



# Havering

L O N D O N   B O R O U G H

## HIGHWAYS ADVISORY COMMITTEE AGENDA

<b>7.30 pm</b>	<b>Tuesday 5 December 2017</b>	<b>Council Chamber - Town Hall</b>
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Members 11: Quorum 4

### COUNCILLORS:

**Conservative  
(4)**

Frederick Thompson  
(Vice-Chair)  
John Crowder  
Dilip Patel  
Jason Frost

**Residents'  
(2)**

Barry Mugglestone  
Stephanie Nunn

**East Havering  
Residents'(2)**

Darren Wise  
Brian Eagling (Chairman)

**UKIP**

**(1)**

John Glanville

**Independent Residents'**

**(1)**

David Durant

**Labour**

**(1)**

Denis O'Flynn

**For information about the meeting please contact:  
Taiwo Adeoye 01708 433079  
[taiwo.adeoye@onesource.co.uk](mailto:taiwo.adeoye@onesource.co.uk)**

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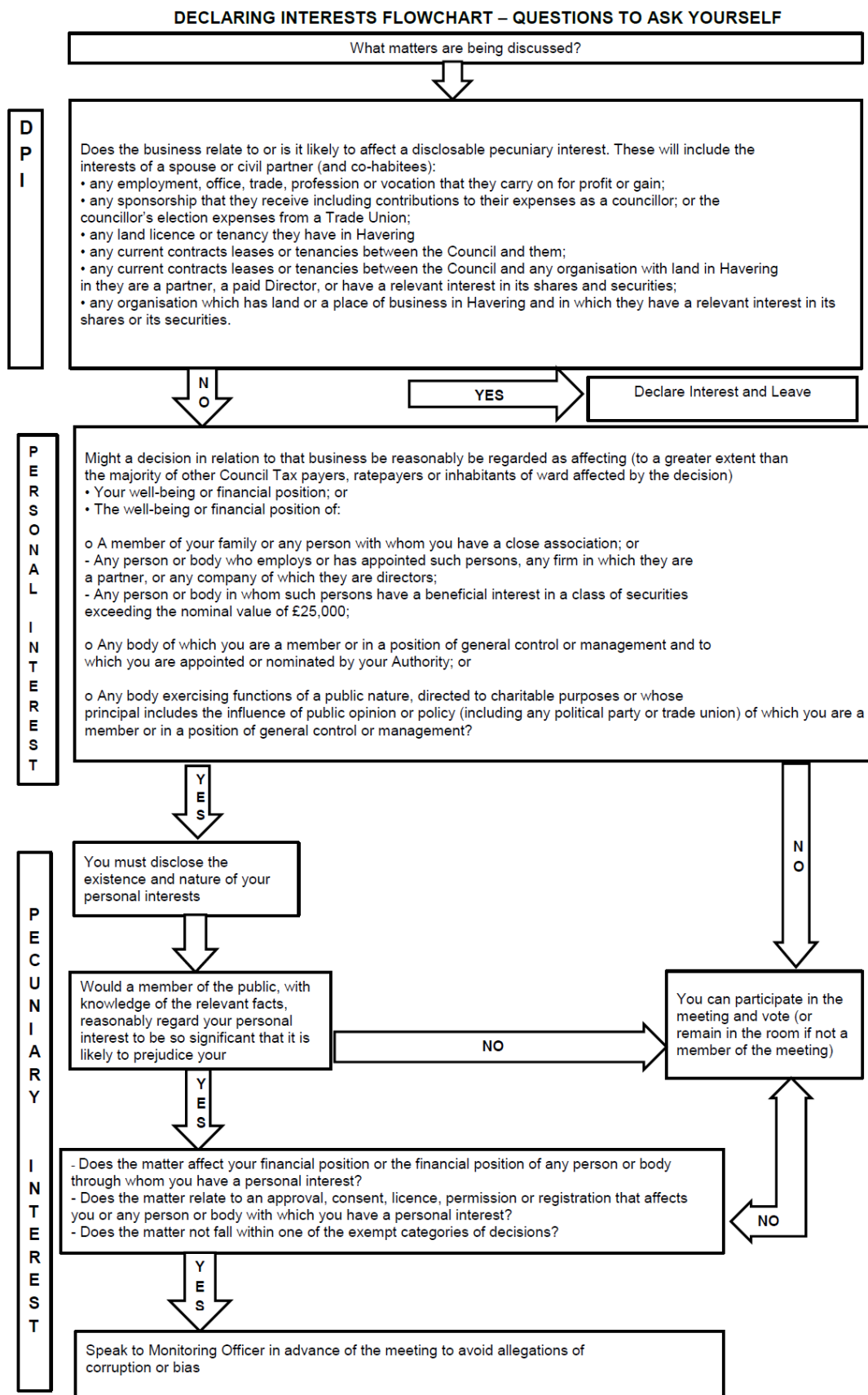
Reporting means:-

- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing, so that the report or commentary is available as the meeting takes place or later if the person is not present.

Anyone present at a meeting as it takes place is not permitted to carry out an oral commentary or report. This is to prevent the business of the meeting being disrupted.

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Members of the public are asked to remain seated throughout the meeting as standing up and walking around could distract from the business in hand.



## **AGENDA ITEMS**

### **1 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman will announce details of the arrangements in case of fire or other events that might require the meeting room or building's evacuation.

The Chairman will also announce the following:

The Committee is reminded that the design work undertaken by Staff falls under the requirements of the Construction (Design & Management) Regulations 2015. Those Staff undertaking design work are appropriately trained, experienced and qualified to do so and can demonstrate competence under the Regulations. They also have specific legal duties associated with their work.

For the purposes of the Regulations, a Designer can include an organisation or individual that prepares or modifies a design for any part of a construction project, including the design of temporary works, or arranges or instructs someone else to do it.

While the Committee is of course free to make suggestions for Staff to review, it should not make design decisions as this would mean that the Committee takes on part or all of the Designer's responsibilities under the Regulations.

### **2 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS**

(if any) - receive.

### **3 DISCLOSURE OF INTERESTS**

Members are invited to disclose any interest in any of the items on the agenda at this point of the meeting.

*Members may still disclose any interest in an item at any time prior to the consideration of the matter.*

### **4 MINUTES** (Pages 1 - 6)

To approve as a correct record the minutes of the meeting of the Committee held on 7 November 2017, and to authorise the Chairman to sign them.

### **5 CEDAR ROAD, ROMFORD - POTENTIAL RELOCATION OF ROAD CLOSURE** (Pages 7 - 14)

### **6 BEECHFIELD GARDENS & CROW LANE - BROOKLANDS SCH40 - RESULTS OF FORMAL ADVERTISEMENT** (Pages 15 - 38)

**7 URGENT BUSINESS**

To consider any other item in respect of which the Chairman is of the opinion, by reason of special circumstances which shall be specified in the minutes, that the item should be considered at the meeting as a matter of urgency.

**Andrew Beesley**  
**Head of Democratic Services**

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**MINUTES OF A MEETING OF THE  
HIGHWAYS ADVISORY COMMITTEE  
Council Chamber - Town Hall  
7 November 2017 (7.30 - 8.15 pm)**

**Present:**

**COUNCILLORS**

<b>Conservative Group</b>	Frederick Thompson (Vice-Chair), John Crowder, Dilip Patel and Jason Frost
<b>Residents' Group</b>	Barry Mugglestone and John Mylod
<b>East Havering Residents' Group</b>	Darren Wise and Brian Eagling (Chairman)
<b>UKIP</b>	John Glanville
<b>Independent Residents Group</b>	David Durant
<b>Labour Group</b>	Denis O'Flynn

Unless otherwise indicated all decisions were taken with no votes against.

Councillor Wend Brice-Thompson was also present for the meeting.

There were two members of the public present for the meeting.

The Chairman reminded Members of the action to be taken in an emergency.

**139 DISCLOSURE OF INTERESTS**

No interest was disclosed at the meeting.

