



# Haverling

LONDON BOROUGH

## HIGHWAYS ADVISORY COMMITTEE AGENDA

**7.00 pm**

**Tuesday  
1 March 2016**

**Council Chamber -  
Town Hall**

Members 11: Quorum 4

**COUNCILLORS:**

**Conservative  
(5)**

Jason Frost (Chairman)  
Joshua Chapman  
John Crowder  
Dilip Patel  
Frederick Thompson

**Residents'  
(2)**

Barry Mugglestone  
John Mylod

**East Haverling  
Residents'(2)**

Darren Wise (Vice-Chair)  
Linda Hawthorn

**UKIP**

**(1)**

John Glanville

**Independent Residents'**

**(1)**

David Durant

**For information about the meeting please contact:  
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## **Protocol for members of the public wishing to report on meetings of the London Borough of Havering**

Members of the public are entitled to report on meetings of Council, Committees and Cabinet, except in circumstances where the public have been excluded as permitted by law.

Reporting means:-

- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing, so that the report or commentary is available as the meeting takes place or later if the person is not present.

Anyone present at a meeting as it takes place is not permitted to carry out an oral commentary or report. This is to prevent the business of the meeting being disrupted.

Anyone attending a meeting is asked to advise Democratic Services staff on 01708 433076 that they wish to report on the meeting and how they wish to do so. This is to enable employees to guide anyone choosing to report on proceedings to an appropriate place from which to be able to report effectively.

Members of the public are asked to remain seated throughout the meeting as standing up and walking around could distract from the business in hand.

## **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 2015. 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 an organisation or individual that prepares or modifies a design for any part of a construction project, including the design of temporary works, or arranges or instructs someone else to do it.

While 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 INTERESTS**

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

*Members may still disclose any interest in an item at any time prior to the consideration of the matter.*

### **4 MINUTES (Pages 1 - 20)**

To approve as a correct record the minutes of the meeting of the Committee held on 2 February 2016, and to authorise the Chairman to sign them.

### **5 ANGEL WAY, ROMFORD - PROPOSED TRAFFIC IMPROVEMENTS (Pages 21 - 34)**

### **6 TAXI RANK REVIEW - HILLDENE SHOPPING CENTRE (Pages 35 - 40)**

- 7 **SNOWDON COURT S106 - PEDESTRIAN IMPROVEMENTS ON SQUIRRELS HEATH LANE, GIDEA PARK & HORNCHURCH** (Pages 41 - 54)
- 8 **TPC510 PETERSFIELD AVENUE - PAY AND DISPLAY PARKING BAYS & 'AT ANY TIME' WAITING RESTRICTIONS** (Pages 55 - 64)
- 9 **TPC508 WHITCHURCH ROAD - PROPOSED PAY & DISPLAY PARKING BAYS** (Pages 65 - 70)
- 10 **TPC792 MARGARET, LAWRENCE AND CLIVE ROADS AREA - RESIDENT PARKING SCHEME** (Pages 71 - 80)
- 11 **TPC748 KENILWORTH GARDENS - PROPOSED WAITING RESTRICTIONS** (Pages 81 - 86)
- 12 **TPC743 EASTERN ROAD - PROPOSED WAITING RESTRICTIONS** (Pages 87 - 94)
- 13 **HIGHWAYS SCHEMES APPLICATION - WORKS PROGRAMME** (Pages 95 - 104)

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

- 14 **TRAFFIC AND PARKING SCHEMES REQUEST** (Pages 105 - 110)

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

- 15 **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**

**MINUTES OF A MEETING OF THE  
HIGHWAYS ADVISORY COMMITTEE  
Council Chamber - Town Hall  
2 February 2016 (7.00 - 9.05 pm)**

**Present:**

**COUNCILLORS**

<b>Conservative Group</b>	Jason Frost (Chairman), Joshua Chapman, Ray Best and Wendy Brice-Thompson
<b>Residents' Group</b>	Barry Mugglestone and Reg Whitney
<b>East Havering Residents' Group</b>	Darren Wise (Vice-Chair) and Linda Hawthorn
<b>UKIP</b>	John Glanville
<b>Independent Residents Group</b>	David Durant

All decisions were taken with no votes against.

**76 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman gave details of arrangements in the event of fire or other event that may require the evacuation of the meeting room.

