

---

<b>Decision Maker:</b>	<b>Portfolio Holder for Environment and Community Services</b>		
<b>Date:</b>	<b>For pre-decision scrutiny by Environment and Community Services PDS Committee on 8<sup>th</sup> June 2020</b>		
<b>Decision Type:</b>	Urgent	Executive	Key
<b>Title:</b>	<b>Funding submission for highway measures to support social distancing during recovery from lockdown.</b>		
<b>Contact Officer:</b>	Angus Culverwell, Assistant Director, Traffic and Parking Tel: 020 8313 4959 E-mail: angus.culverwell@bromley.gov.uk		
<b>Chief Officer:</b>	Colin Brand, Director of Environment and Public Protection		
<b>Ward:</b>	All Wards		

---

1. Reason for report

As a result of significant losses to income to TfL as a result of the Covid-19 restrictions, TfL grant funding to Bromley has stopped and related in-year projects have been paused. In the short term, TfL have received initial emergency Government support to address the in-year funding shortfall which will be allocated to London boroughs through several alternative grants.

This report covers three alternative grant applications we are seeking to bid for. However, whereas the original LIP funding was for Borough priority schemes, the majority of any replacement funding will be allocated on different criteria, as set out in this report.

Under new statutory guidance, local highway authorities are required to make substantial changes to their streets to support social distancing for those travelling to work, to the shops, to schools or more generally. These must be able to be implemented in a matter of weeks and not months/years. The Government has made funds available to London boroughs via TfL, DfT and MHCLG to implement these measures, mostly through a bidding process, with a smaller part via a fixed allocation. As the bidding process commenced on 18 May, there is a high degree of urgency for the Council to submit potential schemes.

---

2. **RECOMMENDATION(S)**

- 2.1 **It is recommended that the Portfolio Holder agrees that bids are submitted to TfL and DfT to secure funding for measures on street to support residents with a safe return to work, shops and schools, by helping them use alternatives to public transport and maintain social distancing whilst travelling, visiting town centres and**

**schools. These measures are described in Section 3 and specified in the various Appendices to this report.**

- 2.2 It is recommended that the Portfolio Holder delegates authority to the Director of Environment and Public Protection to implement successful bids, in line with any feedback received from Members in respect to this report.**
- 2.3 As £295k is available immediately from MHCLG to help town centres return to trading safely, it is recommended that certain measures are prioritised to support social distancing and hygiene, within this budget, as soon as possible, to avoid unnecessary delay to the opening of markets and shops. It is recommended that the Leader delegates authority to the Director of Environment and Public Protection to implement these measures, in line with any feedback received from Members in respect to this report.**
- 2.4 It is recommended that the Portfolio Holder agrees a fee pricing strategy for Bromley Market as set out on Page 30 (in appendix 5).**
- 2.5 The AD Traffic and Parking will maintain a list of proposed schemes in preparation for future opportunities should they arise in FY20/21**

## Impact on Vulnerable Adults and Children

### 1. Summary of Impact:

---

#### Corporate Policy

1. Policy Status: New Policy: Although the principles of the recommendations are rooted in current Bromley transport policy, there are new elements in respect to implementing social distancing measures.
  2. BBB Priority: Quality Environment Safe Bromley Supporting Independence Vibrant, Thriving Town Centres Healthy Bromley: To maintain a safe street environment and support a return to thriving town centres, measures to support social distancing should be considered.
- 

#### Financial

1. Cost of proposal: Estimated Cost: The estimated costs identified to date for the grant applications set out in this report are £1.259m
  2. Ongoing costs: Non-Recurring Cost: The cost of maintenance for the various measures, which in many cases includes daily monitoring, will be incorporated into the capital cost and therefore into the bid for funding.
  3. Budget head/performance centre: Capital Programme – TfL/LIP funded schemes
  4. Total current budget for this head: Current provision of £3.050m within the capital programme for LIP funded schemes but replacement funding yet to be confirmed.
  5. Source of funding: TfL's London Streetspace Plan, MHCLG London Streetspace Fund and DoT Emergency Active Travel Funding Indicative Allocations
- 

#### Personnel

1. Number of staff (current and additional):
  2. If from existing staff resources, number of staff hours:
- 

#### Legal

1. Legal Requirement: Statutory Requirement: "Traffic Management Act 2004: network management in response to COVID-19", published 9 May 2020 [see 3.6-3.9 in this report]
  2. Call-in: Not Applicable: As this is an urgent report, call in is not applicable.
- 

#### Procurement

1. Summary of Procurement Implications: Any works to implement the recommended measures will be undertaken via the Council's term contractors.
- 

#### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Commuters, visitors to town centres and those returning to school.
-

### Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not at this stage
2. Summary of Ward Councillors' comments: Unsolicited emails have been received from Members and any suitable suggestions have been incorporated into the list of ideas for consideration.
3. Subject to the outcome of bids, Ward Members will be updated with information about implementation of schemes within their wards.
4. Any further suggestions from Ward Members will be recorded and considered for any future funding opportunity.

### **3. COMMENTARY**

#### **Loss of LIP funding 2020/21**

- 3.1 One impact of the current Coronavirus pandemic has been the unprecedented drop in income received by TfL. TfL has informed the London boroughs that they are therefore not able to support the 2020/21 LIP programme, nor any other transport programmes previously agreed, such as Liveable Neighbourhoods and Bus Priority.
- 3.2 Boroughs are requested to safely stop or, if appropriate, complete TfL funded 2020/21 projects currently underway, and not to start any new projects. Boroughs were informed that, provided a bailout was agreed with the DfT, costs already incurred in the current financial year can be drawn down. The bailout was agreed on 14th May and will also ensure that the remaining balance of funds for Q4 of 2019/20 can be drawn down over the coming months as work is completed on site and invoices are received.
- 3.3 For Bromley, total funding of £3.050m had been expected to deliver schemes in 2020/21 in accordance with the Borough's priorities. Committed costs so far this year amount to some £0.3m with a further £0.6m of LIP grant expected to have funded other costs to the end of September. Therefore the majority of the planned schemes this year will now not be funded.

#### **Potential replacement funding for the next few months, from TfL, DfT and MHCLG**

- 3.4 In line with recent Government announcements about funding for local authority transport projects, £45M of the bailout funds are now available to boroughs to bid for on a 'first-come, first-served' basis to implement quick measures to help people travel safely as an alternative to public transport, whilst the latter is hampered by the difficulty in implementing social distancing requirements, thereby severely limiting passenger numbers. It cannot be certain that Bromley will be eligible for any funding, as unlike LIP funding, it is being allocated on a best fit to TfL criteria basis and not as a formula that divides the money between boroughs. If money is obtained but cannot be spent, for whatever reason, it can be returned promptly to be used elsewhere; this approach will help support any future bids in the next round of funding.
- 3.5 This funding, from the "London Streetspace Plan", must be broadly used for the following:
- providing temporary cycle routes to extend the strategic cycle network, with London's main roads repurposed for temporary cycle lanes and wider footways so that people can safely socially distance.
  - providing additional space for people walking and cycling in town centres and at transport hubs and bus stops, including widening of footways on local high streets to enable people to queue safely for shops, which will help facilitate local economic recovery.
  - accelerating delivery of low traffic neighbourhoods and school streets by working with boroughs to reduce through traffic on residential streets, to further enable more people to walk and cycle safely as part of their daily routine.
- 3.6 TfL is looking to work with boroughs on implementing measures as quickly as possible, which, in some instances, will mean the use of low cost measures and materials. All projects that form part of this programme must demonstrate an effective response to the crisis that can be implemented quickly. TfL is keen that local residents and community stakeholders are informed, brought into the recovery approach, and contribute knowledge and feedback, but there is no set approach to doing this. The more extensive that is, the more it is likely to delay implementation.

- 3.7 In addition to this funding, Government Minister Clarke announced very recently a £50m Reopening High Streets Safely Fund. A letter to the Council, dated 24 May from the Ministry of Housing, Communities and Local Government, explains that the funding can be used to support a range of extra measures on high streets and other retail areas, including information for businesses and the public and street markings and signage. The Fund will be allocated on a per capita basis, with a minimum amount of £30,000 per council. The amount specified for Bromley is £295,177. This fund can be spent on:
- support to develop action plans
  - comms/public information campaigns for both the general public and businesses
  - temporary public realm changes
- 3.8 More recently a letter was received from the Department for Transport, dated 28 May, entitled Emergency Active Travel Funding Indicative Allocations. There is £25m for London, £5m for the first 6 months, and therefore £20m for the last 6 months. Bromley have been invited to bid for a provisional allocation of £100k between now and September, with more to follow based on Bromley's achievements. Bids for the first tranche are due very soon - by Friday 5 June. Assuming a similar distribution to the first tranche of £100k, this further allocation could be in the region of £0.4m. The amounts are only indicative and to receive any money under this or future tranches, boroughs will need to satisfy the Department that there are swift and meaningful plans in place to reallocate road space to cyclists and pedestrians, including on strategic corridors.
- 3.9 Future funding could support conversion of successful temporary schemes to become permanent and/or support additional temporary schemes. Schemes that do not appear in the attached Appendices or are not funded by TfL in this round may be supported in later funding applications. A list of possible schemes will be maintained by the department in anticipation of future funding opportunities.

