



Havering

L O N D O N B O R O U G H

HIGHWAYS ADVISORY COMMITTEE AGENDA

7.30 pm

**Tuesday
14 May 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) Brian Eagling
Billy Taylor (Vice-Chair) John Wood
Steven Kelly
Barry Oddy
Frederick Thompson

Denis Breading

David Durant

**For information about the meeting please contact:
Taiwo Adeoye 01708 433079
taiwo.adeoye@havering.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 (Pages 1 - 10)

To approve as a correct record the minutes of the meeting of the Committee held on 16 April 2013, and to authorise the Chairman to sign them.

5 REVISED PARKING & LOADING ARRANGEMENTS AT 69-79 BUTTS GREEN ROAD. OUTCOME OF PUBLIC CONSULTATION (Pages 11 - 20)

Report attached

6 HIGHWAYS SCHEMES APPLICATIONS (Pages 21 - 26)

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

7 TRAFFIC AND PARKING SCHEMES WORK PROGRAMME (Pages 27 - 32)

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

8 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.

**Ian Burns
Acting Assistant
Chief Executive**

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Public Document Pack Agenda Item 4

**MINUTES OF A MEETING OF THE
HIGHWAYS ADVISORY COMMITTEE
Town Hall, Main Road, Romford
16 April 2013 (7.30 - 9.00 pm)**

Present:

COUNCILLORS

Conservative Group Garry Pain (Chairman), Steven Kelly, Barry Oddy,
Frederick Thompson and Sandra Binion

Residents' Group Brian Eagling and John Wood

Labour Group Denis O'Flynn

**Independent Residents
Group** David Durant

Apologies were received for the absence of Councillors Denis Breading and Billy Taylor. Councillor Breading was substituted by Councillor O'Flynn and Councillor Taylor by Councillor Binion.

Councillors Andrew Curtin, Pam Light, Paul McGeary, Pat Murray and Lawrence Webb were also present for part of the meeting.

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

There was no personal or prejudicial interests declared at the meeting.

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

95 MINUTES

The minutes of the meeting of the Committee held on 19 March 2013 was approved as a correct record and signed by the Chairman.

**96 CHIPPENHAM ROAD - PARKING IMPROVEMENTS. OUTCOME OF
PUBLIC CONSULTATION**

Following a brief debate of the item in which members expressed support for the proposals with Councillor Murray arguing for the scheme to be implemented in its entirety the Committee considered the report and,
RESOLVED:

1. To recommend to the Cabinet Member for Community Empowerment that the various elements be implemented as detailed on Drawing QK063/02/05
 - a. that the green spaces adjacent to property numbers 84, 94, 145, 169 and the RSPCA Clinic Chippenham Road, be converted into parking bays.
 - b. that the kerb from East Dene Drive to no. 124 Chippenham Road 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 would involve the upgrading of lanterns which was in line with the Council's energy efficiency programme.
2. That it be noted that the estimated cost of £264,000 would be met by funding from the Harold Hill Ambitions programme budget.

97 **PROPOSED WAITING RESTRICTIONS, KISS AND RIDE BAY AND PROPOSED LIMITED WAITING FREE BAYS - REPTON AND TUDORS, COMMENTS TO ADVERTISED PROPOSALS**

The Committee considered a report that detailed comments to advertised proposals to implement 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.

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.

All the proposals for the 'At any time' waiting restrictions on junctions and apexes of bend within the Reptons and Tudors area, were progressed under powers delegated to the Head of StreetCare.

The report outlined the responses received arising from the public consultation on the parking bay elements of the proposals and the proposed Noon to 1:00pm waiting restrictions in Repton Avenue, which were 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 the report.

In accordance with the public participation arrangements the Committee was addressed by two local residents with one expressing his views for the scheme stating that the area was compounded with vehicles displaced from other restricted areas. He added that a minor accident occurred due to the current parking arrangement which hindered sight lines at junctions. The other speaker expressed his view against the scheme stating that part of the proposal would have an impact on his parking arrangement.

Councillor Andrew Curtin also addressed the Committee expressing his support for the scheme proposed. He added that the proposals were minimal intervention to deal with road safety and protect road junctions.