**77 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS**

Apologies were received from Councillor John Crowder (Councillor Ray Best substituting), Councillor Frederick Thompson (Councillor Wendy Brice-Thompson substituting) and Councillor John Mylod (Councillor Reg Whitney substituting).

**78 DISCLOSURE OF INTERESTS**

There were no disclosures of interest.

79 **MINUTES**

The minutes of the meeting of the Sub-Committee held on 5 January 2016 were agreed as a correct record and signed by the Chairman.

80 **MAIN ROAD/UPPER BRENTWOOD ROAD - ACCESSIBILITY & SAFETY IMPROVEMENTS FOR WALKING AND CYCLING**

The report before Members set out responses to a consultation on the proposals to improve the levels of comfort, accessibility and safety for people walking and cycling through the junction of Main Road and Upper Brentwood Road, plus some parking management changes.

The report detailed that as part of the on-going highway investment programme funded through the Transport for London Local Implementation Plan (LIP), the Council periodically undertook corridor studies to examine where changes might be made to traffic management arrangements for all classes of traffic (including people walking, people cycling, bus services and for motor traffic, including freight).

In accordance with the public participation arrangements the Committee was addressed by two members of the public, one of whom spoke against the parking management changes proposed, the other who spoke in favour of the scheme.

The resident, speaking against the pay-and-display proposals for Farnes Drive and Upper Brentwood Road, informed the Committee that the pay and display provision: was not required as there were no parking issues; would have a detrimental affect on local shops; was not required as the need for parking in the area would reduce with the closure of a local ATM. The speaker stated that there was no evidence the provision was needed and there was no public support for this element of the scheme. The speaker also stated that a similar proposal for the implementation of pay-and-display in the area had been rejected by the Committee last year and nothing had changed to warrant a reversal of this decision.

A resident speaking on behalf of the Havering Cyclists, a group affiliated to the London Cycling Campaign and Sustrans, spoke in favour of the scheme and the safety improvements that it would bring for cyclists.

During the debate Officers confirmed that the provision of the pay and display parking was not a dependency for the wider scheme. Officers confirmed that the extent of the “at any time” parking restrictions could be reduced in line with a request made by Councillor Thompson during the course of the public consultation.

In response to a question by members officers provided further detail and clarification on the proposed road layout including the number of traffic lanes that would remain.

A Member expressed disagreement with the pay-and-display parking proposals but agreed with the remainder of the scheme noting that the road was suitable for a designated cycle lane.

Another Member questioned the need for pay-and-display parking and more parking restrictions on Upper Brentwood Road. Members recognised that the parking requirement would be reduced with the closure of the local bank.

Members discussed the yellow box at the junction asking whether it was needed or could be removed. Officers recognised that there was a driver behaviour issue at the junction. Officers advised that the yellow box was required and its removal would undermine traffic flow through the junction creating greater potential for the junction to be blocked.

A Member sought clarification as to whether or not the pay-and-display was required. In response the Committee was informed that the proposal was incidental to the scheme and staff would be guided by the decision of the Committee.

The Committee considered the extent of the double yellow lines for Upper Brentwood Road and concluded that the lines should extend from house number 614 to 622 and on the south western side of the junction, that the line be for the length of the existing single yellow line only which ended outside 587.

Following the debate it was **RESOLVED**;

1. To recommends to the Cabinet Member for Environment that the changes to the junction of Main Road with Upper Brentwood Road be made as set out in the report and shown on the following drawings be implemented;
  - QO016-CON-01A
  - QO016-CON-02A
  - QO016-CON-03A
  - QO016-CON-04A
  - QO016-CON-05A
  - QO016-CON-06A
  
2. That with regard to the proposals relating to pay and display parking in Farnes Drive and Upper Brentwood Road; and the “at any time” waiting restrictions in Upper Brentwood Road, to recommend to the Cabinet Member that:
  - the pay and display parking be rejected; and
  - the “at any time” waiting restrictions in Upper Brentwood Road should be extended from house number 614 to 622 and on the

south western side of the junction, that the line be for the length of the existing single yellow line only which ended outside 587.

3. That it be noted that the estimated cost of £180,000 for implementation would be met by TFL through the 2015/16 (£80,000) and 2016/17 (£100,000) Local Implementation Plan allocation for the Main Road/ Upper Brentwood Road Junction.

Councillors Whitney and Best were absent during part of the presentation of the item and did not take part in the vote.

