



HIGHWAYS ADVISORY COMMITTEE AGENDA

7.30 pm

**Tuesday
11 June 2013**

**Town Hall, Main Road,
Romford**

Members 9: Quorum 4

COUNCILLORS:

**Conservative Group
(5)**

**Residents' Group
(2)**

**Labour Group
(1)**

**Independent
Residents' Group
(1)**

Melvin Wallace
(Chairman)
Frederick Thompson
(Vice-Chair)
Billy Taylor
Steven Kelly
Barry Oddy

Brian Eagling
John Wood

Denis Breading

David Durant

For information about the meeting please contact:

**Taiwo Adeoye 01708 433079
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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 - 8)

To approve as a correct record the minutes of the meeting of the Committee held on 14 May 2013, and to authorise the Chairman to sign them.

5 HIGHWAYS SCHEMES APPLICATIONS (Pages 9 - 16)

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

6 TRAFFIC AND PARKING SCHEMES WORK PROGRAMME (Pages 17 - 24)

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

7 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
14 May 2013 (7.30 - 8.50 pm)**

Present:

COUNCILLORS

Conservative Group Garry Pain (Chairman), Steven Kelly, Barry Oddy, Frederick Thompson and +Melvin Wallace

Residents' Group +Ron Ower and +Linda Van den Hende

Labour Group Denis Breading

Independent Residents Group David Durant

Apologies were received for the absence of Councillors Billy Taylor, Brian Eagling and John Wood. Councillors Melvin Wallace, Ron Ower and Linda van den Hende substituted in place respectively.

Councillors Clarence Barrett and Linda Hawthorn were also present for part of the meeting.

Councillors Garry Pain, Steven Kelly, Ron Ower, Denis Breading and David Durant declared an interest in agenda item 5 – Revised Parking and Loading Arrangements at 69-79 Butts Green Road.

The Councillors advised that they had been members of the Regulatory Services Committee that considered planning application P1495.11 out of which this highways application arose. The Councillors advised that their interest was not prejudicial to their ability to consider the application on highways grounds and that there were no issues of predetermination.

Councillor Barry Oddy also declared an interest in agenda item 5 as he had been the Chairman of the Regulatory Services Committee that considered planning application P1495.11. Councillor Oddy regarded his interest to be prejudicial to his ability to consider the application. Councillor Oddy advised that he would leave the Chamber during the presentation of the item and would not take part in the vote.

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

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

102 **MINUTES**

The minutes of the meeting of the Committee held on 16 April 2013 was approved as a correct record and signed by the Chairman.

103 **MATTERS ARISING**

Councillor Van den Hende whilst not challenging the accuracy of the minutes sought clarification on the decision to reject the scheme to make the pair of bus stops at Upminster Cemetery accessible in support of the cemetery extension planning condition. Members were informed that there were plans to return the proposal to a future meeting of the Highways Advisory Committee.

104 **REVISED PARKING & LOADING ARRANGEMENTS AT 69-79 BUTTS GREEN ROAD. OUTCOME OF PUBLIC CONSULTATION**

The report before the Committee detailed responses to a public consultation on the 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. Tesco Stores Ltd had planning consent for the erection of a single storey rear extension to the retail unit at 77/79 Butts Green Road.

At its meeting in January 2013, the committee considered a scheme that proposed the bus stop being relocated outside 69/75 with a clearway restriction and a single yellow line restriction in from 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. This was rejected by the committee.

Staff put forward an alternative scheme and had the committee's approval to consult on it. The proposed scheme 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. Staff also reviewed previous correspondence and it was confirmed that the existing business were against a pay-and-display parking but were contented with a loading bay (operating 10am to 2pm). 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.

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 was not unduly impeded. The proposal also included a footway build out with a clearway as shown on drawing QH051/OF/101A.

The report detailed that given that Tesco Stores Ltd had a planning consent in place and there was also an agreement to fund and implement a review of the parking, loading and bus stop arrangements. The Council could not be seen to be using its highways/ traffic management powers to with-hold the development which had planning consent. The committee's attention was also drawn to the legal implications in the report.

The report detailed that the latest proposal had not attracted any further responses from those affected and therefore staff were recommending the scheme for implementation.

