



## HIGHWAYS ADVISORY COMMITTEE AGENDA

**7.30 pm**

**Tuesday  
16 April 2013**

**Town Hall, Main Road,  
Romford**

Members 9: Quorum 4

**COUNCILLORS:**

**Conservative Group  
( 5 )**

**Residents' Group  
( 2 )**

**Labour Group  
( 1 )**

**Independent  
Residents' Group  
( 1 )**

Garry Pain (Chairman)  
Billy Taylor (Vice-Chair)  
Steven Kelly  
Barry Oddy  
Frederick Thompson

Brian Eagling  
John Wood

Denis Breading

David Durant

**For information about the meeting please contact:  
Taiwo Adeoye 01708 433079  
taiwo.adeoye@haverling.gov.uk**

## **AGENDA ITEMS**

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

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

The Chairman will also announce the following:

The Committee is reminded that the design work undertaken by Staff falls under the requirements of the Construction (Design & Management) Regulations 2007. Those Staff undertaking design work are appropriately trained, experienced and qualified to do so and can demonstrate competence under the Regulations. They also have specific legal duties associated with their work.

For the purposes of the Regulations, a Designer can include anyone who specifies or alters a design, or who specifies the use of a particular method of work or material. Whilst the Committee is of course free to make suggestions for Staff to review, it should not make design decisions as this would mean that the Committee takes on part or all of the Designer's responsibilities under the Regulations.

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

(if any) - receive.

### **3 DISCLOSURE OF PECUNIARY INTERESTS**

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

*Members may still disclose any pecuniary 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 on 19 March 2013, and to authorise the Chairman to sign them. – Minutes to follow if available

### **5 CHIPPENHAM ROAD - PARKING IMPROVEMENTS. OUTCOME OF PUBLIC CONSULTATION (Pages 1 - 8)**

Report attached

**6 PROPOSED WAITING RESTRICTIONS, KISS AND RIDE BAY AND PROPOSED LIMITED WAITING FREE BAYS - REPTON AND TUDORS, COMMENTS TO ADVERTISED PROPOSALS (Pages 9 - 20)**

Report attached

**7 FIRHAM PARK ESTATE - INCLUSION INTO THE HAROLD WOOD CPZ - RESPONSES TO ADVERTISED PROPOSALS (Pages 21 - 26)**

Report attached

**8 HILLDENE SHOPPING AREA REVIEW - COMMENTS TO ADVERTISED PROPOSALS**

Report to follow if available

**9 HIGHWAYS SCHEMES APPLICATIONS (Pages 27 - 32)**

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

**10 TRAFFIC AND PARKING SCHEMES WORK PROGRAMME (Pages 33 - 38)**

The Committee is requested to consider the report relating to minor traffic and parking schemes - Report attached

**11 URGENT BUSINESS**

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

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# HIGHWAYS ADVISORY COMMITTEE

16 April 2013

# REPORT

**Subject Heading:**

**Chippenham Road  
Parking Improvements**

**Report Author and contact details:**

Daniel Jackson  
Engineer  
daniel.jackson@havering.gov.uk

**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 type="checkbox"/>
Value and enhance the life of every individual	<input checked="" type="checkbox"/>
High customer satisfaction and a stable council tax	<input checked="" type="checkbox"/>

## SUMMARY

This report sets out the results of the public consultation concerning the proposals for the provision of parking improvements in Chippenham Road, as part of the Harold Hill Ambitions programme.

This scheme is within the **Gooshays** ward.

## RECOMMENDATIONS

1. That the Committee having considered the responses and information set out in this report recommends to the Cabinet Member for Community Empowerment that the various elements be implemented as follows and set out below and shown on Drawing QK063/02/05
  - a. that the green spaces adjacent to property numbers 84, 94, 145, 169 and the RSPCA Clinic Chippenham Road, are converted into parking bays.
  - b. that the kerb from East Dene Drive to no. 124 Chippenham Road to be lowered to approximately 50mm where possible, to provide improved access to footway parking bays.
  - c. Install 'at any time' waiting restrictions to improve traffic flow, prevent obstructive parking and improve road safety.
  - d. Relocation of lighting columns to accommodate the half on footway parking – in all cases this will involve the upgrading of lanterns which is in line with the Councils' energy efficiency programme.
2. That it be noted that the estimated cost of £264,000 will be met by funding from the Harold Hill Ambitions programme budget.

## REPORT DETAIL

### 1.0 Background

- 1.1 As part of the Councils' on going design review of the Hildene Shopping Centre area and how it can best operate, the section of Chippenham Road between East Dene Drive and the RSPCA Clinic has been identified as an area lacking in parking for residents, a problem which is further exacerbated by properties that have no road frontage.
- 1.2 Due to the areas high parking demand, it would be common to find double sided carriageway parking in this location despite the narrow road with, making visibility and manoeuvrability difficult whilst potentially causing problems for refuse and emergency vehicles to gain access.

- 1.3 It has been noted that much of the carriageway parking occurs because of the high kerbs making it difficult for drivers to “bump up” the kerb and use the available part on footway parking bays in some locations.
- 1.4 Throughout this section of Chippenham Road it is apparent that there is much unused green space and it is proposed to provide an increase in parking provision by utilising these areas where possible.
- 1.5 In taking forward the proposals, approximately 100 Letters were hand-delivered to those potentially affected by the proposals on 28<sup>th</sup> December 2012. The closing date for comments was 25<sup>th</sup> January 2013 and in addition notices were advertised in the local newspaper.

## **2.0 Outcome of Public Consultation**

- 2.1 By the close of consultation, 5 responses had been received and are outlined in appendix A of this report.
- 2.2 In summary, the main concerns were for the provision of new and extending existing vehicle crossovers as part of the proposed footway works and in many cases residents were keen for the proposals to be carried out before the Chippenham Gardens development commences.

## **3.0 Staff Comments**

- 3.1 The utilisation of the available green space for parking on Chippenham Road will help to alleviate the existing capacity issues and the reduction of kerb heights will allow for footway parking so that carriageway widths and visibility can be maintained. Staff therefore recommend that the scheme proceeds as advertised.
- 3.2 It should be noted that works to vehicle crossovers will be undertaken at a discounted rate which is offered by Streetcare on all footway schemes. However, any applications now and in the future may result in a reduction of proposed half on footway spaces.

