

**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (MOLE VALLEY)**

**DATE:** 22 JANUARY 2020  
**LEAD OFFICER:** ZENA CURRY, AREA HIGHWAY MANAGER



**SUBJECT:** ON STREET PARKING ON LEATHERHEAD HIGH STREET

**DIVISION:** MOLE VALLEY

**SUMMARY OF ISSUE:**

Surrey Highways received a request from Mole Valley District Council to include the proposed changes to on street parking in Leatherhead High Street within the current parking review. This is in support of the Transform Leatherhead project.

To progress this proposal, which has been approved by Mole Valley District Council, the committee is asked to decide either to approve the formal advertisement of the County Council's intention to make the changes to on-street parking restrictions as detailed in Annex 1, or to defer the approval to the next parking review (likely March 2021). It is cost effective to carry out formal advertisement of changes to on-street parking within the advertising for the parking review.

To inform the Local Committee on the progress that has been made to proposed changes to direction signs for parking approaching Leatherhead Town Centre, with de-cluttering wherever possible.

**RECOMMENDATIONS:**

**The Local Committee (Mole Valley) is asked to agree either:**

**(i) Option 1:**

- a) That the county council's intention to introduce the proposals in Annex 1 is formally advertised, and subject to statutory consultation.

These are:

- (i) The extension of the existing pedestrian zone in Leatherhead High Street to include Sunday 10am – 4.30pm;
- (ii) The removal of parking on Leatherhead High Street at all times, to reduce vehicle movements; and
- (iii) Loading and unloading in designated bays between 4.30pm – 10am Monday – Sunday.

- b) That if necessary, adjustments can be made to the proposals by the parking team manager in consultation with the Chairman (who is also the County Councillor for this division) and Vice-chairman of the Local Committee.
- c) That if no objections are received when the proposals are advertised, the traffic regulation orders are made.
- d) That if there are unresolved objections, they are dealt with in accordance with the county council's scheme of delegation by the parking team manager, in consultation with the Chairman (who is also the County Councillor for this division, at this time) and Vice-chairman of the Local Committee.
- e) That if necessary the parking team manager will report the objections back to the Local Committee for resolution.
- f) And to note that funding has been approved by Mole Valley District Council of £10,000 of developer contributions to fund the implementation of the first phase of the proposals in the annex.

**OR**

**(ii) Option 2:**

- a) That the Local Committee wishes to support Mole Valley District Council in the proposal to make changes to the on-street parking in Leatherhead Town Centre.
- b) To defer formally advertising the county council's intention to introduce the proposals in Annex 1 to the next parking review (likely March 2021), and subject to statutory consultation. It is cost effective to carry out formal advertisement of changes to on-street parking within the advertising for the parking review.

**The Local Committee (Mole Valley) is also asked to note:**

- (ii) That progress is being made to proposed changes to direction signs for parking approaching Leatherhead town centre, with de-cluttering wherever possible. These signs have been ordered, with proposed implementation by the end of the financial year. The location of the signs are detailed in Annex 2.

**REASONS FOR RECOMMENDATIONS:**

Mole Valley District Council have requested a change to on street parking in Leatherhead High Street, to support the Transport Leatherhead project.

A key objective of Transform Leatherhead is to create a sustainable modern town that can respond to the changing needs of a town centre. This includes high-quality, people-friendly streets and spaces, to re-establish the High Street as a focal place for community events and activities, including markets, and to

improve the public realm to enhance the vitality and attractiveness of the High Street.

The proposed changes to the parking on Leatherhead High Street are an extension of the existing pedestrian zone to include Sundays from 10am – 4.30pm, the removal of parking on the High Street at all times, to reduce vehicle movements, and loading and unloading in designated bays between 4.30pm – 10am Monday – Sunday. This is requested to be able to change the street scene in the High Street, enabling a more pleasant environment for pedestrians, including reduced traffic movements and pollution. Mole Valley District Council have undertaken detailed surveys, through their consultants Arcadis, and these proposed parking changes are the approved proposal.

