

# HIGHWAYS ADVISORY COMMITTEE SUPPLEMENTARY AGENDA

15 October 2013

The following report is attached for consideration and is submitted with the agreement of the Chairman as an urgent matter pursuant to Section 100B (4) of the Local Government Act 1972

**4 MINUTES** (Pages 1 - 22)

To approve as a correct record the minutes of the meeting of the Committee held on 17 September 2013, and to authorise the Chairman to sign them.

**7 HIGHWAYS SCHEMES APPLICATION** (Pages 23 - 28)

The Committee is requested to consider the report relating to work in progress and applications - Report attached

**Andrew Beesley**  
**Committee Administration**  
**Manager**

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# Public Document Pack Agenda Item 4

**MINUTES OF A MEETING OF THE  
HIGHWAYS ADVISORY COMMITTEE  
Town Hall, Main Road, Romford  
17 September 2013 (7.30 - 10.10 pm)**

**Present:**

**COUNCILLORS**

<b>Conservative Group</b>	Melvin Wallace (Chairman), Frederick Thompson (Vice-Chair), Barry Oddy, +Roger Evans and Damian White
<b>Residents' Group</b>	Brian Eagling and John Wood
<b>Labour Group</b>	+Pat Murray
<b>Independent Residents Group</b>	David Durant
<b>UKIP</b>	Lawrence Webb

Apologies were received for the absence of Councillors Denis Breading Steven Kelly and Billy Taylor. +Councillors Pat Murray substituted for Councillor Breading and Councillor Roger Evans for Councillor Taylor.

Councillors Linda Hawthorn and Sandra Binion were also present for part of the meeting.

All votes were unanimous with no votes against unless stated otherwise.

There were seven members of the public present.

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

**19 MINUTES**

The minutes of the meetings of the Committee held on 13 August 2013 were approved as a correct record and signed by the Chairman.

20 **BUS STOP ACCESSIBILITY SUTTONS LANE & AIRFIELD WAY -  
OUTCOME OF PUBLIC CONSULTATION**

The report before the committee detailed the outcome of a consultation on the provision of fully accessible bus stops along part of Suttons Lane and along Airfield Way.

The report detailed that the introduction of bus stop clearways reduces the problem of accessibility by providing sufficient space for buses to pull in close to the kerb. It had become even more important with the provision of buses that are fully wheelchair accessible, because the benefits of low-floor and “kneeling” buses are considerably reduced if the bus cannot get to the kerb.

The report informed the Committee that of the 690 bus stops in the borough, 42% are deemed to be fully accessible.

In order for a stop to be fully accessible, it must meet the following criteria;

- The kerb to the footway must be between 125mm and 140mm to be compatible with the front and rear loading doors of the bus and the ramp deployed from the rear loading doors;
- The bus stop should be restricted from parking and stopping by a bus stop clearway so that the stop is always available for buses to be able to pull into tightly to the kerb.

The report outlined the following accessibility improvements that had been proposed for various existing bus stops along part of Suttons Lane and Airfield Way:

<b>SUTTONS LANE</b>		
<b>Drawing Reference</b>	<b>Location</b>	<b>Description of proposals</b>
QM016-OF-101 A	Outside 32 to 40 Suttons Lane	33 metre bus stop clearway.  140mm kerb and associated footway works provided at bus boarding area.  Bus shelter turned around in current location.  Bus stop flag relocated approximately 1 metre north.
QM016-OF-101 A	Outside 85 to 93 Suttons Lane	31 metre bus stop clearway.  140mm kerb and associated footway works provided at bus boarding area.

		New bus stop flag at boundary of 89/91.
QM016-OF-102 A	Outside 98/100 Suttons Lane	140mm kerb and associated footway works provided at bus boarding area.  Bus shelter turned round and relocated to rear of footway.
QM016-OF-103 A	Opposite 116/118 Suttons Lane	140mm kerb and associated footway works provided at bus boarding area.  Bus shelter turned round and relocated to rear of footway.
QM016-OF-104 A	Outside 156 to 160 Suttons Lane	140mm kerb and associated footway works provided at bus boarding area.

<b>AIRFIELD WAY</b>		
<b>Drawing Reference</b>	<b>Location</b>	<b>Description of proposals</b>
QM016-OF-105 A	Outside Hornchurch Country Park	25 metre bus stop clearway  140mm kerb and associated footway works provided at bus boarding area.
QM016-OF-105 A	Opposite Hornchurch Country Park	25 metre bus stop clearway  140mm kerb and associated footway works provided at bus boarding area.  Bus shelter moved 4.8 metres north.
QM016-OF-106 A	Adjacent to Tesco	53 metre bus stop clearway in lay-by.  140mm kerb, lay-by entry and exit taper adjustments and associated footway works provided at bus boarding area.  Bus shelter relocated to kerbside.
QM016-OF-106 A	Opposite Tesco	53 metre bus stop clearway in lay-by.  140mm kerb, lay-by entry and exit taper adjustments and associated footway works provided at bus boarding area.  Bus shelter relocated to kerbside.
QM016-OF-107 A	Opposite Gosport Drive	27 metre bus stop clearway.  140mm kerb and associated footway works provided at bus boarding area.  Bus shelter moved 2 metres north.
QM016-OF-108 A	Adjacent and north of Gosport Drive	27 metre bus stop clearway.  140mm kerb and associated footway works provided at bus boarding area.  Bus shelter moved 4.5 metres north.