## IMPLICATIONS AND RISKS

### **Financial Implications and Risks**

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

The estimated cost of implementing the proposals as described above and shown on the attached plan is £250,500. This cost can be met from the Harold Hill Ambitions Programme Allocation for improvement works budget.

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

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

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

Parking restrictions require advertisement and consultation before a decision can be made on their implementation.

### **HR Implications and Risks**

The proposal can be delivered within the standard resourcing within Streetcare, and has no specific impact on staffing/HR issues.

### **Equalities Implications and Risks:**

A logically laid out highway will cater for not only the demand for parking, but be an opportunity to provide better pedestrian routes and enhancements of the public realm.



## **BACKGROUND PAPERS**

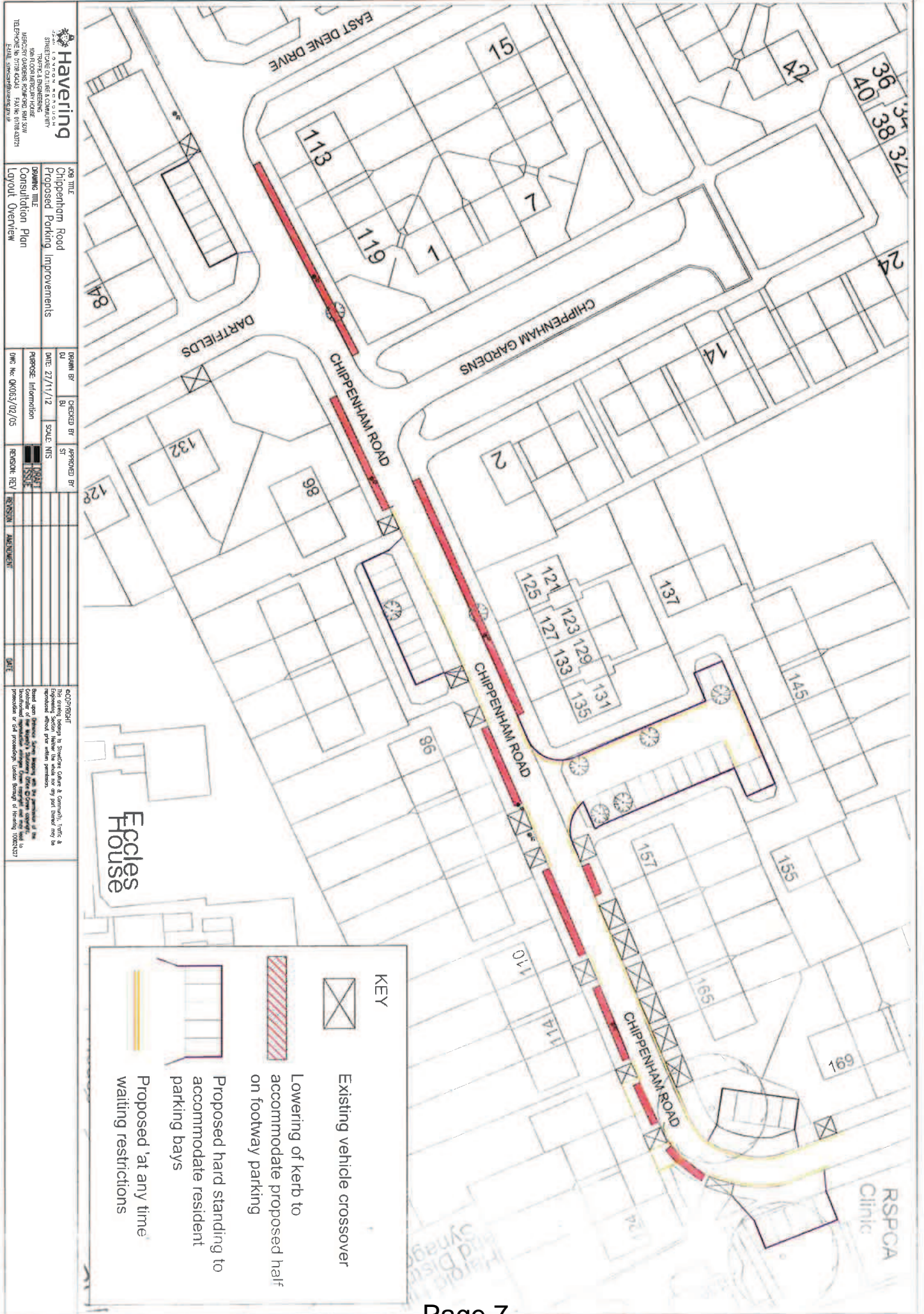
Drawing no QK063/02/05 – Chippenham Road Layout Overview

Project Scheme File Ref:  
QJ063 Hildene Parking Scheme

## APPENDIX A

### Summary of Consultation Responses:

Respondent	Comments
No 145 Chippenham Road	<ul style="list-style-type: none"> <li>○ Is of the impression that lowering the kerbs will not work as the footway is not wide enough and there are drives either side.</li> <li>○ Is concerned that proposals on the adjacent grass verge will result in headlights shining into his property and believes the area needs to be residents' only to prevent shopper from Hilldene occupying the spaces.</li> <li>○ Suggests the works need to be carried out before the Chippenham Gardens development</li> </ul>
No 118 Chippenham Road	<ul style="list-style-type: none"> <li>○ Feels he being bullied into having his crossover extended</li> <li>○ Believes the changes will not improve visibility but obscure the view of drivers exiting their properties</li> </ul>
No 122 Chippenham Road	<ul style="list-style-type: none"> <li>○ Supports the proposals and hopes the scheme extends to resurfacing the carriageway</li> </ul>
No 114 Chippenham Road	<ul style="list-style-type: none"> <li>○ Wishes to have a new access installed</li> </ul>
No 116 Chippenham Road	<ul style="list-style-type: none"> <li>○ Wishes to have a new access installed</li> </ul>
No 88 Chippenham Road	<ul style="list-style-type: none"> <li>○ Wishes to have crossover extended</li> </ul>



<b>Havinging</b> CONSULTANTS 108 RIVERSIDE ROAD, BATH, BA1 2JN TEL: 01225 456789 EMAIL: info@havinging.co.uk	
JOB TITLE	Chippenham Road
PROPOSED TITLE	Proposed Parking Improvements
DRAWING TITLE	Consultation Plan
DATE	27/11/12
SCALE	NIS
PURPOSE	Information
DWG No.	DK053/02/05
DESIGNED BY	[Signature]
CHECKED BY	[Signature]
APPROVED BY	[Signature]
DATE	
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**KEY**