During general debate a member of the committee suggested that relocation of two informal or free parking bays be considered as an amendment to the scheme. In response the committee was informed that any amendments to the original proposal may require further statutory public consultation that may also lead to additional costs for advertisement and the consensus was reached that the matter could be addressed by officers.

The Committee **RESOLVED:**

To recommend to the Cabinet Member for Community Empowerment that:

- a. the minor parking schemes set out in the report and drawings, be implemented as advertised.
 - i) Drawing 1- Tudor Drive, Repton Avenue, Tudor Avenue and St Ivians
 - ii) Drawing 4 - Stanley Avenue & 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;

Noted that the estimated cost of the scheme was £1700 and would be funded from the 2013/14 Minor Parking Schemes budget

The vote for the motion was passed by 8 votes to 1 abstention. Councillor Thompson abstained from the vote.

98 **FIRHAM PARK ESTATE - INCLUSION INTO THE HAROLD WOOD CPZ -
RESPONSES TO ADVERTISED PROPOSALS**

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

1. To recommend to the Cabinet Member for Community Empowerment that:
 - a. the minor parking scheme set out in the 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 drawing TPC195 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 the report was £3,800 would be funded from the 2013/14 Minor Parking Schemes budget.

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

The Committee considered a report on that outlined responses to the advertised proposals for the Hilldene Shopping Area Parking Scheme.

At its meeting on 20 September 2011, the Committee agreed in principal that a review of the parking in the area be undertaken.

Approximately 230 letters with the plans of the proposal were hand delivered to those perceived to be affected by the scheme over an extended consultation period of 35 days, ending on Friday 18 January 2013. The plans were also displayed for the duration of the consultation at Harold Hill Library and within the entrance of the Homes and Housing office in Chippenham Road.

On 30 January 2013 Full Council considered a motion by an opposition group to withdraw the Administration's proposals to introduce Pay & Display Parking and Resident Parking Permits at the Hilldene Shopping Area in Harold Hill.

Full Council decided to refer the motion and the final decision whether to implement the scheme or not to the Highways Advisory Committee who in turn recommended a final course of action to the Lead Member for Community Empowerment.

The report detailed the following key features of the scheme:

- To prevent commuters from taking up available car parking spaces, which could be used by the customers of local businesses and residents.
- Introduce waiting restrictions to help improve traffic flow, prevent obstructive parking and improve road safety.
- Introduce a one-way system in East and West Dene Drives' to assist with traffic movement, especially to improve access for larger vehicles delivering to the rear of the Farnham Road and Hilldene Avenue shops.
- To assist further with deliveries, to install additional loading facilities to the rear of the shops in Hilldene Avenue, West Dene Drive and Chippenham Road.
- To increase the number of parking spaces for residents and businesses of the area, it was proposed that garages to the rear of the shops on East and West Dene Drive be removed to create additional parking. Extra spaces would also be created by converting a grass verge area in East Dene Drive.

Thirty-six responses were received by the close of the consultation, majority of the responses were against parts of the parking proposals, with three responses being in favour of all the proposals, two responses were in favour of implementing the proposed one-way system and two being in favour of further street lighting improvements.

A petition was received from 286 signatories objecting to East Dene and West Dene areas becoming permit parking area, and the proposed one-way system. They also objected to Hilldene Avenue parking area becoming a Pay & Display car park.

A further petition was received outside the statutory consultation period signed by 1110 signatories opposing the introduction of Pay & Display parking and Residents Parking Permits at Hilldene Shopping area.

Staff consider that these schemes were designed to further enhance the Hilldene area by significantly increasing the number of available parking spaces for all visitors, limiting long term non-residential parking, allocating specific area to residents and businesses, providing improved loading facilities and improved traffic flow ensuring that parking spaces are turned over regularly and supporting the disabled and elder community.

With its agreement, Councillors Lawrence Webb, Pat Murray and Paul McGeary addressed the Committee expressing their objections to the introduction his support for the scheme proposed. They stated that there would be a social blight if the scheme was implemented in the area and that there was no convincing need for these parking charges to be introduced

and that there was overwhelming disapproval of the pay and display scheme.

During general debate the following view were raised by member of the committee:

- That since the introduction of parking charges in Elm Park, the parking spaces in the area had benefitted from regular turnover of commuter vehicles
- That the area had benefitted from improved footfall for shopkeepers and will also benefit from the parking and loading available at the back.
- A member was of the view that he was a regular user of the parking facilities and had no problem with finding a parking space in the area.
- A two hours free parking with no return was proposed
- A member added that there was no evidence of commuter issues in the area.

