



# Havering

LONDON BOROUGH

## HIGHWAYS ADVISORY COMMITTEE AGENDA

**7.30 pm**

**Tuesday  
15 October 2013**

**Town Hall, Main Road,  
Romford**

Members 11: Quorum 4

**COUNCILLORS:**

**Conservative  
( 6 )**

**Residents'  
( 2 )**

**Labour  
( 1 )**

**Independent  
Residents'  
( 1 )**

**UKIP  
( 1 )**

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

Brian Eagling  
John Wood

Denis Breading

David Durant

Lawrence Webb

**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

Minutes to follow if available

### 5 CHANGES TO MEMBERSHIP OF THE COMMITTEE

The Committee is to note the revised membership of the Committee

### 6 BRANFIL PRIMARY SCHOOL - 20 MPH ZONE (Pages 1 - 20)

Report attached

**7 HIGHWAYS SCHEMES APPLICATION** (Pages 21 - 26)

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

**8 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

**9 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.

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

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# HIGHWAYS ADVISORY COMMITTEE

15 October 2013

## REPORT

**Subject Heading:**

**Branfil Primary School 20 mph Zone**

**Report Author and contact details:**

Nicola Childs  
Engineer  
01708 433103  
nicola.childs@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 document reports on the outcome of the second consultation on a 20mph zone and traffic calming scheme in the area to the east and north-east of Branfil Primary School as part of the planning conditions for the school expansion.

The scheme is within **Upminster** ward.

## RECOMMENDATIONS

1. That the Committee having considered the representations made recommends to the Cabinet Member for Community Empowerment that the traffic calming improvements set out in this report and shown on the following drawings are implemented;
  - QL056/OB/01.B - Bridge Avenue south
  - QL056/OB/02.C - Acacia Drive
  - QL056/OB/03.B - South View Drive
  - QL056/OB/04.B - Cedar Avenue
  - QL056/OB/06.A - Bridge Avenue north
  - QL056/OB/07.A - Brookdale Avenue
2. That it be noted that the estimated cost of £45,000 for implementation will be met by Branfil School Expansion Capital Budget.

## REPORT DETAIL

### **1.0 Background**

- 1.1 In September 2013, work at Branfil Primary School was completed to expand the number of pupils from 420 to 630 and the number of staff from 61 to 92.
- 1.2 In support of the planning application, a Transport Assessment (TA) was undertaken in 2011 to gauge the likely impact of the extension. Automatic traffic surveys were undertaken in Cedar Avenue and Bridge Avenue (north of Brookdale Avenue) for thirteen days. Parking surveys were also carried out.
- 1.3 Engineering Services was instructed by Social Care and Learning to design a scheme that would improve the streets surrounding the school, to the benefit of non-motorised users. The streets to be included were Cedar Avenue, South View Drive, Bridge Avenue (from Brookdale Avenue) and Acacia Drive. The work was in support of discharging condition 10 of the expansion planning application consent (P0467.12).
- 1.4 The school fronts Cedar Avenue where the majority of parents access the school. The TA highlighted a speeding problem in Bridge Avenue. South View Drive links these two roads and Acacia Drive is essentially a continuation of Bridge Avenue. Other streets surrounding the school may

have issues of speeding and parent parking but it was decided these streets formed a reasonable area for inclusion in a possible scheme.

- 1.5 In Bridge Avenue, the 85<sup>th</sup> percentile often exceeded 38pmh with up to 8% of vehicles travelling between 41mph and 56mph.
- 1.6 In Cedar Avenue, whilst speeds are much lower, the highest 85<sup>th</sup> percentile was 30.6mph recorded at 20.00hrs.
- 1.7 Many properties in the area have off-street parking. Bridge Avenue also has footway parking bays.
- 1.8 The roads in question are relatively straight. Bridge Avenue is the widest at 7.5m and Cedar Avenue is the narrowest at 6.1m. For Bridge Avenue, the road width and the footway parking bays may go some way to explain the high traffic speeds.
- 1.9 An on-road cycle route extends from Upminster Park, along Brookdale Avenue, Bridge Avenue and South View Drive to Gaynes Parkway.

#### Traffic calming options

- 1.10 It is proposed for the study area to become a 20mph zone which needs to be self enforcing by the use of signs and physical measures.
- 1.11 The common option for traffic calming is speed humps. The height of these is restricted to between 75mm and 100mm at around 70 metre centres. StreetCare regularly receive complaints about the noise and vibrations generated by existing road hump schemes.
- 1.12 Discussions were held with the ward councillors and the school head teacher about the merits of a one-way system by the school with the entrance at South View Drive junction with Bridge Avenue and exiting at Cedar Avenue junction with Gaynes Park Road. This was considered to be too detrimental to the residents when the school is only during term time. They thought that school parents already operate an unofficial one-way system, in reverse to the above.
- 1.13 The current thinking for building new housing estates is to avoid long unimaginative straight lengths of road where drivers can reach excessive speeds. Soft landscaping and other street furniture is used to break the driver's view to ensure forward visibility is limited. This results in more appropriate speeds through the streets and reduces the apparent dominance of the car over other forms of travel.
- 1.14 Retrospectively, this is hard to achieve but introducing physical features along with parked cars to reduce the available carriageway width is one possible approach to change the nature of the carriageway.