- Existing vehicle crossover
- Lowering of kerb to accommodate proposed half on footway parking
- Proposed hard standing to accommodate resident parking bays
- Proposed 'at any time' waiting restrictions

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# HIGHWAYS ADVISORY COMMITTEE

16 April 2013

# REPORT

**Subject Heading:**

**PROPOSED WAITING RESTRICTIONS,  
KISS AND RIDE BAY and PROPOSED  
LIMITED WAITING FREE BAYS-  
REPTON and TUDORS-comments to  
advertised proposals.**

**Report Author and contact details:**

Sarah Rogers  
Engineering Technician  
01708 432810  
sarah.jane.rogers@havering.gov.uk

**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 type="checkbox"/>
Value and enhance the life of every individual	<input checked="" type="checkbox"/>
High customer satisfaction and a stable council tax	<input type="checkbox"/>

**SUMMARY**

This report recommends the implementation of waiting restrictions in Repton Avenue, a kiss and ride bay in Tudor Avenue, limited wait free bays in Stanley Avenue, Woodfield Drive and Repton Avenue, following the completion of public consultation.

All of the proposals within this report are situated within the Romford Town Ward

## RECOMMENDATIONS

1. That the Committee having considered the information set out in this report and the representations made to the statutory advertisement of the proposals, recommends to the Cabinet Member for Community Empowerment that:
  - a. the minor parking schemes set out in this report in appendix A and shown on all the attached drawings, be implemented as advertised.
    - i) Drawing 1- Tudor Drive, Repton Ave, Tudor Ave and St Ivians
    - ii) Drawing 4- Stanley Ave & Woodfield Drive at the junction with Balgores Lane
    - iii) Drawing 5- Tudor Avenue, Balgores Lane
    - iv) Drawing 7- Repton Avenue and Balgores
  - 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 £1700 and can be funded from the 2013/14 Minor Parking Schemes budget

## REPORT DETAIL

### 1.0 Background

- 1.1 At a meeting of this Committee on 18<sup>th</sup> September 2012, a request was put forward to implement a number of proposals within the Reptons and Tudors area. These proposals were to install 'At any time' waiting restrictions on bends and junctions, part time waiting restriction at the north-western end of Repton Avenue, the introduction of a kiss and ride parking bay, in Tudor Avenue, fronting Gidea Park College and implement a four hour limited waiting time in the existing free bays in Repton Avenue, Stanley Avenue and Woodfield Drive, at their junctions with Balgores Lane. The Committee agreed the proposals in principle, so they could be taken forward to formal public consultation.
- 1.2 The proposals were subsequently designed by staff and were publicly advertised on 14<sup>th</sup> September 2012.
- 1.3 All the proposals for the 'At any time' waiting restrictions on junctions and apexes of bend within the Reptons and Tudors area, are being progressed under powers delegated to the Head of StreetCare.

- 1.4 This report outlines the responses received arising from the public consultation of the parking bay elements of the proposals and the proposed Noon to 1:00pm waiting restrictions in Repton Avenue, which are considered to be contentious. Plans and descriptions of the proposals, along with the responses received, staff comments and further courses of action for each location are outlined and appended to this report as Appendix A.

## IMPLICATIONS AND RISKS

### **Financial Implications and Risks**

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

The estimated cost of implementing the proposals as described above and shown on the attached plan is £1700 including advertising costs. This cost can be met from the 2013/2014 Minor Parking Schemes revenue budget.

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

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

### **HR Implications and Risks**

The proposal can be delivered within the standard resourcing within Streetcare, and has no specific impact on staffing/HR issues.

### **Equalities implications and risks:**

Parking restrictions in residential areas are often installed to improve road safety and accessibility for residents who may be affected by long-term non-residential parking.

Parking restrictions have the potential to displace parking to adjacent areas, which may be detrimental to others. However, the Council has a general duty under the Equality Act 2010 to ensure that its highway network is accessible to all. Where infrastructure is provided or substantially upgraded, reasonable adjustments should be made to improve access. In considering the impacts and making improvements for people with protected

characteristics (mainly, but not limited to disabled people, children and young people, older people), this will assist the Council in meeting its duty under the Act.

The proposals included in the report for Tudor Avenue, outside Gidea Park College and the limited stay parking bays in Repton Avenue, Stanley Avenue and Woodfield Drive, are all located within the Gidea Park Conservation Area.

All proposals included in the report have been publicly advertised and subject to formal consultation. Consultation responses have been considered to inform the final proposals. It is noted that some of the consultation responses (see Appendix A), particularly regarding the parking bay elements of the proposals and the proposed Noon to 1:00pm waiting restrictions in Repton Avenue, are against the proposed changes. After careful consideration of each of the responses and any potential/likely equalities issues and concerns arising from the proposals, officers have recommended that the proposed changes be implemented as advertised and the effects be monitored on a regular basis.

Aside from the proposals for Tudor Avenue being situated outside a private primary school, it is understood that a play group meets on a daily basis in the Church Hall in Balgores Crescent. This is to be noted and considered by the Committee.

There will be some visual impact from the required signing and lining works but it is anticipated that this work will improve road safety and access for disabled people, older people and parents with prams.

## **BACKGROUND PAPERS**

Drawings Refs: Drawing 1- Tudor Drive, Repton Ave, Tudor Ave and St Ivians  
Drawing 4- Stanley Ave & Woodfield Drive at the junction with Balgores Lane  
Drawing 5- Tudor Avenue, Balgores Lane  
Drawing 7- Repton Avenue and Balgores





**1. Repton Avenue – Drawing Ref: Tudor Drive, Repton Ave, Tudor Ave and St Ivians (drawing 1)**

The proposed 'At any time' waiting restrictions shown at the junctions on this drawing are being progressed under powers delegated to the Head of StreetCare.

The proposal that is to be considered by this Committee is the introduction of a Noon-1pm Monday to Friday waiting restriction in Repton Avenue, north-west of its junction with Tudor Avenue, closure at the Gallows Gate at the Main Road end.

**Outcome of Public consultation - Responses received**

The proposals were advertised in the Romford Recorder and London Gazette. In addition, eighteen statutory bodies and six residents were consulted on the proposals. Site notices were also placed on site.

