN MEMBER QUESTIONS [Item 7]

No member questions were received.

37/18 HIGHWAYS UPDATE [EXECUTIVE FUNCTION - FOR DECISION] [Item 8]

Declarations of Interest: None

Officers attending: Andrew Milne, Area Highways Manager (AHM), SCC

Petitions, Public Questions, Statements: None

The AHM presented the report, noting that the joint committee had one decision to make with regards to the reduction of the speed limit along A320.

He added that all schemes in the capital works programme for 2018/19 were on track to be completed within the financial year.

Key points from the discussion:

- Members raised concerns over the recent accident outside Hoe Valley School. The Chairman stated as the Police investigation was ongoing still it would be inappropriate to speculate about the cause. The AHM and Cllr Kemp assured the committee that officers and the Police were working together to find a resolution to improve the safety.
- Members thought the proposed speed reduction along the A320 seemed sensible. They also discussed whether highways officers could look at lowering the speed limit on the A320, Egley Road outside the Hoe Valley School. As the school had opened it seemed an appropriate time to do a speed survey, particularly in light of recent happenings. The AHM stated this was to be looked at separately from the other stretch of the A320 that the committee were deciding on tonight. He agreed once other issues had been addressed it could be considered.

Resolution:

The Joint Committee agreed to:

- i) Note the progress with the ITS highways and developer funded schemes, and revenue funded works for the 2018/19 financial year.
- ii) Note the budgetary position.
- iii) Agree the advertising and making of a Traffic Regulation Order for the reduction of a length of speed limit on the A320 Guildford Road, Sutton Green from 60mph (national speed limit) to 50mph.
- iv) Note the revised Forward Programme and is invited to provide feedback on this updated Forward Programme through the Area Highway Manager, copied to Bryony.Clifford@surreycc.gov.uk, by 26 October 2018.

Reason for decision

The above decisions were made to enable progression of all highway related schemes and works.

38/18 WOKING SCHOOLS TRAVEL PLAN - PROGRESS REPORT [SERVICE MONITORING AND ISSUES OF LOCAL CONCERN] [Item 9]

Declarations of Interest: None

Officers attending: Rebecca Harrison, Safer Travel Team Leader, SCC

Petitions, Public Questions, Statements: None

The Safer Travel Team Leader presented the report, highlighting activities that had been taken up by schools that were on offer from the Safer Travel Team. The main focus had been for expanding schools across the borough to complete their travels. Focus was then to shift to the other schools. It was noted that the Safer Travel Team were using a nationally accredited

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programme, Modeshift STARS, which had made it easier for schools to complete their travel plans.

Key points from the discussion:

- Members noted there were several schools that did not have a travel plan in place and were in breach of their planning conditions. It was queried what the process was for dealing with these schools and whether it was possible to get any more power to ensure the travel plans were in place. It was confirmed that schools that were in breach of their planning conditions would likely be refused planning permission in the future should they wish to expand. Letters had also been sent to the school and Chair of Governors to advise them of this.
- Members queried whether schools still required a travel plan for activities at the school taking place in the evenings or weekends. It was confirmed that a travel plan may be required for these schools as part of the planning application.

The Joint Committee thanked the Safer Travel Team Leader for her report and noted the following recommendations.

- i) The county council's Safer Travel Team would continue to encourage and support all Surrey's expansion schools to complete and maintain their school Travel Plan using the online Modeshift STARS system.
- ii) From 2018/19, the Safer Travel Team would also encourage all Surrey's schools to create a School Travel Plan using the online Modeshift STARS accreditation system. This would involve promotion and the offer of training and support to all schools.
- iii) Members were invited to assist by encouraging schools to sign up to Modeshift STARS, and to take up the activities offered by the Safer Travel and Cycle Training Teams.

39/18 INFRASTRUCTURE CAPACITY STUDY AND DELIVERY PLAN [OTHER COUNCIL FUNCTION] [Item 10]

Declarations of Interest: Cllr Hunwicks declared she was a resident at Gresham Mill and member of the Gresham Mill Residents association as Gresham Mill was cited on numerous occasions in Annex 1 of the report.

Officers attending: Ernest Amoako, Planning Policy Manager, WBC

Petitions, Public Questions, Statements: None

The Policy Planning Manager presented the report, asking members to provide him with their comments on the draft Infrastructure Capacity Study and Delivery Plan (IDP) - attached as annex 1 of the report – before the finalised plan was published in November 2018.

Key points from the discussion:

- A question was raised about the use of CIL money to help with the expansion of GP surgeries, and whether such things could be added to

the section 123 list. It was confirmed the section 123 list and CIL money would be discussed at the informal meeting in October, as previously mentioned.

- Concerns over lack of allotment space were raised, attributing the need for allotments to lack of gardens and outdoor space in the new developments. The Planning Policy Manager detailed the IDP had made projections and provisions for up to 2027. If there was a requirement for any more this would be reviewed and taken forward.
- Members praised the work that had been done and acknowledged the future infrastructure plans in Woking had been thought about.

Resolution:

The Woking Joint Committee noted:

- i) the contents of the IDP in Annex 1, and that they were to provide any comments they may wish to make to the Planning Policy Manager. These comments would be taken into account before the IDP was published.

40/18 DECISION TRACKER [FOR INFORMATION] [Item 11]

Declarations of Interest: None

Officers attending: Jess Edmundson, Partnership Committee Officer, SCC

Petitions, Public Questions, Statements: None

The Woking Joint Committee noted the decision tracker.

41/18 FORWARD PLAN [FOR INFORMATION] [Item 12]

Declarations of Interest: None

Officers attending: Jess Edmundson, Partnership Committee Officer, SCC

Petitions, Public Questions, Statements: None

The Woking Joint Committee noted the forward plan of items expected to be received in 2018/19.

Meeting ended at: 8.06 pm

Chairman

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