

Agenda Item 8

Cabinet Member	Councillor Bridget Kendrick, Cabinet Member for Projects		
Strategic Management Team Lead Officer	Emma Day, Executive Head of Service		
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Date	26 November 2019		
Ward (s) affected	Leatherhead North and Leatherhead South	Key Decision	No

Subject:	Leatherhead High Street Improvements
<p>Recommendations</p> <p>The Cabinet are asked to:</p> <ol style="list-style-type: none"> Support the inclusion of the following proposals within Surrey County Council's December 2019 parking review 2019: <ul style="list-style-type: none"> the extension of the existing pedestrian zone in Leatherhead High Street to include Sunday 10am-4.30 pm, the removal of parking on Leatherhead High Street at all times, to reduce vehicle movements loading and unloading in designated bays between 4.30pm – 10am Monday-Sunday, As illustrated on the plan in Appendix A to this report. Approve the allocation of £10,000 of developer contributions to fund the implementation of the first phase of these proposals. 	

<p>Executive Summary</p> <p>A key objective of Transform Leatherhead is to create 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.</p> <p>Two petitions were submitted to Surrey County Council's Mole Valley Local Committee in September 2018 and December 2018, seeking to increase access to the High Street for vehicles to allow parking earlier in the day, as the petitioners viewed this as a measure to increase footfall in the High Street. The detail of the petitions is set out in Appendix B to this report.</p> <p>In order to understand the implications of any alterations to the existing High Street access and parking arrangements, MVDC commissioned Arcadis to engage with a wide variety of stakeholders and to then produce two options for the High Street, which could be implemented in phases, with certain phases being deliverable in the short-term, in advance of third party funding coming forward to implement the</p>

longer-term vision.

Arcadis undertook detailed surveys in relation to a number of social, economic and environmental aspects of the current High Street arrangements, and a focus group with key stakeholders, before producing the two alternative options. The first option reflected, as far as possible, the proposals put forward by the petitioners, the second option reflected an alternative option which emerged from the stakeholder focus group.

An extensive consultation on the two alternative options was undertaken for four weeks in July, including 5 public exhibitions in Leatherhead. The consultation demonstrated strong support to extend the existing pedestrian zone in Leatherhead High Street to include Sunday 10am-4.30pm, to remove parking on Leatherhead High Street at all times, and to retain access for loading and unloading and servicing of the businesses in the High Street in designated bays between 4.30pm-10am.

The anticipated benefits of implementing the first phase of these proposals are:

- improved air quality and a safer environment on the High Street for pedestrians, including those with young children and those who are disabled, through the removal of on-street car parking leading to fewer vehicular movements;
- the option for businesses to obtain pavement and chair licences (subject to planning) to Sundays between 10am-4.30pm and to extend the licences to activate the High Street beyond 4.30pm on other days;
- facilitating community events, such as the Leatherhead Carnival and Arts Alive, and activities, such as markets, on the High Street;
- reduction of signage along the High Street, reducing clutter;
- creating more planting and seating areas, including parklets, to improve the sense of place and to encourage dwell-time.

The legal power to implement the proposals rests with Surrey County Council via its Mole Valley Local Committee. At its meeting on 22 January 2020, the Mole Valley Local Committee will consider proposals to alter parking and pedestrian zone as part of the wider Mole Valley parking review 2019. This will then require the proposals to be formally advertised and for a further 28 day consultation period, prior to any decision being reached as to whether the proposal should go ahead, be changed or be withdrawn.

If the proposal goes ahead, the proposed allocation of £10,000 will support the implementation of the necessary signage at the start of the High Street, the marking out of the loading bays and the introduction of seating and planting.

