

HIGHWAYS ADVISORY COMMITTEE

5 December 2017

Subject Heading:	Beechfield Gardens & Crow Lane – Brooklands SCH40 – Results of formal advertisement
CMT Lead:	Dipti Patel
Report Author and contact details:	Gareth Nunn Engineering Technician schemes@havering.gov.uk
Policy context:	Traffic & Parking Control
Financial summary:	The estimated cost of implementation is £3000 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 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 10th 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 3rd 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 8th 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 29th 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)

Resident & Business permits charges	
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



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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@havering.gov.uk

Date: 8th 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.haveringtraffweb.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@havering.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@havering.gov.uk and should be received by Friday 29th 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 Council's 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.

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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)

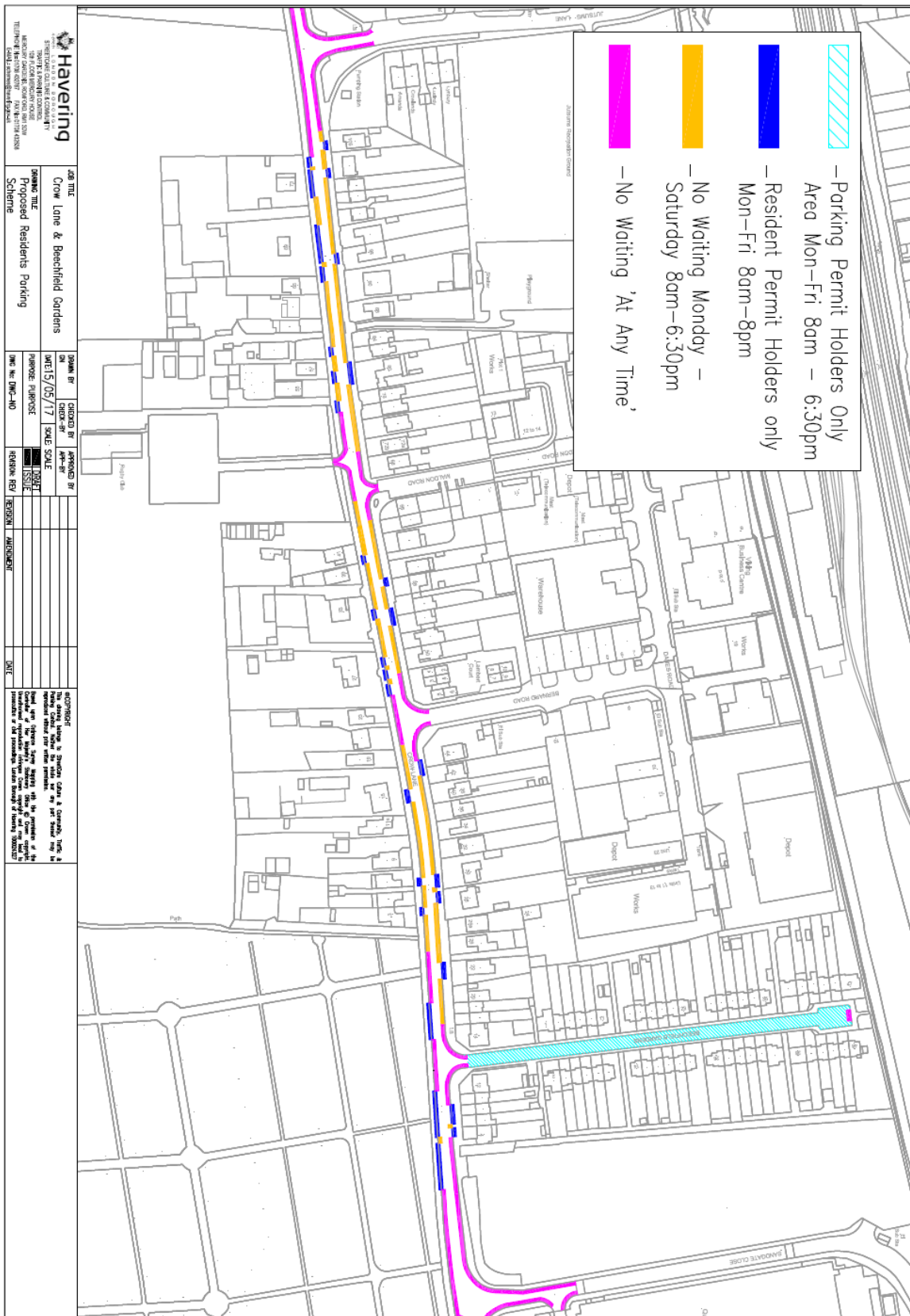
Normal Resident & Business permits charges	
Residents permit per year	1st permit £35.00, 2nd permit £60.00, 3rd permit and any thereafter £85.00
Business permit per year	Maximum of 2 permits per business £200.00 each
Visitors permits	£1.25 per permit for up to 6 hours (sold in £12.50 books of 10 permits)

