

SUMMARY OF CONSULTATION UNDERTAKEN and DECISIONS MADE IN RESPECT OF HUDDERSFIELD TOWN CENTRE CONNECTIVITY PROJECT

DATE OF ACTIVITY	ACTIVITY	EVIDENCE REQUIRED
21 ST June 2011	Cabinet Report - Report on the WY Local Transport Plan and Highways Capital Plan 2011/12 to 2015/16. Funding for Huddersfield Town Centre scheme identified in 5 year Highways plan.	Ref 1A – Cabinet Report Ref 1b – Decision Summary Traffic Measures in place: Ref 1c - 1983 Ref 1d - 2004 Ref 1e - 2007 Ref 1f - 2014
- July 2011	Meeting of Highways Disability Liaison Group. - Highways representative attended the meeting to brief the group on proposals for the town centre, including enforcement. Group asked to be kept informed as the scheme progressed.	Ref 2a - Disability Liaison Group meeting summary 28 Nov 2011.pdf
21 Feb 2013 and 9 May 2013	Pre consultation meetings with Huddersfield - - Town Centre Partnership Ltd <i>(membership organisation for businesses/retailers in the town centre , who at that time were the main active representative group for business activity in Huddersfield town centre. They had approx. 150 business members, including large and small businesses).</i>	Ref 3a – Notes of meeting

	<ul style="list-style-type: none"> - The council presented the scheme proposals to the meeting, with the main concerns raised by the group being – potential car parking space reduction and asking for a review of Traffic Regulation Orders across the town centre to simplify matters. 	
21st and 24th January 2014	<p>Councillor pre-consultation briefings .</p> <ul style="list-style-type: none"> - All councillors from 7 local wards invited to a meeting prior to consultation materials being published – wards were Almondbury, Ashbrow, Crosland Moor and Netherton, Dalton, Greenhead, Lindley, Newsome. - All 21 councillors were also sent a copy of the consultation booklet. 	<p>Ref 4a – Consultation Booklet Ref 4b – Area 1 Consultation Plan (Kirkgate/ Westgate) Ref 4c - Area 2 Consultation Plan (High Street)</p>
3rd to 15th February 2014	<p>Public consultation on the scheme.</p> <p>Information booklet circulated to every business and residential premise within the curtilage of the town centre (2073 addresses).</p> <p>1) Covering letter with booklet setting out dates for exhibitions.</p>	<p>Ref 5a – letter sent to town centre occupants Ref 5b - Mail merge lists</p> <p>Ref 4a – Consultation Booklet – went out Ref 4b – Scheme Plan – on web site Ref 4c – on web site</p>

	<p>2) Exhibitions held in Packhorse Centre between 11am and 2pm on Monday 10th, Tuesday 11th, Thursday 13th and Saturday 15th February 2014</p> <p>3) Email address set up to receive consultation comments.</p> <p>4) Booklet and scheme plans put on Council website including on the main advertising banner, Involve and Facebook.</p> <p>Feedback could be made via email, online comments, in writing and via forms at the exhibition events.</p>	
4th February 2014	<p>Targeted Consultation</p> <p>Letter and Consultation booklet sent to all members of the Disability and Older persons group informing them of the consultations, exhibition dates and asking for comments.</p>	<p>Ref 6a - Example letter to disability & older persons group</p> <p>Ref 6b - mailing list</p> <p>Ref 4a - booklet sent out with letter</p> <p>Ref 7a – Copy of Equality Impact Assessment</p>
May 2014	<p>Consultation with taxi representatives</p> <p>Emails to taxi representatives with regard to scheme proposals - no comments</p>	<p>Ref 8a - Email to Mr Mukhtar</p> <p>Ref 8b - Email to Mr Nadeemis</p> <p>Ref 8c – email to Mr Cahal</p>