Prosperity

A vibrant local economy with thriving towns and villages

- Continue to drive the transformation of Leatherhead Town Centre

The Cabinet has the authority to determine the Recommendations

1.0 Introduction

1.1 A key objective of the Transform Leatherhead Masterplan is to:

- create high-quality, people-friendly streets and spaces,

- re-establish the High Street as a focal place for community events and activities, including markets;
 - improve the public realm to enhance the vitality and attractiveness of the High Street.
- 1.2 The Transform Leatherhead Masterplan 2016 acknowledged that “*vehicular access to the High Street had been an ongoing debate for some time...The case for and role of pedestrianisation in smaller centres such as Leatherhead which are not destinations in themselves is more finally balanced. The loss of visibility and accessibility (and the real or perceived impacts of these) needs to be balanced between the improvement in the quality and safety of the environment and increased footfall and dwell time that underpins as well as the flexibility to use the space for events and so on*”.
- 1.3 The Leatherhead Residents Association (**LRA**) and the Leatherhead and District Chamber of Commerce jointly submitted two petitions to Surrey County Council (**SCC**)’s Mole Valley Local Committee in September 2018 and December 2018, requesting changes to the current High Street parking arrangements. The changes requested had as their objective a way to create more footfall for businesses in the late afternoon on weekdays, targeting parents and carers of school-age children in particular. Taking the two petitions together, the petitioners obtained more than 1,000 signatures. The Chair of Mole Valley Local Committee and MVDC’s then Cabinet Member for Transform Leatherhead, Simon Edge recognised the strength of feeling and in a joint statement, publicly reassured the petitioners that both SCC and MVDC were committed to securing Leatherhead’s future as a thriving market town.
- 1.4 In their response to the petition, SCC explained that ‘piloting’ changes to parking and access arrangements on the High Street involved the same procedures, time and resources as a normal change to parking and access arrangements, and the implications on issues such as public safety, traffic movements, servicing and delivery arrangements for businesses needed to be understood and evidenced.
- 1.5 MVDC appointed specialist consultants, Arcadis, to undertake the necessary work to provide an evidence base, engage with stakeholders in order to inform any future proposals to change the current arrangements and access times and to assess the impact of any changes ahead of their potential implementation.

2.0 The High Street Study

2.1 The Arcadis Study had five key objectives:

1 – To promote a strong sense of place, recognising social economics providing a distinct and positive identity which respects the historic environment and character of Leatherhead.

2 - Create a design solution for the High Street that enhances and protects the economic viability of the High Street and its contribution to the local economy and the Transform Leatherhead Project.

3 - To design the public realm to address issues of highway safety and reduce opportunities for crime and anti-social behaviour within the context of good

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urban design principles.

4 – To ensure that the quality of public realm provision can be sustained in the long term and through efficient and effective maintenance and management.

5- Value the contribution of High Street businesses and champion Leatherhead High Street as a source of civic pride and local identity.

2.2 The work undertaken by Arcadis was informed by:

- further discussions with High Street businesses in October 2018;
- a survey of businesses who signed the petitions to understand their delivery and servicing arrangements in November 2018;
- a review of the existing baseline situation in January-February 2019 covering the following aspects of the High Street:
 - access on foot and by public transport
 - on-street and off-street parking provision (car parks included MVDC and non-MVDC)
 - loading bay provision
 - movement (pedestrian counts, cycle counts, and vehicular counts) on a weekday, Saturday and Sunday
 - collision analysis
 - an assessment of the quality of the current public realm;
- a focus group in March 2019 to which all businesses and key stakeholders put forward additional opportunities for consideration; and
- specific meetings with Seeability and the Chamber of Commerce (in relation to markets) in May 2019.

3.0 The High Street Options

3.1 The detailed evidence and information gathered and the engagement activities led to Arcadis developing two alternative options for public consultation. Each of the two alternative options could be implemented in phases, in the short-term and over the longer-term, as and when third party capital funding became available. As well as evaluating two options for the High Street, options for improving North Street and Bridge Street were also developed – however these are not the subject of this report, but link into a wider highways feasibility study of the gyratory.

3.2 Both short-term options for the High Street shared the following characteristics:

- Pedestrian zone time to remain 10am – 4.30pm but extended to include Sundays
- Loading times to remain 4.30pm-10am but to be within designated bays
- Additional cycle parking, seating and container planting
- New wayfinding and improved connections to the High Street

- Replacement of damaged materials
- 3.3 The key differences between option 1 and option 2 in relation to the High Street were:
- **Option 1:**
 - Parking allowed on the High Street from 4.30pm to 8am
 - Parking in designated bays only
 - A limited increase in planting and seating (due to provision of designated bays)
 - **Option 2:**
 - Removal of parking on the High Street at all times
 - Opportunity for businesses to extend outdoor pavement and chair licences for longer and on Sundays
 - A greater increase (compared to Option 1) in planting and seating, including parklets.