**140 MINUTES**

The minutes of the meeting of the Committee held on 3 October 2017 were agreed as a correct record and signed by the Chairman.

141    **PROPOSALS TO CLOSE LITTLE GERPINS LANE, RAINHAM**

At its meeting in September 2017, the Committee resolved to defer a decision on the proposal to permanent closure of Little Gerpins Lane in order for officers to consider closing the road on an experimental basis and moving the position of the second closure point closer to Gerpins Lane.

The report before the Committee detailed that the proposals for an experimental closure were investigated, however, these were not found to be viable owing to cost and the susceptibility of the temporary measures to vandalism / removal by fly tippers.

The report outlined that the road was becoming increasingly susceptible to fly tipping of waste at both household and industrial scales. The matter was of great concern to the Council as the removal of waste was leading to significant costs.

The Principal Engineer outlined a representation from the Land owner (Ingrebourne Valley Ltd) to the Committee which proposed that the road should be closed at a point just within Gerpins Lane.

Officers informed the Committee that the proposals by Ingerbourne would hinder access to the local farm and airstrip. During the debate, a Member sought clarification on representations by the Emergency services.

Another Member raised concerns over the displacement of fly tipping in East Hall Lane and Wennington Road. Officers confirmed that sites which could be susceptible to displacement of fly tipping had been identified and would be monitored. Officers confirmed that a scheme involving the installation of CCTV cameras in local roads was also being considered for implementation.

Following the debate, the Committee **RESOLVED** to recommend to the Cabinet Member for Environment, Regulatory Services and Community Safety that the closure of Little Gerpins Lane be authorised at the following locations:

1. North-western side of Little Gerpins Lane, Rainham (through construction of traffic island) – at its junction with Berwick Pond Road to restrict vehicular traffic with the exception of cyclists, pedestrians and horse riders would be retained. The proposals detailed on drawing No. QQ033-OF-101 of the report,
2. South-eastern side of Little Gerpins Lane, Rainham (through removable bollard) – the proposed road closure would be situated approx. 58 metres from the north-western kerb line of Gerpins Lane at its junction with Little Gerpins Lane. This closure would permit access to general traffic, mainly the local occupiers. The proposals as outlined on drawing No. QQ033-OF-102 of the report.



3. Proposed implementation of two-way traffic flow

That Traffic Management Orders be amended as necessary to give effect to the recommendations by permitting two-way traffic flow in Little Gerpins Lane, between the proposed closure points as shown on drawing Nos. QQ033-OF-101 and QQ033-OF-102 of the report.

Members noted that the estimated cost for implementation was £0.06m. The funding for carrying out the works was available from the Council's Corporate Capital funds.

The voting to proceed with the scheme was 10 in favour for implementation and one abstention.

142 **ST EDWARD'S PRIMARY SCHOOL, THE MAWNEY FOUNDATION SCHOOL AND CROWLANDS PRIMARY SCHOOL - QUIET CYCLE ROUTE**

The report before the Committee detailed responses to a consultation for the introduction of a No Motor Vehicle restriction at the location of three existing fire gates in Romford.

The proposal was to support the promotion of sustainable travel as it was stated that St Edwards School, Mawney Foundation School and Crowlands Primary School were successful at actively encouraging their pupils to cycle to school.

Following Staff recommendation to proceed with the introduction of restrictions and the removal of three fire gates in order to make the cycle route fully accessible the Committee **RESOLVED** to recommend to the Cabinet Member for Environment Regulatory Services and Community Safety to the introduction of a No Motor Vehicle restriction at the following locations:

- Como Street j/w North Street - QQ023/01.A
- Marks Road - QQ023/02.A
- Pretoria Road/Marks Road - QQ023/03.A

Members noted that the estimated cost of £0.021M for implementation of the scheme would be met by the Transport for London Local Implementation Plan Allocation for STP Engineering Measures - St Edwards, Mawney and Crowlands Schools (A2633)

**143 SCH162 PARKSIDE AVENUE - PROPOSED PAY AND DISPLAY BAYS**

The Committee considered the report and without debate **RESOLVED** to recommend to the Cabinet Member for Environment, Regulatory Services and Community Safety that that:

1. the proposals to convert the existing (larger) 'free parking bay' to Pay and Display parking bays operational Monday to Saturday 8.30am to 6.30pm (2 hours maximum – Tariff C) be publicly advertised; and
2. the proposals to remove the existing (smaller) 'free parking bay' and replaced with Monday to Saturday, 8:30am to 6:30pm waiting restrictions be publicly advertised;
3. the effects of any implemented proposals be monitored.

Members noted that the estimated cost of the scheme was £0.003m, which would be met from the Parking Minor Safety Improvement budget (A24650).

**144 SCH15 OLD STATION LANE - PROPOSED PAY AND DISPLAY BAYS**

Following clarification by officers of a tariff change, the Committee considered the report and without debate **RESOLVED** to recommend the following proposal to the Cabinet Member for Environment, Regulatory Services and Community Safety:

1. the proposals to convert part of the existing 'At Any Time' Waiting Restrictions to Pay and Display parking bays operational Monday to Saturday 8.30am to 6.30pm (3 hours maximum – Tariff A) be publicly advertised; and
2. the effects of any implemented proposals be monitored.

Members noted that the estimated cost of the scheme was £0.003m, would be met from the Parking Minor Safety Improvement budget (A24650)

**145 EWAN ROAD AREA PARKING REVIEW - RESULTS OF INFORMAL PARKING REVIEW**

The Committee considered the report and without debate **RESOLVED** to recommend to the Cabinet Member for Environment, Regulatory Services and Community Safety that the proposals to introduce a residents parking scheme in the Ewan Road area, operational Monday to Friday 10am to 2pm inclusive, be publicly advertised.

Members noted that the estimated cost of the scheme was £8000, which would be met from the S106 contribution from the Former Harold Wood Hospital to review the parking restrictions.

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**Chairman**

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## HIGHWAYS ADVISORY COMMITTEE 5 December 2017

<b>Subject Heading:</b>	Cedar Road, Romford Potential relocation of road closure. Outcome of public consultation
<b>SLT Lead:</b>	Dipti Patel
<b>Report Author and contact details:</b>	Mark Philpotts Principal Engineer 01708 433751 mark.philpotts@havering.gov.uk
<b>Policy context:</b>	Havering Local Development Framework (2008) Havering Local Implementation Plan 2017/18 Delivery Plan (2016)
<b>Financial summary:</b>	The estimated cost of £0.0035m for implementation will be met by the Council's Capital Allocation for Minor Highway Improvements (A2225)

### The subject matter of this report deals with the following Council Objectives

Communities making Havering	[X]
Places making Havering	[X]
Opportunities making Havering	[ ]
Connections making Havering	[X]

## SUMMARY

This report sets out the responses to a consultation for the potential relocation of the existing modal filter in Cedar Road.

The scheme is within **Brooklands** ward.

## RECOMMENDATIONS

1. That the Committee having considered the report and the representations made recommends the Cabinet Member for Environment and Community Safety that either;
  - (i) the modal filter be retained at the common boundary of Nos.15a and 17a Cedar Road (shown on Drawing QQ042/101); or
  - (ii) the modal filter be relocated to a position at the common boundary of Nos.21 and 23 Cedar Road (shown on Drawing QQ042/101).
2. That it be noted that the estimated cost of £0.0035m for implementation will be met by the Council's Capital Allocation for Minor Highway Improvements (A2225).

## REPORT DETAIL

### 1.0 Background

- 1.1 At its meeting of 6<sup>th</sup> June 2017, the Highways Advisory Committee considered a request made by some of the businesses in Chesham Close for the relocation of the modal filter outside Nos.15a and 17a Cedar Road.
- 1.2 The modal filter was installed to prevent the drivers of motor vehicles passing between Mawney Road and North Street, following the completion of an experimental scheme where it was decided to make the modal filter permanent. Although the experimental traffic order was made permanent, the temporary materials, concrete blocks and bollards, remain in place pending this latest consultation.