- 1.15 A philosophy held by staff is to make travel for non-motorised users as accessible and attractive as possible. Therefore, where historically footway parking was introduced purely for the benefit of maintaining two-way traffic on residential streets, this is being reversed as a means of returning the footways to the benefit of pedestrians. The streets in this report are those such streets where Bridge Avenue and Acacia Drive are popular rat-runs for vehicles avoiding Upminster town centre.
- 1.16 The initial proposal involved the introduction of semi-circular islands adjacent to the kerb, planted with a tree or a shrub. These islands would create a chicane effect along the street. The type of tree chosen is suitable for this highway purpose. Footway buildouts were also proposed in Cedar Avenue outside the school and at the Bridge Avenue/Acacia Drive junction.

### Initial Consultation and Outcome

- 1.17 Residents and Branfil school were consulted during May 2013. When collating the responses, it became apparent that whilst many respondents supported the 20mph zone, they questioned the number of chicanes and whether access to driveways would be hindered. Some people would have preferred humps. Cedar Avenue and South View Drive residents expressed concern about how the displaced parking space would encourage more parents to park across drives; this is already an ongoing problem for residents. Some suggested that the scheme should include the entire length of Bridge Avenue.
- 1.18 In the light of these responses, staff opted to redesign and re-consult the scheme.

### Current Proposal

- 1.19 The Plans are contained in Appendix A.
- 1.20 The 20mph zone now includes all of Bridge Avenue, Brookdale Avenue, Brookdale Close, Boundary Road, Tyrells Close and Windmill Close. Many chicanes have been removed from Bridge Avenue and Acacia Drive, making the zone extension possible. They have all been removed from South View Drive and Cedar Avenue except near the junction with Gaynes Park Road, indicating to drivers the start of the zone along with the zone signs. All pedestrian buildouts have been removed from the scheme.
- 1.21 Chicanes/islands have been placed mostly opposite each other, requiring one vehicle to give way to another with neither direction having priority. This is no different to any other street in the borough where vehicles may park and prevent two-way traffic flow. The features are placed at around 70m intervals which is the recommended spacing for traffic calming.
- 1.22 The extensive school keep clear markings will remain in Cedar Avenue along the school frontage.



- 1.23 A flat top hump will be provided at the Bridge Avenue junction with St Mary's Lane.

## **2.0 Outcome of Public Consultation**

- 2.1 By the close of the second consultation, of 422 letters posted, 23 replies were received, a 5.4% return.
- 2.2 The majority of respondents objected to the proposals. Some questioning the need for traffic calming, some concerned how the chicanes will affect visibility of access from their driveways or for pedestrians crossing the road. Also concerns were raised about loss of parking and how this impacts on large vehicles.
- 2.3 Residents of Cedar Avenue are especially concerned about their drive ways being blocked by the increased number of parents at the school.

## **3.0 Staff Comments**

- 3.1 Staff recommend that the proposals be implemented as consulted. There will be some loss of parking. However the majority of properties have off-street parking. There is ample on-street parking therefore any issues residents have with inconsiderate parking by parents of the school or attendees of the sports stadium need to be addressed by enforcement.
- 3.2 The tree planted in the chicane will not obscure the visibility of drivers and pedestrians as the diameter of the tree trunk remains small. It is hoped that the chicanes and trees will alter the nature of the street from the driver's viewpoint.
- 3.3 Whether a car is parked on the footway or in the road, the risk to a pedestrian crossing the road remains the same.
- 3.4 Removing the footway parking could be a benefit for cyclists. A reduced running lane makes it harder for cars to overtake cyclists, enabling cyclists to feel more confident about being in the centre of the lane; the cycle logos are already located in the centre of the southern half of Bridge Avenue.
- 3.5 Several people had requested speed humps to calm the traffic. This scheme is an opportunity for the Council to implement an alternative method for calming traffic. Humps have their own critics and are not ideal on a cycle route.

## IMPLICATIONS AND RISKS

**Financial implications and risks:**

The estimated cost of £45,000 for implementation will be met by Branfil School Expansion Capital Budget.

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 overall StreetCare Capital budget.

**Legal implications and risks:**

At any time parking restrictions, 20 mph zones and school keep clear markings require a traffic regulation order and advertisement.

**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.

Traffic calming can help reduce traffic speeds, traffic volumes and the risk of collisions, especially involving vulnerable users. Older and younger people find it more difficult to judge traffic speed and they are especially at risk of being involved in a collision. Some people may be intimidated by traffic speed and so traffic calming may assist in reducing the problem.