4.0 The Public Consultation

- 4.1 A public consultation on the alternative options was held for four weeks 1-29 July 2019, with five exhibitions held at a range of venues in Leatherhead, including a Saturday at the Swan Centre.
- 4.2 The consultation was promoted through digital and traditional channels, seeking to maximise participation. It was covered in the press (Surrey Comet, Dorking and Leatherhead Advertiser and Get Surrey) in May, June and July, advertised in the Ashted and Leatherhead Local, the Challenger and Leatherhead Advertiser), postcards were sent to 9,362 households in Leatherhead, and a wide range of stakeholders were contacted by letter. It was well promoted through MVDC's digital channels. In relation to the online consultation, 9,206 visitors clicked through to the dedicated consultation pages on the Transform Leatherhead website.
- 4.3 The consultation asked respondents to complete a ten-question questionnaire and just under 300 responses were received (see consultation section in this report) . The Swan Centre exhibition generated the highest response rate to the questionnaire, with footfall counters recording a pedestrian count of just under 2,000 trips past the exhibition. The Leatherhead Institute event was also well attended with nearly 100 visitors and the second highest response rate.
- 4.4 The questionnaire responses demonstrated a clear preference to:
- extend the pedestrianisation of the High Street to include Sundays (75% in favour);
 - remove parking from the High Street (62.5% in favour);
 - introduce additional planting (85% in favour); and
 - introduce additional seating (81% in favour)

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and endorsed Option 2 (short-term 61% and long-term 69%) as improving the sense of place and/or giving the High Street a positive identity.

5.0 Impact Assessment

- 5.1 Following the consultation, officers wrote to all businesses within the High Street and offered 1:1 meetings in order to ascertain the impact on their business, if Option 2 were to be implemented. Only a few businesses responded and the common concern was the need to retain the ability to accept deliveries where there is no rear servicing. An additional loading bay has been incorporated into the design to address this concern.
- 5.2 The impact on residents has been carefully considered from project inception to date, and throughout the design development stage. Currently parking is only permitted on the High Street between 6pm-8am Monday-Saturday and all day Sunday. The removal of parking on the High Street would displace that car parking; however there is alternative provision within existing MVDC car parks and at times when car parking is free. The MVDC car parks in Church Street and the Swan Centre car park are in close proximity to the High Street. In addition, there is also free public evening parking at Ranmore House, 7 The Crescent, Leatherhead (Elm Road, to the rear of the High Street), on weekdays between 1800 and 0200 and on weekends between 0900 and 0200.
- 5.3 Following the recent investment programme in the Swan Centre car park, the car park has become much more driver-friendly and better lit. Further initiatives are being explored with a view to obtaining Park Mark status. Park Mark® Safer Parking Scheme is a Police Crime Prevention Initiative and is aimed at reducing both crime and the fear of crime in parking facilities
- 5.4 There remain a total of 6 disabled car parking bays on-street, located in Church Street, North Street and Bridge Street and at the top of the High Street by the Leatherhead Institute, with dedicated parking bays in the Church Street and the Swan Centre car parks.
- 5.5 For those residents who are less mobile, but do not qualify for disabled spaces there are 17 on-street car parking bays in Church Street, North Street and Bridge Street.
- 5.6 The proposals are anticipated to benefit those residents who are visually impaired, and parents/carers of young children, and unaccompanied children using the High Street by providing a pedestrian environment on Sundays, consistent with the other days of the week.
- 5.7 The proposals are anticipated to improve the air quality of the High Street through the reduction in vehicular movements.
- 5.8 It is also anticipated that the removal of car parking from the High Street should reduce the risk of obstruction to delivery vehicles seeking to exit Church Street via High Street. In turn this may lead to a reduced risk of delivery vehicles seeking to reverse in or out of Church Street.

6.0 Next Steps

- 6.1 If the recommendations set out in this report are approved, the preferred option will be submitted to Surrey County Council as a proposal for inclusion in the Mole Valley Parking Review 2019 at Mole Valley Local Committee on 22 January 2020. If approved by Mole Valley Local Committee, this would then lead to the proposals being advertised for 28 days, during which time residents and interested parties would have an opportunity to submit written comments on the proposals to Surrey County Council for consideration, ahead of any decision as to whether to implement (with or without amendments) or withdraw the proposals.
- 6.2 If approved, officers will consult with Environmental Health as to the feasibility of installing air quality monitoring tubes for the appropriate period (likely to be 12 months) on the High Street to measure the impact of the changes of the arrangements on air quality.
- 6.3 The proposed parklets on the High Street present a great opportunity for a wide range of businesses, schools and other key stakeholders to support the 'greening' of the High Street, building on the containers that are cared for by the LRA.
- 6.4 In response to comments received through the consultation and the recent "TL in conversation events", officers will recommend a promotional campaign reminding residents that car parking in Mole Valley car parks is free between 6pm-8am Monday-Saturday and all day Sundays.

