

**UPMINSTER
AREA COMMITTEE
(Cranham & Upminster Wards)
AGENDA**

| | | |
|------------------|--------------------------------------|---|
| 7.30 p.m. | Thursday, 25 October 2007 | St Laurence Parish Church Hall, Corbets Tey Road, Upminster RM14 2AJ |
|------------------|--------------------------------------|---|

Members 6: Quorum 3

COUNCILLORS:

Linda Van Den Hende (C)

Clarence Barratt

Gillian Ford (VC)

Linda Hawthorn

June Alexander

Patricia Mylod

For information about the meeting please contact: Richard Cursons (01708) 432430
E-mail: richard.cursons@haverling.gov.uk



Upminster Area Committee, 25 October 2007

Your Upminster Area Committee

 telephone

 mobile

 facsimile

 email

| | | | | | |
|------------------|---|---|------------------|--|---|
| Upminster |  | <p>Linda Van den Hende Chairman Residents' Group 93 Sunnyside Gardens Upminster RM14 3DP</p> <p> 01708 223761 (H)  01708 432110 (TH)  linda.vanderhende@haverling.gov.uk</p> | Cranham |  | <p>Gillian Ford Vice Chairman Residents' Group 10 Dorkins Way Cranham RM14 1XX</p> <p> 01708 641317 (H)  01708 432037 (TH)  gillian.ford@haverling.gov.uk</p> |
| Cranham |  | <p>June Alexander Residents' Group 1 Lexington Way Cranham RM14 1NT</p> <p> 01708 227092 (H)  01708 432037 (TH)  01708 225398  june.alexander@haverling.gov.uk</p> | Upminster |  | <p>Linda Hawthorn Residents' Group 34 Cedar Gardens Upminster RM14 3DL</p> <p> 01708 225451 (H)  01708 432037 (TH)  linda.hawthorn@haverling.gov.uk</p> |
| Cranham |  | <p>Clarence Barrett Residents' Group 7 Ashvale Gardens Upminster RM14 3NA</p> <p> 01708 432037 (TH)  07863 116029  clarence.barrett@haverling.gov.uk</p> | Upminster |  | <p>Patricia Mylod Residents' Group 136 Howard Road Upminster RM14 2UU</p> <p> 01708 432037 (TH)  patricia.mylod@haverling.gov.uk</p> |

For details of Area Committee meetings and other Council meetings contact Democratic Services on **01708 433076** or email **committee.services@haverling.gov.uk** or go to **www.haverling.gov.uk** and click 'What's On'

NOTES ABOUT THE MEETING

1. HEALTH AND SAFETY

The Council is committed to protecting the health and safety of all who attend its meetings or meetings of its Committees etc.

At the beginning of the meeting, there will be an announcement about what you should do if there is an emergency during its course. For your own safety and that of others at the meeting, please comply with any instructions given to you about evacuation of the building, or any other safety related matters.

2. MOBILE COMMUNICATIONS DEVICES

Although mobile phones, pagers and other such devices are an essential part of many people's lives, their use during a meeting of the Council or one of its Committees can be disruptive and a nuisance. Everyone attending is asked therefore to ensure that any device is switched to silent operation or switched off completely.

3. CONDUCT AT THE MEETING

Although members of the public are welcome to attend meetings of the Council and its Committees, they have no right to speak at them. Seating for the public might on some occasions be limited and the Council cannot guarantee that everyone who wants to be present in the meeting room can be accommodated. At Area Committees, there is a public question time.

At all other times, the Chairman of the meeting has discretion to invite members of the public to ask questions or to respond to points raised by Members. Those who wish to do that may find it helpful to advise the Committee Officer before the meeting so that the Chairman is aware that someone wishes to ask a question.

PLEASE REMEMBER THAT THE CHAIRMAN MAY REQUIRE ANYONE WHO ACTS IN A DISRUPTIVE MANNER TO LEAVE THE MEETING AND THAT THE MEETING MAY BE ADJOURNED IF NECESSARY WHILE THAT IS ARRANGED.

If you need to leave the meeting before its end, please remember that others present have the right to listen to the proceedings without disruption. Please leave quietly and do not engage others in conversation until you have left the meeting room.

Upminster Area Committee, 25 October 2007**Welcome to this Area Committee Meeting....****Some Frequently Asked Questions****What is an Area Committee?**

It is a formal meeting of all of the Councillors who sit for wards within the Area. Councillors are members of the Committee automatically; they are not appointed because they belong to any particular political party or group, or indeed to none.

What can it do?

The main purpose of an Area Committee is to enable local Councillors to meet with local people to deal with matters of local concern. Committees and other meetings at the Town Hall tend to deal with matters of borough-wide concern.

How many are there?

There are nine Area Committees, between them covering the whole of the borough. They are:

| Area | Constituent wards |
|-------------------------------------|--|
| North Romford | Havering Park and Mawneys |
| Harold Hill | Heaton and Gooshays |
| Romford | Brooklands and Romford Town |
| Gidea Park | Pettits and Squirrels Heath |
| Emerson Park and Harold Wood | Harold Wood and Emerson Park |
| Upminster | Upminster and Cranham |
| Hornchurch | Hacton and St Andrews |
| Elm Park and Hylands | Elm Park and Hylands |
| South Hornchurch and Rainham | Rainham & Wennington and South Hornchurch |

Each has six Members, three from each of its constituent wards.