## BACKGROUND PAPERS

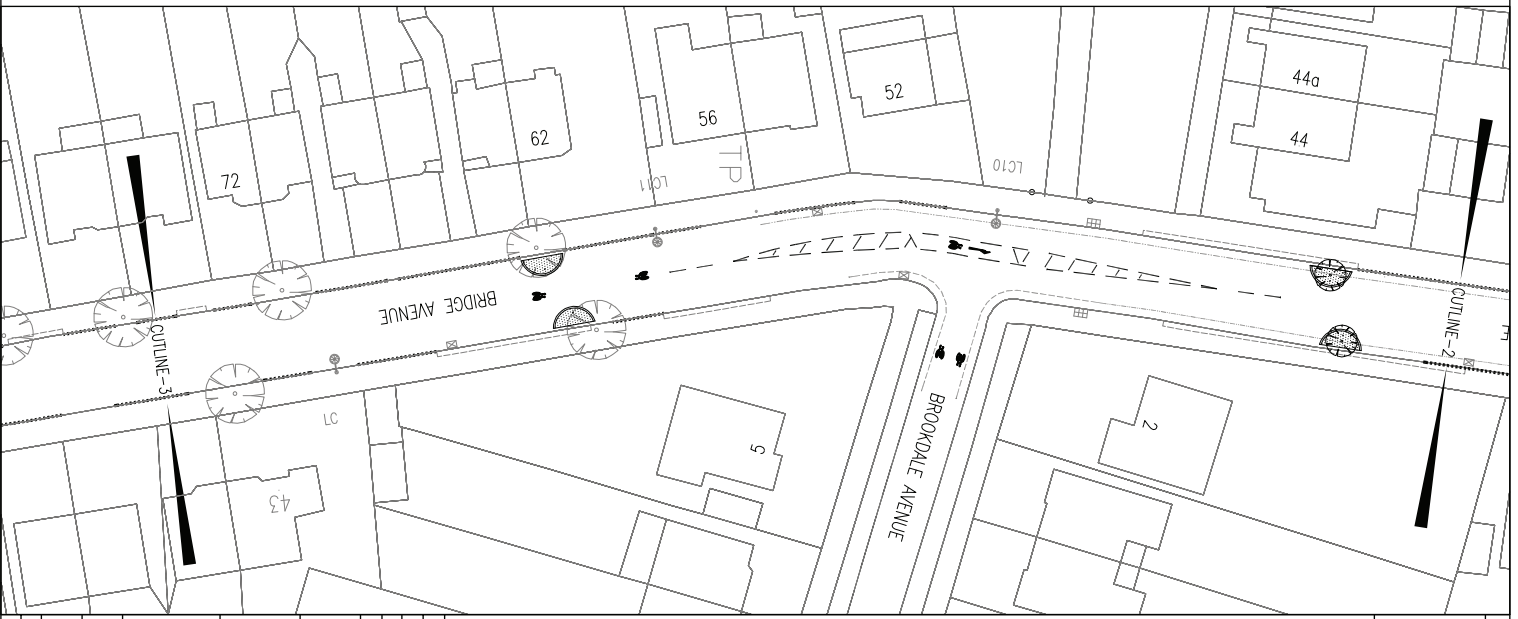
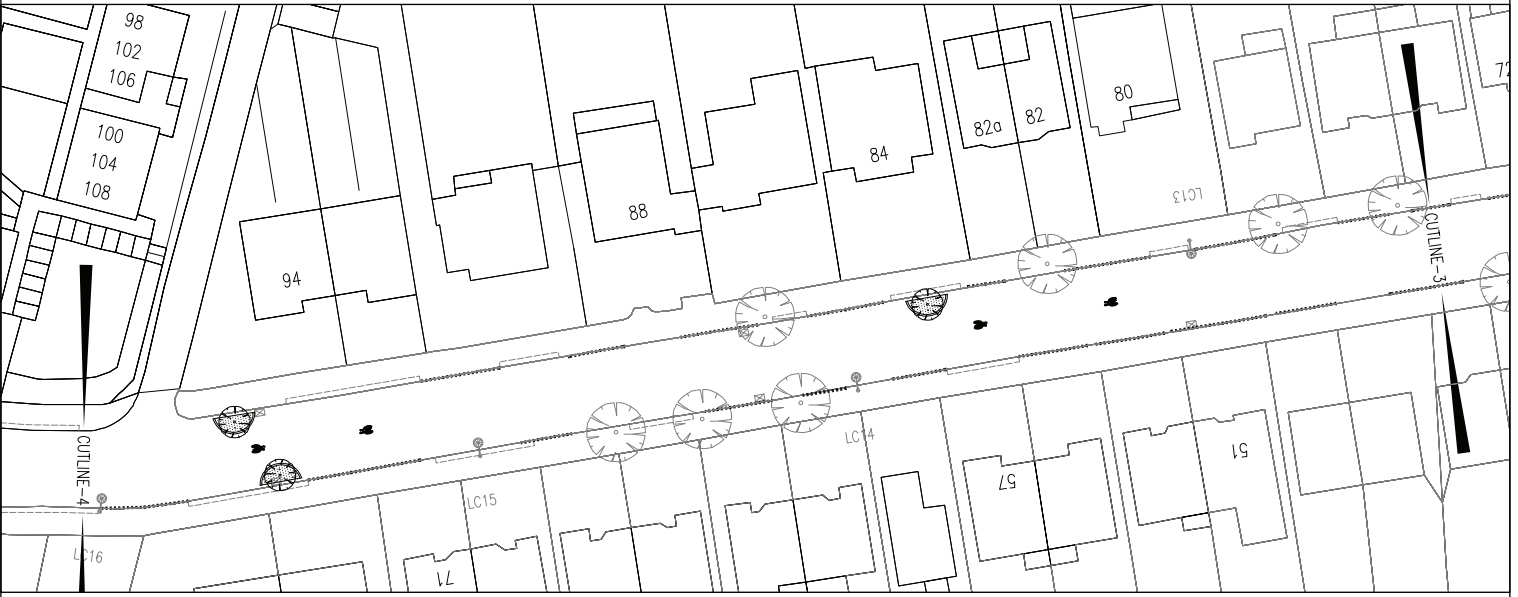
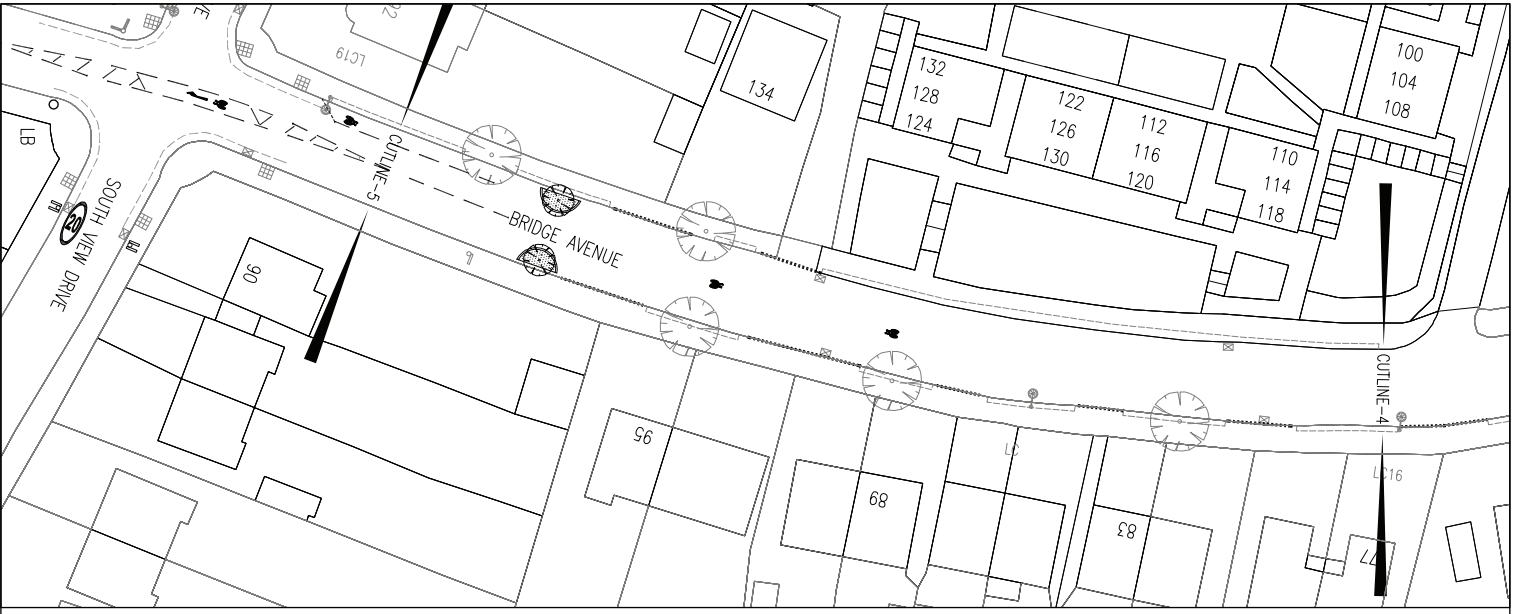
Project file: QL 056 Bridge Avenue