### **Statutory Government guidance**

- 3.10 The Government also published statutory guidance on 9th May 2020 entitled: "Traffic Management Act 2004: network management in response to COVID-19". The final paragraph of the Minister's foreword gives an indication of what is expected: "The government therefore expects local authorities to make significant changes to their road layouts to give more space to cyclists and pedestrians. Such changes will help embed altered behaviours and demonstrate the positive effects of active travel. I'm pleased to see that many authorities have already begun to do this, and I urge you all to consider how you can begin to make use of the tools in this guidance, to make sure you do what is necessary to ensure transport networks support recovery from the COVID-19 emergency and provide a lasting legacy of greener, safer transport."
- 3.11 The statutory guidance is published under section 18 of the Traffic Management Act 2004. The section entitled "Reallocating road space: measures" goes into some detail on what Bromley should be considering – with an emphasis on taking measures as swiftly as possible. The guidance continues: "None of these measures are new – they are interventions that are a standard part of the traffic management toolkit, but a step-change in their roll-out is needed to ensure a green restart." The emphasis that there is nothing 'new' is most likely meant to address the new imperative and the issue of burden, i.e. Government isn't asking us to do anything different, but rather, carry on with what we have been doing, just more rapidly.
- 3.12 Therefore boroughs can't ignore the guidance and have to look at how they implement, only deviating from it with strong reasons. As funding is rolled out, arguing that we can't

implement because of resources is not an option. However, resources both in terms of staffing and money are finite and we can't look at every part of the Borough and implement every possible scheme at once so it is wholly unrealistic not to take our capacity to deliver into account.

- 3.13 From Bromley's perspective there are a number of schemes that are already under development or may have been under consideration to bring forward at the point the guidance was issued a number of which already accord with the London Streetspace Plan, which now gives the opportunity of accelerating their implementation. Additionally, Officers have undertaken a quick review of other areas of opportunity for schemes where Bromley could obtain most benefit from the options set out in the guidance and identifying what we can implement "as swiftly as possible".
- 3.14 As it is understood that the funds will be awarded to boroughs on a first-come first-served basis, with no automatic allocation, approval for any bids will need to be in place as soon as possible. TfL aims to consider all applications within 5 working days and some boroughs have already made submissions.

### **Current services potentially no longer funded by grant**

- 3.15 There are aspects of the current Traffic and Road Safety service, currently part-funded by LIP, that seem unlikely to be covered by any replacement funding stream. At present road safety education, new casualty reduction schemes, speed management schemes and most cycle training/marketing schemes may not be able to progress as previously. It is anticipated that replacement funding can be used to redeploy staff resources to related areas of work but this will need to be kept under review to ensure that any the Service's expenditure commitments are fully funded.
- 3.16 Although there were early indications that school travel planning and cycle training for adults would not be funded by the new London Streetspace Plan, it now seems that these elements of supporting transport recovery in London will at least be considered for value-for-money in any bid submitted.

### **Possible measures to form part of a bid**

- 3.17 Officers are still in the process of identifying locations across the Borough, mainly in and close to busy town centres, train stations, educational/leisure establishments and corridors that they consider suitable for the introduction of social distancing measures. The locations and rationale for their selection are discussed below although in the main, rural and quieter areas have not been considered for these measures.
- 3.18 Local authorities in areas with high levels of public transport use are asked to take measures to reallocate road space to people walking and cycling, both to encourage active travel and to enable social distancing during restart (social distancing in this context primarily refers to the need for people to stay 2 metres apart where possible when outdoors, although that guidance may change). Local authorities where public transport use is low should be considering all possible measures, and in Bromley this will need to include measures to cope with greater use of private cars, at least for a time.
- 3.19 Headline measures to help with social distancing in the Borough might include:
- Providing additional space for people to access goods, services and public transport while socially distancing; this includes space for queuing at shops, stations and bus stops and for

those passing these queues on foot. Additional crossing points or space around crossing points may also be required.

- Enabling people to walk or cycle to town centres and stations, or even into central London, by linking to the temporary and permanent cycle networks, and by providing cycle parking, and maximising space for those walking whilst minimising impact on protected groups.
- Supporting businesses in the town centres by maintaining local delivery and servicing.
- Support the requirements of buses and freight; in particular service disruption or ‘bunching’ on the bus network can lead to high volumes of waiting passengers on the pavement at busy bus-to-rail interchanges, even with fewer passengers on each bus.

### 3.20 Officers have thus far considered measures including:

- using cones and barriers: to widen footways along lengths of road, particularly outside shops and transport hubs; to provide more space at bus stops to allow people to queue and socially distance; to widen pedestrian refuges and crossings (both formal and informal) to enable people to cross roads safely and at a distance.
- decluttering some footways to help minimise footway obstructions
- suspending certain inset loading bays, bus stops and parking bays, where footways are busy or particularly narrow.
- widening or relocating selected busy bus stops, such as in town centres, and footways such as those linking bus stops with stations; some bus stops might be relocated to less busy pedestrian locations.
- reducing the call time (wait time) at selected busy pelican crossings, to avoid bunching.
- helping facilitate walking and cycling to school, for example through increasing footway space immediately outside schools or the introduction of temporary road closures.
- installing ‘pop-up’ cycle parking at stations and in high streets, utilising quick-install stands (that can still look attractive) – part of an ongoing programme.
- installing ‘pop-up’ cycle facilities with a minimum level of physical separation from traffic; for example, mandatory cycle lanes, using light segregation features such as flexible plastic wands, stick-on kerbs or armadillos and orcas. The temporary cycle routes will be in locations where longer term cycle routes have been agreed or have been under discussion with Ward members.

### 3.21 Although some of these measures will be temporary and will only be needed whilst social distancing is necessary, many of the measures proposed form part of the ongoing programme set out in Bromley’s transport policy (LIP3) and are already endorsed by Members.

## **Priority locations for social distancing measures**

### 3.22 The suggested approach to considering bids for funding is to look at possible measures to support social distancing and public health under four categories:

- 1) measures that can be taken, using temporary materials, to bring into operation agreed cycling and walking improvements sooner than would be possible using normal process and normal materials. For example: an agreed cycle route from Bromley via Beckenham to Lower Sydenham; aspects of the Shortlands Friendly Village proposals that have already been through the first stage of consultation with residents.
- 2) measures that are recommended for town centres, to help give space and offer direction to pedestrians, plus measures recommended in regard to cleansing for public health reasons.
- 3) measures that are recommended outside certain schools where temporary changes to the highway are required to allow social distancing.
- 4) other measures suggested by Officers but not yet discussed with Members.



- 3.23 Appendices 1 to 4, appended to this report, list the measures proposed in each of the four categories above. Approximate costs are included, although these may change as each measure approved is worked up to the required standard for the bids over the next week. The indicative costs may help Members decide if the measure is desirable to bid for.

### **Bromley market, street trading and cleaning town centres**

- 3.24 Incorporated into the wider recovery plans are those related to the pedestrianised area and the recovery of the Bromley Market. More details relating to this aspect is set out in Appendix 5. The wider issue of licencing trade on footway areas may need to be addressed over coming weeks, as more traders seek to utilise the space outside their shops to make their businesses viable.
- 3.25 In order to further ensure the Council's endeavours to provide safe, clean and comfortable outdoor public realm environments, advice has been sought from Public Health colleagues who have advised that the World Health Organisation does not recommend the introduction of an enhanced cleansing regime by spraying or fumigation of outdoor spaces, such as streets or marketplaces as it would not kill the COVID-19 virus or other pathogens because disinfectant is inactivated by dirt and debris and it is not feasible to manually clean and remove all organic matter from such spaces. Moreover, spraying porous surfaces, such as pedestrian walkways, would be even less effective and are not considered to be reservoirs of infection for COVID-19. In addition, spraying disinfectants, even outdoors, can be harmful for human health. The primary and secondary shopping centres all receive a daily cleaning regime and a permanent presence by operatives is in place for the primary shopping centres between the hours of 7am to 10pm. Increased monitoring and supervision will be administered to ensure cleansing standards are met with more attention to detail for regular cleaning/emptying of the Council's street litter bins and general litter collection.