QM016-OF-109 A	Opposite Dowding Way	25 metre bus stop clearway.  140mm kerb and associated footway works provided at bus boarding area.
QM016-OF-109 A	Adjacent to Dowding Way	23 metre bus stop clearway.  140mm kerb and associated footway works provided at bus boarding area.

At the close of the consultation on 30 August 2013 for comments, 3 responses were received. The Metropolitan Police Traffic Unit advised that the Police had no issues with the proposals. London Buses were also content with the plans, but asked for site discussions for infrastructure movements.

Councillor Matthews contacted the Head of Streetcare in relation to the proposals opposite 116/118 Suttons Lane (Drawing QM016-OF-103A) with a concern about the ability of ambulances to stop near residents' premises with a bus stop opposite. In response, officers stated that the proposals were for works to the footway as clearway was already in place at this location and that in the event of an emergency they believed that ambulance and bus staff would cope with any immediate issues.

During general debate Members of the Committee discussed:

- A Member was of the opinion that people do not tend to park at one of the locations along Airfield Way and as such did not see a need for a clearway.

In response, the committee was informed that the service was working at consistency and also giving the bus drivers an indication of the stop ahead and the need to meet the Council's agreed performance indicators. It was also explained that the length of bus stop clearway are adjusted to suit local conditions.

- A Member enquired if the proposal was compatible for the "New Bus for London" with its rear loading platform.

In response, the committee was informed that this new bus had two accessible standard doors and would be compatible with the bus stop accessibility design.

The Committee **RESOLVED**:

1. To recommend to the Cabinet Member for Community Empowerment that the bus stop accessibility improvements set out in the report and shown on the drawings be implemented;

- QL016-OF-101A
- QL016-OF-102A
- QL016-OF-103A
- QL016-OF-104A
- QL016-OF-105A
- QL016-OF-106A
- QL016-OF-107A
- QL016-OF-108A
- QL016-OF-109A

2. That it be noted that the estimated cost of £44,600 for implementation would be met by Transport for London through the 2013/14 Local Implementation Plan allocations for Bus Stop Accessibility.

**21 BUS STOP ACCESSIBILITY PETTITS LANE NORTH & HAVERING ROAD (PART) - OUTCOME OF PUBLIC CONSULTATION**

This Committee considered a report that out the responses to a consultation for the provision of fully accessible bus stops along the length of Pettits Lane North and part of Havering Road.

The report detailed that introduction of bus stop clearways reduces the problem of accessibility by providing sufficient space for buses to pull in close to the kerb. It had become even more important with the provision of buses that are fully wheelchair accessible, because the benefits of low-floor and “kneeling” buses were considerably reduced if the bus cannot get to the kerb.

The report outlined the following accessibility improvements that had been proposed for various existing bus stops along Pettits Lane and part of Havering Road as set out in the following tables;

<b>PETTITS LANE NORTH</b>		
<b>Drawing Reference</b>	<b>Location</b>	<b>Description of proposals</b>
QM015/OF/101A Scheme 01	Near Pettits Boulevard	37 metre bus stop clearway.  140mm kerb and associated footway works provided at bus boarding area.  Large directional traffic sign moved out of footway into verge.
QM015/OF/101A Scheme 02	Outside 249 to 255	37 metre bus stop clearway.



<b>Option 1 for Northbound buses</b>		140mm kerb and associated footway works provided at bus boarding area.  Removal of large oak tree outside 253 and 255.
QM015/OF/201A Scheme 02 <b>Option 2 for Northbound buses</b>	Outside 247 to 253	25 metre bus stop clearway.  140mm kerb and associated footway works provided at bus boarding area.  Removal of footway parking outside 249 and 251.
QM015/OF/102A Scheme 03	Adjacent to 2 Heather Close	25 metre bus stop clearway.  140mm kerb and associated footway works provided at bus boarding area.  Lamp column moved away from bus shelter.
QM015/OF/102A Scheme 04	Outside 234 to 240	37 metre bus stop clearway.  140mm kerb and associated footway works provided at bus boarding area.  Bus shelter to be turned around.
QM015/OF/103A Scheme 05	Outside 284 to 296	37 metre bus stop clearway.  140mm kerb and associated footway works provided at bus boarding area, including refurbishment of drainage channel.
QM015/OF/109A Scheme 11  <b>Bus stop relocated from 434 to 442 as current position cannot be made fully accessible</b>	Between Campbell Close and Glenton Way	23 metre bus stop clearway.  140mm kerb and associated footway works provided at bus boarding area.  New shelter and flag
QM015/OF/109A Scheme 12	Outside 399 to 411	55 metre bus stop clearway.  140mm kerb and associated footway works provided at bus boarding area.