The Committee **RESOLVED:**

To recommend to the Cabinet Member for Community Empowerment that:

The proposals shown on drawing no QJ063/02/06 of the report be implemented as follows:

1. That the On Street Pay & Display charging regime originally proposed and consulted on be amended to the tariffs listed in the table below subject to Cabinet approval, as set out in the report being submitted by the Head of Streetcare to Cabinet on Wednesday 17th April. These proposals also include the increase of maximum stay periods up to 3 hours from the current 2 hr max stay period on Pay and Display.

Tariff Band	Current On Street Pay & Display & Original Proposal	<i>Proposed On Street Pay & Display</i>	Outlying Car Parks	Parks
0 – 1hr	£0.20p			
0 – 1.5 hrs	£1.40p			
0 – 2 hrs	£2.00 max stay	£0.20p	£0.20p	£0.20p
2 – 3 hrs		£0.50p Proposed new max stay	£0.50p	£0.50p

2. That the proposed allocation of resident and business permit parking and disabled parking bays be implemented as proposed.

3. That the waiting restrictions to help improve traffic flow, prevent obstructive parking and improve road safety be implemented as proposed.
4. The one-way system in East and West Dene Drives to assist with traffic movement, especially larger vehicles delivering to the rear of the Farnham Road and Hilldene Avenue shops be implemented as proposed.
5. That the loading facilities to improve access to the rear of the shops in Hilldene Avenue, West Dene Drive and Chippenham Road be implemented as proposed.
6. That the garages to the rear of the shops on East and West Dene Drive are approved to be removed to create additional parking, with extra spaces created by converting a grass verge area in East Dene Drive to the side of 198 East Dene Drive.

Should any of the above proposals be implemented then the effects will be monitored for a duration following the implementation with remedial action being considered.

The vote for the motion was passed by 5 votes to 4 against. Councillors O'Flynn, Durant, Eagling and Wood voted against the motion.

100 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 would either make recommendations to the Head of Street Care to progress the scheme or the Committee would reject the request.

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:

Item	Location	Description	Decision
H1	Ockendon Road	Make both bus stops outside Upminster Cemetery fully accessible in support of Condition 3 of planning consent to extend	Rejected unanimously

		cemetery (P0071.13 - cemetery expansion)	
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101 **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 would either make recommendations to the Head of StreetCare to progress the scheme or the Committee would reject the request.

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:

London Borough of Havering

Traffic & Parking Control - StreetCare

Minor Traffic & Parking Schemes Applications Schedule

Item Ref	Location	Description	Decision
TPC304	Bevan Hornchurch Way,	Request for yellow line restrictions around roundabout in Bevan Way to deter vehicles parking on it	AGREED 8-1
TPC305	South Street	Request to convert the disc parking bays into Pay and Display area	AGREED

TPC318	Kew Close	Introduce waiting restrictions opposite No 2 to improve access and egress	REJECTED 7-2
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Chairman

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HIGHWAYS ADVISORY COMMITTEE

14 May 2013

REPORT

Subject Heading:

**REVISED PARKING & LOADING
ARRANGEMENTS AT 69-79 BUTTS
GREEN ROAD**

Report Author and contact details:

Outcome of public consultation

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 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 sets out the comments received in response to a public consultation on revised proposals to provide a loading bay and a bus stop clearway with a kerb build-out outside 69/79 Butts Green Road in support of the implementation of a development at 77/79 Butts Green Road and seeks a recommendation to the Cabinet Member for Community Empowerment that the measures be implemented.

This scheme is within **Emerson Park** ward.

RECOMMENDATIONS

1. That the Committee recommends to the Cabinet Member for Community Empowerment that subject to Tesco Store Limited bearing the costs of implementation the following measures be implemented as described in this report and shown on Drawing QH051/OF/101A;
 - Provision of a loading bay, 19.4 metres in length, outside 69 to 75 Butts Green Road. The bay to be in operation throughout the week, between 10am and 2pm, loading for 20 minutes, no return within 1 hour;
 - Provision of a 24-hour bus stop clearway, 11 metres in length and with a footway build out, outside 77 to 70 Butts Green Road.
 - Provision of “at any time” waiting restrictions (double yellow lines) on the opposite side of Butts Green Road to the loading bay and bus stop from the northern flank of no.83 Butts Green Road and for a distance of 40 metres south, to ensure free passage of traffic past the area.