	raised.	
Feb to May 2014 Consultation Feedback	<ol style="list-style-type: none"> 1) General Public & Businesses 2) Disability and Older Persons Group 3) Taxi Representatives 4) Major Organisations 	<p>Ref 9a – Feedback summary public and businesses</p> <p>No responses received directly from this group; however responses were received about disabled parking and access from the general public via the online feedback and are included in Ref 9a above. See also Cabinet Report Ref 10a.</p> <p>No Responses received</p> <p>Ref 9b - Confederation of Passenger Transport Ref 9c - Huddersfield University Ref 9d - Kirklees College Ref 9e - Road Haulage Association Ref 9f - Sustrans Ref 9g - Yorkshire Tiger Bus Company</p>
6th June 2014	<ul style="list-style-type: none"> - Report to Cabinet - Report requesting Cabinet to consider the proposals for pedestrian and public transport accessibility and connectivity improvements and traffic restrictions in Huddersfield Town Centre, including the bus gate proposals. - The report explained the format and 	<p>Ref 10a - Cabinet report Ref 10b - Decision summary</p>

	<p>process of the public consultation process.</p> <p>It summarised that the majority of the enquiries received during the consultation centred on the public's understanding of how businesses, shoppers and visitors to the town centre could continue to get to the areas that they wished to access.</p> <ul style="list-style-type: none"> - The key issues and concerns that came from the consultation were around – access to St Peters Church , disabled parking , loading facilities in St Georges square , further pedestrianisation requests and cycle connectivity. - The report also highlighted that the consultation included direct mailing to 2073 addresses within the ring road, internet information, the exhibitions and the facebook page. Around 100 consultees visited the exhibitions with 10 comment forms returned and 70+ comments received electronically. 	
<p>19th January 2015</p>	<p>Legal Traffic Regulation Order Advertised (TRO).</p> <p>This is the statutory process that has to be undertaken to allow alteration of parking and waiting restrictions in the town centre as well</p>	<p>Ref 11a - TRO (No 17) 2014 Ref 11b - TRO (NO 18) 2014</p> <p>Ref 11c – Example TRO Plan</p>

	<p>as moving traffic restrictions and new bus gate access restrictions. It involves public notices being published on street and in the press and allows anyone 21 days to object to the proposed TRO.</p> <p>One objection was received re access to a premise impacted by the proposals. After discussions with the objector they were not prepared to withdraw their objection and therefore the matter was referred to Cabinet Committee Local Issues for a decision.</p>	<p>NB There were 22 separate plans detailing the TRO's covering the town centre, the above example shows an area of High Street</p>
<p>15th April 2015 --</p>	<p>Objection report to Cabinet Committee - Local Issues.</p> <ul style="list-style-type: none"> - Report presented at the Committee meeting detailing the objectors objection and their reasons, allowing local ward Councillors to comment on the objection and offering the committee options as to the way forward. In this instance the objection was over-ruled. 	<p>Ref 12a - Cabinet Report Ref 12b - Decision summary</p>
<p>May 2015 to Dec 2015 Onwards</p>	<p>Start of Work letters</p>	<p>Ref 13a – Example start of works letters High Street</p>

	<ul style="list-style-type: none"> - Rolling programme of “Start of works letters” issued to the properties in the areas of work affected as the works in advance of works commencing throughout the town centre. 	<p>Ref 13b – Example start of works letters Westgate and Kirkgate</p> <p>Ref 13c – Start of works letters schedule</p>
January / February 2016	<p>Camera switch on</p> <ul style="list-style-type: none"> - In advance of Bus Gate enforcement, map based leaflet made available on council website to advise drivers of new bus gates and routes to be able to avoid them. 	<p>Ref 14a – Bus Gates Information leaflet</p> <p>Ref 14b - Twitter 21 Jan 2016</p> <p>Ref 14c - Twitter 25 Jan 2016</p> <p>Ref 14c - Twitter 29 Jan 2016</p>
1st February 2016	<p>Bus Gate cameras switched on</p> <ul style="list-style-type: none"> - Warning notices sent out to non-compliant drivers for several weeks before legal enforcement commenced. - Variable Message Sign trailers also located at four different locations on Ring Road to warn drivers of new Bus Gates installations. 	<p>Ref 15a - Location of Variable Message Signs</p> <p>Ref 15b – Example warning letter</p> <p>Ref 15c – screen print of Bus Gates info web page</p>
21st March 2016	<p>Bus Gates live</p> <ul style="list-style-type: none"> - Enforcement commenced. This is when the council actually started issuing PCN notices to drivers who contravened the restrictions. 	