## 81 **BUS STOP ACCESSIBILITY - NORTH ROAD**

The report before the Committee detailed responses to a consultation for the provision of fully accessible bus stops on North Road.

The following accessibility improvements have been proposed for various bus stops along North Road as set out in the table:

<b>Drawing Reference</b>	<b>Location</b>	<b>Description of proposals</b>
QO001-OF-A196-A  BS19875 Havering Green	Outside St Francis Hospice.	27 metre 24 hour bus stop clearway  140mm kerb and associated footway works provided at bus boarding area
QO001-OF-A197-A  BS19874 Havering Green	The Green opposite St Francis Hospice.	Bus stop flag to be relocated 41.60 metres north  27 metre 24 hour bus stop clearway  140mm kerb and associated footway works provided at bus boarding area
QO001-OF-A198-A  BS19877 Samantha Mews	Opposite 1 Rosherville Villas.	27 metre 24 hour bus stop clearway  140mm kerb and associated footway works provided at bus boarding area
QO001-OF-A199-A	Party wall of 3/4 Festival Cottages.	19 metre 24 hour bus stop clearway  140mm kerb and associated footway



BS19876 Dame Tipping School		works provided at bus boarding area
QO001-OF- A200-A  BS19879 Liberty Cottages	Opposite 5 Liberty Cottages.	Bus stop flag to be relocated 29.90 metres northeast  New uncontrolled crossing point  29 metre 24 hour bus stop clearway  140mm kerb and associated footway works provided at bus boarding area
QO001-OF- A201-A  BS19878 Liberty Cottages	Outside 12 Liberty Cottages	Bus stop flag to be relocated 50 metres northeast  29 metre 24 hour bus stop clearway  140mm kerb and associated footway works provided at bus boarding area

The report informed the Committee that at the close of consultation, five responses had been received as detailed in the report. London TravelWatch and London Buses had indicated support for the proposals. Two residents had objected to the proposals to relocate the northbound stop near the Green about 41.6 metres north stating that there was a limited number of bus movements and lack of northbound passengers waiting at the bus stops in the Village. It had been suggested that if the stop was to be relocated, it should be moved towards the south; towards The Green.

A resident had objected to the proposals outside Beverley Bungalow stating that the bus stop was in a blind spot for cars exiting the premises.

The Committee noted officers' comments that the current northbound stop near the Village Green was not accessible in its current location; between vehicle accesses.

The second site would require the removal of some of the parking laybys outside Fairlight Villas; equivalent to a parking space and would provide space to retain the bus shelter.

In response to the impact on the conservation area, officers' had stated that the current stop was also within the conservation area. In terms of visual intrusion, the clearway would be more intrusive than not having a clearway,

but without the restriction, the stop would not be fully accessible and would be at risk of becoming blocked by parked vehicles.

The Committee noted officers' comment that the southbound stop outside Beverley Bungalow had been in place for many years and the proposals sought to make it accessible.

In accordance with the public participation arrangements the Committee was addressed by two members of the public who both spoke against different elements of the scheme.

A resident spoke against the bus stop proposed to be relocated outside Fairlight Villas. The speaker accepted that the bus stop was currently not accessible but questioned the suitability of the proposals. The speaker informed the Committee that residents had suggested a viable alternative for the relocation of the bus stop which should be considered.

A second resident spoke against the proposals for the existing stop outside Beverley Bungalow. The resident was of the view that the stop should be moved north to where there was no properties and that the current stop was close to the one to the south outside St Francis Hospice.

A Member noted that roads in a conservation area should have better road markings. The Member indicated support for the stop to be moved where the residents were suggesting but for the shelter to remain in its current location. The Member raised concerns over the impact on parking near Beverley Bungalow because of difficulties with parking in the village.

Officers confirmed that TFL favoured having the shelter and flag in a single location.

A Member questioned whether a shelter without side screens could be installed to reduce the need for pavement space. Officers confirmed that the narrow footway would bring the shelter roof too close to the road edge.

A Member noted that cars were being parked along the footway which had no road markings and questioned whether the relocation of the bus stop would result in a loss of parking. Officers confirmed that vehicles shouldn't be parked in this location in any event.

A Member asked if the bus stop proposed for Fairlight Villas could be relocated on land further in from the road forming a village green. Officers advised the Committee that this land was not highway land.