Other Measures to Support Footfall and the High Street

- 6.5 Both MVDC and SCC are working in partnership to bring forward other measures to support the High Street. This partnership working led to the jointly funded (through developer contributions) repairs to the ramps at the foot of the High Street in 2019 and the progression of a new town centre car park and direction signing scheme for Leatherhead town centre. The town centre orientation maps are being updated to assist visitors to access the core retail and leisure offer in the town and the content of the "Visit Leatherhead" website is being refreshed ahead of a relaunch later this year.
- 6.6 MVDC funded digital skills training for businesses and this resulted in a significant number of Leatherhead "bricks and mortar" businesses increasing their digital footprint as online retailing continues to grow. Testimonials and feedback have been very positive.
- 6.7 Events are recognised as an opportunity to generate footfall in the town centre and to increase dwell time. The Leatherhead Carnival held on the second Bank Holiday in May 2019 generated a significant (165%) increase in footfall compared to the same bank holiday the previous year. SCC provided a financial contribution to the costs of the 50th anniversary celebration of the Leatherhead Theatre, 'Picnic in the Plaza' and MVDC provides a comprehensive programme of events through the Swan Centre managing agent and in partnership with the local community.

7.0 Financial Implications

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7.1 As at 1 September 2019, there was just under £91,000 of Neighbourhood CIL and just over £100,000 of Planning Infrastructure Contributions available for Leatherhead. The recommendation in this report, if approved, can be accommodated within those allocations.

8.0 Legal Implications

8.1 There are no legal implications for MVDC arising out of this report.

9.0 Options

The Cabinet have the following options:

1. Approve the recommendations as set out in this report
2. Do nothing

It is recommended Option 1 is approved in line with continuing the implementation of the vision set out in the Transform Leatherhead Masterplan, as supplemented by results of the July public consultation.

Option 2 is not recommended as it would mean that SCC's Mole Valley Local Committee would not consider including the proposals in the Mole Valley Parking Review 2019 and this aspect of the Transform Leatherhead programme would stall.

10.0 Corporate Implications

Monitoring Officer Commentary

The Monitoring Officer is satisfied that the relevant legal implications have been taken into account.

S151 Officer Commentary

The Section 151 Officer confirms that the relevant financial implications have been taken into account in the report.

Risk Implications

Option 1: Approve recommendation (Recommended)

Risks: Allocating £10,000 from the Leatherhead Neighbourhood CIL fund reduces the financial resources available to support other eligible projects.

Opportunities: This option will provide continued evidence of MVDC's intention to deliver Transform Leatherhead and to meet the principles of the Transform Leatherhead Masterplan. The use of Neighbourhood CIL for this project is compatible with the purpose of Neighbourhood CIL and has demonstrable public support.

Option 2: Do nothing (Not Recommended).

Risks: This will not deliver on the objectives of Transform Leatherhead and risks reputational damage to MVDC in terms of its ability to deliver transformational change.

Equalities Implications

Equality Impact Assessments will be carried out as part of the implementation, should the proposals be agreed at the conclusion of the Mole Valley Parking Review 2019.

Stage 1 Road Safety Audits have been undertaken on the concept designs which did not raise any safety concerns and in the development of the proposals, consideration was given to all potential highway users.

Employment and Resourcing Issues

There are no employment or identified resourcing issues arising from this report.

Sustainability Issues

No sustainability issues have been identified as a result of this report.

Consultation

The ten questions and answers are set out in the table below:

Question	Response
Do you support the proposal to extend the pedestrian zone (10am-4.30pm) to include Sundays?	Yes: 75% No: 25%
Do you support the changes to formalise parking on the High Street proposed in Option 1 (Short and Long Term)?	Yes: 43% No: 57%
Do you support the proposal in Option 1 (Short and Long Term) to provide parking earlier in the day from 4.30pm?	Yes: 48% No: 52%
Do you support the changes to remove parking on the High Street made in Option 2 (Short and Long Term)	Yes: 62.5% No: 37.5%
Do you think the replacement of the accessibility ramps at the western end of the High Street, to create an improved flexible public space and meeting place, will benefit users of the area?	Yes: 79% No: 21%
Are high quality streetscape materials that complement the existing Church Street appropriate to be used along the High Street?	Yes: 80% No: 20%
Do you support cyclists being allowed to use the High Street?	Yes: 51% No: 49%
Do you support the proposal to make North Street one way to allow the footways to be widened and the bus stop to be relocated closer to High Street?	Yes: 70% No: 30%
Do you support the provision of additional planting and seating?	<u>Planting</u> Yes: 85% No: 15% <u>Seating</u> Yes: 81% 19% No