These changes to the waiting restrictions if progressed will help to:

- Improve road safety (and provide better access for outdoor tables and chairs)
- Increase access for emergency vehicles and deliveries
- Ease traffic congestion
- Better control parking

It is proposed that traffic would still be able to use Leatherhead High Street, one-way as is existing, after 4.30pm and loading/unloading would be permitted in the designated bays between 4.30pm and 10am Monday – Sunday.

It is proposed to change some of the parking direction signs on the approach to Leatherhead Town Centre to direct towards the preferred Swan Centre car park, and to declutter signs wherever possible.

## **1. INTRODUCTION AND BACKGROUND:**

- 1.1 Following approval by Mole Valley District Council on 26 November 2019, of the proposed recommendations in the Leatherhead High Street Improvements report, Surrey Highways received a request to include the proposed waiting restriction changes in the Local Committee parking review.
- 1.2 Details of the background to the development of this proposal, are outlined in Annex 1 of this report.
- 1.3 Surrey County Council and Mole Valley District Council have also been collaborating on changes to the parking direction signs on the approach to the car parks in Leatherhead town centre, at the same time as the proposed waiting restrictions on the High Street were being developed.
- 1.4 The locations of the changes to the direction signs to the car parks are detailed in Annex 2.
- 1.5 The new signs direct people to the recently refurbished Swan Centre car park, as the preferred car park for Leatherhead Town Centre. These signs have been ordered, with proposed implementation by the end of the financial year.

## **2. ANALYSIS:**

- 2.1 The Parking Team have assessed the proposed change to the waiting restrictions on Leatherhead High Street and considers that the proposal is feasible.
- 2.2 This request has been assessed based on several factors including road safety, localised congestion, access to shops and businesses and the feasibility consultation that has been carried out.
- 2.3 Details of the options considered by Mole Valley District Council, and analysed by their consultant Arcadis, are included in Annex 1 of this report.
- 2.4 The Swan Centre car park is the preferred car park for the parking direction signs towards Leatherhead Town Centre. The Swan Centre car park has 302 spaces and includes electric car charging points. Parking is limited to 4 hours within the parking charging time of 8am – 6pm, Monday to Saturday. Parking is free on Sundays and Bank Holidays, and also free after 6pm until the car park closes at midnight. Car park charges do not apply again until 8am.
- 2.5 There are 5 free for 30 minute parking spaces in Station Road and also 5 free for 30 minute parking spaces in Upper Fairfield car parks.
- 2.6 It is not possible to service all of the businesses on Leatherhead High Street from the rear of the properties, and so loading/unloading bays are required. Formalising this space with designated bays enables more of the High Street to have tables and chairs licences, and other street scene enhancement.
- 2.7 Accessibility is required through the High Street, as part of the planning permission for deliveries to the Waitrose store on Church Street.

## **3. OPTIONS:**

- 3.1 The alternatives for changes to the waiting restrictions on Leatherhead High Street have been considered, and the proposed changes to the waiting restrictions that have been approved by Mole Valley District Council are included in Annex 1 of this report. These are:
  - i. The extension of the existing pedestrian zone in Leatherhead High Street to include Sunday 10am – 4.30pm;
  - ii. The removal of parking on Leatherhead High Street at all times, to reduce vehicle movements; and
  - iii. Loading and unloading in designated bays between 4.30pm – 10am Monday – Sunday.
- 3.2 Option 1 is to support Mole Valley District Council with the request to approve that the county council's intention to introduce the proposals in Annex 1 is formally advertised, and subject to statutory consultation.
- 3.3 Option 2 is to also to support Mole Valley District Council and to defer the approval to formally advertise the county council's intention to introduce the proposals in Annex 1 until the next parking review (likely March 2021).

- 3.4 The Local Committee is asked to decide on the formal advertising of the requested parking (waiting) restrictions. If the Local Committee agree to the formal advertising then further design work could be carried out on the suggestions for further street scene enhancement and seating, as described in Annex 1.