A Member proposed a re-consultation on alternative locations for the bus stop proposed at Fairlight Villas which had general approval.

The Committee agreed that the proposals shown on QO001-OF-A197A should be re-consulted on which would include the residents' alternative suggestion.

Following the debate it was **RESOLVED**:

1. To recommend to the Cabinet Member for Environment that the bus stop accessibility improvements on North Road set out in the report and shown on the following drawings be implemented;
  - QO001-OF-A196-A
  - QO001-OF-A198-A
  - QO001-OF-A199-A
  - QO001-OF-A200&201-A
2. To note that the estimated cost of £28,000 for implementation (all sites) would be met by Transport for London through the 2015/16 Local Implementation Plan allocation for Bus Stop Accessibility.

Councillor Best was absent during part of the presentation of the item and did not take part in the vote.

82 **WESTERN ROAD - PROPOSED CONTROLLED PEDESTRIAN CROSSING AND TRAFFIC CALMING FEATURES**

The report before Members set out responses to a consultation for the implantation of traffic calming features with the construction of three speed tables and a new zebra crossing on Western Road, forming part of a wider public realm and pedestrian improvement scheme for Western Road.

The report informed the Committee that following the approval for the construction of the Romford Leisure Centre Development (RLD), it was identified that there would be a significant increase in demand for pedestrians wishing to cross Western Road between the RLD and The Liberty car park.

In order to improve pedestrian safety and cope with expected new pedestrian movements, it was proposed to provide level crossing points and traffic calming in the form of 3 speed tables located at the entrance and exit to the Liberty Shopping Centre car park and the junction of Western Road with Grimshaw Way.

The proposal also included improvement to the footways of Western Road between Mercury Gardens and the pedestrian entrance to The Liberty Shopping Centre. These public realm improvements would complement the RLD and recognise the likely increase in footfall.

The proposal would also provide for fully accessible bus stops on Western Road; a section of high kerb and associated footway adjustments so that passengers could board and alight buses in as near as a step-free and safe way as possible.

Following a consultation, three responses had been received. One respondent was in favour but felt that more should be done for cyclists as part of the scheme and that pedestrians be given more priority at the Liberty car park entrance. Another resident expressed issues with the bus stop layout which was outside the control of the Council.

The third respondent was received from Sovereign House in favour of the proposal to widen the footway by utilising the unused space fronting its premises. Officers were currently liaising with the landlord and were confident of the acquisition of the area which was approximately 150sq.m. via the use of section 228 of the Highway Act 1990.

The Committee noted officers' comment on cycling in the area which suggested that unless there was a radical redesign of the Mercury Gardens/Western Road junction and Mercury Gardens itself, any protected cycling facilities on Western Road would exist as an isolated feature. The scheme sought to provide more priority for pedestrians but Western Road would still be a busy access to the Liberty car park and for bus services in and out of the town centre.

Staff expressed the need to work closely with the contractors on the RLD and as such it was likely that the controlled pedestrian crossing facility element of the scheme would not be installed and fully operational until completion of the RLD.

During the debate a Member suggested that officers consider cutting back the island just before vehicles make a right turn to proceed into the Liberty Car Park. In response officers confirmed to the Committee that they could look at the possibility of tapering the island.

A Member made an observation that the bus stop outside the Leisure Centre site should be reduced for easy manoeuvre of stationary buses. It was clarified to the Committee that there was enough space for vehicles to overtake stationary buses and the intention was to provide a wide footway outside the centre.

Following a brief discussion, it was **RESOLVED**

1. To recommend to the Cabinet Member for Environment that the proposed changes to Western Road be implemented including the tapering of the traffic island;
2. That it be noted that the estimated cost of £650,000 for implementation would be met by Transport for London through the 2015/16 (£300,000) and 2016/17 (£350,000) Local Implementation Plan allocation for Romford Public Realm Improvements.

**83 BUS STOP ACCESSIBILITY - CLAY TYE ROAD**

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

1. To recommend to the Cabinet Member for Environment that the bus stop accessibility improvements on Clay Tye Road set out in the report and shown on the following drawings be implemented;
  - QO001-OF-A151-A
  - QO001-OF-A152-A
  - QO001-OF-A153-A
  - QO001-OF-A154-A
  - QO001-OF-A155-A
2. That it be noted that the estimated cost of £20,000 for implementation (all sites) would be met by Transport for London through the 2015/16 Local Implementation Plan allocation for Bus Stop Accessibility.