Where does it meet?

Each Area Committee meets four times a year at a venue within its area, which it uses regularly for its meetings. Details for the coming meeting are usually published in "Living in Havering" or can be found out by asking Democratic Services at the Town Hall.

What will be on the agenda?

Generally, Area Committee agendas comprise five parts:

- A "surgery" at which the public can raise issues with Committee Members, representatives of StreetCare and of other services
- The formalities of the meeting, including minutes of the last meeting

Upminster Area Committee, 25 October 2007

- Reports on highways and other environmental issues
- Information report on issues of current local concern; and
- Future business and meetings.

The precise agenda will vary from meeting to meeting, depending on what needs to be dealt with at any particular time.

A major component of the current issues is schemes for improving the use of the public highway.

Who runs the meeting?

The Committee each year elects one of its Members as Chairman and he or she will be in control. There is a Vice-Chairman who will take charge if the Chairman is absent for any reason.

A member of Democratic Services staff is also present: his or her job is to assist the Chairman with the smooth running of the meeting, to take the Committee's minutes and to deal with any issues that cannot be dealt with by any one else.

Who can attend?

By law, Area Committee meetings are open to anyone.

Who will attend?

- The Chairman, Vice-Chairman and other Members and the designated Democratic Services Officer
- Officers from StreetCare, and from other departments that have reports that the Area Committee will be dealing with
- Representatives of other official agencies, such as the police, are also often in attendance.

How can I raise an issue?

There are two ways you can raise an issue:

- *Before the meeting:* contact the Chairman, or the Democratic Services officer who deals with the Area Committee
- *At the meeting:* raise the issue during the public question time period (which usually lasts 30 minutes but, at the Chairman's discretion if there is time, can last longer)

Upminster Area Committee, 25 October 2007**RULES AND CONVENTIONS FOR AREA COMMITTEES**

1. Area Committee meetings will be treated as just one element of community engagement and be used as a means by which community engagement can be promoted.
2. Area Committees will be constituted under the Local Government Act 1972 and will have the purpose set out in Article 10 of Part 2 of the Constitution (as revised).
3. There will be nine Area Committees, each covering two electoral wards as set out in Article 10 of Part 2 of the Constitution (as revised).
4. Each Area Committee will decide the fixed venue where it will hold its meetings except in exceptional circumstances as determined by the Chairman. Additional meetings would ordinarily be held at the same venue.
5. Ordinary Area Committee meetings will start at 7.30pm.
6. Area Committees will meet four times a year, but will have the facility for holding special meetings. The Chairman may also arrange informal meetings of the Area Committee, alone or jointly with others, where to do so is conducive to dealing with particular items of business.
7. Area Committees should and can –
 - (a) consult the public to inform the decision makers;
 - (b) be used for the Council to inform the public;
 - (c) be used for non-Council agencies to inform or consult;
 - (d) be entitled to specifically invite appropriate people or organisations to meetings.
8. Area Committee Chairmen –
 - (a) operate under the Job Description, as agreed from time to time by the Governance Committee;
 - (b) take the role of steering committee and collective Member activity, and
 - (c) be required to report to each area committee meeting on their activities since the last meeting as well as an annual report to be submitted to the last ordinary meeting of the Committee of the Municipal Year.
9. In respect of Public Question Time -
 - (a) 30 minutes be allocated for questions from the public at each ordinary meeting, with the Chairman having discretion to modify that length of time, as the first part of the Agenda;
 - (b) Area Committee Chairman be responsible for dealing with questions and co-ordinate their replies.
10. Area Committee Members appointed to area-specific bodies on behalf of the Area Committee by the Governance Committee be required to report to the Area Committee at least once a year on their activities.
11. Area Committees shall –
 - (a) make decisions in respect of traffic matters or (the parameters to be defined) from time to time by the Governance Committee to be recommendation-makers to those taking the decisions;
 - (b) be allocated a budget of £5,000 and be delegated authority to spend on minor locally-focused environmental initiatives (on the basis of criteria established by the Governance Committee from time to time).
 - (c) be entitled to bid for an allocation from a £45,000 budget held on behalf of Cabinet, such bid to be accompanied by a business case.

AGENDA ITEMS

1. CHAIRMAN'S ANNOUNCEMENTS

The Chairman or a member of staff on their behalf 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 remind members of the public present, that Councillors have to make decisions on the basis of the facts before them. The Chairman will also remind members of the public that the decisions may not always be popular, but they should respect the need for Councillors to take decisions that will stand up to external scrutiny for accountability.

PART 1

2. APOLOGIES FOR ABSENCE (If any) – to receive

3. DECLARATION OF INTERESTS

Members are invited to declare any interests in any of the items on the agenda at this point of the meeting. (Members may still declare an interest in an item at any time prior to the consideration of the matter).