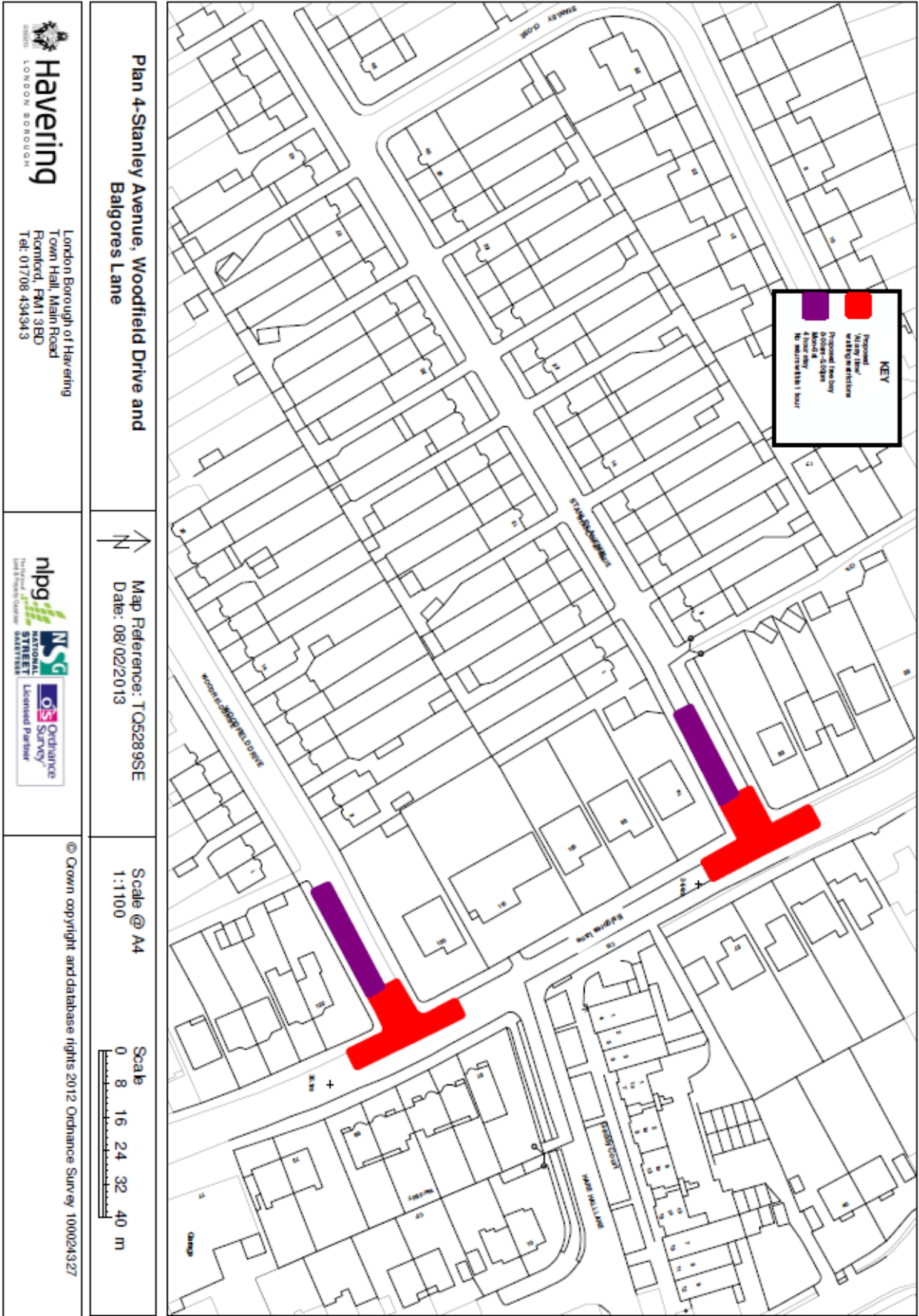
At the close of public consultation on 21<sup>st</sup> December 2012, nine responses had been received to the proposals. Three responses objected to the proposals; one from a resident directly affected by them and two from residents not directly affected by them. A further six responses were received from four properties all directly affected by the proposals, who were all in favour of them.

**Staff comments**

The proposals have been designed to prevent long term non-residential parking taking place in this area of Repton Avenue. As more responses from the residents of this section of Repton Avenue are in favour of the proposals, it is suggested that they should be implemented as advertised.

**Recommended Action**

That the proposals be implemented as advertised and the effects be monitored.



**Havering**  
LONDON BOROUGH

London Borough of Havering  
Town Hall, Main Road  
Romford, RM1 3BD  
Tel: 01708 434343

**nlp9**  
National Street  
The National Street  
Map & Street View  
Ordnance Survey  
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**Plan 4 Stanley Avenue, Woodfield Drive and  
Balgores Lane**

Map Reference: TOS289SE  
Date: 08/02/2013

Scale @ A4  
1:1100

Scale  
0 8 16 24 32 40 m

**2. Stanley Avenue & Woodfield Drive- Drawing Ref: Stanley Ave & Woodfield Drive at the junction with Balgores Lane (Drawing 4)**

The proposed 'At any time' waiting restrictions shown at the junctions on this drawing are being progressed under powers delegated to the Head of StreetCare.

The proposals that are to be considered by this Committee are to restrict the existing free parking bays, situated on the south-eastern sides of both Stanley Avenue and Woodfield Drive, close to their junctions with Balgores Lane, from 8:00am to 5.00pm Monday to Saturday inclusive, where free parking will be limited to a four hours maximum stay and where return to the bay is prohibited within one hour.

**Outcome of Public consultation - Responses received**

The proposals were advertised in the Romford Recorder and London Gazette. In addition, 18 statutory bodies and 21 residents were consulted on the proposals. Site notices were also placed at both locations.