2. That it be noted that the estimated cost of £20,000 for the review will be met by Tesco Stores Limited secured by unilateral undertaking made under Section 106 of the Town & Country Planning Act 1990 (review costs) and that the costs of the implementation of the measures described above can be secured either through an agreement made under Section 278 of the Highways Act 1980 as amended (works) or a Deed of Variation to the Unilateral Undertaking made under Section 106 of the Town and Country Planning Act 1990.

REPORT DETAIL

1.0 Background

- 1.1 Tesco Stores Ltd has planning consent for the erection of a single storey rear extension to the retail unit at 77/79 Butts Green Road.

- 1.2 A planning application was made under P1649.09 and refused by the Council. The reasons for refusal included the impact that the development would have on the operation of Butts Green Road and the immediate highway network and the impact of the development on adjacent premises. The applicant submitted an appeal to the Planning Inspectorate against the refusal.

- 1.3 The appeal was dismissed on the basis of the impact that the development would have on the adjacent premises, but the Inspector commented on highway safety issues. In essence, there was concern that the local section of Butts Green Road would suffer from conflicts between parked cars, buses and service vehicles. The Inspector noted that the applicant had submitted a signed unilateral undertaking to fund a localised review of parking/ servicing provision and that this was sufficient to overcome the potential problems.
- 1.4 The scheme was adjusted by the applicant and resubmitted (P1495.11). The Council again refused consent on the basis of impact on adjacent premises and again, the applicant appealed.
- 1.5 The Planning Inspector allowed the appeal and gave planning consent for the development and imposed a number of conditions, including one to deal with the section of Butts Green Road fronting the site;

Condition 7

Prior to the occupation of the development hereby permitted an area within the highway to the front of the site for the loading and unloading of delivery and service vehicles, shall be provided in accordance with a scheme that has been submitted to and approved in writing by the local planning authority. This approved area shall be permanently retained thereafter. There shall be no loading or unloading of goods from vehicles other than from within this approved area.

- 1.6 In order to deal with the condition, a sum of £20k has been provided by Tesco Stores Ltd, so that the Council can review the parking arrangements on the highway outside the site and then agree and implement a scheme. A request to proceed with design and consultation on suitable measures was approved by the Highways Advisory Committee at its meeting of 14th August 2012 (Item H2, Highways Schemes Applications Schedule).
- 1.7 The area of highway in front of 69 to 79 Butts Green Road is currently unrestricted and there is a bus stop with shelter outside 77/79. Two photographs of the site are provided in Appendix I. This section of highway is also outside three other businesses (car sales, hairdresser and a construction hire shop).
- 1.9 The proposed layout attached to application P1495.11 showed the bus stop being relocated outside 69/75 with a clearway restriction and a single yellow line restriction in front of 77/79 which would permit loading. After discussion with staff, the layout was revised to replace the single yellow line restriction with a multi-use bay for loading and parking.
- 1.10 This arrangement was subject to public consultation and the outcome was considered by the Highways Advisory Committee at its meeting on 15th January 2013, where it was rejected.
- 1.11 An alternative idea was tabled by Staff which would have left the bus stop in its current position outside 77 to 79 Butts Green Road, but set into the

carriageway with a footway build-out; and with the area outside 69 to 75 Butts Green Road being left available for parking/ loading.

- 1.12 The idea included the provision of 3 parking bays outside 69 to 75. Staff requested any other views from the HAC at its meeting of 15th January 2013 on how the area should be utilised or for times of operation, but no further suggestions were made and HAC voted that the Head of Streetcare should proceed with consulting on the alternative layout.
- 1.13 Staff reviewed previous correspondence and it was confirmed that the existing business were against pay-and-display parking, but were content with a loading bay (operating 10am to 2pm); especially the hire shop. Therefore, a proposal for a loading bay operational 10am to 2pm throughout the week was taken forward with the area being unrestricted outside of those times.
- 1.14 In addition, a proposal for at any time waiting restrictions (double yellow lines) was included opposite the loading bay/ bus stop to ensure that traffic flow through the area is not unduly impeded. Finally, the proposal for the footway build out with a clearway was included. This arrangement is shown on Drawing QH051/OF/101A.
- 1.15 Approximately 40 letters were hand-delivered to those potentially affected by the scheme and the immediate area on or just after 18th February 2013, with a closing date of 8th March 2013 for comments. A set of consultation information was also provided to standard consultees, HAC members and ward councillors. The proposals were also advertised in the press and site notices placed.