4. MINUTES

To approve as a correct record the minutes of the meeting of the Committee held

PART 2**5. PUBLIC FORUM AND SURGERY**

Ward Councillors, officers from Street Care and possibly other Council services and the Local Police where the Area Chairman has arranged, will be in attendance to give the chance for residents to raise issues with staff, the Police (if present) or Members.

6. COMMUNITY AND POLICE CONSULTATIVE GROUP

To note a report from the Area Committee's Representative on the Consultative Group.

PART 3**7. ADULT SERVICES PRESENTATION**

The Committee are asked to receive a presentation from the Council's Interim Head of Adult Social Services

8. EMPTY PROPERTY STRATEGY

The Committee are asked to receive a presentation from Environmental Health Services

9. SUSTRANS CONNECT 2 PROJECT

The Committee are asked to receive a presentation from Technical Services

PART 4**10. CHAIRMAN'S REPORT – oral report**

11. **AREA COMMITTEE CAPITAL PROJECTS** - attached
12. **PROPOSED BUS PRIORITY MEASURES IN St MARY'S LANE, UPMINSTER** - attached

PART 5**12. FUTURE AGENDAS**

Committee Members are invited to indicate to the Chairman items they would like to see on future agendas.

The Committee are invited to note that at the next meeting of the Committee there will be a presentation on the Council's Heritage Strategy.

13. DATE OF NEXT MEETING

The next meeting will be held on Tuesday 5 February 2008 at Upminster Junior School, St Mary's Lane.

14. URGENT BUSINESS

Other business can be considered at the meeting if the Chairman agrees that circumstances justify consideration on grounds of urgency. The reasons why the matters were considered will be recorded in the minutes.

CHERYL COPPELL
Chief Executive

**MINUTES OF A MEETING OF THE
UPMINSTER AREA COMMITTEE**
St Laurence Church, Hurford Hall, Corbets Tey Road, Upminster
26 July 2007 (7.30pm – 9.45pm)

Present:

COUNCILLORS:

Gillian Ford (in the Chair at the beginning of the meeting), June Alexander, Linda Hawthorn, Patricia Mylod and Linda Van den Hende

An apology for absence was received from Councillor Clarence Barrett.

A representative of the press and approximately twelve members of the public were present.

No declarations of interest were made.

All decisions were taken with no Member voting against.

The Chairman advised the Committee and members of the public present where the fire exits were situated and the procedure in case of emergency.

1 ELECTION OF CHAIRMAN

Nominations were sought for the office of Chairman of the Committee. Only Councillor Linda Van den Hende was nominated.

Councillor Linda Van den Hende was declared duly elected and took the chair for the remainder of the meeting.

The new Chairman wished to place on record her thanks to Councillor Gillian Ford for her work as previous Chairman of the Committee.

2 ELECTION OF VICE-CHAIRMAN

The Chairman sought nominations for the appointment of Vice-Chairman of the Committee.

Only Councillor Gillian Ford was nominated and she was, therefore, declared duly elected

3 MINUTES

The minutes of the meeting held on 2 February, 2007, were confirmed as a correct record subject to some typographical errors in appendix 2.

The minutes were then signed by the Chairman.

4 COMMUNITY AND POLICE CONSULTATIVE GROUP (CPCG)

The Committee appointed Councillor Patricia Mylod to represent it on the CPCG.

5 CHAIRMAN'S REPORT

The Chairman referred to a number of issues, which had been raised during previous meetings and gave an oral report on the current position in relation to them.

Details of these are set out in Appendix 2.

6 LICENSING OF GAMBLING ACTIVITY

The Licensing Divisional Manager gave a short presentation on licensing functions carried out by council officers.

The Committee was advised that since November 2005 it had been the responsibility of the Council to carry out licensing activities under the Licensing Act 2003 instead of the local Magistrates Court as had previously happened. Members noted that the four principal concerns the legislation dealt with were

- (i) The prevention of crime and disorder
- (ii) Public safety
- (iii) Prevention of public nuisance
- (iv) The protection of children from harm

The Committee was advised that licensable activities were

- (i) The sale by retail of alcohol
- (ii) The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club
- (iii) The provision of (regulated) entertainment

3M

- (iv) The provision of late night refreshment (between the hours of 23.00 and 05.00)

The Committee was advised that the act dealt with two specific areas firstly Premises Licences; these were required for any place offering regulated entertainment (including cinemas & theatres), refreshment at night and or alcohol. The other area was Personal Licences these were issued to individuals allowing them to sell and supply alcohol for consumption on or off the premises.

Members were advised that a review could be initiated with problem premises. The review could be requested by the Responsible Authorities and local residents (but not the licensing authority) if they had sufficient evidence that the licensing objectives were not being met.

The Committee was informed that the Council would assume responsibility for licensing gambling premises from September 2007. The premises which would be regulated were casinos, bingo halls, lotteries, betting shops, tracks and arcades.

The Gambling Act 2005 contained three principal objectives:

- (i) Prevent gambling being a source of, or associated with, crime and disorder
- (ii) Ensure gambling is conducted in a fair and open way
- (iii) Protect children and vulnerable adults from gambling

Similarly to the Licensing Act, the Gambling Act allowed for the request of a review of a premises license. The review could be requested by the Responsible Authorities (including the licensing authority) and local residents if they had sufficient evidence that the licensing objectives were not being met.