## APPENDIX A

### Scheme Drawings:

- QL056/OB/01.B - Bridge Avenue south
- QL056/OB/02.C - Acacia Drive
- QL056/OB/03.B - South View Drive
- QL056/OB/04.B - Cedar Avenue
- QL056/OB/06.A - Bridge Avenue north
- QL056/OB/07.A - Brookdale Avenue

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**PURPOSE** Feasibility

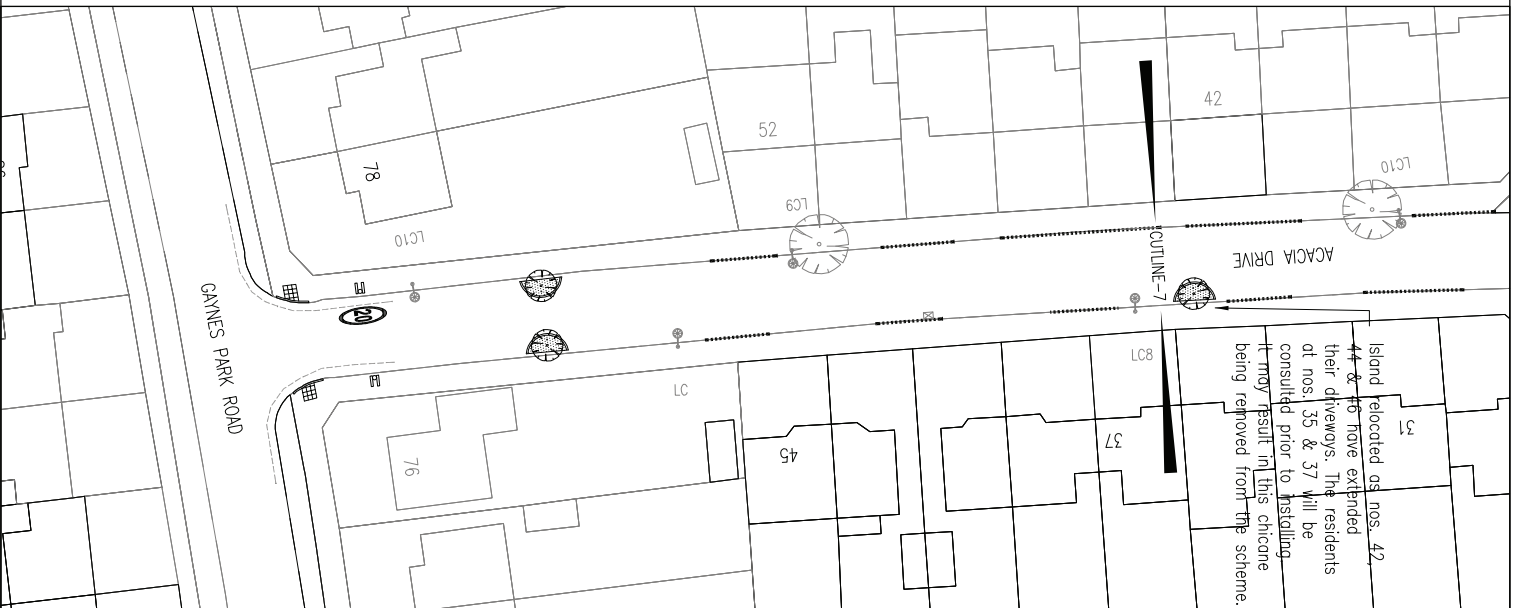
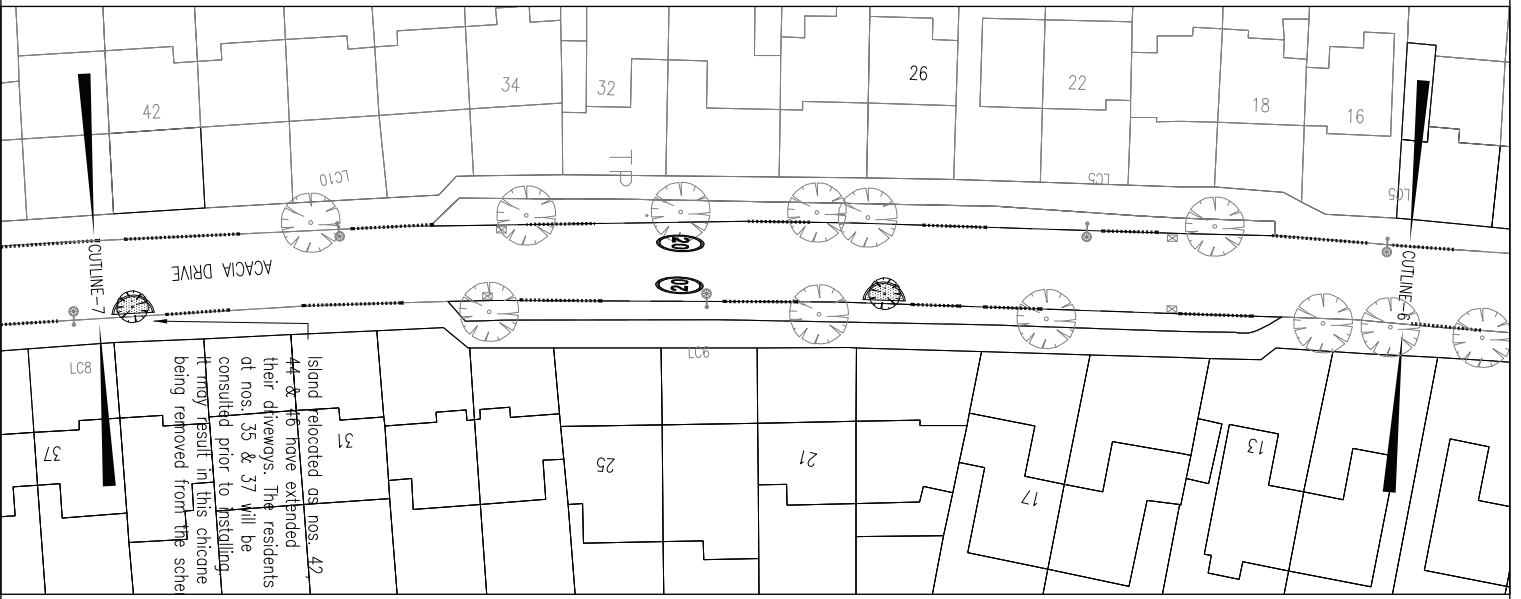
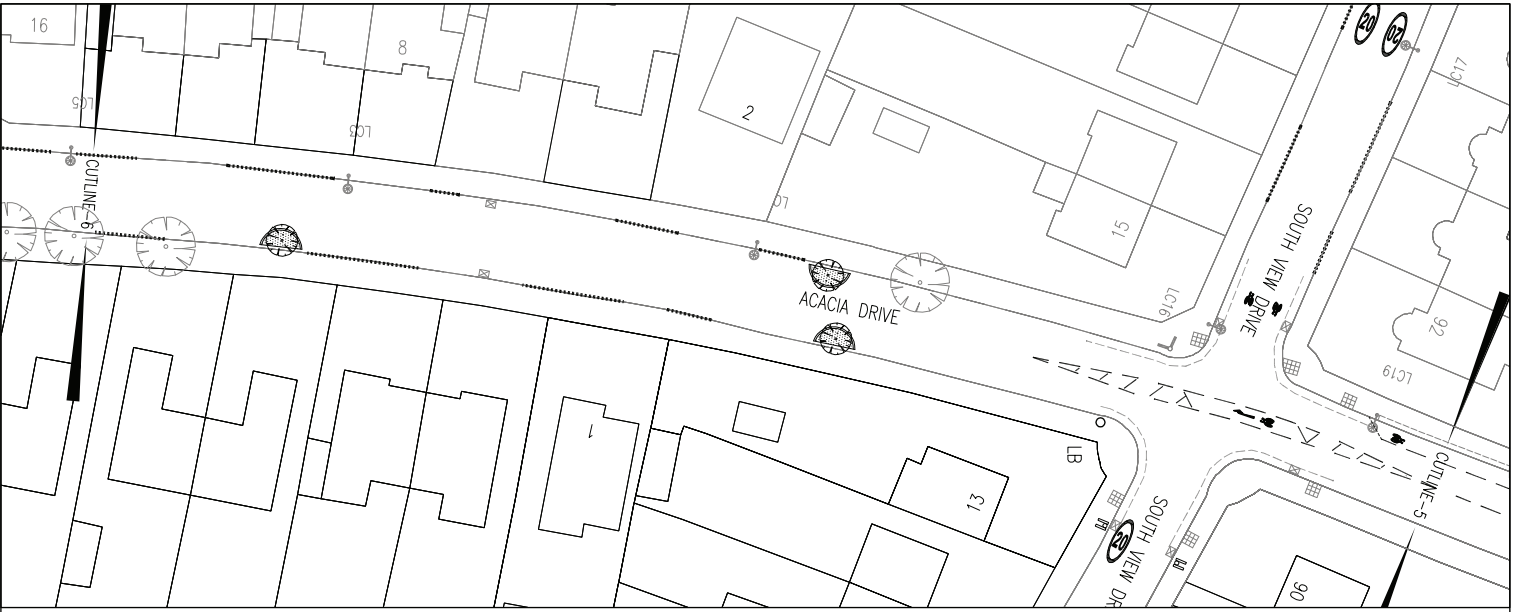
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- Existing tactile paving
- Existing double yellow line parking restriction
- Existing single yellow line
- Existing vehicle crossover
- Existing footway parking bays – all to be removed
- Existing highway tree
- Proposed kerbed chicane island planted with tree and bollard, 2.0m radius including 30cm channel in front of kerb
- Proposed chicane island planted with shrubs and bollard where near a tree or lamp column, 2.0m radius including 30cm channel in front of kerb
- 20mph zone start and end signs
- Proposed double yellow line parking restriction
- Proposed 20mph roundel pointed on road