## **4. IMPACT ON VULNERABLE ADULTS AND CHILDREN**

All measures implemented will need to take account of any impact on vulnerable adults and children.

## **5. POLICY IMPLICATIONS**

Measures implemented will be broadly in line with LIP3 policy.

## **6. FINANCIAL IMPLICATIONS**

- 6.1 The anticipated loss of TfL/LIP funding this year is £3.050m.

To date, the following replacement funding has been announced:

### 1. TfL emergency "bail out" funding

- London Streetspace Fund round 1: Bids have been requested for a share of initial £45m, with Bromley's allocation potentially in the region of £1.1m to £1.3m , subject to approval of bids by TfL.
- London Streetspace Fund round 2: Bids expected to be requested later in the year for a share of a further £45m.

As stated above, TfL will allow limited funding from these allocations for costs already incurred and some other inescapable project commitments. To the end of September, this is estimated

to be c£0.9m; however, it is expected that TfL will seek to minimise what is allowed to a much lower amount.

## 6.2 2. Other grants

- MHCLG Reopening High Streets Safely Fund: Bromley's allocation is £0.295m.
- DoT Emergency Active Travel Funding: Bromley have an indicative allocation of £0.1m from London's initial £5m, subject to approval of schemes. A further £20m is available for London later in the year, for which Bromley's allocation could be in the region of £0.4m.

The outline details and estimated costs of the proposed schemes to form a bid to TfL and DfT to access the London Streetspace Fund and Emergency Active Travel Funding, plus proposals to utilise the confirmed Reopening High Streets Safely funding of £0.295m are set out in Appendices 1 to 5.

- 6.3 The total funding that will be available to replace the loss of £3.050m LIP grant this year is therefore uncertain. However, an initial amount of between £1.5m and £1.7m could be available if the proposed schemes set out in this report are accepted. Further amounts of between £1.5m and £1.7m may be available later in year but are even more uncertain at this stage. However, whereas the LIP funding was for Borough priority schemes, the majority of any replacement funding will be allocated on different criteria.
- 6.4 Given the uncertainty over the total replacement funding that the Council may receive, particularly later in the financial year, the Traffic and Road Safety service's expenditure commitments, including staffing costs, will need to be kept under review. The funding position will need a full reassessment in September when the situation should be clearer and once any further negotiations between the Government and the GLA/TfL have taken place to resolve the latter's financial deficit.

## 7. LEGAL IMPLICATIONS

Some measures will require a Traffic Management Order, and in order to implement approved measures of this sort promptly, the use of experimental or temporary TMOs can be considered. Experimental orders are used to trial schemes that may then be made permanent. Authorities may put in place monitoring arrangements, and carry out ongoing consultation once the measure is built. Temporary orders can be in place for up to 18 months. There is a 7-day notice period prior to making the TRO and a 14-day notification requirement after it is made, plus publicity requirements. These are most suitable for putting in place temporary measures and road closures.

<b>Non-Applicable Sections:</b>	Procurement Implications; Personnel Implications
Background Documents: (Access via Contact Officer or on the Internet)	<p>HM Government: Coronavirus (COVID-19): Safer Public Places – Urban Centres and Green Spaces</p> <p>London Streetspace Plan – Interim Guidance to Boroughs Version 1 15 May 2020</p> <p>Interim Local Implementation Plan (LIP) 2020/21 Annual Spending Submission, Sunk Cost Guidance – Covid19, 15 May 2020 (revision1)</p>

	<a href="#"><u>Reopening High Streets Safely Fund guidance</u></a>
--	--

**Temporary measures in locations where walking and cycling schemes have been previously supported by Members**



- BICKLEY A zebra crossing has been approved for Homesdale Rd. In the absence of LIP funds this might be progressed under the new funding as a valuable walking scheme for this area. [indicative cost: £50k]
- BROMLEY TOWN / SHORTLANDS Adding pop-up cycle parking at both the shops and the station, avoiding any impediment to walking. [indicative cost: £5k]
- BROMLEY TOWN It has long been the wish of Ward Members to create a safe crossing place over the mouth of Station Road at the junction with Beckenham Lane. This location has narrow footways and creates a pinch point for pedestrians trying to observe social distancing. (Pedestrian counts indicate that previously over 700 pedestrians cross Station Road in this location in both the AM and PM 3 hour periods). Options to introduce a temporary crossing are being developed. [indicative cost: £18k]
- BROMLEY TOWN Glassmill Lane to be temporarily filtered with movable planters and a possible pavement build out north of Mill Vale and where Glassmill Lane meets Church Road. Traffic will be able to access Bromley town centre (northbound) but vehicles will not be able to travel down the hill towards Shortlands. A cycle contraflow will be installed that will connect Bromley town centre to Shortlands station and with other new interventions to Beckenham Junction station forming a new strategic cycle route. Previous traffic counts indicate that during the 3 hour AM and PM traffic peaks approximately 15000 vehicles movements are made down the hill from Bromley town centre. [indicative cost: £9k]
- BROMLEY TOWN Parents and children are often bunched together at the mouth of Farnaby Road, opposite Valley Primary School. As part of a wider approach to helping social distancing outside schools across the Borough, temporary features could be installed here to add footway space and discourage speeding along Farnaby Road. Due to the traffic volumes at this junction and turning buses it is proposed that the measures are carried out in durable bolt down temporary kerbing and black top fill. A temporary controlled crossing will also be installed. [indicative cost: £17k]
- BROMLEY TOWN Valley Primary school: introduce a footpath across the playing fields from Recreation Road (part of Liveable Neighbourhood proposal). This will enable an estimated 50 pupils per day to avoid using the narrow pavement on Beckenham Lane, create a more expansive waiting space for parents and carers and reduce their exposure to poor air quality. [indicative cost: £5k]
- CHISLEHURST Add a refuge at the bottom of Old Hill. [indicative cost: £20k]
- CLOCK HOUSE Provide a temporary cycle route from Clock House Station to join the Kent House to Greenwich Cycleway. [indicative cost: £15k]
- CLOCK HOUSE Provide a temporary cycle route from Kent House Station via Ravenscroft Road and Marlow Road to the Croydon boundary. [indicative cost: £30k]
- COPERS COPE A third aspect of this new cycle route could be adding a parallel zebra crossing to Southend Road, with associated road safety measures, by the junction with Foxgrove and Park Roads, which will also assist pedestrians in this area; this is supported by the Ward Members and has also been approved by PDS previously (pre-design). The temporary closure of Park Road can also be trialled, in respect to a delayed road safety

improvement planned for this crossroads, which is a casualty cluster site. [indicative cost: £50k]

- COPERS COPE Add a temporary cycle route along Albemarle Rd as discussed during development of Shortlands Liveable Neighbourhood. In conjunction with proposed measures on Bromley Road and Glassmill Lane they will create a temporary cycle route from Market Square Bromley to the transport interchange at Beckenham Junction. [indicative cost: £30k]
- COPERS COPE Add temporary cycle lanes to the north and south directions of Bromley Road between Shortlands Road and Albemarle Road and the introduction of a temporary controlled crossing at the junction of Albemarle Road and Bromley Road. Filter the junction of Scotts Avenue with Bromley Road to through traffic. These measures will also increase additional pedestrian space around Bishop Challenor School. [indicative cost: £31k]
- COPERS COPE Adding a pedestrian refuge across Southend Rd near the Lewisham border, where many residents cross to use Beckenham Place Park. (This will replace the small splitter island currently in situ.) [indicative cost: £20k]
- COPERS COPE An experimental cycle route from Beckenham to Greenwich, via Copers Cope Road, to link with the above scheme at New Beckenham station. This route proposal has already been approved by Members, but has been delayed by some design issues. The proposal is to install a temporary cycle lane as a measure to assist those wishing to cycle to London, whilst also allowing Bromley to assess usage and function as we decide the precise alignment of the permanent cycleway. [indicative cost: £70k]
- COPERS COPE Completion of the cycle route from Kent House Station, to Greenwich (already approved by Members and partly built). This route includes two parallel zebra crossings and is mostly funded from 2019/20 LIP. Proposal is to introduce some quick-install measures to make this route useable much sooner, whilst build continues. [indicative cost: £120k]
- COPERS COPE On the other side of Beckenham discussion has been ongoing with Members about a scheme to help pedestrians cross the arms of the Manor Rd / Wickham Rd / Bromley Rd junction. Temporary measures might be trialled here to prevent bunching of pedestrians, without any impact on traffic capacity. [indicative cost: £40k]
- ORPINGTON Court Rd / Priory Gardens – implement agreed new refuge as a temporary feature whilst installing the permanent island and floating bus-stops, to improve walking links to Orpington TC. [indicative cost: £40k]
- SHORTLANDS Installation of a temporary cycle path from Shortlands Station to Harris Primary School and make the existing filter at Durham Road a filter to all traffic apart from emergency vehicles, so that the whole of Valley Road to Westmorland Road (including to St Marks primary school) would be a comfortable cycle route. Filter the junction of May's Hill Road and Valley Road to traffic to create a social distancing space for children, parents and carers next to the school, a proposal fully supported by the school that forms part of the Liveable Neighbourhood proposals. [indicative cost: £30k]
- WEST WICKHAM Manor Park Rd / A232 – narrow mouth of Manor Park Rd to assist pedestrians crossing – temp widening of refuge. [indicative cost: £20k]
- WEST WICKHAM Red Lodge Rd / The Avenue pedestrian improvement scheme. [indicative cost: £60k]
- ALL WARDS Provide one-to-one training via escorted rides for those who have started to ride to work, some into central London. This service has been offered by Bromley for many years.