2.0 Outcome of Public Consultation

- 2.1 By the close of public consultation, one response was received from a member of HAC who sought to clarify why a loading bay rather than parking bays had been advertised as set out in 1.13 above.

3.0 Staff Comments

- 3.1 Given that Tesco Stores Ltd has a planning consent in place and there is an agreement to fund and implement a review of the parking, loading and bus stop arrangements. The Council cannot use its highways/ traffic management powers to frustrate development which has planning consent and the committee's attention is drawn to the legal implications below.
- 3.2 The latest proposal has not attracted any responses from those affected and therefore Staff strongly recommend that the scheme be recommended for implementation.

IMPLICATIONS AND RISKS

Financial implications and risks:

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

The estimated cost of £20,000 for implementation is to be met by Tesco Stores Limited secured by an agreement either made under Section 106A of the Town & Country Planning Act 1990 (review cost, including Staff and advertising fees) or an agreement made under Section 278 of the Highways Act 1980 as amended (works).

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 Cabinet Member – as regards actual implementation and scheme detail. Therefore, final costs are subject to change

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

Legal implications and risks:

Parking and loading bays require advertisement and consultation before a decision can be taken on implementation.

Bus Stop Clearways do not require traffic orders, but Department for Transport guidance suggests that local consultations should take place.

Following the determination of the Supreme Court in *R v Warwickshire County Council ex parte Powergen PLC* 31st July 1997 it would not be appropriate for a Local Authority to use its highway/traffic management powers to frustrate a development that has been granted planning permission, where that development proposal was subject to independent consideration by the Planning Inspectorate as that determination ...*"necessarily becomes the only properly tenable view on the issue of road safety and thus is determinative of the public benefit"*. The highway implications of the development have already been considered and found acceptable, but, there is allowance and flexibility in the final layout over which the Highways Advisory Committee has influence.

Human Resources 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:

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.

The provision of fully accessible bus stops assists with making public transport more inclusive to all sectors of the community, but most especially disabled people and people using pushchairs. Accessible bus stops will be of benefit to people using wheelchairs, but also people who have walking, balance and dexterity difficulties; and blind and partially-sighted people.

Blue badge-holders are permitted to park for three hours on waiting restrictions and are not permitted to park within loading bays or bus stop clearways.