		<p>Lay-by entry/ exit tapers adjusted</p> <p>Dropped kerbs to access alleyway between 403 and 405.</p>
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<b>HAVERING ROAD</b>		
<b>Drawing Reference</b>	<b>Location</b>	<b>Description of proposals</b>
QM015-OF-104A Scheme 06	Outside 237 to 249	<p>37 metre bus stop clearway.</p> <p>140mm kerb and associated footway works provided at bus boarding area.</p>
QM015-OF-105A Scheme 07	Adjacent to Methodist Church and 6 Tweed Glen	<p>57 metre bus stop clearway.</p> <p>140mm kerb and associated footway works provided at bus boarding area.</p> <p>Lay-by entry/ exit tapers adjusted</p>
QM015-OF-106A Scheme 08	Outside 315 to 325	<p>49 metre bus stop clearway.</p> <p>140mm kerb and associated footway works provided at bus boarding area.</p> <p>Lay-by entry/ exit tapers adjusted</p> <p>Footway links to refuge outside 313 with dropped kerbs to service road outside 313 and 319.</p>
QM015-OF-107A Scheme 09	Near Garry Way	<p>49 metre bus stop clearway.</p> <p>140mm kerb and associated footway works provided at bus boarding area.</p> <p>Lay-by entry/ exit tapers adjusted</p>
QM015-OF-108A Scheme 10	Outside 363 to 373	<p>53 metre bus stop clearway.</p> <p>140mm kerb and associated footway works provided at bus boarding area.</p> <p>Lay-by entry/ exit tapers adjusted</p>

		Footway link to service road and dropped kerbs to access alleyway between 371 and 373
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Following the closure of consultation, 9 responses were received. These responses are summarised in the report.

The report also informed the committee that the bus stop currently outside 249 to 255 Havering Road was discussed at the Council's Traffic Management Liaison Group on 8 August 2013 where the Metropolitan Police Traffic Unit confirmed that it supported Option 2 (QM015/OF/201A) recommendation as it would put more space between the bus stop and the existing zebra crossing. No response was received from the London Fire Brigade.

In accordance with the public participation arrangements the Committee was addressed by a local resident who spoke against the relocation of the southbound stop from outside 438 Havering Road to outside his property 428 Havering Road in line with his objection set out in the report.

During general debate Members of the Committee discussed:

- A member enquired if the provision of a bus shelter was required for the site to be accessible,  
In reply staff, responded that shelters were provided by TfL for the comfort and convenience for their passengers, but they had the final say in line with powers under the GLA Act.
- The member suggested that the service make representations against the shelter and officers stated we could.
- A member sought clarification that the existing layby could not be made accessible. Staff informed the committee that the layby was not long enough for 2 door operation. In addition, staff explained that converting footway to carriageway normally means utility diversions which were prohibitively costly.

The Committee in two separate votes **RESOLVED:**

Firstly:-

To recommend to the Cabinet Member for Community Empowerment that the bus stop accessibility improvements set out in the report and shown on the following drawings be implemented;

- QL015-OF-102A
- QL015-OF-103A
- QL015-OF-104A
- QL015-OF-105A
- QL015-OF-106B

- QL015-OF-107A
- QL015-OF-108A
- QL015-OF-109A and

That it be noted that the estimated cost of £60,000 for implementation would be met by Transport for London through the 2013/14 Local Implementation Plan allocations for Bus Stop Accessibility – Pettits Lane North & Havering Road.

The Committee voted unanimously for the proposal to implement bus stop accessibility improvements.

Secondly, the vote to relocate the bus stop outside 247-253 Pettits Lane was 8 in favour, one against and one abstention.

With regard to the bus stop currently outside 249-255 Pettits Lane North, that having considered the representations made recommend to the Cabinet Member for Community Empowerment that

- (a) QM015/OF/201A – the bus stop was relocated outside 247-253 with the various accessibility improvements made.

**22 UPMINSTER ACCIDENT REDUCTION PROGRAMME - CORBETS TEY ROAD AND HACTON LANE PROPOSED SAFETY IMPROVEMENTS (THE OUTCOME OF PUBLIC CONSULTATION)**

The report before the Committee detailed accident reduction programme in Corbets Tey Road and Hacton Lane following a feasibility study carried out to identify safety improvements in the area.

The report detailed that 85<sup>th</sup> percentile traffic speed along Corbets Tey Road and Hacton Lane exceeded the 30mph speed limit. Staff considered these speeds to be undesirable and a contributory factor to accidents. In the four-year period to October 2012, twenty personal injury accidents (PIAs) were recorded along Corbets Tey Road and and twelve (PIAs) along Hacton Lane respectively. Of the twenty PIAs along Corbets Tey Road, two were serious; two were speed related; one occurred during the hours of darkness and four involved pedestrians. Of the twelve PIAs along Hacton Lane, two were serious and two were speed related.

The following safety improvements were proposed along Corbets Tey Road and Hacton Lane to reduce vehicle speeds and minimise accidents.