in order to assist the many new cyclists who are now using their bikes to commute we propose to continue to offer escorted rides and route planning. Request for this type of training has increased significantly over recent weeks. Each commute will require a degree of route planning prior to the ride. Dependant on the destination an average time spent on each cyclist would be 4 hours. [indicative cost: £12k]

- ALL WARDS Adult Cycle Confidence Training until September. Many new cyclists want a one off session with an experience cyclist to enhance their skills and to ensure they are riding in a safe manner. Requests for this type of training have increased significantly as people start to use their bikes as a means of travel. The average time spent with each cyclist would be 2.5 hours. [indicative cost: £6k]
- ALL WARDS Cycle Maintenance Course. Cyclists using their bikes on a regular basis often attend the council run Cycle Maintenance Course. This enables them to learn the necessary skills to service and maintain their own bicycles, thus enabling them to use cycling as a means of transport. The course is held at a local hall and takes approximately 6 hours. [indicative cost: £2k]
- ALL WARDS Covid Cycle Route Audit. Cycle officers to audit existing cycle routes to establish which may require extra signage to give advice regarding social distancing. Number of cycle routes. [indicative cost: £5k]
- ALL WARDS Dr Bike. Cycle officers to offer a free Dr Bike service to cyclists requiring a quick fix to their bikes, thus enabling them to continue to use their bikes as a means of transport. [indicative cost: £3k]
- ALL WARDS Stay wider of the rider signs and Give Me Space signs for pedestrians, primarily to help walking where there is no footway in more rural locations. [indicative cost: £10k]

## **Town Centre Social Distancing Hotspots**

This Appendix identifies potential social distancing hotspots within the London Borough of Bromley town centres. Where possible recommendations have been made to help facilitate social distancing / remind members of the public to social distance. Particular attention has been given to pharmacies, local supermarkets without car parks, Bus Stops, Post Offices & ATM machines.



Officers are also working across departments to identify plans for a public information campaign in support of the local economy; this would have the dual benefit of increasing the perception of safety in our town centres (giving people confidence to visit) as well as encouraging compliance with the social distancing measures through improved understanding. Funding for this will be included within the allocation from MSCLG.

Bromley will be working with the business community in the implementation of measures, and will also have a comms plan to support businesses to prepare for opening and to ensure that their measures interact responsibly with public spaces.

## **BROMLEY TOWN CENTRE**

- Bromley High Street: widening selected footway areas by the removal of inset loading bays and shortening of bus lanes between the bus stops and the station.
- Adding signs (e.g. walk on the left) and markings (e.g. keep your distance) in the pedestrianised area and around the market stalls, plus at entrances to The Glades.
- Reduce the call-time on selected pelican crossings to reduce bunching.
- Temporary Pedestrianisation of East Street (part time or full time) to facilitate walking whilst the shops create queues and, in July, when hospitality returns outside of cafes etc.
- Add walk on the left side footway signage in selected busy streets approaching the town centre – e.g. Hayes Road.
- Bromley High St south: Sainsbury Local No 37-41 & Tesco Express No 3-5 stores will likely have queues reducing space on pavements at these locations.
- Widmore road: Boots entrance / United Reform Church Bus stop. Queue hotspot, possible pavement extension. This would have an impact on the bus route, with cars currently parking on the yellow line opposite blue badge.
- Widmore road: Caxton Pharmacy, queuing hotspot. 3 Widmore Road.
- Bromley High St: Scotts Pharmacy, queuing hotspot. 7 High St Bromley.
- Installing 'pop-up' cycle parking at stations at either end of pedestrianised zone. MetroBank / Café Nero (south) & Costa / Five Guys area (north).
- High St Pedestrianised Zone: one-way system with clear lanes for walking up and down the High St. queueing lanes for shops.

- Relocation of market stalls at queuing hotspots e.g. Lidl & M&S. reduce the size of market stalls to allow additional space for social distancing.
- Demarcation of areas of the High Street between the pedestrian area and Bromley South Station to differentiate between public realm that is reserved for queuing for public transport or entry to shops, and a route for pedestrian flow. Consider an advised one way system to support movement (TK Maxx side for movement towards the pedestrian area and Boots side away from the pedestrianised area?
- Keep left signs and floor vinyl at various points around the town centre
- Street Trader Elmfield road entrance to Glades – Close proximity to Glades Entrance - possible clash with Glades entrance queue.
- Street Trader White Hart Slip – Close proximity to glades entrance – Possible clash with Glades entrance queue.
- Street Trader Bromley High St, Lidl - Potential clash with Lidl queue
- Major Bus stops - Signs / Floor vinyl / Pavement widening

*Minimum sign requirement: 80x One way / keep left; 150x Floor stickers; 80x Keep (2m) apart*

## **ORPINGTON**

- Reduce the call-time on selected pelican crossings to reduce bunching.
- Increase footway space in the High Street to offer temporary outside dining to support cafes and restaurants, whilst also allowing safe pedestrian space.
- Add pop-up cycle parking where it will not obstruct pedestrians.
- Farncray Pharmacy 330 High St near to a bus stop. Queuing hotspot.
- Boots Pharmacy 203 High St directly behind a bus stop. Queuing hotspot.
- Iceland Foods 157-159 High St - Floor Vinyl
- Street Trader Outside 224-226 High St - bottle neck on pavement.
- Street Trader Mobility Centre 241 High St – potential bottle neck on pavement.
- Major Bus stops - Signs, Floor vinyl and or Pavement widening
- Consider restricting vehicular access down the High Street to buses, cyclists and servicing vehicles to support faster moving bus routes?
- Temporary suspension of some parking bays on the High Street to create more space for outside dining and socially distanced queuing for public transport and entry to shops.

*Minimum sign requirement: 60x One way / keep left; 150x Floor stickers; 60x Keep 2m apart*

## **BECKENHAM TOWN CENTRE**



- In Beckenham High Street adding barriers to selected inset parking bays to create wider footways, such as by the post office and between The Drive and the war memorial.
- Beckenham High St: Beckenham Pharmacy 171-173 High St. Granite Bench on the edge of village way / High St creates a pinch point.
- Beckenham High St: Boots Pharmacy 181 High St pedestrian pinch point due to queues and narrow pavement.
- Queues outside M&S opposite church.
- Keep left signs and floor vinyl at various points around the town centre.
- Major Bus stops - Signs / Floor vinyl / Pavement widening

*Minimum sign requirement: 60x One way / keep left; 150x Floor stickers; 60x Keep 2m apart*

## **PENGE TOWN CENTRE**

- Social distancing signs and footway markings in Penge High Street, particularly in respect to the narrow eastern footway.
- Croydon Rd / Evelina Rd footway protection to provide wider footway.
- Look at re-phasing of pedestrian crossings at particular pinch points (e.g. Green Lanes/High Street crossroads).
- Keep left signs and floor vinyl at various places along the High St.
- Macks Pharmacy 161 High St – Narrow Pavement – Queuing hotspot, floor vinyl
- Boots Pharmacy 4-5 High St – Floor Vinyl.
- Post office 100-102 High St – Floor Vinyl
- Street Trader Next to McDonalds Empire Sq
- Major Bus stops - Signs / Floor vinyl / Pavement widening

*Minimum sign requirement: 20x One way / keep left; 30x Floor stickers; 16x Keep 2m apart*

## **WEST WICKHAM TOWN CENTRE**

- Measures to increase footway widths at pinch points (needs agreement with TfL).
- Lloyds Pharmacy -110 High St, narrow footpath. Queuing hotspot.
- Boots Pharmacy - 90 Station Rd, directly behind a bus stop. Queuing hotspot, particularly because of the pharmacy.
- West Chem Pharmacy 89 Station Road, Narrow pavement
- Social distancing signs and footway markings Temporary increase to the number of formal and informal crossing points to improve pedestrian permeability and avoid pinch points at existing crossings on the High Street.