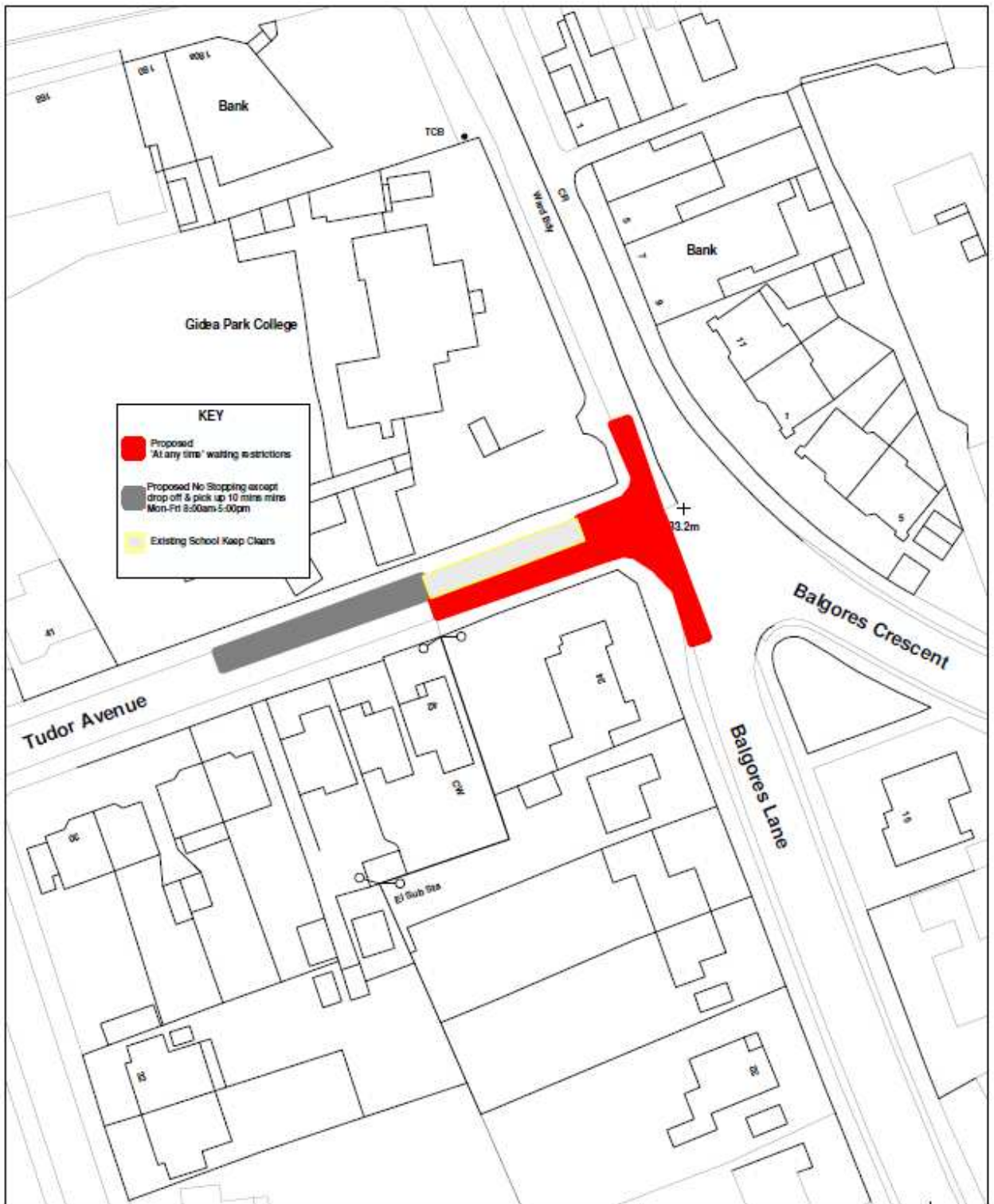
At the close of public consultation on 21<sup>st</sup> December 2012, seven responses had been received to the proposals. Six responses outlined their objections to the proposals were received, with one respondent living away from the immediately affected area in Stanley Avenue, wrote to the local MP and the MP then wrote on the residents behalf. A further four responses were received, three from residents of Balgores Lane and one from a resident of Stanley Avenue. One resident of Balgores Lane was clearly in favour of the proposals and outlined the issues of long term parking in the bays and that they had been requesting this provision for over 3 years.

**Staff comments**

These proposals are designed to limit long term non-residential parking in the existing free parking bays. Although there has be a weight of objection to the proposals they will provide a turnover of parking in the bay, meaning that more highway users will have the opportunity park for shorter periods and street cleaning in the bay will be made easier. As this is the case, it is recommended that the proposals should be implemented as advertised.

**Recommended Action**

That the proposals be implemented as advertised and the effects be monitored.



**Plan 5- Tudor Avenue & Balgores Lane** Map Reference: TQ5289NW

	Scale @ A4 1:700 Date: 08/02/2013	Scale 
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3. Tudor Avenue and Balgores Lane- Drawing Ref: Tudor Avenue, Balgores Lane (Drawing

The proposed 'At any time' waiting restrictions shown at the junction on this drawing are being progressed under powers delegated to the Head of StreetCare.

The proposals that are to be considered by this Committee are to introduce a designated pick and drop off area in Tudor Avenue, fronting the Gidea Park College site, permitting parking for up to ten minutes between 8.00am-5.00pm Monday to Friday inclusive.

### **Outcome of Public consultation - Responses received**

The proposals were advertised in the Romford Recorder and London Gazette. In addition, eighteen statutory bodies and ten residents were consulted on the proposals. Site notices were also placed on site.