Yours faithfully

Gareth Nunn
Engineering Technician
Schemes



Appendix C





HIGHWAYS ADVISORY COMMITTEE

2nd 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 schemes@havering.gov.uk
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 10th 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 3rd 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)

Resident & Business permits charges	
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

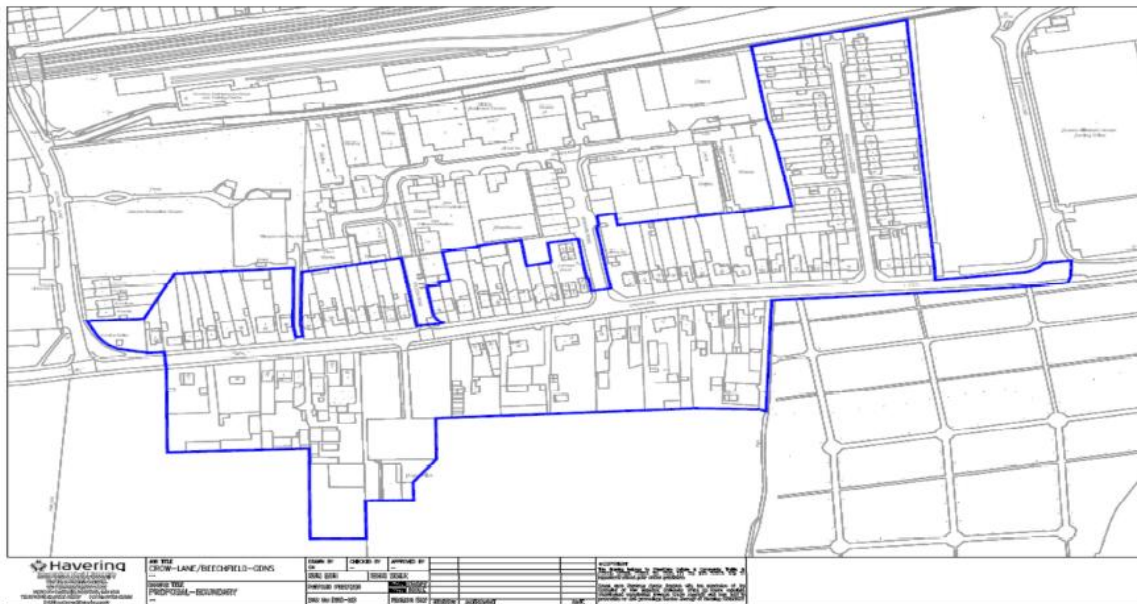
Equalities implications and risks

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.