- Keep left signs and floor vinyl at various places along the High St.
- Major Bus stops - Signs / Floor vinyl / Pavement widening

*Minimum signs required: 40x One way / keep left; 80x Floor stickers; 40x Keep 2m apart*

### **BIGGIN HILL – SHOPPING AREA, MAIN ROAD**

- Keep to the left signs at various places on the parade.
- Tesco Express, 174-178 Main Road, Narrow footpath outside store leading towards the car park. Some signage and perhaps floor vinyl indicating 2m apart.
- Waitrose Main Road, I'm not sure if they are using the entrance on Main road or queuing in their car park, a site visit is required before recommendation, I assume some signage/ floor vinyl similar to Tesco Express above will be enough.

*Minimum signs required: 10x One way / keep left; 20x Floor stickers; 10x Keep 2m apart*

### **BURNT ASH LANE SHOPPING AREA**

- Keep to the left signs at various places on the parade.
- Andrews Butchers – Has queues regularly since lockdown floor vinyl.
- Minns Stores – Has queues regularly since lockdown currently covering Opticians shop front.
- Boots Pharmacy – 125 Burnt Ash Lane, Queuing hotspot.
- Temporary removal of some parking bays to widen footway.

*Minimum signs required: 8x One way / keep left; 20x Floor stickers; 6x Keep 2m apart*

### **CHATTERTON ROAD**

- Keep left signs and floor vinyl at various places along the parade.
- Co-op, 2 Chatterton Road - Floor Vinyl 2m apart.
- Wallace Pring Dispensing Chemist / Post Office – Queuing hotspot.
- Narrow mouth of Adison Rd (sth) to help crossing and prevent traffic going wrong way.

*Minimum signs required: 10x One way / keep left; 20x Floor stickers; 10x Keep 2m apart*

### **CHISLEHURST TOWN CENTRE**

- Keep left signs and floor vinyl at various places along Chislehurst High St, Belmont Parade and Royal Parade.
- Western Side of High St has narrow footpath, Signs Such as keep to the left, and if walking up the hill (south bound) perhaps a step aside for oncoming people. The pay and display bays should provide ample opportunity for those with able bodies to step aside.

- Between Mirage and Barclays the pavement narrows significantly; temporarily re-orient the parking to be parallel with the road and thus allowing the widening of the footpath with the use of some form of physical demarcation.
- Lloyds Pharmacy 59 High St Temporary removal of x3 parking bays directly outside the pharmacy to allow customers to safely queue without obstructing the highway.
- Williams Chemist 89-93 High St, floor vinyl 2m
- Post Office, 60 High St, floor vinyl 2m
- Belmont Parade; keep to the left signs and floor vinyl.
- Royal Parade; re-orient the parking to allow a wider pavement.

*Minimum signs required: 10x One way / keep left; 20x Floor stickers; 10x Keep 2m apart*

## **COTMANDENE CRESCENT**

- Keep to the left signs and floor vinyl on both sides of highway.
- Cray Hill Pharmacy 88 Cotmandene Crescent, 2m floor vinyl.
- Post Office 60-62 Cotmandene Crescent, 2m floor vinyl.
- Co-op 97-101 Cotmandene Crescent, 2m floor vinyl.

*Minimum signs required 10x One way / keep left; 20x Floor stickers; 10x Keep 2m apart*

## **GREEN STREET GREEN HIGH STREET**

- Crescent Way – Keep to the left signs and floor vinyl.
- Co-op 2-3 Crescent Way, floor vinyl.
- Post Office 5 Crescent Way, floor vinyl.
- Rowlands Pharmacy – 10 Crescent Way, floor vinyl.

*Minimum signs required: 8x One way / keep left; 20x Floor stickers; 6x Keep 2m apart*

## **HAYES STATION APPROACH**

- Keep to the left signs and floor vinyl on both sides of highway.
- Iceland 2-3 Station Approach, floor vinyl.
- Day Pharmacy 5 Station Approach, Next to Sainsbury local and a Bus stop. Queuing hotspot.
- Sainsbury Local 7 Station Approach, Directly behind a bus stop. Queuing hotspot.
- Boots Pharmacy 15 Station Approach, floor vinyl.
- Post Office 45 Station Approach, floor vinyl.

*Minimum signs required: 10x One way / keep left; 20x Floor stickers; 10x Keep 2m apart*

## **KIMMERIDGE ROAD / BEACONSFIELD ROAD**

- Keep to the left signs and floor vinyl on both roads at various points.
- Post Office 15 Kimmeridge Road, floor vinyl.
- Lloyds Pharmacy 4-6 Cranley Parade Beaconsfield road, floor vinyl.
- Co-op 60 Kimmeridge road, floor vinyl.

*Minimum signs required: 10x One way / keep left; 20x Floor stickers; 10x Keep 2m apart*

## **LOCKSBOTTOM**

- Keep to the left signs and floor vinyl on both sides of the road at various points.
- Post Office 336-338 Crofton Rd. floor vinyl

*Minimum signs required: 8x One way / keep left ; 20x Floor stickers; 6x Keep 2m apart*

## **PETTS WOOD**

- Keep left signs and floor vinyl on Queensway, Fairway & Station Square at various points.
- Petts Wood Pharmacy 83 Queensway, floor vinyl.
- Post Office 5 Fairway, floor vinyl.
- Sainsbury Local, 11 Station Square, floor vinyl.
- Iceland Foods 31 Station Sq – Floor Vinyl

*Minimum signs required: 40x One way / keep left; 80x Floor stickers; 40x Keep 2m apart*

## **ST MARY CRAY HIGH STREET**

- St Mary Cray High Street: signs to warn of pedestrians in the road, refreshing of 20 roundels, consider temporary crossings where bunching of pedestrians can occur.

*Minimum signs required: 8x One way / keep left; 20x Floor stickers; 6x Keep 2m apart*

## **SHORTLANDS**

- Keep to the left signs and floor vinyl on both sides of highway.

*Minimum signs required: 8x One way / keep left; 20x Floor stickers; 6x Keep 2m apart*

## **FARNBOROUGH**

- Keep to the left signs and floor vinyl on both sides of highway.
- Narrow footpath between 113 -133 High St.
- Post Office 135 High St, floor vinyl.
- Village Pharmacy – located on narrow footpath mentioned above. Floor vinyl / potential removal of parking bays / relocation of 2x disabled bays if deemed necessary.

*Minimum signs required: 8x One way / keep left; 10x Floor stickers; 6x Keep 2m apart*

## **CLOCK HOUSE**

- Keep to the left signs and floor vinyl on both sides of highway.
- Sainsbury's Local 185-205 Beckenham Road – floor vinyl

*Minimum signs required: 8x One way / keep left; 10x Floor stickers; 6x Keep 2m apart*

## **ANERLEY**

- Keep to the left signs and floor vinyl on both sides of highway.
- Tesco Express 72 Anerley Road – floor vinyl.
- Hamlet Pharmacy 45 Anerley Road – floor vinyl

*Minimum signs required: 8x One way / keep left; 10x Floor stickers; 6x Keep 2m apart*

## **ELMERS END**

- Keep to the left signs and floor vinyl by Shopping parade.
- Macks Pharmacy 2 Eden Park Ave – Floor Vinyl.
- Lotus Pharmacy 119 Croydon Road – Floor Vinyl.
- Issues crossing bridge by Tesco Superstore: add improved crossing facilities to allow pedestrians to use either footpath.

*Minimum signs required: 8x One way / keep left; 10x floor stickers; 6x Keep 2m apart*

## **EDEN PARK**

- Keep to the left signs and floor vinyl by Shopping parade.
- Sainsbury's Local 515-519 Upper Elmers End Road

*Minimum signs required: 8x One way / keep left; 10x Floor stickers; 6x Keep 2m apart*

## **CONEY HALL**

- Coney Hall Pharmacy 5 Kingsway – floor vinyl.

- Co-op 42-46 Croydon Rd, Floor vinyl, Brick planter is a bottle neck.

*Minimum signs required: 20x One way / keep left; 40x Floor stickers; 20x Keep 2m apart*

## **KESTON**

- Keep to the left signs by shops

*Minimum signs required: 4x One way / keep left; 2x Floor stickers; 1x Keep 2m apart*

## **DOWNE**

- Keep to the left signs / Keep 2m apart at each entrance to the village.