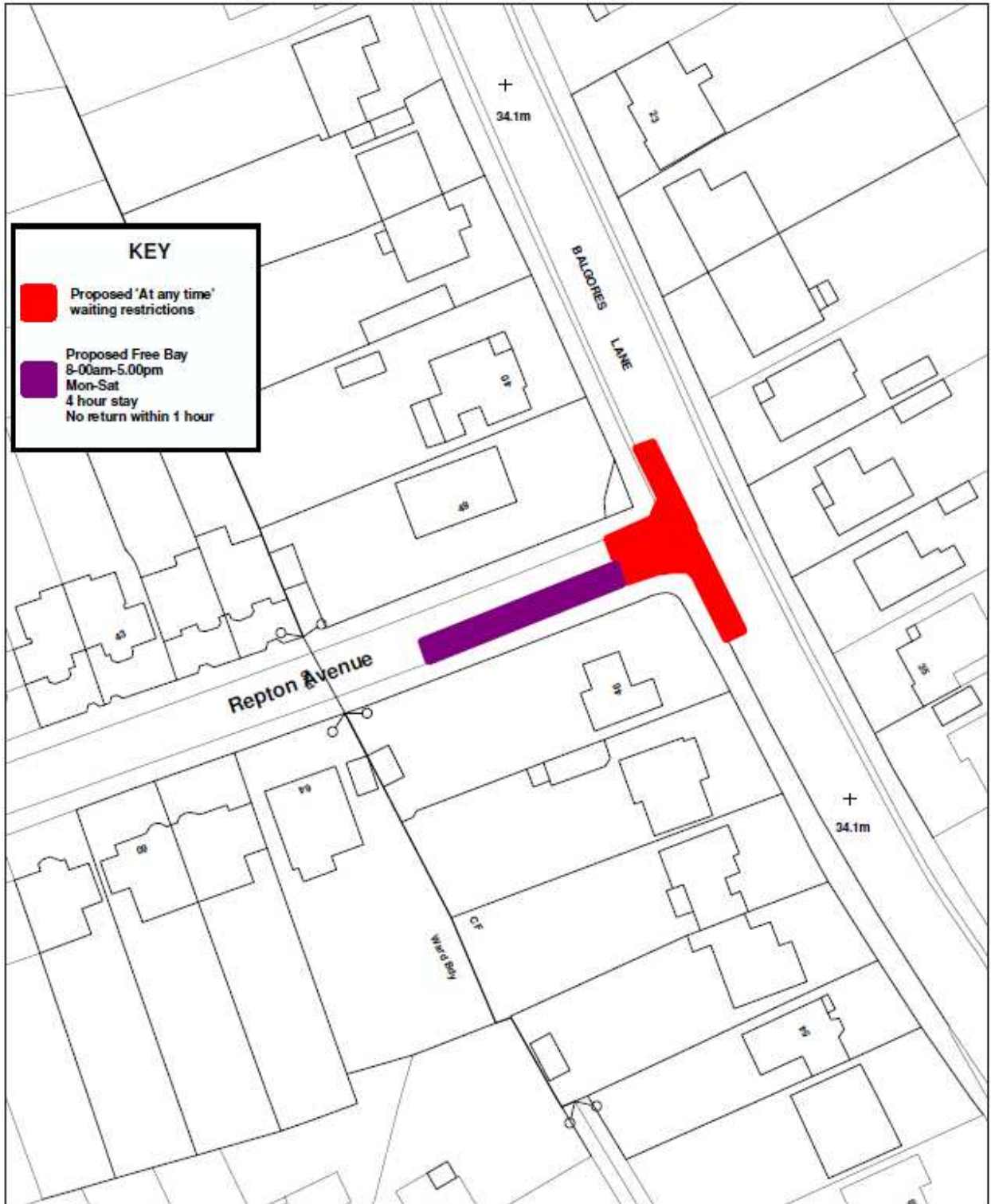
At the close of public consultation on 21<sup>st</sup> December 2012, one response had been from a resident of Tudor Avenue. They considered that parents of children that attend the college had a total disregard to safety and traffic flow. They feel that the proposals will not improve the situation, but that a provision should be made for outside the restricted period for the local shops.

### **Staff comments**

These proposals are designed to provide a short term parking provision for the parents whose children attend the school.

### **Recommended Action**

That the proposals be implemented as advertised and the effects be monitored.

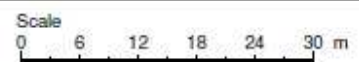


**Plan 7- Repton Avenue & Balgores Lane**

Map Reference: TQ5289NE



Scale @ A4 1:650  
Date: 08/02/2013



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4.

Repton Avenue and Balgores Lane- Drawing Ref: Repton Avenue and Balgores Lane (D

The proposed 'At any time' waiting restrictions shown at the junction on this drawing are being progressed under powers delegated to the Head of StreetCare.

The proposals are to restrict the existing free parking bay, situated on the south-eastern sides of Repton Avenue, close to its junction with Balgores Lane, from 8:00am to 5.00pm Monday to Saturday inclusive, where free parking will be limited to a four hours maximum stay and where return to the bay is prohibited within one hour.

### **Outcome of Public consultation - Responses received**

The proposals were advertised in the Romford Recorder and London Gazette. In addition, eighteen statutory bodies and ten residents were consulted on the proposals. Site notices were also placed on site.

At the close of public consultation on 21<sup>st</sup> December 2012, no response had been received to the proposals.

### **Staff comments**

These proposals are designed to limit long term non-residential parking in this parking bay. As there have been no comments received to the proposals, it is recommended that be implemented as advertised.

### **Recommended Action**

That the proposals be implemented as advertised and the effects be monitored.



# HIGHWAYS ADVISORY COMMITTEE

Date 16 April 2013

# REPORT

**Subject Heading:**

**Firham Park Estate** – Inclusion into the  
Harold Wood Controlled Parking Zone  
(Sector HWC)

**Report Author and contact details:**

Mitch Burgess  
0170843 2801  
Mitch.Burgess@havering.gov.uk

**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 type="checkbox"/>
Value and enhance the life of every individual	<input checked="" type="checkbox"/>
High customer satisfaction and a stable council tax	<input type="checkbox"/>

**SUMMARY**

This report outlines the responses received to the advertised proposals to include the Firham Park Estate into the Harold Wood Controlled Parking Zone (Sector HWC)

## RECOMMENDATIONS

1. **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 include the Firham Park Estate into the Harold Wood Controlled Parking Zone (Sector HWC) with the associated waiting restrictions and residents parking, as shown on the attached drawing TPC195 – Firham Park Estate, 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 £3,800 and can be funded from the 2013/14 Minor Parking Schemes budget.

## REPORT DETAIL

### 1.0 Background

- 1.1 Following a request from a residents and a visitors of the Firham Park Estate, for the introduction of parking restrictions to deter commuter parking and prevent inconsiderate or obstructive parking, a request was submitted to the Highways Advisory Committee on 21<sup>st</sup> February 2012, when this Committee agreed that this item should be deferred for a further report on the existing parking situation and provisions within the Firham Park Estate.
- 1.2 In December 2012, the request was moved from the items deferred list, to the works programme. The proposals were subsequently designed by staff and were formally advertised on 1<sup>st</sup> February 2013. All responses to the consultation had to be received by 22<sup>nd</sup> February 2013.
- 1.3 This report outlines the responses received to the formal consultation and recommends a further course of action.

### 2.0 Outcome of Public Consultation

- 2.1 On 1<sup>st</sup> February 2013, residents of 130 addresses in the area who were perceived to be affected by the proposals were advised of them by letter and

plan. 18 statutory bodies were also consulted and site notices were placed within the Firham Park Estate.

- 2.2 At the close of the public consultation on 22<sup>nd</sup> February 2013, 27 responses were received, a 21% response. A table outlining all the responses is appended to this report as Appendix B.