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Do you think the options will provide an improved sense of place compared to the existing High Street and provide it with a distinct sense of identity?	<u>Option 1</u>
	<u>Short Term</u>
	Yes: 40%
	No: 60%
	<u>Option 1</u>
	<u>Long Term</u>
	Yes: 39%
	No: 61%
	<u>Option 2</u>
	<u>Short Term</u>
	Yes: 61%
	No: 39%

	<u>Option 2</u>
	<u>Long Term</u>
	Yes: 69%
	No: 31%

The outcome of the consultation was shared with the petitioners in August, Surrey County Council remains engaged as a key stakeholder and public updates have formed part of the TL in Conversation events. As described in the report, if the proposals are accepted as part of the Mole Valley Parking Review 2019, a further 28 day statutory consultation period would apply.

The three Leatherhead North and two Leatherhead South members were consulted on the use of Neighbourhood CIL. The three Leatherhead North members supported the use of CIL for signage at the start of the High Street, the marking out of the loading bays and the introduction of seating and planting.

Communications

The High Street Improvement Study is part of the Communications plan for Transform Leatherhead. Press releases have been undertaken to promote the study and update stakeholders as well as the public engagement events.

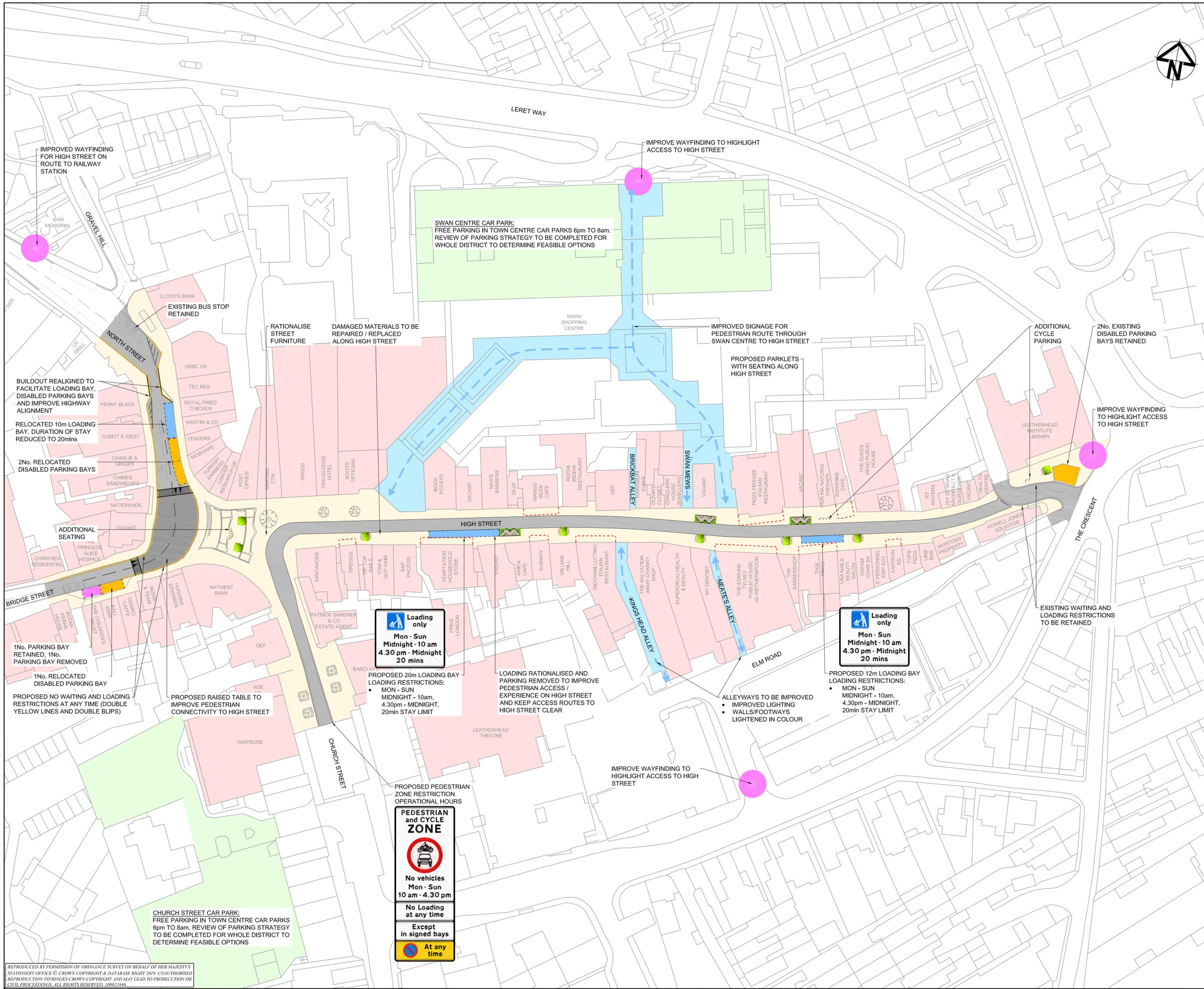
SCC Local Committee has its own communications channel and will be consulted by officers with a view to jointly agreeing a press release for December Local Committee.