*Minimum signs required: 4x One way / keep left; 2x Floor stickers; 1x Keep 2m apart*

**Total cost of relocation of street furniture, barriers, signs, installation, maintenance, removal, and marketing, including design and management ~ indicative cost is £295k**

**Temporary measures for Schools in the Borough (more schools make contact each week).**

- BICKLEY Bickley Primary – Nightingale Lane; BICKLEY La Fontaine - Nightingale Lane; BICKLEY St George's – Tylney Rd. Large number of children in 3 schools in close proximity. Arrange signs to indicate desired side of road.
- BIGGIN HILL Oaklands Primary (responded to email) – Oaklands Lane. Measures to prevent parking at roadside near school gates, to allow more space.
- BROMLEY TOWN Raglan Primary: temporary school street. Arrange signs to indicate desired side of road and routes.
- CHELSFIELD AND PRATTS BOTTOM Pratts Bottom – Hookwood Rd. Request for part time street closure, mouth of Hookwood, plus barriers to create more footway space on Rushmore Hill.
- CHISLEHURST Chislehurst CE Primary: add bollards to close School Road at Royal Parade to remove through traffic to allow walking in the street; advisory 20mph part time electronic signs.
- CLOCK HOUSE Churchfields Primary School: advisory 20mph part time electronic signs.
- CLOCK HOUSE Stewart Fleming – Witham Rd. Signs.
- COPERS COPE Worsley Bridge Primary School: advisory 20mph part time electronic signs.
- CRAY VALLEY EAST St Mary Cray Primary School: temporary school street for Park Road.
- FARNBOROUGH AND CROFTON Darrick Wood Inf / Darrick Wood Jun / Darrick Wood Senior School and Bromley Hearing Impaired Unit – Lovibonds Ave. Part time road closure / school street. Shares grounds with Nursery.
- HAYES AND CONEY HALL Wickham Common – Gates Green Rd. Barriers to create space outside school gates.
- KELSEY AND EDEN PARK Marian Vian – Shirley Cres. Signs.
- PENGES AND CATOR Alexander Inf – Kent House Rd. Busy road – add temporary zebra crossing.
- PENGES AND CATOR Harris Primary Academy Crystal Palace: temporary school street in part of Oakfield Road.
- PENGES AND CATOR St John's Primary: temporary school street in part of Maple Road.
- PETTS WOOD AND KNOLL Crofton Inf / Crofton Jun. Add temporary zebra in Tudor Way, to allow pedestrians to use other side to pass under bridge.
- WEST WICKHAM Hawes Down Schools: temporary school street in The Mead.
- WEST WICKHAM Oak Lodge – Chamberlain Cres. Signpost alleyways one-way.

**Schools are still making requests to the Council, so estimated costs will rise, but indicative cost for all interventions is £100k, including design and management.**

**Temporary measures in locations where walking and cycling schemes were being developed by Officers**

- CHISLEHURST Improve footpath connecting Belmont Lane/Edgebury and Kemnal Road, to allow pedestrians and cyclist to take this short cut, thus avoiding the need for a much longer journey requiring use of bus or car. [indicative cost: £15k]
- CRYSTAL PALACE Segregated cycle route up the hill on Crystal Palace Park Road. [indicative cost: £30k]
- CRYSTAL PALACE Adding pop-up cycle parking at Crystal Palace station. [indicative cost: £5k]
- CRYSTAL PALACE Add a cycle contra-flow in Cintra Park, allowing cyclists to ride towards Croydon off the main road. [indicative cost: £15k]
- CRYSTAL PALACE Cycle permeability at Ledrington Road to provide a parallel link to Crystal Palace Station. [indicative cost: £15k]



## **Lockdown Background in regard to Bromley Market and Street Trading**

Between 16<sup>th</sup> and 18<sup>th</sup> March 2020, Bromley Market experienced a larger number of cancellations from traders for the forthcoming week. As the covid-19 epidemic was growing, footfall in Bromley Town Centre was falling and trade was very poor as shoppers were staying at home and local offices had put in place work from home orders. Traders also had concerns for their own health and as a result the market effectively self-closed.



On 23<sup>rd</sup> March the Government put into place a formal lockdown which mandated the closure of all retail except for that classed as essential. Food vendors for Markets and Street Trading were within that categorisation of essential retail and would be permitted to trade.

Under that categorisation of essential we have had a few fruit & veg and a fishmonger trade at times during lockdown; however footfall has been so low that the majority of even those traders have suspended trading.

With no market post 18<sup>th</sup> March, there has been no income for Markets 2020/21 thus far. Street Trading invoices which are raised in March for a six-month period ahead (Apr-Sep) and are predominantly for table and chairs licences were cancelled, while any food-based traders who were trading given a 50% reduction over this 6-month period.

On 10<sup>th</sup> May the Government outlined a proposed roadmap for the easing of lockdown, subject to continual review and the UK's Covid-19 Risk Level. That set out that from 1<sup>st</sup> June there would be phased re-open non-essential retail – the roadmap also notes 'when and where it is safe to do so, and subject to those retailers being able to follow the new [COVID-19 Secure guidelines](#)'

The hospitality sector would not be able to re-open until at least 4<sup>th</sup> July on the current roadmap.

## **COVID-19 Secure Guidelines**

The Government has outlined 5 steps to working safely as part of its reopening strategy.

### **1. Carry out a COVID-19 risk assessment**

Before restarting work you should ensure the safety of the workplace by carrying out a risk assessment in line with the HSE guidance

### **2. Develop cleaning, handwashing and hygiene procedures**

You should increase the frequency of handwashing and surface cleaning by encouraging people to follow the guidance on hand washing and hygiene: providing hand sanitiser around the workplace, in addition to washrooms frequently cleaning and disinfecting objects and surfaces that are touched regularly; enhancing cleaning for busy areas; setting clear use and cleaning guidance for toilets; providing hand drying facilities – either paper towels or electrical dryers

### **3. Help people to work from home**

You should take all reasonable steps to help people work from home.

### **4. Maintain 2m social distancing, where possible**

Where possible, you should maintain 2m between people by: putting up signs to remind workers and visitors of social distancing guidance; avoiding sharing workstations; using floor tape or paint to mark areas to help people keep to a 2m distance; arranging one-way traffic through the workplace if possible

5. *Where people cannot be 2m apart, manage transmission risk*

Where it's not possible for people to be 2m apart, you should do everything practical to manage the transmission risk by: considering whether an activity needs to continue for the business to operate; keeping the activity time involved as short as possible; using screens or barriers to separate people from each other; using back-to-back or side-to-side working whenever possible.

## **Challenges**

Emerging from lockdown will present many challenges, the extent of which will be determined by the government advice, pace of lockdown easing, and the public's compliance with maintaining social distancing.

It is likely that a form of social distancing will be required into 2021 until a vaccine is developed and so we must work to introduce this into our standard operation.

The challenges are both logistical and resource related and can be broken down as:

- Social Distancing
- Market Layout
- Covid-19 Secure Guidelines
- Stall Cleansing
- Market Supervision and Stewarding
- Street Trading
- LBB Charges

The timeframe of when these challenges will need to be overcome is uncertain. While non-essential shops can reopen from 1<sup>st</sup> June, the initial feedback from engaging with Bromley BID and The Glades is that many retailers have furloughed their staff and they themselves are not currently resourced to be able to gear up or feed into recovery plans. However there will be number of retailers and traders who will be keen to return as soon as possible and we should act on the assumption that we need to be able to prepare and manage for them.

To that end the Market is working to the restart of market trading from Thursday 4<sup>th</sup> June.

It is also key that we have a High Street presence early to ensure there is a co-ordinated approach and avoid local shops using the trading space for queuing in their early plans and needing to be changed later.

## **Social Distancing**

Social distancing will require co-ordination on how the shared public space is used, it is important that the various stakeholders; local businesses, TfL, Police are consulted and aware of wider plans. While much consideration may be taken by retail for managing the public inside their shops/land, if those plans rely on controlling numbers by having people queue in a public space that has an immediate impact on that space, the nearby shops, pedestrian footfall, and street or market traders.

We would not wish to implement an overly complex or restrictive socially distancing plan; partly as it would likely be costly to implement and resource, secondly it may be difficult to understand by the public, and thirdly it may be considered overkill and counterproductive by the public and local businesses keen to get trade moving.

However, it is important that there be a consistent approach taken by the Council and local stakeholders such as BIDs so that a clear, simple message can be provided and reinforced to the public.