- 1.3 The businesses requested that the modal filter be (permanently) relocated southwest of its existing position in order to provide sufficient space for large vehicles to reverse from Cedar Road into Chesham Close.
- 1.4 The committee recommended that the Assistant Director of Environment should proceed with the advertisement and consultation of an alternative location. The Assistant Director of Environment decided to proceed with Executive Decision 40/17.
- 1.5 In locating an alternative location, Staff had to seek an area which would provide the space requested by the businesses, but which would not impact on the vehicle crossings to residents' driveways. The most appropriate location was found to be the common boundary of Nos.21 and 23 Cedar Road. Drawing QQ042-101 shows the existing and alternative location for the permanent closure. The drawing also shows a general arrangement for a permanent layout which would be implemented regardless of the final position of the closure. The permanent layout would be fully accessible to people cycling as with the experimental layout.
- 1.6 37 letters were sent to residents in the immediate vicinity of the existing/ alternative locations and the businesses on Chesham Close on 29<sup>th</sup> September 2017, with a closing date of 27<sup>th</sup> October 2017 for representations. In addition, the Council's standard consultees and ward councillors were advised of proposals.

## **2.0 Outcome of Public Consultation**

- 2.1 By the close of consultation, five responses were received. Three were from residents and two were from businesses.
- 2.2 Four responses were unequivocally in support of the alternative location. One business while in support, felt that the alternative location didn't need to be so far away from the current position, that parking management is required to assist turning drivers and that some carriageway widening should take place in the entrance to Chesham Close.

## **3.0 Staff Comments**

- 3.1 The alternative location of the filter is the only reasonable one given the constraints set out above.
- 3.2 A localised parking review will take place once a decision is taken on the position of the modal filter and this will include the proposition of double yellow line (at any time) waiting restrictions at crucial points.
- 3.3 Carriageway widening is not appropriate as pedestrian space is already tight at the entrance to Chesham Close.

## IMPLICATIONS AND RISKS

### Financial implications and risks:

This report is asking HAC to recommend to the Cabinet Member that the modal filter either be retained in its current location or moved to an alternative location. Both options are identically costed.

The estimated cost of £0.0035m for implementation will be met by the Council's Capital Allocation for Minor Highway Improvements (A2225).

The costs shown are an estimate of the full costs of the scheme, should all proposals be implemented. It should be noted that subject to the recommendations of the committee a final decision then would be made by the Lead Member – as regards actual implementation and scheme detail. Therefore, final costs are subject to change.

This is a standard project for Environment and there is no expectation that the works cannot be contained within the cost estimate. There is an element of contingency built into the financial estimate. In the unlikely event of an overspend, the balance would need to be contained within the overall Environment Capital budget.

### Legal implications and risks:

The Council's power to make an order regulating or controlling vehicular traffic on roads is set out in section 6 of Part I of the Road Traffic Regulation Act 1984 ("RTRA 1984"). Schedule 1 of the RTRA 1984 lists those matters as to which orders can be made under section 6. These include:

*'For prescribing streets which are not to be used for traffic by vehicles, or by vehicles of any specified class or classes, either generally or at specified times (Schedule 1, Section 2, RTRA 1984);*

*'The erection or placing or the removal of any works or objects likely to hinder the free circulation of traffic in any street or likely to cause danger to passengers or vehicles (Schedule 1, Section 19, RTRA 1984).'*

The installation of traffic feature restricting vehicular use of the road is compliant with the Council's powers under the RTRA 1984.

Before an Order is made, the Council should ensure that the statutory procedures set out in the Local Authorities Traffic Orders (Procedure) (England & Wales) Regulations 1996 (SI 1996/2489) are complied with. The Traffic Signs Regulations



and General Directions 2002 as amended by the Traffic Signs Regulations and General Directions 2016 govern road traffic signs and road markings.

Section 122 RTRA 1984 imposes a general duty on local authorities when exercising functions under the RTRA. It provides, insofar as is material, to secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway. This statutory duty must be balanced with any concerns received over the implementation of the proposals.

In considering any responses received during consultation, the Council must ensure that full consideration of all representations is given including those which do not accord with the officer's recommendation. The Council must be satisfied that any objections to the proposals were taken into account.

In considering any consultation responses, the Council must balance the concerns of any objectors with the statutory duty under section 122 RTRA 1984.

**Human Resources implications and risks:**

None.

**Equalities Implications and Risks:**

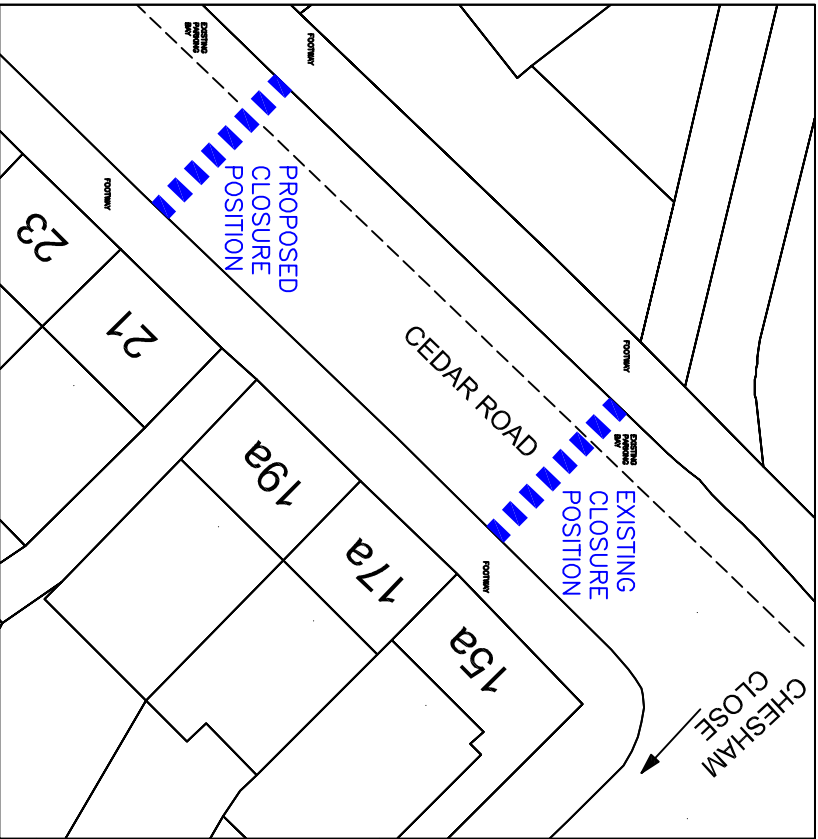
The Council has a general duty under the Equality Act 2010 to ensure that its highway network is accessible to all. Where infrastructure is provided or substantially upgraded, reasonable adjustments should be made to improve access. In considering the impacts and making improvements for people with protected characteristics (mainly, but not limited to disabled people, the young and older people), this will assist the Council in meeting its duty under the Act.

Some people rely on the use of cycles as a mobility aid. This can include disabled people who can cycle for far greater distances than they could walk, disabled people who use non-standard cycles as part of their mobility (such as hand cycles and tricycles) and indeed families who use non-standard cycles for transport. Fully accessible cycling design will ensure that those using cycles for mobility aids will be properly enabled to cycle as well as ensuring good access for everyone else.