The Committee was advised that if there were any specific queries these could be raised with the licensing team directly.

7 REVIEW OF PRIMARY EDUCATION

The Committee received a presentation from the Head of Strategy & Commissioning, outlining proposals for the re-organisation and investment in Havering's primary schools, which had been considered and agreed by Cabinet on 1 May 2007.

Members noted that there was a long standing issue with the quality of the Council's school building estate which would need approximately £100 million to bring up to an acceptable standard. It was proposed to

commence with the modernisation of some primary schools by the investment of £20 million in building new schools and the improvement of others.

Members noted that currently some schools had surplus places in excess of 25% of the school's quota and that the modernisation programme aimed to deliver a surplus target of between 5% and 8%. It was advised that schools received their funding based on pupil numbers and that if a school had a surplus of places then its funding would be lower

Members were advised that several mergers and closures were proposed to allow the building and modernisation of other schools.

8 FUTURE AGENDAS

Members of the Committee requested that the following subjects be place on future agendas

- Abuse of older persons
- Historic Heritage

9 DATE OF NEXT MEETING

It was noted that the next meeting was due to be held on 25 October 2007, however Committee members wished to register their dissatisfaction that the meeting was due to held at Nelmes Junior School, in Wingletye Lane Hornchurch, as this venue was not in the Upminster or Cranham wards.

An officer present undertook to investigate the possibility of securing another venue for the meeting.

**MATTERS RAISED AT THE MEETING
BY MEMBERS OF THE PUBLIC**

1 Christmas Lights in Cranham

A member of the public enquired as to whether the Area Committee could assist with funding for Christmas lights for Cranham town centre.

Committee members advised that their budget could only be used for environmental improvements.

The Chairman asked that costs be submitted to her and perhaps additional funding could be sought from another source.

2 Road Sweepers

A member of the public enquired as to why the council was using agency sweepers across the borough and reportedly paying them less than neighbouring boroughs were paying agency staff.

Members of the committee expressed concern that agency sweepers were being used as opposed to council employees.

3 Upminster Park Toilets

Committee members gave a verbal update on the completed works.

However as mentioned in the action list there still remained outstanding works to the toilet block.

The Committee noted that members of the public were not satisfied with the level of works and advised that the contractors had been called back to rectify to the necessary standard.

4 Sunnings Lane

Members noted that a planning appeal hearing was due to take place at the Town Hall on 12 July.

Members supported the Council's decision to reject the application.

An appeal decision was expected in early October.

5 Tyes Farm

Members were advised that planning permission had been granted for the building of a Dementia Care Home on the site of the old farmhouse.

6 Flood Risk

Members of the public raised concerns regarding the possibility of flooding in the area.

It was agreed that information of possible flood risk and contact details for the Environment Agency be provided at the next meeting.

A member of the public also wished to point out that there was a need to clean parts of the Ingrebourne River where it crossed with footpath number 215.

7 Hall Lane/St Mary's Lane – Speeding

Following a debate regarding speeding vehicles in both Hall Lane and St Mary's Lane it was agreed that the two roads be put forward to the London Safety Camera Partnership to review their suitability for speed cameras.

8 Rights Of Way Improvement Plan

A member of the public asked if that the Rights of Way Improvement Plan, which was due to come into effect in November 2007, could be a future agenda item.

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HAVERING COMMUNITY AND POLICE CONSULTATIVE GROUP

Membership of the Group (HCPCG) is drawn from local voluntary groups such as Age Concern, Havering Association for People with Disabilities, Havering Neighbourhood Watch, Chamber of Commerce, The Greater London Authority (GLA), Havering Police Service, elected Councillors and Members of Parliament.

The Group meets quarterly to consider all aspects of crime and disorder and policing in Havering. At a recent meeting it was agreed that Mr Anthony Salmon and a team of lawyers will be transferred from Stratford to Havering as part of the prosecution team to crack down on bullying and domestic violence. To help the victims the police have also appointed a special officer for victims cases.

Another crime initiative is the setting up of a new Safer Transport Team consisting of 18 new Police Community Support Officers (PCSOs), 2 Police Sergeants and one Police Constable to provide high visible presence and assurance to tackle crime and anti-social behaviour both on and around public transport.

These teams will operate from Upminster and Collier Row Police Stations. Since the start of the teams transport crime has already dropped by 42%.

Other items the group are dealing with are:

- Getting tough on traders who sell knives and blades to youths, which in view of the numerous stabbing incidents is long overdue.
- Cranham is now the safest ward in the Borough for 2006/7 according to the British Crime Survey especially for crimes of burglary, theft, assault and robbery. Romford Town Ward has the most crime, as is to be expected.
- Crime in Havering is down by 8% and out of the 32 London Boroughs Havering is the 6th safest, so no room for complacency there.

It is considered that the past year has been very busy with the public showing more interest and getting involved in crime prevention matters. One result has been the appointment of a field worker to reach groups of youths who are not represented and are consequently feeling isolated.

There is regular feedback from the community on their policing concerns, resulting in scrutiny surveys and consultation with residents.

During the year there were many speakers and presentation at the group on issues such as counter-terrorism, youth works, firearms and gang crime to name but a few.