<b>Bridge Avenue from Brookdale Avenue to Acacia Drive</b>	
<b>10th FLOOR MERCURY HOUSE</b> 10th Floor, Mercury House, 100 Acacia Avenue, Havering, Essex, SSM 1 3SW TELEPHONE: 020 7083 82443 STREETWORK: CULTURE & COMMUNITY TRAFFIC & ENGINEERING EMAIL: <a href="mailto:stavo@stavros.co.uk">stavo@stavros.co.uk</a>	
<b>Job Title</b> Brantli Primary School, Traffic Calming and Pedestrian Improvements	<b>Drawing Title</b> Bridge Avenue from Brookdale Avenue to Acacia Drive
<b>Revision</b> A Public consultation B Revised public consultation	<b>Date</b> 1.5.13 8.13
<b>Drawn by</b> NC	<b>Checked by</b> MP
<b>Scale</b> 1:500 at A3 Apr 13	<b>Approved by</b> MP
<b>ADD REF:</b> Q1056/08/01	<b>Revision</b> B

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**JOB TITLE** Brantli Primary School, Traffic Calming and Pedestrian Improvements

**DRAWING TITLE** Acacia Drive Proposals

REVISION	AMENDMENT	DATE
C	Amendment to chicane location	9.1.13
B	Revised public consultation	8.1.13
A	Public consultation	1.5.13

**HAVERING** 10th FLOOR MERCURY HOUSE, 100, SOUTHVIEW ROAD, HAVERING, ESSEX, S.S.16 5LJ. TEL: 0206 8813300. FAX: 0206 8813301. EMAIL: info@havering.gov.uk

**STAVERTON CULTURE & COMMUNITY** STAVERTON CULTURE & COMMUNITY, TRAFFIC & ENGINEERING. EMAIL: staverton@staverton.gov.uk