BACKGROUND PAPERS

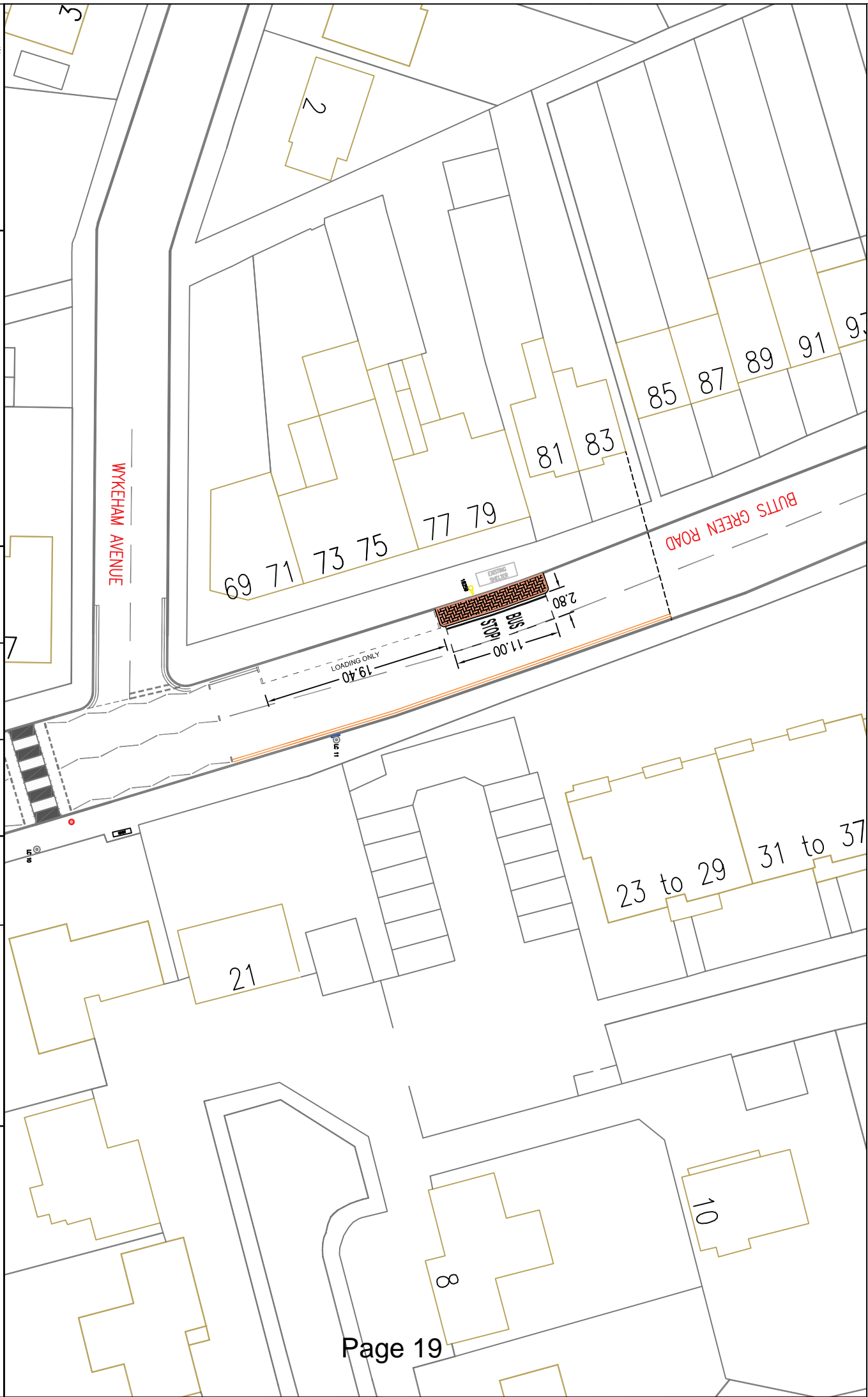
Project Scheme File Ref: QH051 77-79 Butts Green Road

Planning applications and subsequent appeals (P1649.09 and P1495.11)

**APPENDIX I
SITE PHOTOGRAPHS**



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JOB TITLE	BUTTS GREEN ROAD TESCO DEVELOPMENT
DRAWING TITLE	BUS STOP LAYOUT

DRAWN BY	INITIAL
SCALE (AT A4 SIZE)	1:500
ACAD REF:	Sheet Size: A4 (297x210)

CHECKED BY	INITIAL
DATE	23.07.12
DRAWING No	QH051-0F-101

APPROVED BY	INITIAL
DRAFT	<input type="checkbox"/>
ISSUE	<input checked="" type="checkbox"/>
REVISION	A

PURPOSE	
REVISION	
AMENDMENT	

FEASIBILITY	
DATE	

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HIGHWAYS ADVISORY COMMITTEE

14 May 2013

REPORT

Subject Heading:

**HIGHWAY SCHEMES APPLICATIONS
14 MAY 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
Engineering Services, Highways - StreetCare
Highway Schemes Applications Schedule**

**Highways Advisory Committee
14th May 2013**

Item Ref	Location	Description	Officer Advice	Funding Source	Likely Budget	Scheme Origin/ Request from	Date Requested/ Placed on List	CRM / Contact
SECTION A - Highway scheme proposals with funding in place								
H1	Marks Road, Pretoria Road, Mildmay Road and estate	Provision of traffic-calmed 20mph Zone, funded by developer (Ref: P1641.07)	Would help address some local concerns about driver behaviour in estate and is funded by developer.	Developer	£35k	Mark Philipotts LBH Streetcare	01/05/2013	N/A
SECTION B - Highway scheme proposals without funding available								
Page 25								
H2	Front Lane, between Brookmans Close and Kings Gardens	Zebra crossing	Feasible but not funded.	None	£20k	Resident	16/04/2013	Resident
H3	Kingshill Avenue	Speeding restrictions of some type; Possibly width restriction or speed bumps; A central island at the end of the road where it meets Clockhouse Lane.	Feasible but not funded.	None	£20k	Resident	29/04/2013	Resident
H4	Malan Square	Concern that children playing on central green are at risk from speeding and poor driving when crossing from flats and back. Requests speed control and 20mph speed limit.	Feasible but not funded.	None	£10k	Resident	30/04/2013	Resident