We have also introduced a newsletter with the first print run in July 2007 which is free and is being widely distributed in shops, libraries and safer neighbourhood shops.

As you can see, a lot has happened in the past year with Havering Community and Police Consultative Group (CPCG) and I look forward to next year's crime prevention initiatives.

Cllr Patricia Mylod



| MEETING | DATE | ITEM |
|-----------------------------|-----------------|------|
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REPORT OF THE CHIEF EXECUTIVE

SUBJECT: Area Committee Capital Projects

WARD: Cranham and Upminster

SUMMARY

This report provides an update on the current position regarding the Area Committee Capital spend projects for 2006/07 and 2007/08.

RECOMMENDATION

1. That the report and progress schedule be noted.
2. Those Area Committees that have not made decisions on their projects are requested to do so.

REPORT DETAIL

On 15th November 2005 Governance Committee agreed that there be a "Local environmental improvement budget (for) expenditure on capital projects, for the well being of the local community, It is proposed that this initially be £5,000 per Area Committee. Additionally, subject to the compilation of a business case, Committees will be entitled to bid for an allocation from a £45,000 budget held on behalf of Cabinet."

The Council later adopted the recommendations of the Governance Committee for the administration of the scheme. The funds are held by Public Realm.

Every Area Committee made bids against their own allocation in 2006/07 and these bids were approved via Area Committee Chairs decision. A report on the progress of these bids is attached as Appendix 2. Different Area Committee submitted bids for the corporate pot at different times. This resulted in decisions not being made until March 2007.

A Form A was signed by Council Ramsey on 14 March 2007 agreeing the allocation of the corporate pot. At that time it became clear that the bids submitted exceeded the £45,000 provision for the Corporate Pot and that even though Upminster Area had waived their Area spend to support the Upminster Park toilet refurbishment there was still a shortfall of some £3,230. Given the desirability of these competing bids the lead Member for Environment & Technical services agreed to meet the shortfall and vire money to the Corporate pot from the Parks Capital Programme to enable them to proceed.

The approval of these Environmental Improvements bids needs to be made in the year in which the budget is allocated. This means that decisions are needed this cycle to enable the work to be programmed and delivered on time.

Area Committees which have not made decisions on the allocation of the £5,000 are requested to do so. The current bids for the corporate pot are being progressed.

Financial Implications and risks:

The sums involved in this scheme are relatively minor but are allocated and spent within the existing framework for spending capital. There are risks to the Councils reputation if, having made a commitment to spend capital on small local projects these do not proceed due to lack of input by Members. .

Legal Implications and risks:

There are none.

Human Resources Implications and risks:

There are none.

Environmental implications

This scheme addresses some of those local environmental issues that concern residents and councillors and will assist in the protection, enhancement and enjoyment of the local environment.

Equalities implications:

Many of the schemes approved and implemented last year made our services and facilities more accessible and welcoming to those members of the community who had previously not used them.

Staff Contact Julia Pearman
Designation: Policy Officer
Telephone No: 432079
E-mail address Julia.pearman@haverling.gov.uk

CHERYL COPPELL
Chief Executive

Background Papers List

Minutes of Governance Committee 21 November 2006.

Area Committee capital spend 2007/08. £5000 per area

| | Bid Submitted | Current situation |
|----------------------------|--|--------------------------|
| Elm Park & Hylands | None | |
| Emerson Park & Harold Wood | None | |
| Gidea Park | No bid will be submitted as budget already allocated to parking scheme approved last year | |
| Harold Hill | None | |
| Hornchurch | None | |
| North Romford | Donation to Metropolitan Police for purchase of police tactical bikes, one each in Mawneys and Havering Park | |
| Romford | None | |
| South Horn. & Rainham | None | |
| Upminster | None | |

Corporate Pot - £45,000 in total

| Bid made by | Bid submitted | Amount bid for: |
|--------------------|--|------------------------|
| Cllr Binion | Fencing works to banks of River Rom | 18,558 |
| Cllr Galpin | Fencing to playsite area Park Lane Recreation Ground | 10,000 |
| | | |
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Area Committee capital spend 2006/07

| | Approved bid | Current situation |
|----------------------------|--|--|
| Elm Park & Hylands | Equipment for Park Lane Recreation Ground. | Installed |
| Emerson Park & Harold Wood | Equipment for Harold Wood Park Donations to Met Police for purchase of bikes. | Equipment Installed Bike delivered to SNT. |
| Gidea Park | Traffic Management study in Hare Hall Lane | Scheme will have to be carried out over two capital years |
| Harold Hill | Donations to Met Police for purchase of bikes and donation to Community Housing Group. | CHG sent cheque to Met Police 9 May 07 and they report that bikes on order |
| Hornchurch | Equipment for St. Andrews Park. | Equipment installed |
| North Romford | Equipment for Chelmsford Avenue Play site and bin for Lodge Lane. | On order |
| Romford | Speed gun for Met Police Safer Neighbourhood Team,. | Speed gun delivered to SNT |
| South Horn. & Rainham | Fencing for the Glen Playing Field | Installed |
| Upminster | Contributed allocation to support bid for refurbishment of Upminster Park Toilets. | Allocation added to corporate pot when bid approved. |