Background Papers

None.

Appendices

- Appendix A Recommended Option
- Appendix B Petitions Summary



- KEY:**
- RETAIL / COMMERCIAL BUILDINGS
 - PEDESTRIAN ONLY ROUTE TO HIGH STREET
 - PARKING BAY
 - DISABLED PARKING BAY
 - LOADING ONLY BAY
 - CARRIAGEWAY
 - PROPOSED PLANTER AND TREE
 - PROPOSED PARKLET
 - PROPOSED BENCH
 - PROPOSED CYCLE PARKING
 - AREA USED BY BUSINESSES FOR EXTERNAL SEATING / DISPLAYS ETC.

- NOTES:**
1. THIS DRAWING IS A CONCEPT DESIGN AND NOT FOR CONSTRUCTION PURPOSES.
 2. ALL DIMENSIONS ARE IN METRES UNLESS OTHERWISE SPECIFIED.
 3. THE FOLLOWING (NOT EXHAUSTIVE) HAS NOT BEEN CONSIDERED AT THIS STAGE OF THE DESIGN:
 - THE LOCATION OF STATUTORY UNDERTAKERS PLANT,
 - STREET LIGHTING DESIGN,
 - GROUND CONDITIONS,
 - DRAINAGE DESIGN,
 - LEVELS: AND,
 - EXISTING OR PROPOSED STRUCTURES.
 4. THE PROPOSALS ON THIS DRAWING ARE FOR CONSIDERATION. ALL PROPOSALS CAN BE CONSIDERED INDEPENDENTLY.

01	02/08/19	ORIGINAL ISSUE - FOR COMMENTS	MBW	JJM	DWH
Rev	Date	Description	Drawn	Check	Approv

Client

Mole Valley District Council
 PROJECT:
LEATHERHEAD HIGH STREET IMPROVEMENTS

Site: LEATHERHEAD HIGH STREET
 Client: MOLE VALLEY DISTRICT COUNCIL
 PIPBROOK, DORKING
 SURREY
 RH4 1SJ
 www.molevalley.gov.uk

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TITLE:
PREFERRED SHORT TERM OPTION ENHANCED PEDESTRIAN ENVIRONMENT LOADING PERMITTED AM & PM IN DESIGNATED BAY

Designed	M. WHEELER	Signed	MBW	Date	AUG 19
Drawn	M. WHEELER	Signed	MBW	Date	AUG 19
Checked	J. MALYON	Signed	JJM	Date	02 AUG 19
Approved	D. HARDWICK	Signed	DWH	Date	02 AUG 19
Scale:	1:500	Datum:	AOD		
Original Size:	A1	Grid:	OS		
Suitability Code:	Sx	Project Number:	10028902		

Suitability Description:
FEASIBILITY DESIGN NOT FOR CONSTRUCTION

Drawing Number:	10028902/ARC/HFS/LHS/DR/4001	Revision:	01
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Summary of consideration of petitions presented to Surrey County Council Local Committee for Mole Valley in relation to Leatherhead High Street parking times