During the debate, Members of the Committee made the following comments:

A Member was of the opinion that the committee had not agreed to proceed with a consultation that included providing a kerb build out at the bus stop, stating that the road was too narrow and that they were unaware of complaints from people who had difficulties accessing busses from this stop.

The Principal Engineer explained that the committee had agreed to proceed with the consultation which included the build out and that it was needed as part of the scheme to ensure that the stop is made accessible.

A Member stated that he agreed with officers' proposals as he was aware that bus stop build-outs worked well in other London boroughs.

A Member enquired if the Equality Act had a bearing on this scheme if the committee decided to approve only the loading bay element and not proceed with the bus stop build-out.

Officers explained that in their opinion the implementation of the full scheme as designed would be required for the Council to fulfill its obligations under Equalities legislation.

Officers explained that they considered the loading bay and bus stop to be were intrinsically linked as implementing the loading bay would render the kerbside too short for buses to meet the kerb and reasonable adjustments would be required to the road layout which would require the build out.

A Member stated that the committee should not need to rely on the law to make bus stop accessible as it was a moral duty.

Following the debate Councillor Ower proposed a motion to install the loading bay element of the scheme only, whilst retaining the bus stop without change. The motion was seconded by Councillor Kelly.

The Committee **RESOLVED:**

1. To recommend 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 the 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;
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.

The vote for the proposal was carried by 6 votes to 2. Councillors Breading and Thompson voted against.

As stated at the beginning of the minutes and in accordance with his disclosure of interest, Councillor Barry Oddy left the meeting during the discussion and took no part in the voting.

105 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
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)	REJECTED 6 to 3
SECTION B - Highway scheme proposals without funding available			
H2	Front Lane, between Brookmans Close and Kings Gardens	Zebra crossing	REJECTED 8 to 1
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.	REJECTED
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.	REJECTED 8 to 1

106 **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:

Item Ref	Location	Description	Decision
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.	AGREED

Highways Advisory Committee, 14 May 2013

<p>TPC320</p>	<p>Lexington Way</p>	<p>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.</p>	<p>AGREED</p>	
<p>TPC323</p>	<p>Access road between Osborne Road and Towers Infant School and surrounding area</p>	<p>Request to review parking situation in newly adopted road between Osborne Road and Towers Infant School and surrounding area.</p>	<p>DEFERRED For detailed Report to be brought back to Committee in June</p>	
<p>TPC324</p>	<p>Malvern Road, Romford</p>	<p>Request to amend the voucher bays in Malvern Road (outside the school) into Resident Parking bays.</p>	<p>REJECTED 8-1 For further consideration to be given to implementation of pay and display parking bays in vicinity of shops with further consideration then to be given to residents parking provision</p>	

<p>TPC296</p>	<p>Upminster CPZ Parking Review</p>	<p>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.</p>	<p>AGREED</p>	
<p>TPC326</p>	<p>Front Lane Moor Lane</p>	<p>Request for limited wait parking areas for up to 90 minutes outside parades of shops to prevent long term parking</p>	<p>REJECTED 5-4 For further consideration to be given to implementation of pay and display parking</p>	
<p>SECTION B - Minor Traffic and Parking Scheme Requests on hold for future discussion or funding issues</p>				

Chairman

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HIGHWAYS ADVISORY COMMITTEE

11 June 2013

REPORT

Subject Heading:

**HIGHWAY SCHEMES APPLICATIONS
June 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
11th June 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	Park Lane, near Malvern Road	Provision of a zebra crossing (possibly humped) to assist children from local schools to cross Park Lane.	Scheme brought forward from previously agreed reserve scheme list. Scheme will support active school travel.	TfL LIP	£30k	LBH StreetCare	23/05/2013	Mark Philpotts LBH StreetCare
H2	South Street, Romford	Provision of 20mph speed limit/ Zone between Romford Station and Western Road as part of reintroduction of bus services in South Street after 21:30	As part of reintroducing bus services back into South Street in the evening, a lower speed limit will greatly assist in managing and mitigated pedestrian/ bus collision risk. Strongly recommended to proceed to consultation.	TfL	£8k	TfL/ LBH Streetcare/ LBH Regeneration	23/05/2013	Mark Philpotts LBH StreetCare
	Airfield Way, Hornchurch Suttons Lane, Hornchurch Upper Rainham Rd, Hornchurch Ardleigh Green Rd, Emerson Park Butts Green Rd, Emerson Park North Street (Hx), Hornchurch	Bus Stop Accessibility programme. Additional in-year funding provided by TfL to increase Havering's performance on accessible bus stops which is running at 42% as of May 2013	Most locations suggested either have no frontagers or already have high kerbs in place. Outcome of consultation would be reported to HAC. This funding is in addition to a further £120k already provided by TfL in-year which is for footway/ carriageway maintenance improvements at existing bus stops which already have clearways	TfL	£127k	LBH StreetCare	23/05/2013	Mark Philpotts LBH StreetCare