| Corporate Pot | | |
|---------------|--|---|
| Bid made by | Bid Approved | Current situation |
| Cllr J Mylod | Repaint Orangery at Langtons and Lawn edging at Langtons | Orangery painting complete. Lawn edging to begin at end of growing season. |
| Cllr Galpin | Teen shelter Park Lane Recreation Ground | Will be delivered and installed w/c 17 September. |
| Cllr Light | Wooden Bollards to stop dangerous parking Harold Wood Park | Installation complete |
| Cllr Ford | Upgrade toilets in Upminster Park | Works on-going |
| Cllr Binion | Fencing Kiln Wood Lane/St. Johns Road | Installed |
| Cllr Gregory | Refurbishment of Pavilion Raphaels Park | Works to begin at end of cricket season. |
| | | |



| MEETING | DATE | ITEM |
|-------------------------------------|----------------------------|-----------|
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REPORT OF THE CHIEF EXECUTIVE

**SUBJECT: PROPOSED BUS PRIORITY MEASURES IN St
MARY'S LANE, UPMINSTER**

SUMMARY

Transport for London had commissioned traffic consultants to assess the current causes of congestion and delays experienced by buses on route 248 travelling through the junction of St Mary's Lane/Corbetts Tey Road/Station Road in Upminster.

Various measures have been identified ranging from providing bus lanes on the approaches of the junction and waiting and loading restrictions on all arms of the junction at the Bell Corner together with ancillary provisions for parking outside the shops and cycle lanes in Station Road. These other measures will be considered in future reports whereas this report exclusively deals with proposals relating to an eastbound bus lane in St Mary's Lane on its approach to the junction with Station Road/Corbetts Tey Road. The proposed bus lane would commence from the north-eastern corner of Cranborne Gardens, extending eastwards for 195 metres. The bus lane would operate from 7 to 10am and 3 to 7pm, Monday to Fridays whereas 10 am to 6pm on Saturdays. The proposals are shown on drawing no. MK/QF203/01.

The estimated cost of implementing the measures is £174,000, which would be met by Transport for London, at no cost to this Council.

RECOMMENDATIONS

1. That the proposal for an eastbound bus lane in St Mary's Lane be agreed in principle. The bus lane would commence from the north eastern corner of Cranborne Gardens, extending eastwards for 195 metres and terminate approx. 50 metres measured from the western flank walls of property nos. 131 and 133. The proposal is shown on drawing no. MK/QF203/01.
2. That the operating hours of the proposed bus lane in St Mary's Lane would operate from 7 to 10am and 3 to 7pm, Monday to Fridays and 10 am to 6pm on Saturdays are agreed in principle.
3. That the following Waiting and Loading restrictions are agreed in principle:
 - 3.1 St Mary's Lane – on north side, to provide Waiting restrictions along the bus lane i.e. 7am to 7pm, Monday to Saturdays. No Loading restrictions would apply from 7 to 10am and 3 to 7pm, Monday to Fridays and on Saturdays from 10am to 6pm. The restrictions would commence from the north-eastern corner of Cranborne Gardens, extending eastwards for 195 metres and terminate approx. 50 metres measured from the western flank walls of property nos. 131 and 133.
 - 3.2 St Mary's Lane - on south side, to provide 'At Any Time' and No Loading restrictions commencing from the south western corner of St Mary's Lane/Corbetts Tey Road/Station Road junction and extending westwards up to the north eastern corner of Gridiron Place.
 - 3.3 St Mary's Lane - on south side, to provide Waiting restrictions from 7am to 7pm, Monday to Saturdays. The restrictions would commence from the northwest corner of Gridiron Place, extending westwards up to a point directly opposite of Cranborne Gardens.
4. To widen the carriageway of St Mary's Lane by reducing the width of the southern footway. The widening would commence from directly opposite Cranborne Gardens and extend eastwards up to the departure side of the existing bus lay-by for westbound services. The proposal is shown on drawing no. MK/QF203/01.
5. That the permanent removal of the existing bus stop from outside no. 105 St Mary's Lane and relocating it directly outside Champion

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School be agreed in principle. The new location of the stop is shown on drawing no. MK/QF203/01.

6. That the occupiers who would be affected by the proposals in the immediate vicinity are consulted and the proposed traffic management orders are advertised. If there are any objections received, the Head of Technical Services, in consultation with the Chairman of the Upminster Area Committee be authorised to decide whether the proposals should go ahead as advertised, be amended as considered necessary, or a further report be submitted to the Area Committee.