Meeting of 5 September 2018

- Petition: request that Leatherhead High Street be open from 3.30pm for parking and access, 4.30pm on market days, for an experimental period of six months, to encourage an increase in footfall. Petition signed by 99 people.
- Officer response/conclusions:
 - An Experimental Traffic Regulation Order in relation to parking on the High Street cannot be considered at this time
 - The TL team are sympathetic to the proposed reasoning within the petition.
 - There are several options that will need to be evaluated.
 - Decisions need to be based on an understanding of the economic, environmental and traffic impacts, work on which has begun.
 - There are a multitude of elements that need to be considered before any changes are carried out; safety, off street charging, stakeholder engagement, Swan Centre regeneration, disability access, servicing and delivery, public realm etc.
 - Stakeholder engagement will be undertaken before any changes are carried out to the High Street operating arrangements.
- Committee key points and decision:
 - Highlighted the fact that improvements were already being made to the town centre and suggested it would be advisable to align any trial with the transport study, as described in the officer response.
 - While they acknowledged the points raised by officers, Members agreed with the petitioners and business owners that something needed to be done to improve the situation in the town centre.

Local Committee agreed: To ask officers to reconsider the proposal, and in discussion with the Chairman and the petitioners, what the way forward might be, in light of the strong views expressed by the committee, to introduce a trial period.

Meeting of 12 December 2018

- Petition for the return of free parking to Leatherhead High Street at 3.30pm, with the Pedestrian Zone finishing an hour earlier than the current end time of 4.30pm for an experimental period of six months. Petition signed by 830 people.
- Officer response/conclusions:
 - Strong and opposing views on changes to the parking in Leatherhead, and concerns about safety for all road users. A safety review is required, of the proposal to change the end of the pedestrian to a time when particularly children could be more likely to be present, to manage highway safety risk.
 - There will be a full parking review across Mole Valley in the next financial year, with a new Parking Strategy from 2020. This petition proposal will be reviewed in more detail within that parking review.
 - It is not recommended to proceed with the petition proposal, at this time, at an approximate cost of £25,000 (funding has not been identified).

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- Committee key points and decision:
 - Members explored the option of free parking in Swan Centre car park – this would cost £18k for 3 month period.
 - Members asked if a shorter trial could be held to reduce the cost. Members noted the need to listen to officer advice because there are statutory requirements around implementing Traffic Regulation Orders (TROs) even on a short-term basis.
 - Since September, officers have been looking at the TRO processes, and commissioning the safety review, which will be undertaken in January. This will feed into the wider economic review and transport review.
 - The committee agreed that, following a review of the signs in Leatherhead, that SCC and MVDC will work together to put forward proposals for a new car park signing scheme, and existing direction signs in the town centre. Also, that MVDC and SCC will review existing Leatherhead gateway signs, identify approaches where no existing signs are, and to agree appropriate type, location and wording for any possible new signs. The Task Group and Committee will be updated following discussions between MVDC and SCC regarding the detailed proposals, funding streams and timings.

The local committee noted:

- i. the joint statement from Surrey County Council (SCC) Local Committee Chairman Mr Tim Hall and Mole Valley District Council (MVDC) Cabinet Member for Prosperity Councillor Simon Edge, as an update on the Petition (Annex 1). In particular to note the actions going forward.
- ii. that a safety review, which considers all High Street users, to assess the risk of conflict between vehicles and pedestrians, particularly for children, is to be carried out by SCC and is scheduled to be completed by March 2019.
- iii. that SCC has commissioned a repair of the walling to the ramps at the foot of the High Street, to improve the visual impact of this feature. This will be the removal of the damaged tiles and replacing this tiling with new rendering. This will be funded 50:50 by SCC and MVDC, with MVDC applying public realm planning contributions, and is scheduled to be carried out in February 2019, subject to normal construction delays, weather conditions and reducing inconvenience to traders and High Street users. The timing of the works was the result of consultation with the market operator, Leatherhead and District Chamber of Commerce.
- iv. that a further petition about Leatherhead High Street has been submitted to the 12 December 2018 Local Committee (Mole Valley) for consideration.
- v. following a review of the signs in Leatherhead, that SCC and MVDC will work together to put forward proposals for a new car park signing scheme, and existing direction signs in the town centre. Also, that MVDC and SCC will review existing Leatherhead gateway signs, identify approaches where no existing signs are, and to agree appropriate type, location and wording for any possible new signs. The Task Group and Committee will be updated following discussions between MVDC and SCC regarding the detailed proposals, funding streams and timings.

Annex 1



Update on the Petition to the Local Committee regarding Leatherhead High Street

Joint statement from Surrey County Council (SCC) Local Committee Chairman Councillor Tim Hall and Mole Valley District Council (MVDC) Cabinet Member for Prosperity, Councillor Simon Edge

In response to the concerns raised in the petition brought to the SCC Local Committee meeting in September, we recognise the strength of feeling and would like to reassure you that both SCC and MVDC are committed to Leatherhead's future as a thriving market town.