- Corbets Tey Road between Stewart Avenue and The Approach (Drawing No:QM033/C/1)
  - Pedestrian Refuge between Stewart Avenue and Springfield Gardens.
  - Pedestrian refuge south of The Approach.
  - Hatch and centre line road markings.

- Corbets Tey Road/Park Drive/Gaynes Park Road miniroundabout  
(Drawing No:QM033/C/2)
  - Pedestrian refuges along Park Drive.
  - Pedestrian refuge along Gaynes Park Road.
  - Larger dome construction.
  - High friction anti-skid surfacing at the Corbets Tey Road approaches.
  - Parking signs as shown.
  
- Hacton Lane / Ravenscourt Grove Junction  
(Drawing No:QM033/H/1)
  - Mini Roundabout.
  - Zebra crossing
  - Pedestrian Refuge
  - Minor carriageway and footway widening

At the close of consultation, five written responses from Ward Members and London Buses were received on the Corbets Tey Road proposals and the comments were summarised in the appendix of the report.

The proposal for Hacton Lane recorded seven written responses from Ward Members, London Buses and residents and the comments also were summarised in the appendix of the report.

Officers were of the view that the proposed safety improvements would minimise accidents along Corbets Tey Road and Hacton Lane. It was therefore proposed that the identified safety improvements be recommended for implementation.

In accordance with the public participation arrangements, the Committee was addressed by a local resident who spoke in favour of the proposed safety improvements.

During general debate Members of the Committee discussed:

- A member was concerned that the mini-roundabout at Hacton Lane would cause more problems than it would solve. He was also concerned about the proximity of the zebra crossing to the roundabout.
  
- Other members were happy with the roundabout, but shared concerns about the zebra crossing.
  
- A member suggested that the scheme go ahead and the zebra crossing be looked at again.

The Committee **RESOLVED:**

1. To recommend to the Cabinet Member for Community Empowerment that the safety improvements as detailed in the report be implemented

**Corbets Tey Road**

- (a) Pedestrian refuges and centreline hatch road markings along Corbets Tey Road between Stewart Avenue and The Approach as shown on Drawing No.QM033/C/1.
- (b) Pedestrian refuges along Park Drive and Gaynes Park Road, larger dome construction, high friction anti-skid surfacing, parking signs at the Corbets Tey Road / Park Drive / Gaynes Park Road mini roundabout as shown on Drawing No.QM033/C/2.

**Hacton Lane**

- (c) Mini roundabout, zebra crossing(subject to officers considering further the position of the zebra crossing), pedestrian refuge and minor carriageway and footway widening at the Hacton Lane / Ravenscourt Grove Junction as shown on Drawing No.QM033/H/1.

- 2. That, it be noted that the estimated costs of £75,000, would be met from the Transport for London's (TfL) 2013/14 financial year allocation to Havering for Accident Reduction Programme.

By the following vote (with a review of the zebra crossing) 8 agreed, 1 against, 1 abstention.

**23 PROPOSED COACH PARKING IN THEATRE ROAD AND OUTSIDE THE QUEEN'S THEATRE, HORNCHURCH**

At its meeting on 9 July 2013, the Committee considered and recommended for approval following measures around the Queen's Theatre as part of adoption of the roads as public highways.

- i) 'At Any' time waiting and loading restrictions to enhance highway safety at various locations;
- ii) Loading bay in Theatre Road;
- iii) Stopping for 5 minutes maximum by the recycling centre;
- iv) One-way traffic flow in the road fronting The Queen's Theatre;
- v) Blue badge parking bays in the road fronting the theatre entrance.

At the meeting, Members had debated in detail on whether there should be free parking bays for coach parking for events such as pantomimes. Some members felt that temporary road closures would not be helpful in dealing with coach groups, therefore, considered that dedicated short term parking would be beneficial.

The report before the Committee outlined three measures that were suggested for the free parking bays.

- The proposals for a free parking bay outside the theatre was abandoned and converted for coach parking. The revised proposals were shown in drawing no. QH083-of-201/D.
- The existing drop off point for audiences outside the theatre was reduced in size to enhance coach parking. The proposals have been amended and were shown on attached drawing no. QH083-of-201/D.
- Free parking bays in Theatre Road had been excluded from the proposals and converted to free parking for coaches. The revised proposals were shown on attached drawing no. QH083-of-201/D.

Following the close of consultation, seven responses have been received which represents 8% of the letters delivered.

The report detailed that the manager of the Queen's Theatre had welcomed the decision of a loading bay for deliveries and one-way traffic system outside the theatre. He also stated that school audiences arrive by coaches mainly in December for the annual pantomime and most visitors were from the local area, arriving by cars or public transport. As a result, he had requested to return to the original measures (i.e. Option 1).

In accordance with the public participation arrangements the Committee was addressed by the Administrative Director of the Queen's Theatre who spoke in support of Option 1. He explained that coaches were only an issue for 2 weeks of the year in December for school performances and that this was already catered for.

The Committee received confirmation that the coaches for school performances normally stay on the road in front of the Theatre which would be closed with a temporary traffic order.