### **3.0 Staff Comments**

- 3.1 Although the level of response to the proposals was lower than the 30 to 40% response rate that is received on average, the majority of the responses were in favour of some if not all elements of the proposals. It is for this reason that staff feels that the Firham Park Estate, which is for the main part currently unrestricted, should be included in the Harold Wood Controlled Parking Zone, by implementing the proposals as advertised.

## **IMPLICATIONS AND RISKS**

### **Financial Implications and Risks**

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

The estimated cost of implementing the proposals as described above and shown on the attached plan is £3,800 including advertising costs. This cost can be met from the 2013/2014 Minor Parking Schemes revenue budget.

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

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

### **HR Implications and Risks**

The proposal can be delivered within the standard resourcing within Streetcare, and has no specific impact on staffing/HR issues.

### **Equalities Implications and Risks:**

Parking restrictions in residential areas are often installed to improve road safety and accessibility for residents who may be affected by long-term non-residential parking.

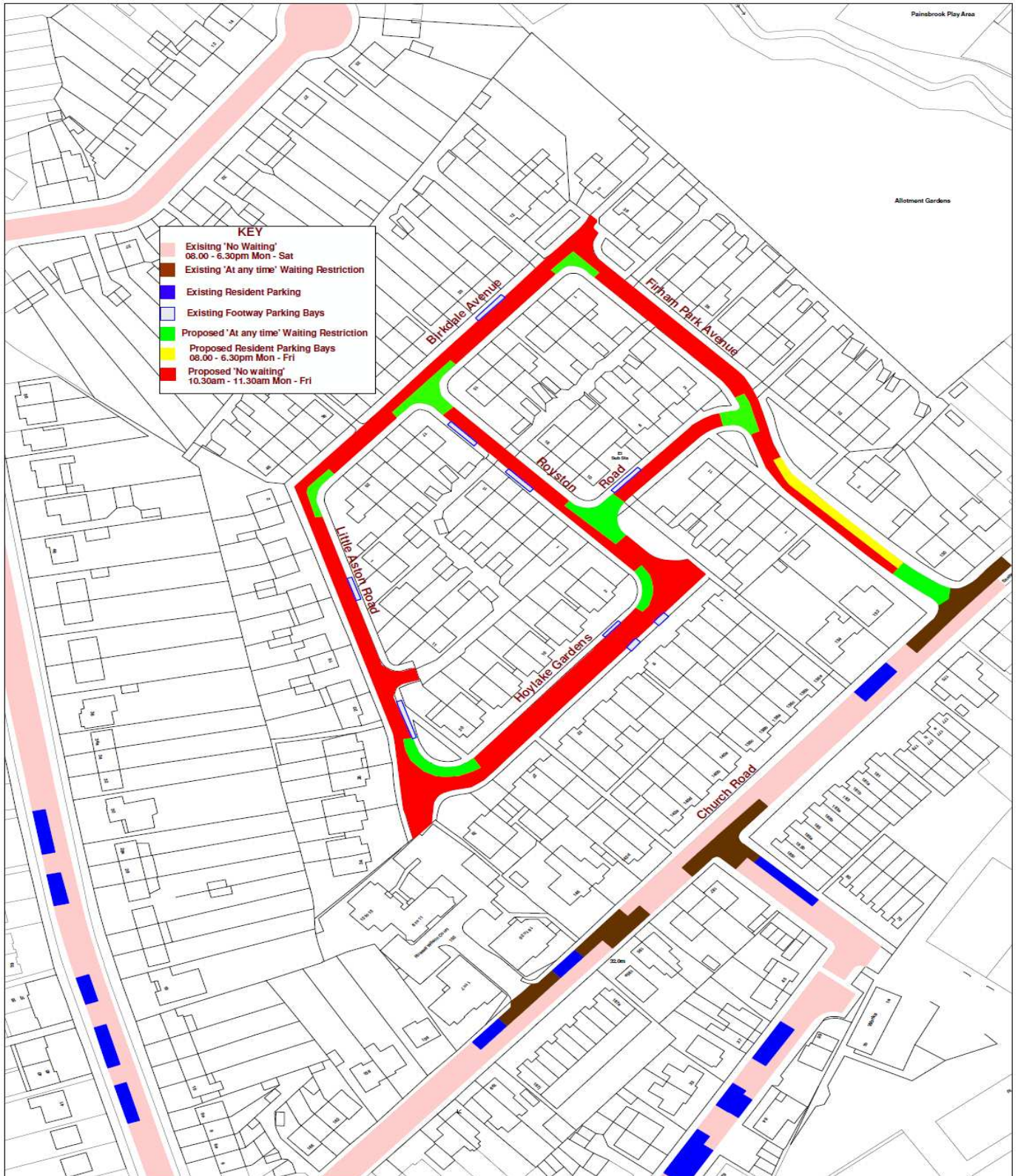
Parking restrictions have the potential to displace parking to adjacent areas, which may be detrimental to others. However, the Council has a general duty under the Equality Act 2010 to ensure that its highway network is accessible to all. Where infrastructure is provided or substantially upgraded, reasonable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

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

**BACKGROUND PAPERS**

None

# Appendix A



**TPC195 - Firham Park Estate**



Map Reference: TQ5591SW  
Date: 22/01/2013

Scale @ A3  
1:1000



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Tel: 01708 434343



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## Appendix B

Road	No of properties consulted	No. of Individual Responses received	% Return	'At any time' Waiting Restrictions		Resident Parking Bays		No waiting	
				For	Against	For	Against	For	Against
CHURCH ROAD	4	0	0	0	0	0	0	0	0
BIRKDALE AVENUE	37	4	11	3	1	3	1	3	1
FIRHAM PARK AVENUE	25	6	24	5	1	5	1	5	1
LITTLE ASTON ROAD	23	8	34	6	2	5	3	5	3
HOYLAKE GARDENS	27	6	22	5	1	3	3	5	1
ROYSTON ROAD	14	0	0	0	0	0	0	0	0
Other	0	3	0	3		3		2	1
Totals	130	27	21	22	5	19	8	20	7

# HIGHWAYS ADVISORY COMMITTEE

16 April 2013

# REPORT

**Subject Heading:**

**HIGHWAY SCHEMES APPLICATIONS  
16 APRIL 2013**

**Report Author and contact details:**

Mark Philpotts  
Principal Engineer  
01708 433751  
mark.philpotts@havering.gov.uk