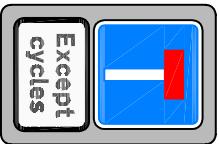
**BACKGROUND PAPERS**

None

**APPENDIX I  
SCHEME DRAWINGS**



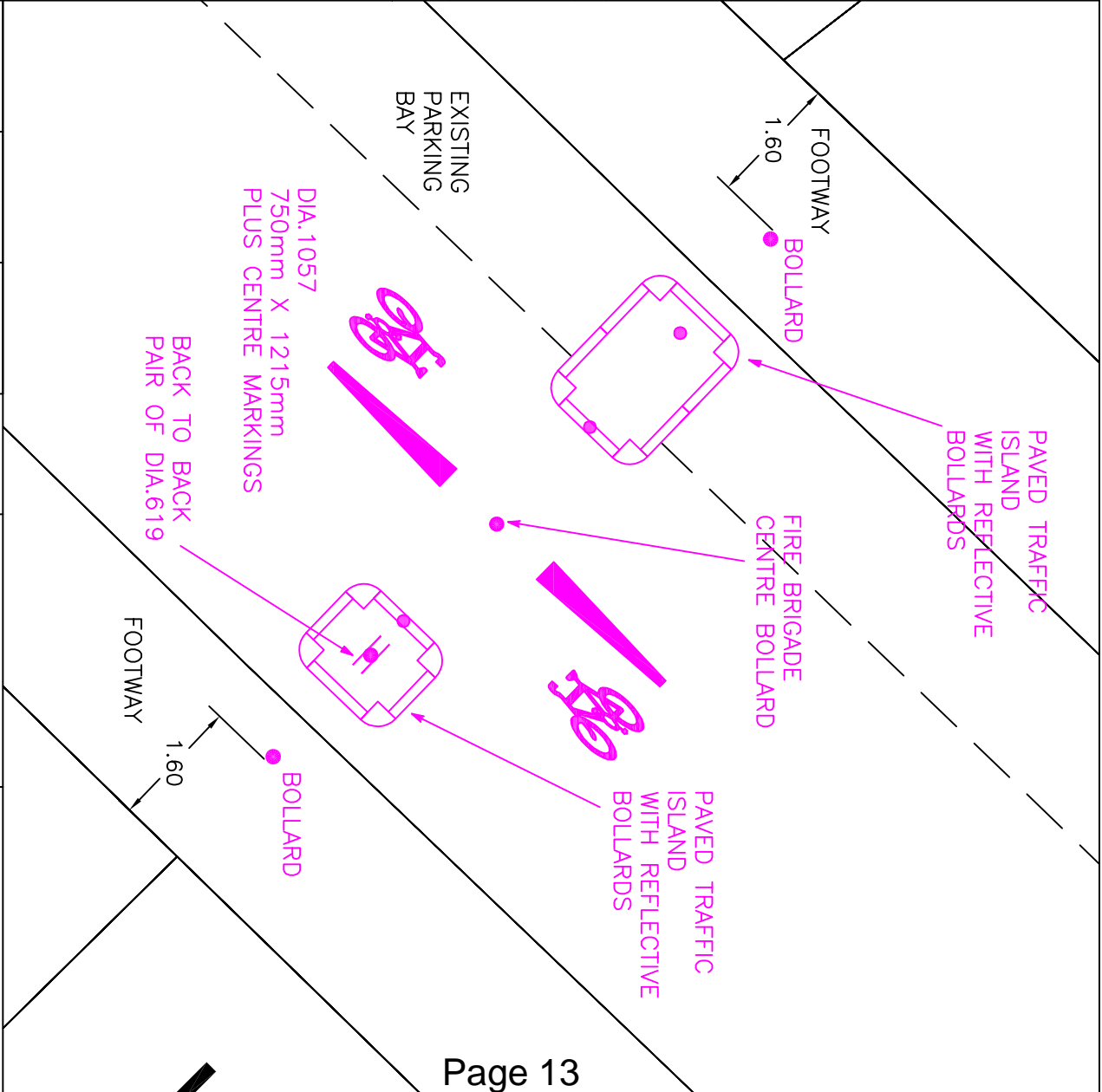
DIA.619  
NO MOTOR VEHICLES  
AT CLOSURE



DIA.816  
NO THROUGH ROAD  
AT CHESHAM CLOSE AND  
WILLOW STREET JUNCTIONS



**Havering**  
LONDON BOROUGH  
STREETCARE COMMUNITIES & RESOURCES  
TRAFFIC & ENGINEERING  
10th FLOOR MERCURY HOUSE  
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TELEPHONE No: 01708 434343 FAX No: 01708 433721  
E-MAIL: streetcare@havering.gov.uk



JOB TITLE		DRAWN BY		CHECKED BY		APPROVED BY		PURPOSE		CONSULTATION	
CEDAR ROAD, ROMFORD		MLP		MLP		MLP					
PROPOSED CLOSURE RELOCATION		SCALE (AT A4 SIZE)		DATE		DRAFT					
DRAWING TITLE		NTS		SEPT 2017		ISSUE					
GENERAL ARRANGEMENT		ACAD REF:		DRAWING No		REVISION					
		Sheet Size: A4 (297x210)		00042/101		-		REVISION		AMENDMENT	
										DATE	

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## HIGHWAYS ADVISORY COMMITTEE

5 December 2017

<b>Subject Heading:</b>	<b>Beechfield Gardens &amp; Crow Lane – Brooklands SCH40 – Results of formal advertisement</b>
<b>CMT Lead:</b>	<b>Dipti Patel</b>
<b>Report Author and contact details:</b>	<b>Gareth Nunn Engineering Technician <a href="mailto:schemes@havering.gov.uk">schemes@havering.gov.uk</a></b>
<b>Policy context:</b>	<b>Traffic &amp; Parking Control</b>
<b>Financial summary:</b>	<b>The estimated cost of implementation is £3000 and will be met by the Parking strategy investment (A2017).</b>

### The subject matter of this report deals with the following Council Objectives

Havering will be clean and its environment will be cared for	[x]
People will be safe, in their homes and in the community	[x]
Residents will be proud to live in Havering	[x]

### SUMMARY

This report outlines the responses received to the formal advertisement undertaken with the residents of the Beechfield Gardens and Crow Lane (between its junctions with Sandgate Close and Jutsums Lane) and recommends a further course of action.

### Ward

Brooklands

## RECOMMENDATIONS

1. That the Highways Advisory Committee having considered this report and the representations made recommends to the Cabinet Member for Environment Regulatory Services and Community Safety that;
  - a. the proposals to introduce a residents parking scheme in Beechfield Gardens and Crow Land (between Sandgate Close and Jutsums Lane), operational Monday - Friday, 8am - 6:30pm (a reduction to the advertised times of Monday - Friday, 8am - 8pm), be implemented;
  - b. The effects of any implemented proposals be monitored.

The effects of any implemented proposals be monitored.

2. Members note that the estimated cost of this scheme as set out in this report is £0.003m, which will be met through a virement from the revenue budget to the **capital (A2017)**, as there are no funds within the capital budget to fund the project.

## REPORT DETAIL

### 1.0 Background

- 1.1 At its meeting in August 2016, this committee agreed in principle to consult on the introduction of a Controlled Parking Zone in Beechfield Gardens and Crow Lane. This is due to increasing complaints about the level of non-residential parking in the area.
- 1.2 In October 2016 a questionnaire was sent to 136 residents affected by the parking review. 35 responses were received, 28 of which favoured the introduction of parking restrictions. With the preferred restriction being a residents parking scheme. Following consideration of the questionnaires' Officers agreed with Ward Councillors that an informal consultation should take place proposing a residents parking scheme.

- 1.3 On Friday 10<sup>th</sup> February 2017, 136 residents that were affected by the review were sent letters and a design of the proposed residents parking scheme, with a return date of 3<sup>rd</sup> March 2017 for responses. The responses to the questionnaire were collated and reported to this Committee at its meeting in June 2017. The Committee resolved that a residents parking scheme should be designed and formally consulted.
- 1.4 On 8<sup>th</sup> September 2017 residents were formally consulted on a residents parking scheme operational 8am to 8pm Monday to Friday inclusive, with associated single yellow lines operational 8am to 6:30pm Monday to Saturday in line with the existing waiting restrictions and associated 'at any time' waiting restrictions for access and safety reasons. Copies of the consultation letter and the plan of the proposals are appended to this report at Appendix B and C respectively. All responses to the formally advertised proposals were to be received by Friday 29<sup>th</sup> September 2017. The table of responses is appended to this report at Appendix A.