The Committee **RESOLVED:**

1. To recommend to the Cabinet Member for Community Empowerment that:

**Option 1:** That the measures as originally designed be implemented. These included provisions of a drop off/pick up parking bay (for 3 cars), free parking bay outside the theatre and free parking in Theatre Road. The proposals were shown on drawing no. QH083-of-201. The cost of implementing the measures would be £1,000.

2. That it be noted the cost of carrying out the works would be met by the Council's Streetcare Revenue budget allocated for 2013/14 financial year.

By the following vote eight votes in favour with 2 against.

**24 GIDEA PARK STATION AREA - LOADING, PARKING AND BUS STOP ACCESSIBILITY PROPOSALS - OUTCOME OF PUBLIC CONSULTATION**

The Committee considered the report and without debate, **RESOLVED:**

1. To recommend to the Cabinet Member for Community Empowerment that the various loading bays, parking bays, parking restrictions and bus stop clearway as set out in the report and shown on the following drawings be implemented;
  - QL008-OB-008A
  - QM009-OB-001A
  - QM009-OB-002A
3. That it be noted that the estimated cost of £20,000 for implementation of the loading bays, parking bays and parking restrictions would be met by Transport for London through the 2013/14 Local Implementation Plan allocation for Freight Loading Facilities.
4. That it be noted that the estimated cost of £1,500 for implementation of the bus stop clearway would be met by Transport for London through the 2013/14 Local Implementation Plan allocation for Bus Stop Accessibility.

**25 RAINHAM ACCIDENT REDUCTION PROGRAMME - A1306 NEW ROAD PROPOSED SAFETY IMPROVEMENTS (THE OUTCOME OF PUBLIC CONSULTATION)**

The Committee considered the report and without debate, **RESOLVED:**

1. To recommend to the Cabinet Member for Community Empowerment that the safety improvements detailed in the report and shown on the relevant drawings be implemented as follows:
  - (a) Junction ahead vehicle activated warning signs, 'Give Way' markings and signs and slow markings along A1306 New Road in the vicinity of Wentworth Way Junction as shown on Drawing No.QM002/A/1.
  - (b) High friction surfacing and re-marking worn off road markings along A1306 New Road in the vicinity of Launderers Lane Junction as shown on Drawing No.QM002/A/2.
  - (d) Traffic islands along A1306 New Road in the vicinity of Wennington Road Junction as shown on Drawing No.QM002/A/3.



- (e) Cross road vehicle activated warning signs, high friction surfacing, rumble strips, coloured surfacing 40mph roundel, hatch and slow road markings along A1306 New Road in the vicinity of Sandy Lane as shown on Drawing Nos.QM002/A/4, QM002/A/4/1 and QM002/A/4/2.
2. To recommend to the Cabinet Member for Community Empowerment that a larger roundabout be implemented at the A1306 New Road / Sandy Lane Junction as shown on Drawing No. QM002/A/5 as a long term solution, subject to funding being available in 2014/15 financial year, detailed design and further consultation with Thurrock Council.
3. That, it be noted that the estimated costs of £70,000, would be met from the Transport for London's (TfL) 2013/14 financial year allocation to Havering for Accident Reduction Programme.

26 **CHASE CROSS ROAD - PROPOSED 'AT ANY TIME WAITING RESTRICTIONS'**

The Committee considered a report that outlined the responses received to the advertised proposals for proposed 'At any time' waiting restrictions in Chase Cross Road, which was agreed in principle under the Head of Streetcares delegated powers.

The report informed the Committee that following a Traffic Liaison Meeting held on the 29 September 2011 a representative from the Metropolitan Police requested staff consider implementing a scheme in Chase Cross Road opposite the parade of shops.

On 18 October 2011 Highways presented a report to the Highways Advisory Committee for safety improvements to the area. It was then noted at this meeting that a resident was concerned about parking conditions in the vicinity of the shops and crossing. It was noted that the Parking Team would review the parking restrictions at this location.

On 20 October 2011 a Ward Councillor contacted a Highways Engineer stating that residents were concerned about the parking situation in the area of the shops in Chase Cross Road and that they were requesting waiting restrictions to stop the bottle neck effect that was taking place.

On 15 November 2011 a request for 'At any time' waiting restrictions in the section of Chase Cross Road, between the zebra crossing and the bus stop lay-by was taken to the Highways Advisory Committee and was deferred.

On the 15 May 2012 the Committee agreed to remove this item from the deferred list by 8 votes in favour with 1 abstention.

In February 2013, at a Traffic Liaison meeting, a representative from the Metropolitan Police raised the issue about parking opposite the parade of shops on Chase Cross Road.

As a result of the further representation from the Police, the Head of StreetCare decided to exercise his delegated powers to progress proposals to introduce waiting restrictions in the area. These proposals were placed on calendar brief were formally advertised.

The proposals were to introduce 'At any time' waiting restrictions to cover the unnamed road opposite 266 Chase Cross Road, extending into Chase Cross Road, on its southern side, between the unnamed road opposite 266 to the lay-by fronting 284 and extending into the unnamed road fronting the Chase Cross Road residential addresses, on its northern side for 10 metres either side of its junction with the unnamed road opposite 266.