#### **4. CONSULTATIONS:**

- 4.1 The proposed changes to parking (waiting) restrictions will require a traffic regulation order to be advertised as part of a statutory consultation process.
- 4.2 When this starts public notices will be displayed in the local press and on Leatherhead High Street where the changes are planned.
- 4.3 The Council's website also plays an important part in allowing residents to view, download and print plans showing details of the proposal.
- 4.4 Notices will also be delivered to all properties that front directly on to Leatherhead High Street.
- 4.5 During the consultation period comments and objections can be submitted online or by letter in response to the proposals and/or the making of the order.
- 4.6 Any changes need to be agreed by the Parking Team Manager in consultation with the Chairman (who is also the County Councillor for this division) and Vice Chairman.
- 4.7 The Local Committee are informed on the progress that has been made to proposed changes to direction signs for parking approaching Leatherhead Town Centre, with de-cluttering wherever possible.

#### **5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

- 5.1 The cost of formal advertising is to be included as part of the parking review to be a cost effective use of resources, and be the best value for money.
- 5.2 The cost of carrying out parking reviews (officer time) is met by the parking team. The cost of formal advertising would be included within the parking review.
- 5.3 Funding has been approved by Mole Valley District Council of £10,000 of developer contributions to fund the implementation of the first phase of the proposals in the Annex 1.
- 5.4 The cost of the proposed parking direction signs has been funded by external developer funding contributions. The signs have been ordered through a batching process with the term contractor for signs, to obtain best value for money.

#### **6. WIDER IMPLICATIONS:**

- 6.1 The proposed changes to the parking (waiting) restrictions on Leatherhead High Street do not significantly impact on any of the areas identified on the table below, except equality & diversity. The parking review is carried out in order to improve the road network for all users.

<b>Area assessed:</b>	<b>Direct Implications:</b>
Crime and Disorder	No significant implications
Equality and Diversity	Improved accessibility for pedestrians, more inclusion of pedestrians with sight impairment, particularly on Sundays 10am – 4.30pm
Localism (including community involvement and impact)	No significant implications
Sustainability (including Climate Change and Carbon Emissions)	No significant implications
Corporate Parenting/Looked After Children	No significant implications
Safeguarding responsibilities for vulnerable children and adults	No significant implications
Public Health	No significant implications

## **7. CONCLUSION AND RECOMMENDATIONS:**

- 7.1 Surrey County Council received a request from Mole Valley District Council to include the proposed changes to on street parking in Leatherhead High Street within the current parking review. This is in support of the Transform Leatherhead project.
- 7.2 A key objective of Transform Leatherhead is to create a sustainable modern town that can respond to the changing needs of a town centre. This includes high-quality, people-friendly streets and spaces, to re-establish the High Street as a focal place for community events and activities, including markets, and to improve the public realm to enhance the vitality and attractiveness of the High Street.
- 7.3 It is the County Council's intention to formally advertise the proposals in Annex 1.

These are:

- i. The extension of the existing pedestrian zone in Leatherhead High Street to include Sunday 10am – 4.30pm;
- ii. The removal of parking on Leatherhead High Street at all times, to reduce vehicle movements; and
- iii. Loading and unloading in designated bays between 4.30pm – 10am Monday – Sunday.

- 7.4 It is recommended that the proposals that have been agreed by Mole Valley District Council are formally advertised. The Local Committee is asked to decide if this is carried out within this, or the next, parking review.
- 7.5 The Local Committee are recommended to note the progress that has been made to proposed changes to direction signs for parking approaching Leatherhead Town Centre, with de-cluttering wherever possible. These signs have been ordered, with proposed implementation by the end of the financial year. The location of the signs are detailed in Annex 2.
- 7.6 The Local Committee is asked to decide between Option1 and Option2 as detailed above, and to note the contents of this report.

#### **8. WHAT HAPPENS NEXT:**

- 8.1 If the Local Committee decide to progress Option 1, then the formal advertising of the parking (waiting) restrictions would begin. If the Local Committee decide to progress Option 2 then the formal advertising of the parking (waiting) restrictions would be deferred to the next parking review (likely March 2021).
- 8.2 The changes to the parking direction signs on the approach to Leatherhead Town Centre are in the process of being ordered and are expected to be installed by the end of the financial year.

#### **Contact Officers:**

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#### **Annexes:**

Annex 1: Mole Valley District Council Cabinet Report "Leatherhead High Street Improvements" 26 November 2019

Annex 2: Location Plan and Summary of proposed changes to parking direction signs on the approach to Leatherhead Town Centre.

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