### **3.0 Staff comments**

Given the very low level of objections to the formal advertisement and the results of the previous consultations, it is recommended that the residents parking scheme is implemented. It is further recommended that the advertised operational hours of Mon-Fri 8am-8pm are varied by a reduction to the operational period to Mon-Fri, 8am-6:30pm. The variation takes account of two representations that described the advertised period as excessive as non-residential vehicles rarely arrive after 6:30pm. Officers consider that the reduction to the operational hours would benefit guests of local residents who, under the advertised times, would have required a visitor parking permit between 6:30pm – 8pm. It is also recommended to monitor the effects of the scheme to ensure the hours of operation are sufficient.

Ward Councillors have discussed the variation with residents and are happy for the restrictions to be implemented until 6:30pm with the effects monitored.

## **IMPLICATIONS AND RISKS**

### **Financial implications and risks:**

This report is asking HAC to recommend to the Cabinet Member the implementation of the above scheme

The estimated cost of £0.003m for implementation will be met through a virement from the revenue budget to the **capital (A2017)**, as there are no funds within the capital budget to fund the project.

The costs shown are an estimate of the full costs of the scheme, should all proposals be implemented. It should be noted that subject to the recommendations of the committee a final decision then would be made by the Lead Member – as regards actual implementation and scheme detail. Therefore, final costs are subject to change.

This is a standard project for Environment and there is no expectation that the works cannot be contained within the cost estimate. There is an element of contingency built into the financial estimate. In the unlikely event of an overspend, the balance would need to be contained within the overall Environment Revenue budget.

\*on the basis of one third of properties purchasing a permit.

No. of Properties	Cost of Permit	Total
45	£25	1125

**Related costs to the Permit Parking areas (previous years prices will be honoured for first month of scheme going live)**

<b>Resident &amp; Business permits charges</b>	
Residents permit per year	1st permit £35.00, 2nd permit £60.00, 3rd permit and any thereafter £85.00
Visitors permits	£1.25 per permit for up to 6 hours (sold in £12.50 books of 10 permits)

**The impact of offering permits in the first month of the scheme going live at 2016/17 prices is an estimated loss of £450.00. Should we not offer the reduced amount as advertised, it is likely that we would lose residential support and therefor the backing of ward Councillors and the scheme would be abandoned.**

#### **Legal implications and risks:**

The Council's power to make an order creating a controlled parking zone is set out in Part IV of the Road Traffic Regulation Act 1984 ("RTRA 1984").

Before an Order is made, the Council should ensure that the statutory procedures set out in the Local Authorities Traffic Orders (Procedure)(England & Wales) Regulations 1996 (SI 1996/2489) are complied with. The Traffic Signs Regulations and General Directions 2002 govern road traffic signs and road markings.

Section 122 RTRA 1984 imposes a general duty on local authorities when exercising functions under the RTRA. It provides, insofar as is material, to secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities



on and off the highway. This statutory duty must be balanced with any concerns received over the implementation of the proposals.

In considering any responses received during consultation, the Council must ensure that full consideration of all representations is given including those which do not accord with the officers' recommendation. The Council must be satisfied that any objections to the proposals were taken into account. In considering any consultation responses, the Council must balance the concerns of any objectors with the statutory duty under section 122 RTRA 1984.

### **Human Resources implications and risks**

It is anticipated that the enforcement activities required for these proposals can be met from within current staff resources

### **Equalities implications and risks**

Parking restrictions have the potential to displace parking to adjacent areas, which may be detrimental to others. However, the Council has a general duty under the Equality Act 2010 to ensure that its highway network is accessible to all. Where infrastructure is provided or substantially upgraded, reasonable adjustments should be made to improve access. In considering the impacts and making improvements for people with protected characteristics (mainly, but not limited to disabled people, children, young people and older people), this will assist the Council in meeting its duty under the act. Affected residents have been fully consulted and no equality-related implications have come to light. In case issues do arise in the future, the scheme will kept under review.

There will be some physical and visual impact from the required signing and lining works.

## **BACKGROUND PAPERS**

**Appendix A – Responses to Formal Consultation**

**Appendix B – Formal Consultation Letter**

**Appendix C – Design showing new recommended hours of operation**

**Appendix D – Previous HAC report presented May 2017**



## Appendix A

Respondent	Summary of Respondent's Comments	Staff Comments
Resident	From a resident of Crow Lane, they would like the residents parking bays to be operational 8am - 6:30pm due to additional cost of visitors permits and they do not feel there is an issue past 6:30pm.	It is the recommendation of Officers and Ward Councillors (who have discussed with residents) that the bays are implemented with operational times of Mon-Fri, 8am-6:30pm and the effects monitored. Operational hours finishing at 6:30pm have been effective in nearby roads.
Resident	From a resident of Crow Lane, they too would like the residents parking bays to be operational 8am - 6:30pm. They feel the additional time is unnecessary and would impact on their social activities	It is the recommendation of Officers and Ward Councillors (who have discussed with residents) that the bays are implemented with operational times of Mon-Fri, 8am-6:30pm and the effects monitored. Operational hours finishing at 6:30pm have been effective in nearby roads.

Business	<p>From a business in Jutsums Lane: being an employer of 25 staff it stands to reason that some of these use cars. As we have no parking on site some of these use the white boxes in Crow Lane.</p> <p>As this is between the hours of 8am and 6pm it should not interfere with residents parking as the bays stand empty during the day. Your proposals would mean that residents only can park between 8am and 8pm? The majority of the houses have their own driveways most of which can accommodate more than one vehicle.</p> <p>They also explain various reasons as to why they object to the 'at any time' waiting restrictions on the approaches to the roundabout at the junction of Crow Lane and Jutsums Lane.</p>	<p>From Site visits and resident comments, it is apparent that there is vast amounts of long term, non-residential parking in the area. This in turn makes it very difficult for residents who need to park on the highway or short term visitors to the area. There are unrestricted parking bays on Jutsums Lane outside Jutsums recreation ground that do not front any residential properties, these bays can accommodate approximately 15 vehicles whilst having minimal impact on local residents. Furthermore, the part of Crow Lane between the junction of Jutsums Lane and 117 Crow Lane is also unrestricted and can accommodate approximately a further 15 vehicles with minimum impact on residents. We will be looking to formalise the parking at this location with unrestricted footway parking bays in the coming months. Although showing in this plan, the 'At Any Time' waiting restrictions around the junction of Crow Lane and Jutsums Lane will be included in a separate report as Ward Councillors have recently has requests for this location.</p>
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## Appendix B



IMPORTANT PARKING NOTICE ENCLOSED

The Resident/Occupier

### Street Management Schemes

London Borough of Havering  
Town Hall,  
Main Road  
Romford RM1 3BB

Please call: Schemes  
T: 01708 431056 or 433464

E: [schemes@haverling.gov.uk](mailto:schemes@haverling.gov.uk)

Date: 8<sup>th</sup> September 2017

Dear Sir/ Madam

### Proposed 'Residents Parking' & 'Waiting Restrictions – Beechfield Gardens & Crow Lane

I am writing to advise you that following the detailed consultation in February 2017, Havering Council have developed a 'Residents Permit Zone' parking proposal for Beechfield Gardens and Crow Lane (between its junction with Sandgate Close and Jutsums Lane). The aims of this proposal are to help improve traffic flow, limit non-residential parking and make further parking provisions for the residents of Beechfield Gardens and Crow Lane and their visitors.

The proposals are for the residents parking zone/bays to operate Monday to Friday, 8am – 8pm and the single yellow to operate Monday to Saturday, 8am – 6:30pm as per the existing waiting restrictions.

Full details of the proposals, including relevant orders, are available for inspection for a period of 21 days at [www.haverlingtraffweb.co.uk](http://www.haverlingtraffweb.co.uk) or by prior appointment in the Public Advice and Service Centre, Liberty Shopping Centre, Romford, between 9am and 4pm, Monday to Friday. Further information may also be obtained via [schemes@haverling.gov.uk](mailto:schemes@haverling.gov.uk).