Due to the significant responses received to the advertised proposals, the Head of StreetCare considered that it would be more appropriate for the responses to be considered by the Committee and decide on a further course of action.

A consultation of 36 addresses in the area perceived to be affected by the proposed scheme were carried out. Eighteen statutory bodies were also consulted and site notices were placed in Chase Cross Road. At the close of the public consultation, 11 responses were received along with a 558 person petition organised by the owner of the Olive Tree Café. The responses received were detailed in the report.

In accordance with the public participation arrangements the Committee was addressed by the Metropolitan Police Traffic Management Liaison Officer for the borough who spoke in favour of the scheme. He added that double parking in the area was leading to traffic tail back and affecting people crossing. A local resident and shop owner spoke against the scheme. She explained that the proposal would affect the businesses on the parade and saw no need for the 24 hours restriction.

The Committee heard about the benefit of the scheme to local residents.

With the agreement of the Committee, Councillor Sandra Binion spoke in support of the scheme. She added that the scheme also had the approval of former North Romford Area Committee but funding was unavailable.

During general debate Members of the Committee discussed:

- That the presence of the Police Traffic Management Liaison Officer had convinced him of the need to recommend the scheme for approval.
- That a one side restriction should not affect businesses.
- Enquired why the need for a 24 hours enforcement.

In response, officers stated that the problem persisted for most part of the day and by this proposal, it would ensure easy flow of traffic.

- Enquired what other option could be considered if converting the grass verge was too expensive an option.

The Committee **RESOLVED:**

**that the Committee, having considered the representations made, recommends to the Cabinet Member for Community Empowerment that:**

- a. the minor parking scheme set out in this report to implement 'At any time' waiting restrictions, as shown on the attached drawing TPC312-Chase Cross Road, be implemented as advertised.
- b. the effect of the scheme be monitored
- c. Members note that the estimated cost of this scheme as set out in this report is £1.000 which can be funded from the 2013/14 Minor Parking Schemes revenue budget.

The voting was unanimous, 9-0.

*Councillor D White left the meeting at the beginning of the presentation and as a result was advised not to participate or vote in this matter.*

**27 SOUTH STREET - PROPOSED CHANGE DISC PARKING BAYS TO PAY AND DISPLAY PARKING BAYS**

The report before the Committee detailed responses received to the advertised proposals to change the existing Disc parking restriction in the lay-by and outside the shops in South Street, Romford, to a Pay and Display parking bays.

The report explained that the request was put forward to help with parking provision for local businesses, as it was now generally considered that the provision of Pay & Display parking bays was more user friendly and accessible to the public, than the Disc parking scheme.

The formal proposals were to change the existing Disc Parking restriction operational from 8am to 6.30pm Monday – Saturday, with a maximum stay period of 1 hour, with no return to the bay within 2 hours to a Pay & Display parking bay, operational 8.30am – 6.30pm Monday – Saturday inclusive with a maximum stay period of 2 hours, with no return to the bay within 2 hours.

The reported informed the Committee that although the proposals were advertised with a 2 hour maximum stay period on the bays, in order to bring in line with the harmonisation of the Pay and Display scheme, it was

suggested to the Committee to approve an increase of the maximum stay period to three hours.

Only one response was received to the proposals, from a representative of a business, who stated that they were in favour of the proposals.

The Committee **RESOLVED:**

To recommend to the Cabinet Member for Community Empowerment that:

- A. The proposals to change the existing Disc Parking restrictions in the lay-by area and outside the shops in South Street to a Pay and Display parking bays, operational 8.30am – 6.30pm Monday – Saturday inclusive, with a maximum stay period of 3 hours, with no return to the bay within 2 hours, be implemented
- B. The effect of the scheme be monitored
- C. That the estimated cost to install the proposed Pay & Display machine as set out in the report be £3,500. The intention was to finance this scheme a separate capital allocation. The estimated cost of the rest of the scheme as set out in the report was £1,500 including advertising costs. These costs would be funded from the 2013/14 Minor Parking Schemes budget.

The vote for the proposal was 9 in favour and 1 abstention.

**28 CHAMPION ROAD - PROPOSED SCHOOL KEEP CLEAR AND RELOCATION OF FREE PARKING BAY**

This agenda item was withdrawn by officers. It is planned to be represented next month.

**29 MORAY WAY - PROPOSED CHANGE OF DISC PARKING TO TIME LIMITED FREE PARKING BAY**

This agenda item was withdrawn by officers. It is planned to be represented next month.

**30 HIGHWAYS SCHEMES APPLICATIONS**

The report presented Members with all new highway schemes requests in order for a decision to be made on whether the scheme should progress or not before resources were expended on detailed design and consultation.

The Committee considered and agreed in principle the schedule that detailed the applications received by the service en bloc.