**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**  
**Traffic & Engineering - StreetCare**  
**Highway Schemes Applications Schedule**  
**Highways Advisory Committee**  
**16th April 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.	LBH Upminster Cemetery Expansion	£6k	LBH Streetcare	08/04/2013	Mark Philpotts
<b>SECTION B - Highway scheme proposals without funding available</b>								
Nothing reported this month								
<b>SECTION C - Highway scheme proposals on hold for future discussion (for Noting)</b>								
Nothing reported this month								

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# HIGHWAYS ADVISORY COMMITTEE

16 April 2013

## REPORT

**Subject Heading:**

**TRAFFIC AND PARKING SCHEME  
REQUESTS  
April 2013**

**Report Author and contact details:**

**Alexandra Watson  
Traffic & Parking Control, Business  
Unit Manager (Schemes, Challenges  
and Road Safety Education & Training)  
01708 432603  
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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 on-street minor traffic and parking schemes for which the Committee will make recommendations to the Cabinet Member for Community Empowerment who will then recommend a course of action to the Head of StreetCare to either progress, reject or hold pending further review.

## RECOMMENDATIONS

1. That the Committee considers the on-street minor traffic and parking scheme requests set out in the Schedule, Section A – Minor Traffic and Parking scheme requests for prioritisation and for each application the Committee either;
  - (a) Recommends that the Cabinet Member for Community Empowerment advise that the Head of StreetCare should proceed with the detailed design and advertisement (where required) of the minor traffic and parking scheme; or
  - (b) Recommends that the Cabinet Member for Community Empowerment advise that the Head of StreetCare should not proceed further with the minor traffic and parking scheme.
2. That the Committee notes the contents of the Schedule, Section B – Minor Traffic and Parking scheme requests on hold for future discussion.
3. 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 should recommendation for implementation is made and accepted by the Cabinet Member for Community Empowerment.
4. That it be noted that the estimated cost of implementing each scheme is set out in the Schedule along with the funding source and that the budget available in 2013/14 is £87.4K. It should also be noted that the advertising, Order making and street furniture costs for special events are funded via this revenue budget.
5. In total and at Period 12, all budget provision for 2012/13 was spent. The Period 1 profile for 2013/14 will be reported to the Highways Advisory Committee in May.

## REPORT DETAIL

### 1.0 Background

- 1.1 The Highways Advisory Committee receives all on-street minor traffic and parking scheme requests. The Committee advises whether a scheme should progress or not before resources are expended on detailed design and consultation.

- 1.2 Approved Schemes are generally funded through a revenue budget (A24650). Other sources may be available from time to time and the Committee will be advised if an alternative source of funding is potentially available and the mechanism for releasing such funding.
- 1.3 Where the Committee recommends to the Cabinet Member for Community Empowerment that it's approved a scheme to be progressed, then subject to the approval of the Cabinet Member for Community Empowerment 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.
- 1.4 Where the Committee recommends to the Cabinet Member for Community Empowerment that a scheme should not be progressed subject to the approval of the Cabinet Member for Community Empowerment the Head of StreetCare will not undertake further work and the proposed scheme will be removed from the Schemes application list. Schemes removed from the list will not be eligible for re-presentation for a period of six months commencing on the date of the Highways Advisory Committee rejection.
- 1.5 In order to manage and prioritise this workload, a schedule has been prepared to deal with applications for schemes and is split as follows;
- (i) Section A – Minor Traffic and Parking requests. These requests may be funded through the Council's revenue budget (A24650) for Minor Traffic and Parking Schemes or an alternative source of funding (which is identified) and the Committee advises the Cabinet Member for Community Empowerment to recommend to the Head of StreetCare whether each request is taken forward to detailed design and consultation or not.
  - (ii) Section B – Minor Traffic and Parking scheme requests 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 or funding issues.
- 1.5 The schedule contains information on funding source, likely budget (as a self-contained scheme, including 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 advice to the Cabinet Member for Community Empowerment.
- 1.6 Committee is also asked to note that officers in Traffic and Parking Control received approximately 3,200 pieces of correspondence in relation to traffic and parking control scheme requests and queries from 1<sup>st</sup> March 2013 to 31<sup>st</sup> March 2013.

## IMPLICATIONS AND RISKS

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

The estimated cost of each request 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.

Overall costs will need to be contained within the overall revenue budget.

Where other funding streams are sought, for example Invest to Save bids, no scheme will be progressed until relevant funding is secured and if dependent funding is not secured, then schemes will be removed from the work programme.

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

Many aspects of on-street minor traffic and parking schemes require consultation and the advertisement of proposals before a decision can be taken on their introduction.

When the Cabinet Member for Community Empowerment approves a request, then public advertisement and consultation would proceed to then be reported back in detail to the Committee following closure of the consultation period. The Committee will then advise the Cabinet Member for Community Empowerment to approve the scheme for implementation.

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:**

Decisions need to be made which are in accordance with various equality and diversity considerations, the advice of which will be reported in detail to the Committee so that they may advise the Cabinet Member for Community Empowerment.

## BACKGROUND PAPERS

None.



London Borough of Havering  
 Traffic & Parking Control - StreetCare  
 Highways Advisory Committee  
 April 2013  
 Minor Traffic & Parking Schemes Applications Schedule

Item Ref	Location	Description	Officer Advice	Previously Requested (Date & Item No.)	Potential Funder	Likely Budget	Scheme Origin/ Request from	Date Requested/ Placed on List	Ward
<b>SECTION A - Minor Traffic and Parking Scheme Requests</b>									
TPC304	Bevan Way, Hornchurch	Request for yellow line restrictions around roundabout in Bevan Way to deter vehicles parking on it	Feasible and would recommend to improve road safety	Not previously requested	LBH Revenue	1,000	Clr	19/02/2013	Hacton
TPC305	South Street	Request to convert the disc parking bays into Pay and Display area	This will be the last location on the Romford Ring Road to be converted	Not previously requested	LBH Revenue	5,000	StreetCare Officer	19/02/2013	Romford Town
TPC318	Kew Close	Introduce waiting restrictions opposite No 2 to improve access and egress	Feasible due to the narrowness of the carriageway - access problems due to location of bins opposite No. 2	Previous requests received from residents in relation to other areas of Kew Close (TPC98)	LBH Revenue	1,000	Resident	12/03/2013	Gooshays
<b>SECTION B - Minor Traffic and Parking Scheme Requests on hold for future discussion or funding issues</b>									
No deferred schemes									

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