In initial conversations between LBB, Bromley BID and the Glades a shared concept of 'keep to the left' for controlling pedestrian flow has emerged. We already drive on the left so it would seem a natural transition to the UK populace to adhere to walk on the left.

We would seek to inform the public of this controlled flow via signage; floor vinyls or other markings, flags and some limited fencing to prevent pedestrians straying.

We would also seek to steer pedestrians towards designated 'crossing points' where pedestrians could cross over to the pedestrian flow in the opposite direction.

Areas around transport hubs (bus stops, train stations) would need to be considered and given more space as would those around key-essential shops such as supermarkets, particularly those without their own car parks or mini-supermarkets where we can expect social distancing queuing will spill out into the footway.

*Example signage:*



Consideration could be given to liaising with Transport for London to have separate embarking and disembarking bus stops for town centres to better fit with designated transport queuing spaces.

There may a need be to introduce additional or amend current road traffic signage into town centres to direct traffic and inform the public of guidance. Temporary one-way traffic diversions may be desirable to allow widening of narrow footways in town centres, by making use of part of the carriageway. In conjunction this may also require the suspension of some on-street parking locations to further maximise use of space for pedestrians.

In Bromley, maximising alternative methods to pay for parking such as via Ring-go would alleviate queuing at the ticket machines. In line with the Prime Minister's advice to travel by bicycle or walk, appropriate public space could be converted to temporary cycle rack locations to support this.

There should be consideration for the use of any 'live' data Bromley or other stakeholders can access, such as footfall, CCTV or parking capacity data. This information could be embedded in Bromley's and partner's websites and give the public an indication of how busy a town centre is and help them plan or schedule their trip accordingly and thus help manage the volume of people in an area at any one time and minimise the risk of them being overwhelmed and queuing.

### **Market Layout**

In line with social distancing the market stalls will need to be spaced further apart to allow for easier pedestrian flow, ensure no queue 'hotspot' areas are impeded and allow them to operate and trade with more confidence. A key hotspot identified for Bromley High Street is outside Lidl and M&S.

This greater spacing set-up will require the market to extend beyond its normal operating boundaries into the southern end of the High Street. There will also in Bromley need to be additional attention paid to the fire path access to ensure that there is no imposition to the emergency access for the pedestrian area.

Stalls set up in the southern end will need to be on weights of which we have ample numbers. However, there will be no access to electricity as there are no gifa boxes and feeder pillars were removed as part of redevelopment. The Market has four portable generators which may be deployed.

Any traders who require electrics in order to trade (such as food traders) will therefore be sited in the north end where there is electric infrastructure and those who are not reliant will be sited in the south.

We will also seek to use smaller stalls, setting up single rather than double stalls to those traders able to operate in a smaller pitch to minimise space taken up by stalls. With an expected dampened demand this may fit with the trader's own plans for rebuilding their trade.

An initial layout proposal is shown at the end of this Appendix.

### **Covid-19 Secure Guidelines**

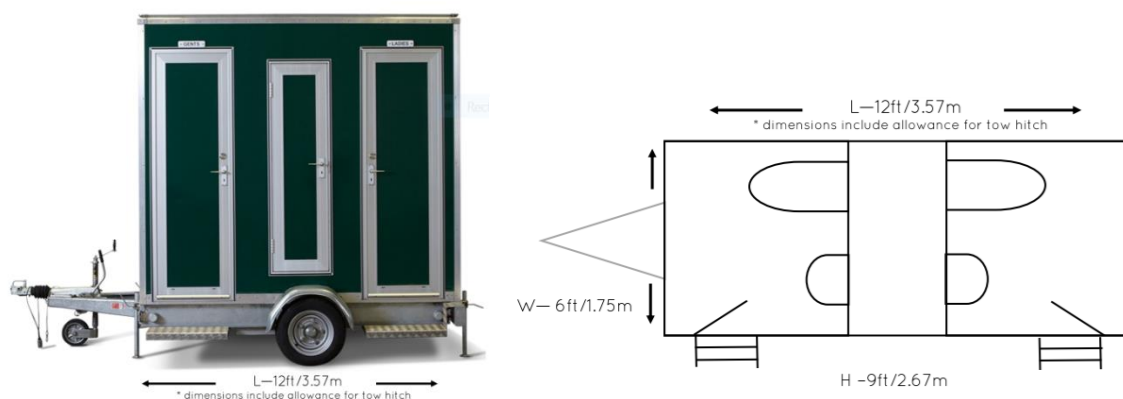
The level of responsibility we have as a Market Operator will also need to be considered. Although the traders are each independent businesses in their own right and would be responsible for adhering to steps 1, 4 and 5\* of the Covid-19 Secure Guidelines as the market operator and provider of the key market infrastructure there is a question as to how much we should be providing or assisting with supporting step 2 - Develop cleaning, handwashing and hygiene procedures.

*\*Step 3 Help People Work From Home is not relevant for the market*

This links to a raised concern from traders around access to toilets. Normally a trader would use the public toilets in the Glades throughout the day. However, with access to the Glades limited and queues expected a trader could not leave their stall unattended for this length of time.

It is recommended that as part of the offering as Market Operator to meet the government advice in Step 2 of the Covid-19 Secure Guidelines we provide toilet access in the form of portaloos. It is suggested that the best location for this portaloos is in Library Gardens. The recommended option is a trailer with 2 separate toilets, hand washing / drying facilities & hand sanitiser. Running water is fed from a large water tank. There is a separate waste tank that would need to be emptied on a weekly basis to avoid nasty smells. Each toilet can be locked and keys will be provided to each trader to prevent overuse / misuse from members of the public. It's worth noting that portaloos are in high demand as they are helping a variety of organisations adhere to social distancing measures.

The portaloo will require a cleaning programme where they are disinfected at the end of each day in line with the market stall cleaning regime.



Once the Library reopens in July, we may have the option of allowing traders access to these toilets and removing the cost involved with the portaloos. The Library toilets are not open to the public so there would be no queuing.

All market stalls will provide hand sanitiser for use by their staff and customers. Therefore, on market days (Thurs, Fri, Sat) there will be an additional 10 to 20 hand sanitisers present on the High Street.

### Market Asset Cleansing / Disinfecting

This also links to Step 2 there should be consideration of introducing regular market asset cleansing as part of a new operating procedure. There would be an expectation placed upon traders to wipe down stalls at the end of the trading day. However, the scale and consistency of this cannot be guaranteed and Bromley should have an overarching cleansing regime in place.

There is currently pending advice from Public Health whether large-scale cleansing such as disinfectant spray has a tangible preventative benefit, and what the cost-versus-risk may be.

In the meantime, the Street Cleansing contractor Veolia has confirmed they are able to provide a disinfectant spray service. This would be carried out in two shifts around 7pm to 10pm over Thursday and Friday evenings when the market stalls are in situ, half the stalls done on each attendance.

It may require traders to pack up or cover anything they leave overnight (with regular traders often leaving some equipment in situ for a faster set-up the next day).

Any cleansing would however represent a new and ongoing charge to the Market at a time when income is reduced, however it may be that any such stall cleansing should also be part of a wider funded town centre cleansing regime. It is estimated that the cost of cleaning market stalls / equipment will be £424.50 per week, with the additional cleaning of the portaloo at approx. £100.00 per week.

### Market Supervision and Stewarding

Where social distancing and queuing has so far successfully been implemented in essential retailers, it has required significant stewarding to advise and guide customers, ensure compliance, control access and respond quickly to any changes.

Implementing measure in the High Street and wider town centre, even if well signed is likely to require more 'boots on the ground'

The Bromley Market Team is small, although the market set-up contractor could be re-purposed to provide additional support beyond the stall assembly. Their experience with the weekly operation would also make them ideally placed to support the Market Supervisor or provide cover.

There is also scope for LBB Officers who cannot undertake their substantive role to be temporary re-assigned to support, similarly for volunteers to assist with any town centre stewarding. Local BIDs may also be able to support, or local businesses may be able to provide staff. Given the possible variety of sources the need for a co-ordinated plan to ensure all are pulling together is again highlighted.

The Market Team estimated that Bromley Town Centre pedestrian area would require 8 stewards at points along the High Street to ensure there is 'sight' over its length.

There are concerns raised by the Glades that there is a risk of confrontation from members of the public not following social distancing and a desire for Police awareness of plans and, if possible, presence to assist in compliance.

## **Street Trading**

Street Trading across the borough of Bromley can be divided into three broad categories:

- Fruit & Veg/Food accounting for 20% of total
- Flower Sellers accounting for 13% of total
- Tables & Chairs licensing accounting for 67% of total

While food traders have been able to continue trading, few in fact have due to poor demand, however we expect them to start again at the beginning of June with hopes for greater footfall from other shops opening.

