

## **Terms of Reference**

Invitees and attendees of this meeting should be aware that the minutes of this meeting, inclusive of names, may be made publicly available under the Freedom of Information Act 2000, the Environmental Information Regulations 2004, or the Data Protection Act 1998.

## **Meeting title**

London Road Active Travel Stakeholder Group meeting

## **Meeting location**

Burpham Church, New Inn Lane, Guildford 7.00pm to 8.30pm

## **Attendees**

Chair of meeting, Surrey County Council, Consultation Institute, Councillors, Guildford Borough Council, G-Bug cycling group, Stagecoach Bus company, Guildford High School, London Road Action Group (LRAG), Guildford Residents Association, George Abbot School  
Boxgrove Park Residents Association and Kingspost Parade Representative

## **Absent/apologies:**

Surrey Coalition of Disabled People, Surrey Chamber of Commerce, Surrey Youth Parliament, Surrey Climate Commission, Clock House Retirement Home

## **Agenda Reference 1**

### **Discussion points**

Chair opened the meeting. Thanked everyone for attending.

All attendees introduced themselves and who they are representing.

Purpose of meeting to discuss the proposals for delivery of the scheme and asking for feedback as to how best to engage and share information with residents and wider community.

Point noted from 21 June meeting the discussed VR simulation should show real, peak time conditions.

## **Agenda Reference 2**

### **Presentation of Delivery of the Scheme**

Delivery of scheme in 3 Phases

1. New Inn Lane to Boxgrove Roundabout
2. Boxgrove Roundabout
3. Boxgrove Roundabout to York Road (Confirmation the scheme will stop at York Road)

Initial use of word Delivery is confusing needs to be clearer.

Presentation given by Surrey County Council explaining the Traffic Management and approx. time frames of each phase in the scheme.

Initial feedback on wording that the word needs to be altered as could be confusing (Section/stage an alternative)

Initial feedback that not so much technical language is needed.

The proposal is to avoid daytime road closures.

Access for residents will be maintained when it is safe to do so.

Some short periods of night closures are necessary (8.00pm - 6.00am)

Environmental Health informed. Noisiest work where possible before 10.00pm.  
Initial thoughts on duration that there will be comparisons to the 5 month closure. This is a different delivery schedule that causes the least amount of disruption to residents and allows the traffic to move freely, as normal.

Action for agenda point 2

The whole group discussed the delivery of the scheme. Ongoing action

### **Agenda Reference 3**

#### **Discussion following Presentation how best to engage**

Main factor previously was the Road Closure for 5 months, this is now not the case.  
How best to advise residents and users of road that traffic will be able to move freely, and motorists can carry out journeys as normal. How is this change presented?  
How will pedestrians and cyclists be directed when work is in progress? Surrey County Council advised that legislation must be followed to allow safe passage for pedestrians and cyclists. These will be included in the Traffic Management plans.  
Some inconvenience to cyclists while scheme is being built, but this is for a short period of time to create something permanent for cyclists and pedestrians to use for many years.  
Need to simplify information and terminology, residents need to know what to expect when work is taking place near their homes.  
Bus timetables need to be easily available.  
Diversion routes need to be available.  
Information on refuse collections  
Noise comparison information to be advised rather than decibels.  
Continue to update residents of each phase of work in each section of build. Advise when a change is going to take place, so residents are fully aware what to expect.  
Initially advise the whole scheme in entirety (from New Inn Lane to York Road). Then break this down with regular updates when work takes place. Summary of works first, then detail to follow.  
Clear understanding that access for residents will be maintained when safe to do so.  
Budget is being reviewed and will not be finalised until the engagement process is complete.  
Contingency is always factored in budget.

Action for agenda point 3

The whole group discussed how best to engage. Ongoing action

### **Agenda Reference 4**

#### **Ideas how the stakeholder group can share information**

The group discussed ideas of how to share the information with the wider public across different demographics:

Pictures

Simplify language Clearer terminology.

A technical language version of plans to be available. Can be shown side by side with simplified version.

Defuse the 5 month closure term. Important message that the road will remain open as normal.

GIS mapping

Public Drop in sessions where plans and designs and Traffic Management are displayed on wall. Big diagrams.

Pictures of what the road will look like before and after

Some members of the group want to hold vote in their networks. The stakeholder group are advising as a collective effort however nothing wrong with networks undertaking this process Surrey County Council can process together.

Action for agenda reference 4

The whole group discussed how best to engage. Ongoing action

## **Agenda Reference 5**

### **Developing questions within the public involvement plan**

Discussed using a Miro Board (an online shared webpage to add comments and questions) to send out to all networks to collate Key Themes and topics surrounding the scheme  
[www.miro.com](http://www.miro.com) Surrey County Council to share link

### **Why are we using this medium?**

Independent analysis

Not weighting certain responses over others

Advise all information surrounding a theme.  
Qualitative values to questions answered.  
Important use of language which does not leave people excluded.

Action for agenda reference 6  
To be discussed within Stakeholder Networks. Ongoing action

Possibly need to include these themes before Workshops are held Surrey County Council  
and Consultation Institute action.

### **Agenda Reference 7**

**Next meeting:** Wednesday 26 July 2023

**Location:** Burpham Church, New Inn Lane, Guildford 7.00pm to 8.30pm