BACKGROUND PAPERS

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

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 14th 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



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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

Dear Sir/ Madam

Date: 10th 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 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 3rd 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:

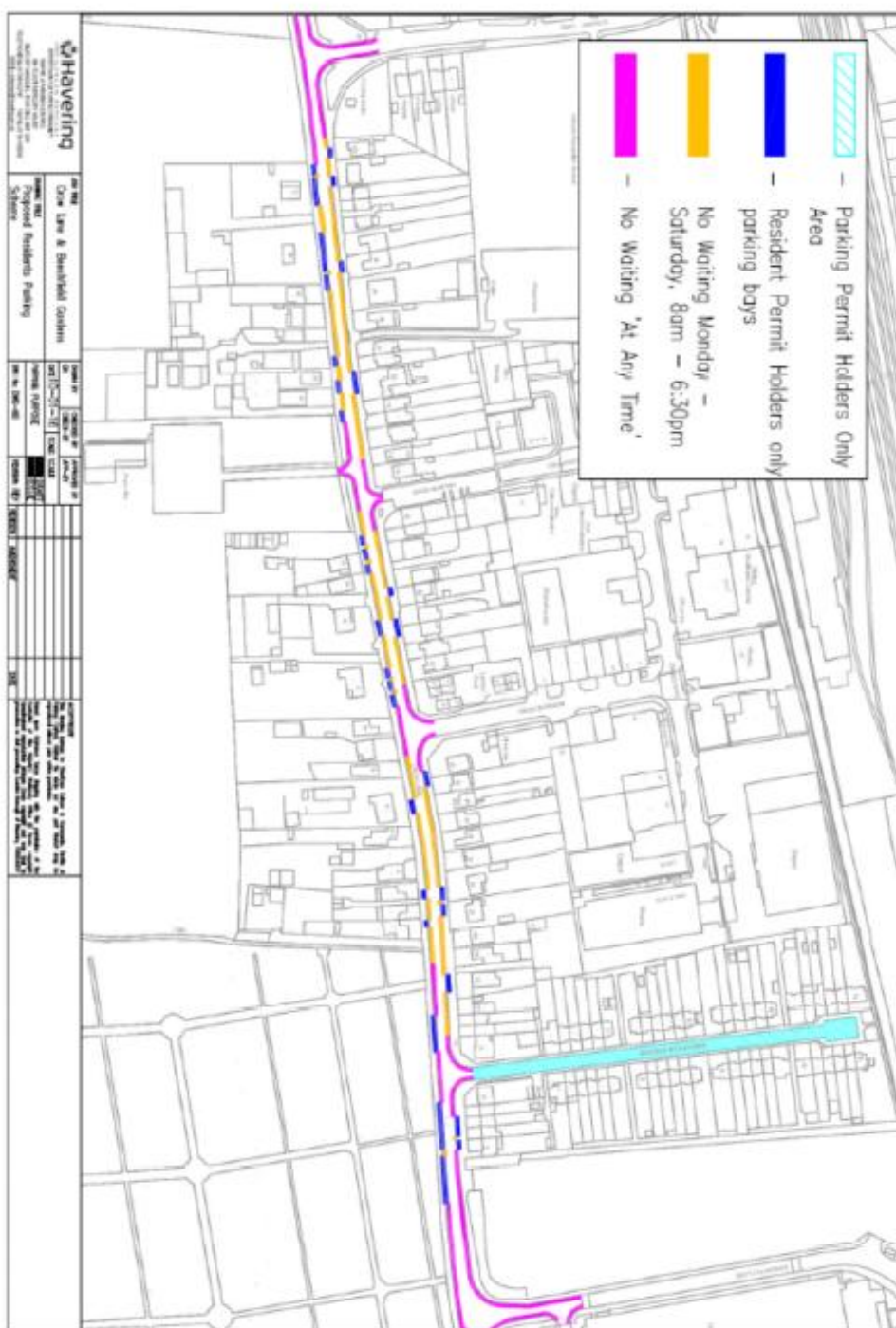
Resident & Business permits charges	
Residents permit per year	1st permit £25.00, 2nd permit £50.00, 3rd permit and any thereafter £75.00
Business permit per year	Maximum of 2 permits per business £106.58 each
Visitors permits	£1.25 per permit for up to 4 hours (sold in £12.50 books of 10 permits)

Yours faithfully

Gareth Nunn
Engineering Technician – Street Management

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apply▼pay▼report▼
www.haverling.gov.uk



Clean • Safe • Proud

apply ▼ pay ▼ report ▼
www.havering.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

[illegible]



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