The petition asked for 'Leatherhead High Street to be open from 3.30pm for parking and access, 4.30pm on market days, for an experimental period of six months, to encourage an increase in footfall'. The published response to the petition is available [online](#)¹.

At the Local Committee meeting, Members were sympathetic to the difficulties faced by local businesses. They asked officers to reconsider the proposal put forward by the petitioners, and in discussion with the Chairman and petitioners, what the way forward might be.

Next Steps

We want to continue to work with you, and we are inviting those businesses who have signed the petition to a meeting at 5.30pm on Tuesday 16th October at Mangobean coffee shop. This will provide an opportunity for Councillors and officers from SCC and MVDC to discuss the next steps and gather the information necessary to enable further consideration of the petition and the implications of the requested changes. Amongst other things, more information is needed about opening hours, existing servicing and delivery arrangements and existing parking arrangements.

We are pleased to confirm that, in the meantime, the following actions have been agreed:

- SCC has commissioned the repair of the walling to the ramps at the foot of the High Street. It will entail removing the damaged tiles and replacing them with new rendering. This will be funded 50:50 by SCC and MVDC, with MVDC applying public realm planning contributions.

¹ <https://bit.ly/2EdK4aM>

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- MVDC, in partnership with Lambert Smith Hampton (Swan Centre) and the wider community Leatherhead Events Team, has a number of initiatives in place to increase footfall. The next events are Halloween and Christmas. Free parking will be available for the Halloween event on 31 October from 3pm onwards and new this year, all-day for the following three Saturdays: 1, 8 and 15 December, with 1 December being the date of Leatherhead's Christmas event.

Both MVDC and SCC are also investing resources in better understanding the needs of the High Street as part of Transform Leatherhead. This includes a specific High Street study which will include economic, safety, and public realm assessments. This will complement the existing traffic modelling work.

It is important to ensure that the implications of the petition proposal are fully understood and evidence based before implementing any changes. The Department for Transport (**DfT**) has recently published a letter to Highway Authorities requiring them to put on hold any shared public space schemes where these include a level surface. This is to ensure that schemes are inclusive and accessible. This is clearly relevant to the proposals set out in the petition.

Officers have identified a number of other issues that must be assessed:

- *Safety Review:* SCC will undertake a safety review of the petition proposal to assess the risk of conflict with pedestrians; particularly with children. The review will consider recent guidance from the DfT which raises safety concerns for vulnerable users of 'shared spaces'. 'Seeability' on Highlands Road and other stakeholders not represented by the petition will be consulted. SCC has a duty of care to consider all highway users.
- *Congestion/obstruction:* Allowing parking to take place earlier could create obstruction issues for HGVs that are allowed to travel through the High Street after 4.30pm. Increased parking hours could also obstruct other vehicles that load/unload directly from the High Street, like bullion vehicles for the bank, which have to park close to the banks for security.
- *Causing confusion:* The proposed changes would result in larger signs, with information that would be different for different days, which could be confusing and as a result difficult to manage and enforce.
- *Process:* A notice of intent is required for experimental orders; however, SCC Parking officers consider that this would not sufficiently inform all those using the High Street of the changes and their impacts. As an experimental traffic order can be in effect for up to 18 months, SCC Parking officers recommend that in this case, the process for a permanent Traffic Regulation Order (**TRO**) should apply. It would be more efficient and cost-effective to agree a proposal that works with the long term Transform Leatherhead initiatives, and to consult on this widely with all stakeholders.
- *Costs:* The cost of changing the restrictions, whether through an experimental or permanent TRO, is estimated as £10,000 - £25,000. This includes the cost of new signs, advertising, placing a notice in papers, and officer time. All repeater signs along the High Street would need to be replaced. Many are on shop fronts and walls that require legal permission to change at additional cost. If these can't be replaced new signs with posts along the High Street would be required.

Officers will continue to assess the proposal, and will be drawing up a project plan. The Local Committee will receive a further update in December 2018 and we will ensure continued communication with petitioners and other stakeholders throughout the process.

We look forward to working with you as we move forward, to promote Leatherhead as a vibrant, interesting and attractive place to work, shop and enjoy.

Tim Hall
SCC Local Committee Chairman

Simon Edge
MVDC Cabinet Member for Prosperity

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