Any comments to the proposals should be sent in writing to the Highways, Street Management Group Manager, Havering Town Hall, Main Road, Romford RM1 3BB or via email to [schemes@haverling.gov.uk](mailto:schemes@haverling.gov.uk) and should be received by Friday 29<sup>th</sup> September 2017. Any objections must state the grounds on which they are made.

Please note we are unable to answer individual points raised at this stage. However, your comments will be noted and will be taken into consideration when presenting the final report to the Director of Neighbourhoods and any issues will be addressed at that time. All comments received are open to public inspection.

Please note that in April 2017, the Councils Cabinet members agreed that the cost of resident, visitors and business permits were to be increased. However, as the original consultation for this scheme was before the increase, last years prices will be honoured for any permits purchased within the first month of the scheme going live.

Please find the cost of permits on the reverse of this page.

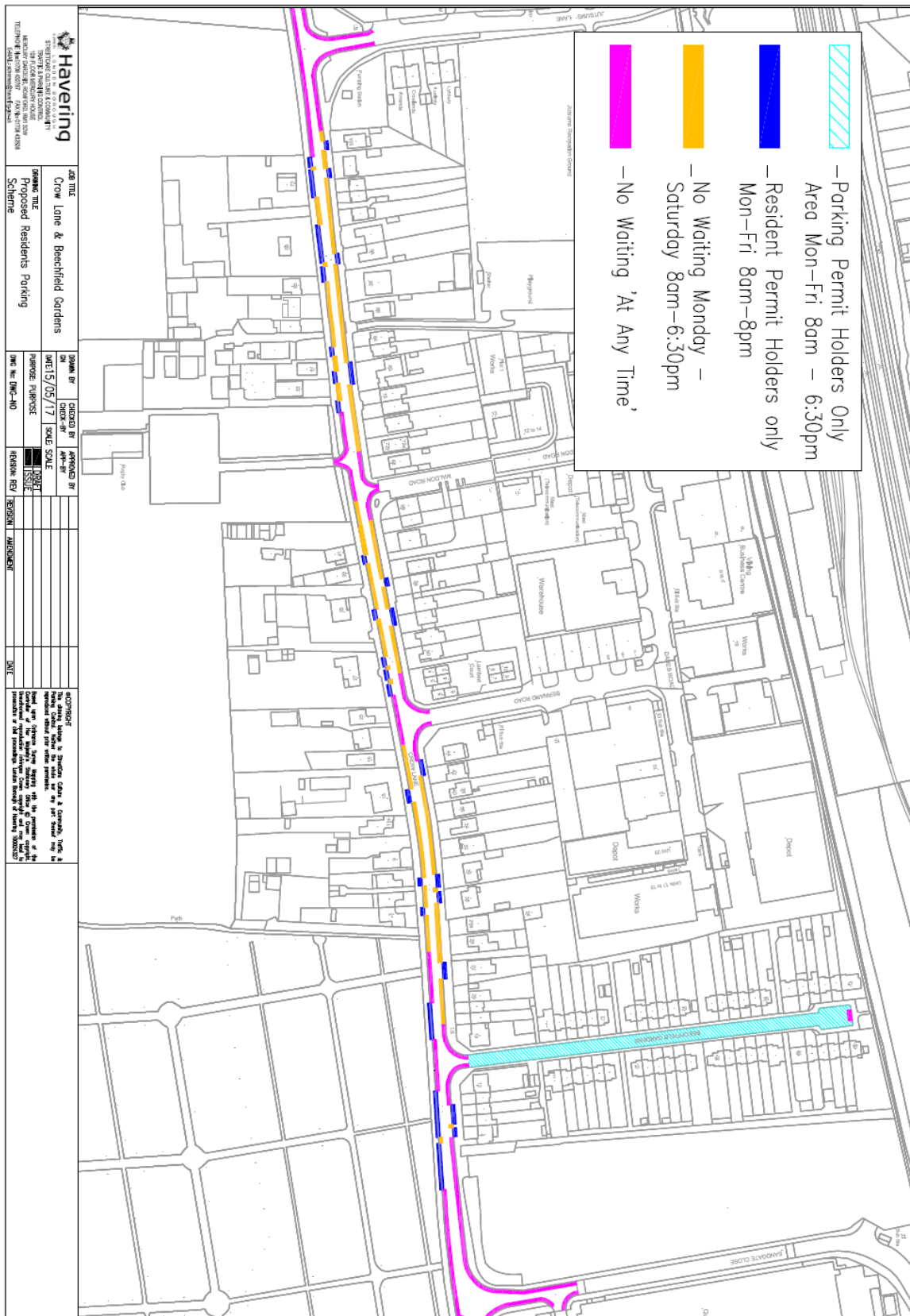
Resident & Business permits charges within the first month of the scheme going live	
Residents permit per year	1st permit £25.00, 2nd permit £50.00, 3rd permit and any thereafter £75.00
Business permit per year	Maximum of 2 permits per business £200.00 each
Visitors permits	£1.25 per permit for up to 6 hours (sold in £12.50 books of 10 permits)

Normal Resident & Business permits charges	
Residents permit per year	1st permit £35.00, 2nd permit £60.00, 3rd permit and any thereafter £85.00
Business permit per year	Maximum of 2 permits per business £200.00 each
Visitors permits	£1.25 per permit for up to 6 hours (sold in £12.50 books of 10 permits)

Yours faithfully

**Gareth Nunn**  
Engineering Technician  
Schemes







## HIGHWAYS ADVISORY COMMITTEE

2<sup>nd</sup> May 2017

Subject Heading:	Beechfield Gardens & Crow Lane – Brooklands SCH40 – Results of informal consultation
CMT Lead:	Dipti Patel
Report Author and contact details:	Gareth Nunn Engineering Technician <a href="mailto:schemes@havering.gov.uk">schemes@havering.gov.uk</a>
Policy context:	Traffic & Parking Control
Financial summary:	The estimated cost of implementation is £3,000 and will be met by the Parking Strategy Investment (A2017).

### The subject matter of this report deals with the following Council Objectives

Havering will be clean and its environment will be cared for	[x]
People will be safe, in their homes and in the community	[x]
Residents will be proud to live in Havering	[x]

### SUMMARY

This report outlines the responses received to the informal consultation undertaken with the residents of the Beechfield Gardens and Crow Lane (between its junctions with Sandgate Close and Jutsums Lane) and recommends a further course of action.

### Ward

Brooklands



## RECOMMENDATIONS

1. That the Highways Advisory Committee having considered this report and the representations made recommends to the Cabinet Member for Environment Regulatory Services and Community Safety that;
  - a) the proposals to introduce a residents parking scheme, operational Monday to Friday 8am to 8pm inclusive, in Beechfield Gardens and Crow Lane (between Sandgate Close and Jutsums Lane), as shown on the drawing in Appendix E, be designed and publicly advertised.
2. That it be noted that the estimated cost of this scheme is £3,000 which will be funded from the 2017/18 Parking Strategy Investment budget (A2017)..

## REPORT DETAIL

### 1.0 Background

- 1.1 At its meeting in August 2016, this committee agreed in principle to consult on the introduction of a Controlled Parking Zone in Beechfield Gardens and Crow Lane. This is due to increasing complaints about the level of non-residential parking in the area.
- 1.2 A plan showing the review area is appended to this report at Appendix A.
- 1.2 Initial consultation was carried out by informal questionnaire together with informal consultation letter sent out to the residents of the area. A copy of the letter and questionnaire are appended to this report at Appendices B and C respectively.
- 1.3 In October 2016 a questionnaire was sent to 136 residents affected by the parking review. 35 responses were received, 28 of which favoured the introduction of parking restrictions. With the preferred restriction being a residents parking scheme. Following consideration of the questionnaires' Officers agreed with Ward Councillors that an informal consultation should take place proposing a residents parking scheme.
- 1.4 On Friday 10<sup>th</sup> February 2017, 136 residents that were affected by the review were sent letters and a design of the proposed residents parking scheme, with a return date of 3<sup>rd</sup> March 2017 for responses. The responses

received to the consultation are outlined in the table appended to this report at Appendix D.