REPORT DETAIL

Background

1. In June 2005, a Joint Inspection Meeting (JIM) was held by the Transport for London in conjunction with London Buses and the borough for bus route 248. The purpose was to identify locations where buses experience delays along the route corridor with a view of carrying out potential improvements in the future. The report had identified several locations where buses suffer excessive delays and also provided recommendations to alleviate the current problems.
2. The borough in conjunction with Transport for London had considered the recommendations of the JIM report carefully and had identified problem sites where it was considered necessary to undertake detailed studies to seek solutions to assist in reducing delays to bus routes along the corridor with a view to improve journey times for bus passengers. As a result, the borough had commissioned JMP Consulting to assess the current causes of congestion and delays experienced by buses travelling through the junction of St Mary's Lane/Corbetts Tey Road/Station Road.
3. JMP Consulting had carried out traffic studies to establish the current sources of delays. Several measures have been identified including providing bus lanes on all approaches of the junction and waiting and loading restrictions on all arms of the junction at the Bell Corner, together with the provision for parking outside the shops and completing the gaps in the existing cycle lanes in Station Road between Upminster station and existing pelican crossing by Howard Road. These other measures will be considered in future reports whereas this report exclusively deals with an eastbound bus lane in St Mary's Lane on its approach to the junction.

4. Existing traffic conditions at St Mary's Lane/ Corbetts Tey Road/ Station Road Junction

- 4.1 St Mary's Lane/Corbetts Tey Road/Station Road junction handles considerable amount of both local and long distance traffic which results in long queues of traffic developing on all arms of the junction particularly during the peak periods.
- 4.2 The above junction is historically known as the Bell Corner and it is connected with a major network of local distributor roads. To the north of the junction, is Station Road which leads to Hall Lane which in turn connects to the A127 Southend Arterial Road, thus providing access to Central London and the M25 motorway. The eastern arm of St Mary's Lane connects to Brentwood whereas the western arm (A124) connects to Hornchurch town centre, Rush Green and continues into the Borough of Barking and Dagenham. In the south, Corbetts Tey Road leads to country roads heading towards Ockendon, Aveley and beyond.

Traffic movements at the junction

- 4.3 At the eastbound approach to the junction, there is one traffic lane which divides into three lanes. The first lane permits left turn movements into Station Road, second lane permits ahead movements whereas the third lane permits right turn movements into Corbetts Tey Road. In St Mary's Lane (east side of the junction) there are two traffic lanes, the first lane permits ahead and left (Corbetts Tey Rd) movements whereas the second lane permits right turn movements into Station Road. In Station Road there are two lanes, the first lane permits ahead and a left turn filter lane whereas the second lane is dedicated for right turning traffic. Corbetts Tey Road has the same traffic movements similar to Station Road.
- 4.4 There are pedestrian crossing facilities provided on all arms of the junction. All crossings are signal controlled which allow pedestrians to cross in two stages. In Station Road the bus stops on the west side are situated in the existing lay-bys which experience a regular occurrence of illegal parking throughout the day, thus forcing buses to stop in the road which in turn causes delays to other traffic. This provides poor accessibility for passengers particularly the disabled, elderly or mothers with push chairs.
- 4.5 Site observations and traffic flow data shows that queuing is predominately worst during the evening peak period between 5:30 and 6:30 with queues reaching 13 vehicles (average) in each lane. The figure only represents the stationary queue at the time when

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the lights turn green, but it does not represent any vehicles which are in the rolling queue waiting to join the stationary queue on the approach to the junction. Further observations show that the queuing is even greater on this section of road between 3 and 4pm, during the school peak times where the queue reaches as far as Upminster Bridge Station which is situated over 800 metres west from the junction.

- 4.6 Another contributory factor which causes traffic congestion at the junction is due to the close proximity of local schools where parents park inconsiderately when dropping or collecting children from St Joseph's Catholic Primary School and Upminster Primary School.
- 4.7 The Council's Road Safety Officer has received requests from St Joseph Catholic Primary School to provide 'School Keep Clear' markings to prohibit parking during school peak times. The suggested location in question is in St Mary's Lane to the east of Champion Road basically along on the same section of the bus lane. The provision of a bus lane will prohibit parking and loading outside the school, therefore, create safer environment outside the school, thus resolving the concerns raised by the school.

Public Transport facilities using St Mary's Lane (west) of the junction

- 4.8 St Mary's Lane on the west side of the junction conveys high frequency of bus movements. Bus routes serving this junction includes the high frequency routes 248 (5), 370 (4), and 373(4) which equates to 13 buses per hour in each direction. In addition, there is a school bus route 648 which operates 2 services in the morning and 2 in the afternoon, Monday to Fridays only. The figures in the bracket indicate number of buses operating per hour in each direction. All buses turn left into Station Road at the junction.

5. Proposed eastbound bus lane in St Mary's Lane, Upminster

- 5.1 A 3 metre wide bus lane is proposed in St Mary's Lane in eastbound direction at its approach to the junction with Corbetts Tey Road/Station Road. The bus lane would commence immediately from the northeast corner of Cranborne Gardens, extending eastwards for 195 metres and terminate approx. 50 metres before the stop line at the junction of Station Road/Corbetts Tey Road where the two lane approach commences. The bus lane would operate from 7 to 10am and 3 to 7pm, Monday to Friday and 10 am to 6pm on Saturdays. The proposals are shown on drawing no. MK/QF203/01.