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

**Highways Advisory Committee
14th May 2013**

Item Ref	Location	Description	Officer Advice	Funding Source	Likely Budget	Scheme Origin/ Request from	Date Requested/ Placed on List	CRM / Contact
SECTION C - Highway scheme proposals on hold for future discussion (for Noting)								
Nothing reported this month								

HIGHWAYS ADVISORY COMMITTEE

14 May 2013

REPORT

Subject Heading:

**TRAFFIC AND PARKING SCHEME
REQUESTS
May 2013**

Report Author and contact details:

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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. At Period 1 in 2013/14, 7.5K of the revenue budget has been committed.

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 3,500 pieces of correspondence in relation to traffic and parking control scheme requests and queries from 1st April 2013 to 30th April 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
Minor Traffic & Parking Schemes Applications Schedule

Highways Advisory Committee
May 2013

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
SECTION A - Minor Traffic and Parking Scheme Requests									
TPC319	Wednesbury Road	To review existing parking restrictions such as junction protection marking and seek to move current marked bays to opposite side of road, subject to review.	Feasible will require site survey	No	LBH REV	1,000	Cllr Kelly	01/04/2020	Harold Wood
TPC320	Lexington Way	Proposal to introduce 'At Any time' waiting restrictions on all four arms of the Macon Way junction with Lexington Way, extending along Lexington Way to cover the entire southern side. The proposals also include the realignment of the kerbline on the western side of Macon Way and southern side of Lexington Way at its junction.	This will alleviate the current problems of vehicles causing damage to the grass verge. There is a small element to this scheme that doesn't allow the HoS service to progress	TPC290 - December 2012 - Rejected	LBH REV		Head of Streetcare	01/04/2013	Cranham
TPC323	Access road between Osborne Road and Towers Infant School and surrounding area	Request to review parking situation in newly adopted road between Osborne Road and Towers Infant School and surrounding area.	Request 1) from resident who would like footway bays so that residents who parked 2 wheels on footway before road adopted can continue to do so. Request 2) from school for DYL restrictions and/or zig-zag markings to deter residents/parent parking restricting access to school site.	Not previously requested	LBH REV	Cost are not determined at this stage	Resident and School	29/04/2013	Hylands
TPC324	Malvern Road, Romford	Request to amend the voucher bays in Malvern Road (outside the school) into Resident Parking bays.	Feasible will require site survey			1,000	Resident via Cllr Andrew Curtin	29/04/2013	Romford Town
TPC296	Upminster CPZ Parking Review	Request to review the parking situation in Beech Avenue, Gaynes Park Road, South View Drive, Elm Avenue, Corbets Tey Road, Argyle Gardens, Leasway, Ashleigh Gardens, Roxburgh Avenue and Springfield Gardens.	Officer would recommend this scheme to be implemented as we have conducted an informal consultation, whereby: 557 residents were consulted 244 responded to the consultation	Not previously requested	LBH REV	5,000	Ward Cllrs	30/04/2013	Upminster

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

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
TPC326	Front Lane Moor Lane	Request for limited wait parking areas for up to 90 minutes outside parades of shops to prevent long term parking	A pay and display scheme was proposed for this area at its meeting of Tuesday 20th March 2012. The scheme was rejected.		LBH REV	3,500	Ward Cllrs	19/04/2013	Cranham
TPC293	Deyncourt Gardens, Upminster	Request for a) parking restrictions in the free bay in Deyncourt Gardens or b) to convert the free bay in Deyncourt Gardens to pay&display - to enable regular cleaning of this bay by Streetcare Environmental Maintenance	Feasible although site visits and surveys will need to be conducted The Group Director for Culture, Community and Economic Development has made a request for this item to be re-presented.	Previously requested Jan - 2013	LBH REV	Cost are not determined at this stage	Resident	21/12/2012	Cranham