**SCALE** 1:500 at A3 Apr 13

**DRAWING NO** Q1056/08/02

**REVISION** C

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**PURPOSE** Feasibility

**ECOPROJECT**  
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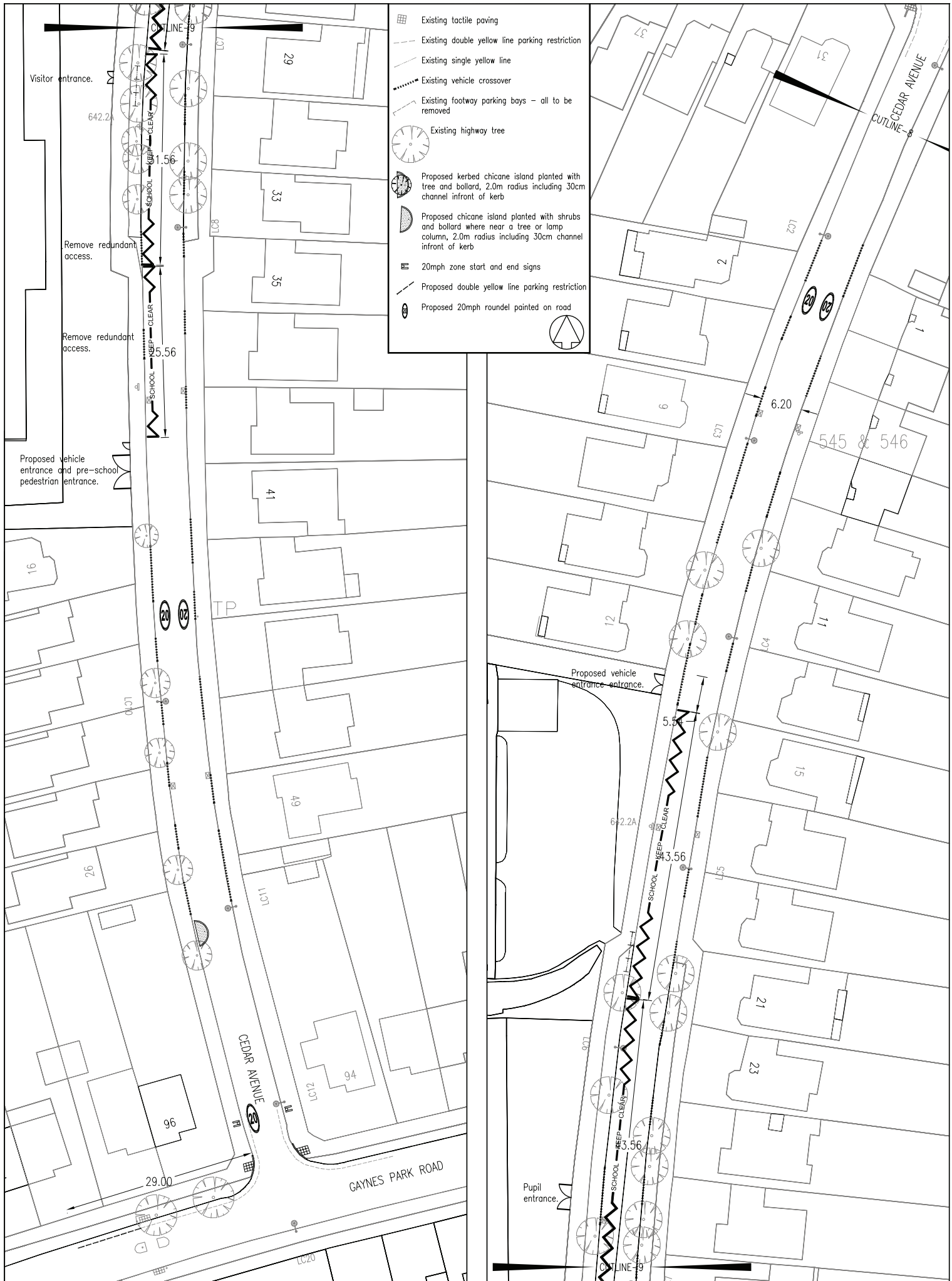
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<b>South View Drive Proposals</b>	
<b>JOB TITLE</b>	Brantli Primary School, Traffic Calming and Pedestrian Improvements
<b>DRAWING TITLE</b>	South View Drive Proposals
<b>REVISION</b>	
A	Public consultation 1.5.13
B	Revised public consultation 8.13
<b>DRAWN BY</b>	NC
<b>CHECKED BY</b>	MP
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<b>DATE</b>	13
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<b>REVISION</b>	B

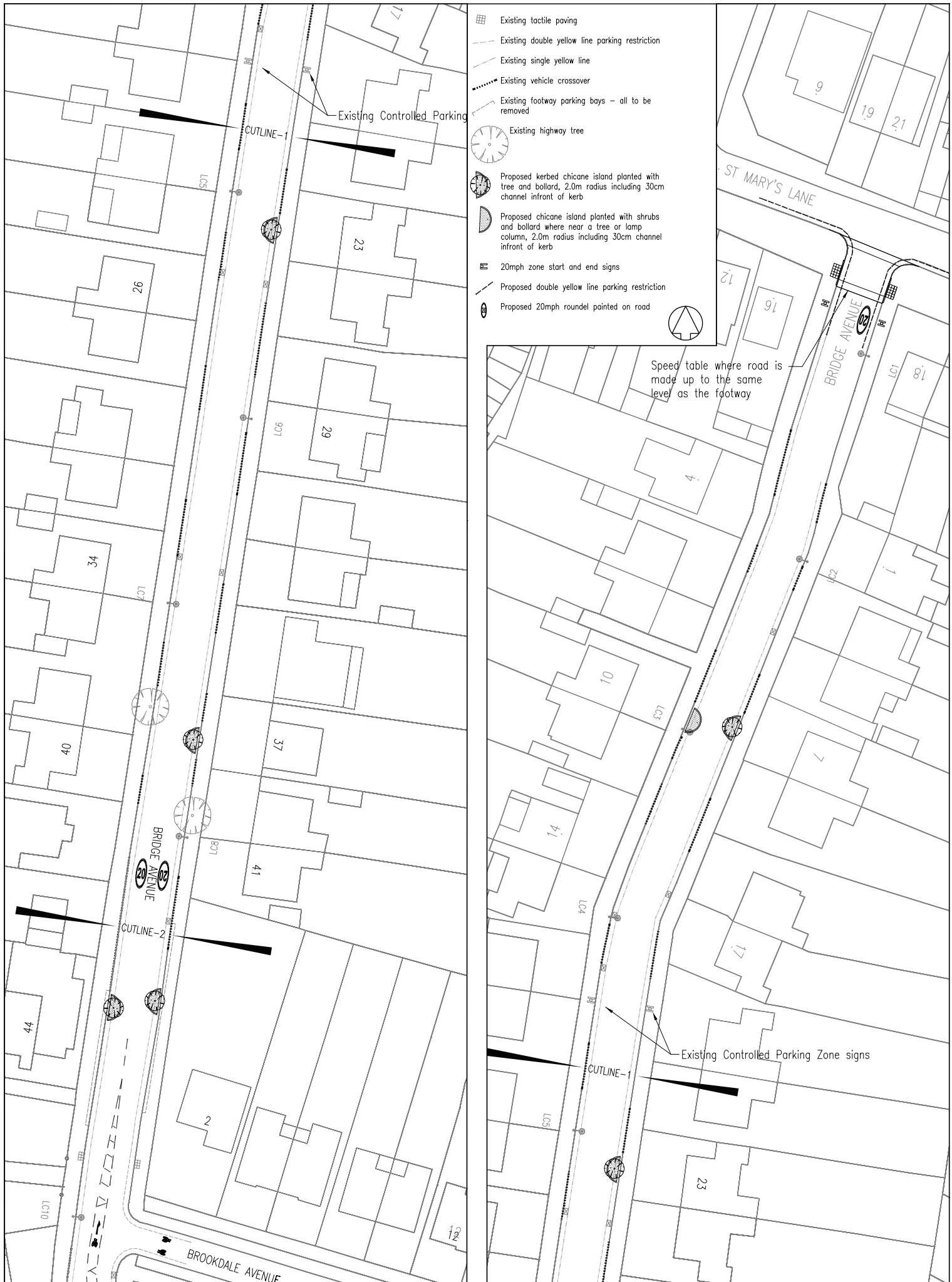
**Havering**  
 10th FLOOR MERCURY HOUSE  
 100, SOUTHVIEW ROAD, SOUTHVIEW  
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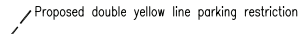