- 5.2 The width of St Mary's Lane between Cranborne Gardens and Gridiron Place is 7.2 metres wide and it widens on its approach to the junction. It is, therefore, important to widen the road preferably along the south side of the road to accommodate the bus lane. The widening will commence on the opposite Cranborne Gardens and continue up to the departure side of the bus stop for westbound services. It is envisaged that by widening the road, it will have the capacity to accommodate a 3 metre bus lane and two 3 metre wide lanes for general traffic lanes. The existing footway at this location is quite wide and this local carriageway widening can be incorporated without resulting in a sub-standard footway. The proposals are shown on drawing no. MK/QF203/01.
- 5.3 Proposed Waiting and Loading restrictions
- 5.3.1 At present the Waiting restrictions apply from 8am to 6.30pm, Monday to Saturdays on both sides of the road in St Mary's Lane between Cranborne Gardens and at its junction with Station Road/Corbetts Tey Road.
- 5.3.2 It is proposed to provide Waiting restrictions along the bus lane to cover the operational times i.e. 7am to 7pm, Monday to Saturdays whereas No Loading restrictions would apply from 7 to 10am and 3 to 7pm, Monday to Fridays and 10am to 6pm on Saturdays. The restrictions would commence from the north-eastern corner of Cranborne Gardens, extending eastwards for 195 metres and terminate approx. 50 metres measured from the western flank walls of property nos. 131 and 133.
- 5.3.3 It is proposed to provide 'At Any Time' waiting restrictions on the southern side of St Mary's Lane. The restrictions would commence from the south western corner of St Mary's Lane/Corbetts Tey Road/Station Road junction and extending westwards up to the north eastern corner of Gridiron Place.
- 5.3.4 In addition to the above item 5.3.3, on south side of St Mary's Lane, it is proposed to provide Waiting restrictions from 7am to 7pm, Monday to Saturdays. The restrictions would commence from the northwest corner of Gridiron Place, extending westwards up to a point directly opposite of Cranborne Gardens.
- 5.3.5 The purpose restrictions as detailed in items 5.3.3 and 5.3.4 is to ease the traffic flow by removing the likelihood of parked vehicles blocking the carriageway during busy rush hours.
- 5.3.6 It is considered that the proposed restrictions will not affect or displace any parking as there are two public car parks in Upminster town centre i.e. Gaynes Road and Hobby Hall. Aldi superstore

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receives it's deliveries via Gayness Road. In addition, there are privately owned car parks owned by the Roomes Stores, new Windmill Hall and Rail Track at Upminster Station.

5.4 Relocation of existing bus stop.

It is proposed that the existing eastbound bus stop situated on the west side of Champion Road is relocated to the eastside of the pelican crossing, basically directly outside the school. This arrangement is considered to be safe and will avoid the need for the school children having to cross Champion Road to gain access to the existing stop. In addition, the new stop would improve accessibility and access for buses. The proposals are shown on drawing no. MK/QF203/01.

Financial Implications & Risks

6. The estimated cost of implementing the measures is £174,000, which would be met entirely by the Transport for London, at no cost to the Council.

Legal Implications & Risks

7. The bus lane and loading restrictions require the provision of traffic management orders to be drafted and publicly advertised in the local press in accordance with Regulations.

Human Resources & Risks

8. There are no Human Resource implications associated with the scheme.

Equalities, Social Inclusion Implications & Risks

9. There would be some visual impact arising from the red surfacing of the bus lane and additional signs would be installed. The measures to improve the reliability would be of particular benefit to bus users, especially those without access to private cars. The improved reliability and reduced journey times would encourage some drivers to use the public transport, thus leading to reduction in congestion. The proposals would contribute towards implementation of the Council's Transport Strategy, to encourage the use of public transport.

10. **Conclusions**

- 10.1 The proposals described in this report are to improve the traffic conditions and reliability of bus services in St Mary's Lane at its

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approach to its junction with Station Road/Corbetts Tey Road which is heavily trafficked particularly during morning and evening peak periods.

- 10.2. The output of the traffic model has indicated that the bus lane would have minor adverse effect on other vehicles using the junction as they currently queue in two lanes for approx. 80 metres. By introducing the bus lane the queue length would reduce to 50 metres. This implies that the cars which were using the nearside lane would instead have to use the central lane only when the nearside lane is full. This could in turn reduce the saturation flow through the junction and may increase overall length of the queue.
- 10.3 By restricting the length of the first lane to 50 metres, the traffic model shows that the delay on the nearside arm for vehicles other than buses would increase from 33.9 seconds to 24.6 seconds in Am peak and from 42.9 seconds to 49.8 seconds in PM peak periods.
- 10.4 The proposals would not have any impact on frontages arising from the ban on parking during the operation of the bus lane. Taking the issue about restricting loading and unloading during the hours of operation of the bus lane, St. Joseph's Catholic Primary School allows deliveries inside the school premises. The first entrance for the school is via Champion Road and the second is via St Mary's Lane. Aldi Superstore receives it's deliveries via Gaynes Road. In addition, there are parking facilities available in the vicinity of the scheme such as availability of parking in Champion Road, Gaynes Road and Hobby Hall car parks.
- 10.5 The bus lane would prohibit indiscriminate parking outside St. Joseph's Catholic Primary School between 7am to 7pm, Monday to Saturdays.

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Cheryl Coppell
Chief Executive

Background Paper List

1. Feasibility report on Upminster Town Centre Bus Priority Scheme by JMP Consulting, dated July 2007.