- 1.5 The proposals would convert the existing footway parking bays into resident parking bays operational Mon to Fri, 8am-8pm. It is also proposed that some additional resident parking bays are introduced with the same times of operation as well as a Permit Parking Area (PPA) proposed for Beechfield Gardens, again with the same times of operation. Any single yellow line will operate Mon-Sat 8am – 6:30pm in line with existing single yellow line restrictions.
- 1.6 On 10 March 2017 a site meeting took place with Officers, Ward Councillors and local residents. Following on from this meeting some minor amendments were made to the original proposals to address the concerns of some residents who had raised issue with the scheme. The amendments include some additional 'At Any Time' waiting restrictions and the amendment, removal or relocation of some proposed bays.
- 1.7 As the original consultation took place before the recent increase to resident parking permits. Last year's Permit prices will apply for the first month of the scheme going live if implemented.

## **2.0 Results of informal consultation**

From the 136 letters sent out, 26 responses were received, a 19% return. Out of the 26 responses, 19 were in favor of a Residents Parking scheme, 2 were partly in favor and 5 were against the proposals. Of those in favor 8 said they would like Mon-Fri 8am-6:30pm and 11 said they would like Mon-Fri 8am-8pm.

## **3.0 Staff comments**

- 3.1 It is apparent from the responses to the consultations that were undertaken that there is longer term non-residential parking taking place in the area, due to its close proximity to Queens Hospital and the Royal Mail centre on Crow Lane.
- 3.2 The proposed residents parking provision is aimed at limiting longer term non-residential parking and increasing the parking provisions for residents and their visitors during the restricted period. The proposal will increase the resident parking provision and allow residents to purchase permits. Ward Councillors have been consulted throughout the informal consultation stages and are happy for the proposals to be progressed to formal consultation.

## **IMPLICATIONS AND RISKS**

**Financial implications and risks:**

This report is asking HAC to recommend to the Cabinet Member the implementation of the above scheme

The estimated cost of implementing the proposals, including physical measures, advertising and making the Traffic Management Orders is £3,000. These costs will be funded from the Parking Strategy Investment budget (A2017).

The costs shown are an estimate of the full costs of the scheme, should it be implemented. A final decision would be made by the Lead Member – as regards to actual implementation and scheme detail. Therefore, final costs are subject to change.

This is a standard project for Environment and there is no expectation that the works cannot be contained within the cost estimate. There is an element of contingency built into the financial estimate. In the unlikely event of an overspend, the balance would need to be contained within the Environment overall Minor Parking Schemes revenue budget.

**Related costs to the Permit Parking areas (previous years prices will be honoured for first month of scheme going live)**

<b>Resident &amp; Business permits charges</b>	
Residents permit per year	1st permit £35.00, 2nd permit £60.00, 3rd permit and any thereafter £85.00
Visitors permits	£1.25 per permit for up to 6 hours (sold in £12.50 books of 10 permits)

**The impact of offering permits in the first month of the scheme going live at 2016/17 prices is an estimated loss of £1360.00. Should we not offer the reduced amount as advertised, it is likely that we would lose residential support and therefore the backing of ward Councillors and the scheme would be abandoned.**

**Legal implications and risks:**

The Council's power to make an order creating a controlled parking zone is set out in Part IV of the Road Traffic Regulation Act 1984 ("RTRA 1984").

Before an Order is made, the Council should ensure that the statutory procedures set out in the Local Authorities Traffic Orders (Procedure)(England & Wales) Regulations 1996 (SI 1996/2489) are complied with. The Traffic Signs Regulations and General Directions 2002 govern road traffic signs and road markings.

Section 122 RTRA 1984 imposes a general duty on local authorities when exercising functions under the RTRA. It provides, insofar as is material, to secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway. This statutory duty must be balanced with any concerns received over the implementation of the proposals.

In considering any responses received during consultation, the Council must ensure that full consideration of all representations is given including those which do not accord with the officers' recommendation. The Council must be satisfied that any objections to the proposals were taken into account.

In considering any consultation responses, the Council must balance the concerns of any objectors with the statutory duty under section 122 RTRA 1984.

### **Human Resources implications and risks**

It is anticipated that the enforcement activities required for these proposals can be met from within current staff resources

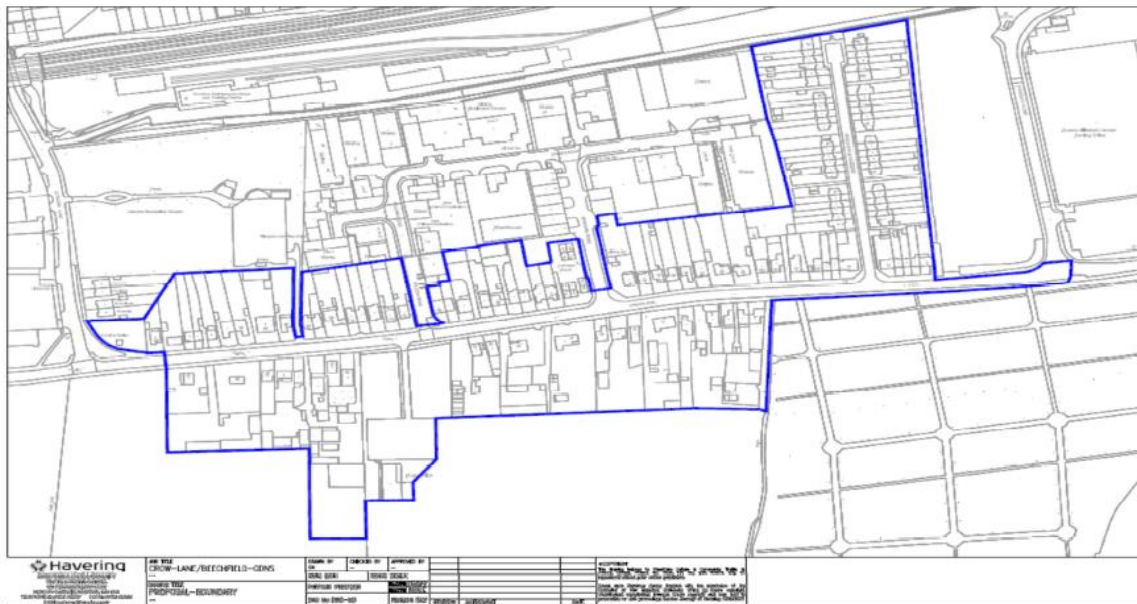
### **Equalities implications and risks**

Parking restrictions have the potential to displace parking to adjacent areas, which may be detrimental to others. However, the Council has a general duty under the Equality Act 2010 to ensure that its highway network is accessible to all. Where infrastructure is provided or substantially upgraded, reasonable adjustments should be made to improve access. In considering the impacts and making improvements for people with protected characteristics (mainly, but not limited to disabled people, children, young people and older people), this will assist the Council in meeting its duty under the act.

There will be some physical and visual impact from the required signing and lining works.

<b>BACKGROUND PAPERS</b>
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## Appendix A – Review Area





## Appendix B – Questionnaire

### PARKING REVIEW QUESTIONNAIRE Beechfield Gardens/Crow Lane

Street Management  
Schemes  
Town Hall  
Main Road  
Romford  
RM1 3BB

Name:

Please call: Schemes  
Telephone: 01708 433464

Address:

Email: [schemes@haverling.gov.uk](mailto:schemes@haverling.gov.uk)

Please take the time to complete and return this questionnaire as all responses received will provide the council with the appropriate information to determine whether we take a parking scheme forward to the design and formal consultation stage.

Only one signed and dated questionnaire per address will be considered. Please return to us by **Friday 14<sup>th</sup> October 2016**

1. In your view, is there currently a parking problem in your road to justify action being taken by the Council? ☐ Yes  
☐ No

If your answer is YES to the above question, please proceed to the questions below:

2. Are you in favour of your road having parking restriction placed upon it to limit long term non-residential parking? ☐ Yes  
☐ No

3. If yes - what type of restriction would you prefer? ☐ Single Yellow Line  
☐ Residents Parking

#### For your information:

**Single Yellow line** would prevent non-residents and residents from parking on the line during the hours of operation.

**A Residents Parking scheme** will allow residents and their visitors to park in allocated areas, with a valid paid for permit for the area.

