



**OFFICER REPORT TO LOCAL COMMITTEE  
(MOLE VALLEY)**

**DORKING CONTROLLED PARKING ZONE**

**26 SEPTEMBER 2007**

**KEY ISSUE**

To update the Committee on progress with the development of the Dorking Controlled Parking Zone.

**SUMMARY**

The Consultants engaged to progress the development of the Dorking Controlled Parking Zone have commenced their commission and this report outlines the work undertaken to date.

**OFFICER RECOMMENDATIONS**

The Local Committee is asked to note the report.

## 1 INTRODUCTION AND BACKGROUND

- 1.1 Consulting transport planners and engineers JMP are working to develop the detailed design of the Controlled Parking Zone for Dorking following their engagement earlier in the year, including public and stakeholder consultations.
- 1.2 The following sections of this report briefly identify the extent of their work to date.

## 2 WORK TO DATE

### Member Working Group

- 2.1 The first Member Working group meeting was held on 2 August 2007, where the consultant outlined their understanding of the client's brief and apprised Members of their intended future work programme.

### Beat Surveys

- 2.2 Beat surveys were successfully carried out in July 2007. The data was processed and a beat report is in the final staged of completion.

### CPZ Area Audit

- 2.3 A full audit of existing parking controls and location of drop kerbs has been undertaken and baseline drawings are being produced.

### Cost Neutral Business Case

- 2.4 A review of the cost neutral business case has been undertaken.

### Leaflets

- 2.5 The Residents, Private Road Residents and Business leaflets were approved, printed and distributed on Wednesday 5<sup>th</sup> September throughout the proposed CPZ area.
- 2.6 Although clear instructions were given regarding the different types of leaflet if, for any reason, the incorrect leaflet was distributed to a property (i.e. a flat located above a business receiving a business leaflet), this would not affect the information provided to the recipient. The information provided on all three leaflets was very similar with slight alterations to focus on the anticipated audience.
- 2.7 It is essential that the Consultant's keep communicating that this is just the first step in the consultation process and that the main opportunities for residents and businesses to have their say will come later in the process. That is stated clearly in two sections of the leaflets:

***“WHAT IS THE DORKING TOWN PARKING PLAN AND WHY IS IT HAPPENING?”***

*The two Councils wish to ensure that the CPZ is designed to meet the overall needs of the community. To this end, an extensive consultation*

*process will be undertaken throughout the development of the CPZ. As a resident who might be affected by the proposals, your views are an essential element of this consultation process. This leaflet represents the first opportunity for you to register your initial thoughts on the development of the scheme. In addition, we are seeking volunteers to be part of a series of focus groups to discuss the issues in more detail.*

### **NEXT STEPS**

*This leaflet, and the feedback received, is the first step in the consultation programme regarding the potential development of a CPZ. The next step will be to hold focus groups. If you would like to be considered as a participant for one of these focus groups (to be held in the early evening on either the 19th or 20th September) you need to register your interest by providing us with your details (see next page). JMP, in association with the Council, will then carefully select a representative sample of volunteers. There will also be additional phases of the consultation, in Autumn 2007 and Spring 2008, which will allow you to continue adding your comments and opinions to the process.”*

### **Press Briefing**

2.8 JMP and Officers' attended a press briefing on Friday 31<sup>st</sup> August. The resulting press articles were published in the local papers on 7 September 2007.

### **Website**

2.9 The website pages are now live on Surrey County Council's website and a link to these is being added to the Home page this week (w/c 10<sup>th</sup> September).

A link from the Mole Valley District Council website should also be available and is being discussed further with the District Council.

### **Email Address**

2.10 The email address [dorkingcpz@surreycc.gov.uk](mailto:dorkingcpz@surreycc.gov.uk) is now up and running and a number of emails have already been received from residents and businesses.

### **Focus Groups**

2.11 Attendees for focus groups are currently being selected, this process will use an initial geographical split followed by utilisation of the demographic details provided to ensure that the selected participants are representative of Dorking as a whole.

The selected participants will be invited to the focus groups and JMP will ensure that they are aware of the aim and outcome of the groups.

Focus Groups to be held on 19<sup>th</sup> and 20th September.

**PLANNED ACTIVITIES SEPTEMBER – DECEMBER 2007**

2.12 A Draft CPZ proposal will be produced using the beat survey data, site audit information, comments from leaflets and focus group findings.

The draft will be presented to and discussed with Members at the Members Working Group on October 5<sup>th</sup>.

Following any necessary amendments, informal public, business and other stakeholder consultation on the draft proposal will then take place during October – November.

An informal consultation report will be produced early in December.

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**BACKGROUND PAPERS:** March & June 2007

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