The Committee's decisions were noted as follows against each request:

<b>Item Ref</b>	<b>Location</b>	<b>Description</b>	<b>Decision</b>
<b>SECTION B - Highway scheme proposals without funding available</b>			
H1	Petersfield Avenue/ Petersfield Close, Harold Hill	Request for speed restrictions as cars approach junction too fast and it is hard to see to exit the close	<b>REJECTED 7-2-1</b>
H2	New Place Gardens, Upminster	Request for speed humps	<b>REJECTED 7-2-1</b>
H3	Dagnam Park Drive, near Settle Road, Harold Hill	Request to remove speed cushions as residents are experiencing vibration	<b>REJECTED 7-2-1</b>
H4	Benets Road, Hornchurch	Request for speed humps	<b>REJECTED 7-2-1</b>
H5	Albert Road	Request for speed humps/ reduced speed limit	<b>REJECTED 7-2-1</b>

### 31 **TRAFFIC AND PARKING SCHEMES WORK PROGRAMME**

The report before the Committee detailed all Minor Traffic and Parking Scheme application requests in order for a decision to be made on whether the scheme should progress or not before resources were expended on detailed design and consultation.

The Committee considered and agreed in principle the schedule that detailed the applications received by the service.

The Committee's decisions were noted as follows against each scheme:

<b>SECTION A - Minor Traffic and Parking Scheme Requests</b>			
<b>Item Ref</b>	<b>Location</b>	<b>Description</b>	<b>Decision</b>
<b>TPC339</b>	Rise Park School Annan Way	Convert the existing waiting restrictions in Annan Way from No waiting 8.15 - 9.15am - 3.00 - 4.15pm Monday to Friday by extending the existing School Keep Clear marking in Ayr Way into Annan Way, on both sides of the road, restricting the area with a No	<b>AGREED</b>
<b>TPC347</b>	Heath Park Road, Manor Avenue	Conversion of existing Disc Parking Bays to Pay and Display parking bays	<b>AGREED</b> 9 – 1 abstention
<b>TPC348</b>	George Street, junction with Brentwood Road	Staff suggestion to convert the existing Voucher Parking bay to a Pay and Display parking bay.	<b>AGREED</b> 9 – 1 abstention
<b>TPC349</b>	Corbridge Mews Romford, RM1 2EG	Request for newly adopted road to be included in the existing permit parking zone in that area.	<b>AGREED</b>
<b>TPC350</b>	Cumberland Close	An area previously left for turning. Resident request to change area into resident parking bays as it was formally used.	<b>AGREED</b>
<b>TPC351</b>	Sunnyside Gardens	To change 3 Disc parking bays into Free maximum waiting bays or meter bays	<b>AGREED</b> 7 – 3 abstention
<b>TPC352</b>	Mungo Park Road at the junction of Southend Road	Implement 'At any time' waiting restrictions at the junction with South End Road.	<b>AGREED</b>
<b>TPC353</b>	Farnes Drive	Implement 'At any time' waiting restrictions on both sides of the road at the apex of the bend located between no's 8 to 12 Farnes Drive. Request from officers and residents to implement 'At any time' waiting restrictions at the apex of the bend to deter	<b>AGREED</b>

<p><b>Highways</b> <b>September</b> <b>TPC354</b></p>	<p>Ferguson Avenue adjacent to Ferguson Court</p>	<p>Implement 'At any time' waiting restrictions on both sides of the road at the apex of the bend. Request from Ward Councillors and residents to implement 'At any time' waiting restrictions at the apex of the bend to deter vehicles parking obstructing sign.</p>	<p>AGREED</p>
<p><b>SECTION B - Minor Traffic and Parking Scheme Requests on hold for future discussion or funding issues</b></p>			
<p>TPC323</p>	<p>Access road between Osborne Road and Towers Infant School and surrounding area</p>	<p>Request to review parking situation in newly adopted road between Osborne Road and Towers Infant School and surrounding area. Deferred until June 2013 - Paper and draft paper to be presented</p>	<p>DEFERRED UNTILL OCTOBER 2013</p>
<p>TPC328</p>	<p>Squirrels Heath Lane, near David Lloyd Sport Centre, Gidea Park</p>	<p>Request for bus stop clearway and adjacent waiting restrictions. (37 METRES BUS CLEARWEAY AGREED)</p>	<p>AGREED</p>

**32 SUSPENSION OF STANDING ORDERS**

During the discussion of the reports the Committee **RESOLVED** to suspend Committee Procedure Rule 8 in order to complete the consideration of the remaining business of the agenda.

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**Chairman**

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# HIGHWAYS ADVISORY COMMITTEE

15 October 2013

# REPORT

**Subject Heading:**

**HIGHWAY SCHEMES APPLICATIONS  
OCTOBER 2013**

**Report Author and contact details:**

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Principal Engineer  
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**The subject matter of this report deals with the following Council Objectives**

Clean, safe and green borough	<input checked="" type="checkbox"/>
Excellence in education and learning	<input type="checkbox"/>
Opportunities for all through economic, social and cultural activity	<input checked="" type="checkbox"/>
Value and enhance the life of every individual	<input type="checkbox"/>
High customer satisfaction and a stable council tax	<input type="checkbox"/>

## SUMMARY

This report presents applications for new highway schemes for which the Committee will make recommendations to the Head of StreetCare to either progress or the Committee will reject.