Please turn over

If you wish to comment on the above, please use the space provided below. We are unable to respond to individual points raised at this stage, but all comments will be considered when preparing a report for consideration by members.

Comments Section (please limit to 100 words)

**DECLARATION**

Should the Council on making inquiries reasonably consider that a response has been fabricated the questionnaire will be disregarded and the Council reserves the right to pursue appropriate legal action.

We therefore request that you complete your full name and address at the beginning of this questionnaire, sign this declaration and return the form to us at the postal or email address found on the top right hand side.

Signature:..... Date:.....

## Appendix C – Informal Consultation Letter



IMPORTANT PARKING CONSULTATION ENCLOSED

The Resident/Occupier

Street Management  
Schemes  
London Borough of Havering  
Town Hall,  
Main Road  
Romford RM1 3BB

Please call: Schemes  
Telephone: 01708 433464  
01708 431056  
Email: [schemes@haverling.gov.uk](mailto:schemes@haverling.gov.uk)

Dear Sir/ Madam

Date: 10<sup>th</sup> February 2017

**Beechfield Gardens & Crow Lane**

I am writing to advise you that following the informal consultation in September 2016, Havering Council have developed a 'Residents Permit Zone' parking proposal for Beechfield Gardens and Crow Lane (between its junction with Sandgate Close and Jutsums Lane). The aims of this proposal are to help improve traffic flow, limit commuter parking and make further parking provisions for the residents of Beechfield Gardens and Crow Lane and their visitors.

The proposals are for the residents parking zone/bays and single yellow lines to operate Monday to Friday. There are two times of operation for the scheme being proposed. 8am to 8pm or 8am to 6:30pm.

The draft design is shown on the plan on the reverse of this letter. If you wish to comment on the proposals please do so in writing, by email to [schemes@haverling.gov.uk](mailto:schemes@haverling.gov.uk) or by post to the above address. We would appreciate it if you could limit your reply to the consultation by responding as follows:

1. You are **in favour** of the proposals with the restricted times of **8am to 8pm**
2. You are **in favour** of the proposals with the restricted times of **8am to 6:30pm**
3. You are **in favour of part of the scheme**
4. You are **not in favour** of the scheme

In all cases, please limit any comments you wish to make to 100 words.

All comments should be received by **Friday 3<sup>rd</sup> March 2017**.

We are unable to reply to individual points raised at this stage. However, your comments will be noted and taken into consideration when presenting the final report to the Highways Advisory Committee and any issues will be addressed at that time. Please note that all comments we receive are open to public inspection.

**Related costs to the Permit Parking areas:**

Resident & Business permits charges	
Residents permit per year	1st permit £25.00, 2nd permit £50.00, 3rd permit and any thereafter £75.00
Business permit per year	Maximum of 2 permits per business £106.58 each
Visitors permits	£1.25 per permit for up to 4 hours (sold in £12.50 books of 10 permits)

Yours faithfully

Gareth Nunn  
Engineering Technician – Street Management

Clean • Safe • Proud

apply ▼ pay ▼ report ▼  
[www.haverling.gov.uk](http://www.haverling.gov.uk)





## Appendix D – Responses

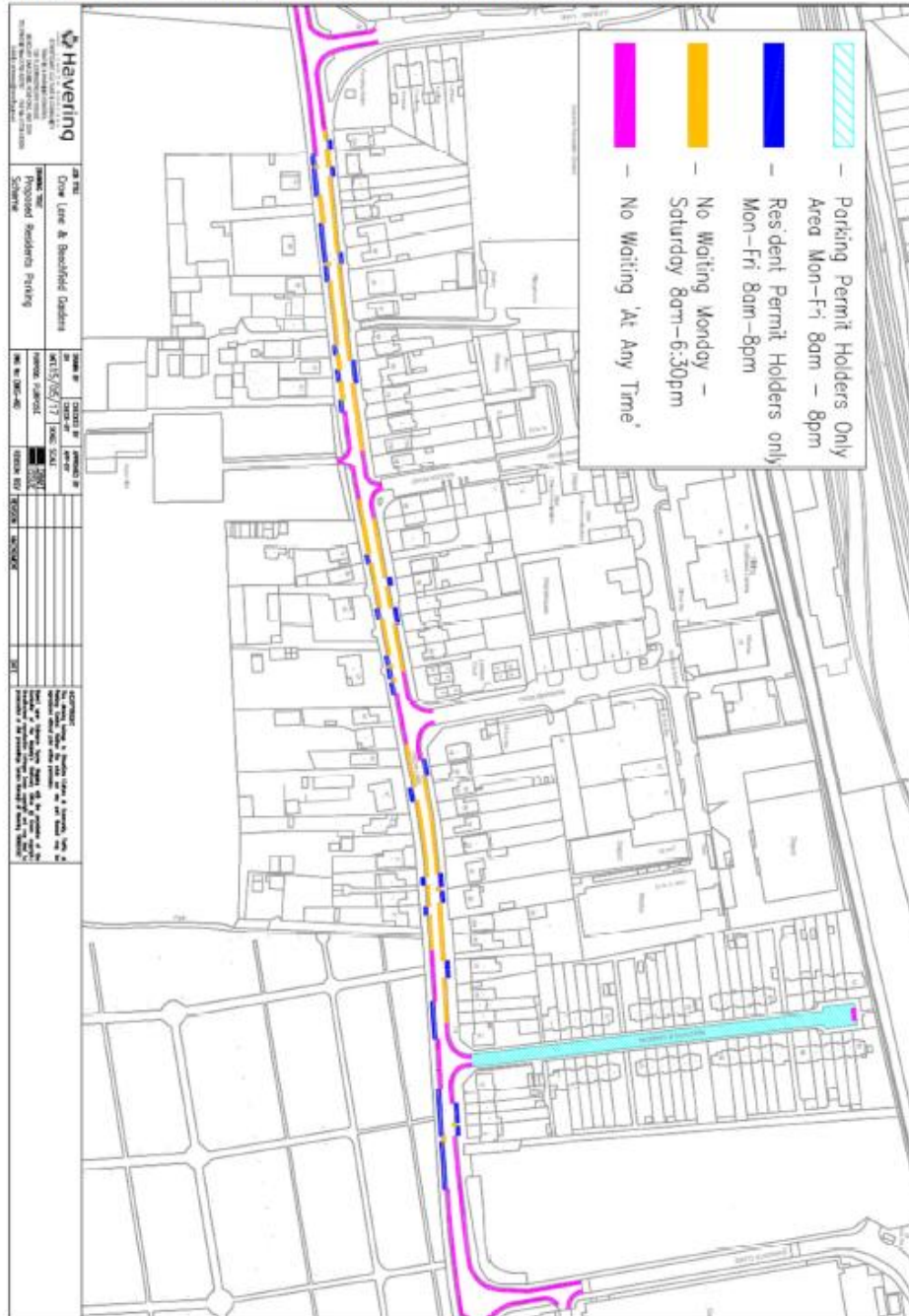
Beechfield Gdns/Crow Lane 'Detailed' Parking Consultation								
Road Name	Address	% Returns	Returns				% Support	
			total	Partly	Yes	No	Yes	No
BEECHFIELD GARDENS	48	27%	13	0	10	3	77%	23%
CROW LANE	88	15%	13	2	9	2	69%	15%
Total		19%	26	2	19	5	73%	19%

1 further response received against the scheme without providing the relevant road (address not included)

Times of operation		
Road Name	8am - 6:30pm	8am - 8pm
BEECHFIELD GARDENS	6	4
CROW LANE	2	7
Total	8	11



## Appendix E – Detailed design for formal consultation





**Havering**  
LONDON BOROUGH