Flower Sellers are keen to recommence trading and there are representations being made by NMFTF and NABMA to government to allow flower traders to be considered similarly to garden centres which have been allowed to reopen already.

However, given the siting of many flower sellers near railway stations and other transport hubs, each will need a further assessment and provision of a risk assessment to ensure this does not cause issues. Some traders are also sited on Railway Land (although licenced by LBB as within 7m of highway) and permission from the landowner may be required by them in those instances.

Furthermore, many small businesses may not be able to implement social distancing measures in their own shop and we might expect there to be an upsurge in street trading applications as they look to facilitate trade in the open.

There has been a briefing from the Communities Secretary around an option to grant 'blanket permission' to allow food & drink outlets that already have a table and chairs licence to sell from outdoor stalls. This itself may also see an increase in those applications being made.

East Street in Bromley and Beckenham are two café/restaurant heavy areas which may look to take up this offer.

This creates two major pressure points:

- 1) We have a single Licencing Officer covering the borough; a requirement to request risk assessments, reassess existing trading spaces where now social distancing rules may impact, and deal with an upsurge in applications will need additional support and resourcing.
- 2) More applications place greater strain on the public realm in terms of managing the space for social distancing purposes. Any plans should also seek to factor in where the footway could be further narrowed by shops seeking to use the space directly outside their shops for trading.

## **LBB Fee Proposal**

The Market's Team would propose that Bromley offers a reduced rate for traders for several reasons; footfall is likely to be low and trade depressed, traders will have had little or no access to income during the lockdown, many traders could be without full electric needs if sited at the southern end.

Bromley are already a very high rent market and it may well be necessary to lower the financial access to the market to rebuild it.

NABMA have undertaken a survey with traders and operators and found that 93% of operators had offered either zero, reduced or deferred rents.

Given the initial challenges it is proposed that a zero-rent period for June may be a way to allow traders to test the footfall with minimal financial risk. Rising to 25% in July and 50% to September with a reassessment at that time as to whether to continue as such or increase further:

- June 2020 – 100% market charge reduction
- July 2020 – 75% market charge reduction
- August – September 2020 – 50% market charge reduction
- October 2020 onwards – to be assessed

**Note:** loss of income is not likely to be covered by any of the grant funding being applied for.

## **Extended Opening**

When we have bedded in working practises for ongoing social distancing then Bromley Market would like to consider extending the trading days subject to demand – adding a Wednesday or Sunday could be a way of increasing income from market rent to offset the reduction in costs and would be a factor in increasing footfall to Bromley and highlighting that the town is open for business.

It would also be proposed not to limit use of the stalls to only market traders but to offer their use to other local business where it could offer an opportunity for them to distribute stock and build up trade, particularly where their bricks and mortar store cannot open, or is restricted in their opening by what they can manage internally. Restaurants which are expected not to be able to open to later in the government's lockdown easement plan could use these as takeaway collection points.

Bromley or the BID could also utilise a stall as an information point for the public or a steward hub.

## **Predicted Costs**

All costs below are approximate:

- Portaloo Hire £1,000 per week, minimum 10 week period
- Cleansing of Portaloo £100.00 per week
- Cleansing of market equipment £424.50 per week.
- Shortfall in Market income £95,000 (current loss plus proposed discounts to Sept – see previous page)
- Shortfall In Street trading income £75,000 (current and projected losses)

*Total costs approximately £16k. (Shortfall in income approximately £170k; loss of income is unlikely to be covered by any grant funding.)*

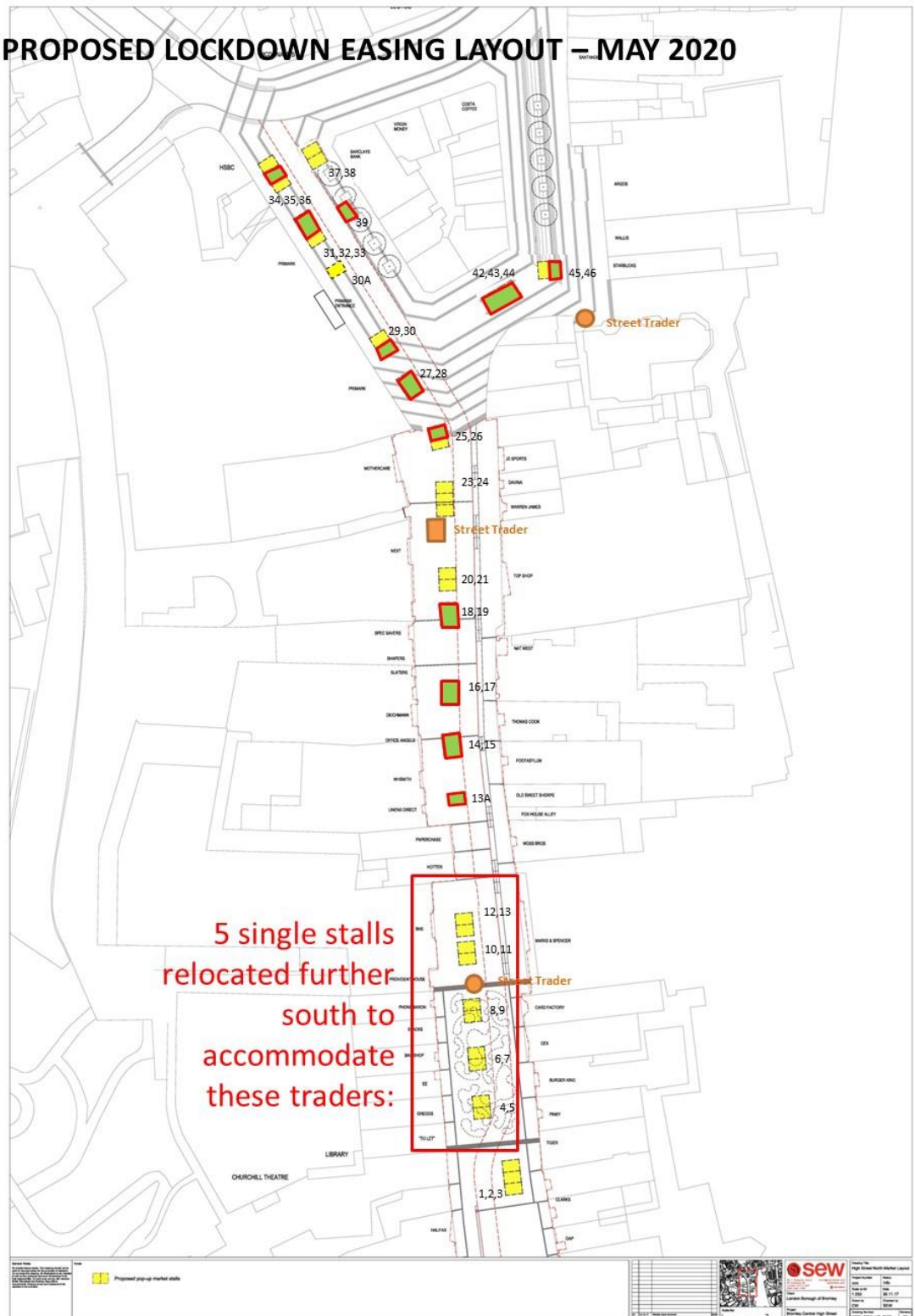
## **Recommendations**

In summary, the key recommendations from this Appendix are:

- A 'keep left' controlled pedestrian flow be implemented in Bromley Town Centre (and borough-wide for consistency). Physical barriers are less likely to be used than simple floor markings and signs, as physical barriers may actually force people closer together and may also offer an additional avenue for virus transmission.
- Footfall/parking/CCTV data is shared and provided across all stakeholder's websites to help public schedule visits.
- Market stalls both reduced in size where possible and spaced sufficiently to ensure compliance with the social distancing restrictions.
- The Market extends south of the Churchill Theatre to facilitate that spacing and avoid hotspot queuing outside Lidl and M&S
- A regular disinfectant cleansing regime is implemented for the stalls and portaloo.
- Market and Street Traders provide a risk assessment prior to recommencing trading in line with Government guidance.
- We provide the traders with a portaloo with hand washing facilities to support government guidance in regular handwashing.
- The market set-up contractor is re-purposed to also provide support with stewarding or market supervision.
- Additional stewarding support is sought from LBB officers, covid-19 volunteer groups, BIDs and local businesses.



## PROPOSED LOCKDOWN EASING LAYOUT – MAY 2020



Proposed Locations for shop queuing lanes, floor stickers, keep left signs and market trader portaloo location in the pedestrianised zone.