## RECOMMENDATIONS

1. That the Committee considers that the Head of StreetCare should proceed with the detailed design and advertisement (where required) of the highway schemes applications set out the attached Schedule, Section A – Scheme Proposals with Funding in Place.
2. That the Committee considers the Head of StreetCare should not proceed further with the highway schemes applications set out in the attached Schedule, Section B - Scheme proposals without funding available.
3. That the Committee notes the contents of the Schedule, Section C – Scheme proposals on hold for future discussion.
4. That it be noted that any schemes taken forward to public consultation and advertisement (where required) will be subject to a further report to the Committee and a decision by the Cabinet Member for Community Empowerment if a recommendation for implementation is made.
5. That it be noted that the estimated cost of implementing each scheme is set out in the Schedule along with the funding source. In the case of Section B - Scheme proposals without funding available, that it be noted that there is no funding available to progress the schemes.

## REPORT DETAIL

### **1.0 Background**

- 1.1 The Highways Advisory Committee receives all highway scheme requests; so that a decision will be made on whether the scheme should progress or not before resources are expended on detailed design and consultation.
- 1.2 Several schemes are funded through the Transport for London Local Implementation Programme and generally the full list of schemes will be presented to the Committee at the first meeting after Annual Council, unless TfL make an early funding announcement, in which case the list can be provided early. Some items will be presented during the year as programmes develop.
- 1.3 There is also a need for schemes funded by other parties or programmes (developments with planning consent for example) to be captured through this process.

- 1.4 Where any scheme is to be progressed, then the Head of StreetCare will proceed with the detailed design, consultation and public advertisement (where required). The outcome of consultations will then be reported to the Committee which will make recommendations to the Cabinet Member for Community Empowerment. Where a scheme is not to be progressed, then the Head of StreetCare will not undertake further work.
- 1.5 In order to manage this workload, a schedule has been prepared to deal with applications for new schemes and is split as follows;
- (i) Section A - Scheme Proposals with Funding in Place. These are projects which are fully funded and it is recommended that the Head of StreetCare proceeds with detailed design and consultation.
  - (ii) Section B - Scheme proposals without funding available. These are requests for works to be undertaken where no funding from any source is identified. The recommendation of Staff to the Committee can only be one of rejection in the absence of funding. The Committee can ask that the request be held in Section C for future discussion should funding become available in the future.
  - (iii) Section C - Scheme proposals on hold for future discussion. These are projects or requests where a decision is not yet required (because of timing issues) or the matter is being held pending further discussion should funding become available in the future.
- 1.6 The schedule contains information on funding source, likely budget (as a self-contained scheme, including staff design costs), the request originator, date placed on the schedule and a contact point so that Staff may inform the person requesting the scheme the outcome of the Committee decision.

## IMPLICATIONS AND RISKS

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

The estimated cost of each request or project is set out in the Schedule for the Committee to note.

The costs shown are an estimate of the full costs to implement a scheme should it be ultimately implemented. It should be noted that further decisions are to be made following a full report to the Committee and with the Cabinet Member approval process being completed where a scheme is recommended for implementation.

**Legal implications and risks:**

Many aspects of highway schemes require consultation and the advertisement of proposals before a decision can be taken on their introduction.

Where a scheme is selected to proceed, then such advertisement would take place and then be reported in detail to the Committee so that a recommendation may be made to the Cabinet Member for Community Empowerment.

With all requests considered through the Schedule, a formal set of Recommendations and a record of the Committee decisions are required so that they stand up to scrutiny.

**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.

Decisions need to be made which are in accordance with equalities considerations, the details of which will be reported in detail to the Committee so that a recommendation may be made to the Cabinet Member for Community Empowerment.

**BACKGROUND PAPERS**

None.

**London Borough of Havering  
Engineering Services, Highways - StreetCare  
Highway Schemes Applications Schedule**

**Highways Advisory Committee  
15th October 2013**

Item Ref	Location	Description	Officer Advice	Funding Source	Likely Budget	Scheme Origin/ Request from	Date Requested/ Placed on List	CRM / Contact
<b>SECTION A - Highway scheme proposals with funding in place</b>								
H1	Ockendon Road	Make both bus stops outside Upminster Cemetery fully accessible in support of Condition 3 of planning consent to extend cemetery (P0071.13 - cemetery expansion)	Proposal in support of making access to cemetery fully accessible by bus. Rejected by HAC 16th April 2013. RESUBMITTED	Transport for London	£6k	LBH Streetcare	07/10/2013	Mark Philipotts
<b>SECTION B - Highway scheme proposals without funding available</b>								
H2	Appleton Way	Request for zebra crossing on speed table between car park and High Street alleyway / traffic calming as people are finding it difficult to cross because of speed of drivers.	Feasible but not funded.	None	£15k	Resident	25/09/2013	ENQ-0123013
<b>SECTION C - Highway scheme proposals on hold for future discussion (for Noting)</b>								
Nothing reported this month								

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