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

**Highways Advisory Committee
11th June 2013**

Item Ref	Location	Description	Officer Advice	Funding Source	Likely Budget	Scheme Origin/ Request from	Date Requested/ Placed on List	CRM / Contact
	Ockendon Rd, Upminster		in place.					
SECTION B - Highway scheme proposals without funding available								
H4	Corbets Tey Road, Upminster	Removal of pay-and-display parking bays on eastern side of road, flanking Upminster Park, as limited road width is forcing vehicles to overtake cyclists too closely in order to maintain 2-way traffic	Feasible, but not funded. Would reduce local on-street parking, but make conditions subjectively safer for cyclists.	None	£2k	Resident	08/05/2013	ENQ-0054048
H5	Rainham Road, by Blacksmiths Lane, South Hornchurch	Replace zebra crossing with signalised crossing. 1042 signature petition submitted to full Council in support of request following a serious accident. Crossing serves 4 primary and 1 secondary school. (petition also calls for school crossing patrol)	Feasible, but not funded. Recent collision involved tipper lorry hitting stationary car which was letting people cross and is still under police investigation. In 3 years to December 2012, one slight injury recorded at crossing where car hit pedestrian. Long term casualty statistics for zebra crossings and pelican crossings in Havering are similar. Current zebra crossing has no layout deficiencies.	None	£40k+	Cllr Denis Breading (1042 signature petition)	15/05/2013	Cllr Denis Breading

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

**Highways Advisory Committee
11th June 2013**

Item Ref	Location	Description	Officer Advice	Funding Source	Likely Budget	Scheme Origin/ Request from	Date Requested/ Placed on List	CRM / Contact
H6	Rise Park Boulevard at A12	Close road to prevent access to A12 to remove fast cut-through to A12 which affects local roads, especially Beauty Way and Rise Park Boulevard. Concern about residents' safety, especially children. Traffic using estate to avoid A12/ Pettits Lane North traffic signals.	Feasible, but unfunded. Closure would remove traffic using estate to bypass traffic signals at A12/ Pettits Lane North. 2 locations would need to be closed. Staff recommend the road being converted back to verges rather than gates or bollards as for A12 users, there would still be an impression that a junction existed which would be a safety risk.	None	£20k	Resident, supported by Andrew Rosindell MP	16/05/2013	ENQ-0086210
H7	Rise Park Boulevard/ Beauty Way, Rise Park	20mph speed limit to reduce rat-running traffic speed	Feasible, but unfunded. A 20mph limit can only be imposed where actual speeds are within 24mph. Alternatively, a 20mph Zone would need traffic calming.	None	£8k (limit) £36k (zone)	Resident, supported by Andrew Rosindell MP	16/05/2013	ENQ-0086210
H8	Lyndhurst Drive, Hornchurch	Request for traffic calming due to high speeds, proximity of schools etc. Would like 20mph Zone. Cites road as easy escape route for burglars	Feasible but unfunded. Likely to attract similar requests from adjacent streets.	None	£36k	Resident	20/05/2013	ENQ-0097738
H9	Moss Lane, Romford	Request to close road at Albert Road to prevent rat-running and inappropriate speed where visibility between premises and road is very tight.	Feasible but unfunded. Closure would civilise very narrow residential street.	None	£4k	Resident	22/05/2013	ENQ-0098286