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- 20mph zone start and end signs
- Proposed double yellow line parking restriction
- Proposed 20mph roundabout pointed on road


Speed table where road is made up to the same level as the footway

Existing Controlled Parking Zone signs

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 20mph roundel painted on carriageway  
 Proposed double yellow line parking restriction  
 20mph zone start and end signs  




 <p><b>Havering</b> LONDON BOROUGH STREETCARE CULTURE &amp; COMMUNITY TRAFFIC &amp; ENGINEERING 10th FLOOR MERCURY HOUSE MERCURY GARDENS, ROCHFORD, RM1 3DW TELEPHONE No: 01708 434343 FAX No: 01708 433721 E-MAIL: streetcare@havering.gov.uk</p>	<p><b>JOB TITLE</b> Branfil Primary School, Traffic Calming and Pedestrian Improvements</p>		<p><b>PURPOSE</b> feasibility</p>		<p><b>©COPYRIGHT</b> This drawing belongs to StreetCare Culture &amp; Community, Traffic &amp; Engineering Section. Neither the whole nor any part thereof may be reproduced without prior written permission.</p>	
	<p><b>DRAWN BY</b> NC</p>		<p><b>CHECKED BY</b> DATE Aug 2013</p>		<p><b>APPROVED BY</b> DRAFT ISSUE</p>	
	<p><b>SCALE (AT A3 SIZE)</b> NTS</p>		<p><b>ACAD REF:</b></p>		<p>Based upon Ordnance Survey Mapping with the permission of the Controller of Her Majesty's Stationery Office © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. London Borough of Havering 100024327</p>	
	<p><b>DRAWING TITLE</b> Brookdale Avenue, Boundary Road and Surrounding Area</p>		<p><b>DRAWING No</b> QL056/OB/07</p>		<p><b>REVISION</b> A Revised public consultation 8.13</p>	
<p>Sheet Size: A3 (420x297)</p>		<p><b>REVISION</b> A</p>		<p><b>AMENDMENT</b></p>		
				<p><b>DATE</b></p>		

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# HIGHWAYS ADVISORY COMMITTEE

15 October 2013

# REPORT

**Subject Heading:**

**HIGHWAY SCHEMES APPLICATIONS  
OCTOBER 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  
15th October 2013**

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

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# HIGHWAYS ADVISORY COMMITTEE

15 October 2013

# REPORT

**Subject Heading:**

**TRAFFIC AND PARKING SCHEME  
REQUESTS  
October 2013**

**Report Author and contact details:**

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Traffic & Parking Control, Business  
Unit Engineer (Schemes, Challenges  
and Road Safety Education & Training)  
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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 checked="" 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 £104.5K. 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 6 in 2013/14, 57.4K 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.
- 1.6 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.

## 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									
October 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>									
TPC355	Mawney Road, Romford	Request for Double Yellow Lines either side of Mawney Road near the entrance (between 250 & 260) to King George's Park. On-going parking problems from visitors to the park (especially during the football season) preventing traffic flow, including buses.	Photos and petition from residents/visitors.	No	LBH REV	800	Resident & Cllr Trew	25/09/2013	Mawneys
<b>SECTION B - Minor Traffic and Parking Scheme Requests on hold for future discussion or funding issues</b>									
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. Deferred 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	Not previously requested	LBH REV	Cost are not determined at this stage	Resident and School	29/04/2013	Hylands

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