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

**Highways Advisory Committee
11th June 2013**

Item Ref	Location	Description	Officer Advice	Funding Source	Likely Budget	Scheme Origin/ Request from	Date Requested/ Placed on List	CRM / Contact
H10	Arundel Road, Harold Wood	Request for speed humps as street is used as high speed rat run when Gubbins Lane is busy.	Feasible but unfunded. Road closure at Gubbins Lane end would be cheaper and more effective.	None	£18k	Resident	23/05/2013	ENQ-0095482
SECTION C - Highway scheme proposals on hold for future discussion (for Noting)								
Nothing reported this month								

HIGHWAYS ADVISORY COMMITTEE

11 June 2013

REPORT

Subject Heading:

**TRAFFIC AND PARKING SCHEME
REQUESTS
June 2013**

Report Author and contact details:

**Ben Jackson
Traffic & Parking Control, Business
Unit Engineer(Schemes, Challenges
and Road Safety Education & Training)
01708 431949
Ben.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 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 2 in 2013/14, 12.5K 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 3,150 pieces of correspondence in relation to traffic and parking control scheme requests and queries from 1st May 2013 to 31st May 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
Minor Traffic & Parking Schemes Applications Schedule
June 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									
TPC293	Deyncourt Gardens, Upminster	Request to restrict the first 8 free parking bays on the right hand side as you enter Deyncourt Gardens from Hall Lane for a short period, Monday to Friday. Request for parking meters (P&D) to manage the restrictions. Or a combination of waiting restrictions and limited stay.	This request relates to a section of the road extending approximately 85 metres for 8 free parking bays. The restriction will 1) prevent commuter/long term parking 2) provide short term parking for visitors to Town Centre 3) allow sweeping/cleaning of this section of road The road is mechanically swept every other Wednesday between 6am and 2pm, and the footpaths are swept by a mobile team on Tuesdays every 3 weeks, this team also attempt to sweep channels providing they are not impeded by cars. A timed restriction along with waiting restrictions would certainly be more cost effective compared with the Pay and Display option, as we would need to assess whether the need for the same to extend to surrounding roads so that we are not dealing with a displacement issue.	TPC293 Jan 2013 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 - rejected	LBH Revenue	Cost are not determined at this stage	Resident	29/05/2013	Cranham
TPC198	Pembrey Way, Hornchurch	Request to introduce pavement parking bays to assist vehicle access to Pembrey Way	Review parking provision in Pembrey Way - concerns over access and safety issues.	Previous requests for yellow lines/pavement parking bays rejected by HAC (pre April 2011) and March 2013 TPC198	LBH Revenue	1,500	Resident	29/05/2013	Elm Park

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TPC327	Cavendish Avenue & Park Lane, Hornchurch	Request to introduce parking restrictions in this area due to parking problems for residents at school drop off/pick up times	This request has been submitted to the committee due to the potential size of the review area which is mainly due to displacement and given the fact that Cavendish Avenue is not adopted highway.	Not previously requested	LBH Revenue	Cost are not determined at this stage	Senior Estate Manager, London & Thames	29/05/2013	Elm Park
TPC328	Squirrels Heath Lane, near David Lloyd Sport Centre, Gidea Park	Request for bus stop clearway and adjacent waiting restrictions.	Buses are having problems as vehicles obstruct bus stop and passengers are unable to get on/off safely. Those with reduced mobility are mostly affected.	TPC247 June 2012 request for bus stop clearway - rejected. TPC267 August 2012 request for 'At Any time' restrictions at junction of Squirrels Heath Lane and the entrance to David Lloyd Centre - rejected.	TFL/LBH Revenue	500	Councillor Tebbutt and TFL	29/05/2013	Squirrels Heath
TPC329	Lessington Avenue, Romford	Request for 'School Keep Clear' 37.56m outside Crowlands Primary School to replace existing 'At any time' waiting restriction	Officers recommend the scheme is approved to improve road safety for those attending or visiting the school	Not previously requested	TFL/LBH Revenue	800	School/Road Safety Officer?	29/05/2013	Brooklands

SECTION B - Minor Traffic and Parking Scheme Requests on hold for future discussion or funding issues

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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
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. Deffered until June 2013 - Paper and draft paper to be presented	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

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