**84 BUS STOP ACCESSIBILITY - BEVAN WAY AND CENTRAL DRIVE**

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

1. To recommend to the Cabinet Member for Environment that the bus stop accessibility, junction changes and environmental improvements in Bevan Way and Central Drive set out in the report and shown on drawing QO001-OF-A204 & A205-A be implemented
2. To note that the estimated cost of £180,000 for implementation would be met by Transport for London through the 2015/16 Local Implementation Plan special allocation for Bevan Way and Central Drive.

**85 BUS STOP ACCESSIBILITY - BROADWAY ELM PARK**

The report before the Committee detailed responses to a consultation for the provision of a fully accessible bus stop on Broadway and improvements to an uncontrolled pedestrian crossing point at the western end of Upminster Road South.

The Committee noted that five responses were received with comments outlined in the report.

London Travelwatch and London Buses had expressed support for the proposal while the Metropolitan Police had no comments.

A Member of the Committee made suggestions during the consultation that the footway works at the western end of Upminster Road South would need

care because of the impact on the church wall and that the clearway be reduced to benefit Broadway Cars.

Broadway Cars in its response raised the following issues:

- that the restriction on loading/ unloading would have an adverse impact on the safety of loading and unloading outside the office and requested that a facility to enable this be provided,
- that the proposals at the junction of Broadway and Upminster Road South will restrict the turning of large vehicles which will cause congestion and with bus changeovers will cause a restriction on the operation of their business.

London Buses had indicated that it did not wish to remove the current northbound stop as it would create a gap in services. Officers' had therefore looked to improve the stop in its current location.

The Committee noted that the proposal included the retention of the current restrictions of 39 metre clearway. The general restriction in Broadway was a waiting restriction in operation Monday to Saturday, 8.30am to 6.30pm (single yellow line). The existing clearway prohibits stopping by vehicles other than buses and taxis (Hackney carriages). This was not a facility open to the private hire vehicles operated by Broadway Cars.

Officers' expressed the view that the footway widening at the junction of Upminster Road South and Broadway was considered necessary as pedestrians crossing from south to north would not see drivers approaching from their right and nor would drivers see them as they approach the junction from the east. The dropped kerbs were required as the current layout was not accessible to all.

Officers' were aware of the condition of the wall to the St Helen & St Giles Churchyard and control measures would be put in place for construction works.

A Member stated that the widening of the footway was a good idea, but stated that there was a need for the realignment to be a curve rather than a build-out as the latter could pose a safety risk. The member stated that the clearway was very long and caused issues for a local mini-cab operator. The Member expressed his support for the footway widening at Upminster Road South, but wanted to ensure protection of a historic church wall.

Officers informed the committee that the historic church wall would be protected with a method statement for the works agreed in advance with the contractor. Officers confirmed that the footway widening would be a gentle curve and not a build out. Officers advised that the entire length of clearway was needed to accommodate two buses and any reduction in the length of the clearway would reduce accessibility to the stop. .

A Member requested a bus shelter for the stop on the opposite side of the road, in response officers confirmed that a formal request would need to be sent to TfL for a shelter at the stop. Officers agreed to make the request.

A Member was of the view that the road was being narrowed and questioned what would happen if buses stopped opposite each other on alternate sides of the road. In response Officers confirmed that vehicles passing on one side of the road would need to yield. Officers confirmed that the road was around 10 metres wide but a wider footway was required to raise the kerb at the bus stop, whilst maintaining accessible gradients.

Following further questions by members officers confirmed that the proposed clear way was approximately 2 meters longer than the recommended 37 meters minimum recommended standard.

A Member proposed a reduction in the length of the clearway to 37 meters.

Following the debate it was **RESOLVED**;

1. To recommend to the Cabinet Member for Environment that the bus stop and pedestrian accessibility improvements in Broadway set out in the report and on drawing QO001-OF-A261&261.1-A be implemented with a reduction in the bus clearway to 37 meters; agreement on a method statement to ensure the protection of the historic church wall;
2. That it be noted that the estimated cost of £8,000 for implementation (all sites) would be met by Transport for London through the 2015/16 Local Implementation Plan allocation for Bus Stop Accessibility.

86 **KING GEORGE CLOSE - PROPOSED 'AT ANY TIME' WAITING RESTRICTIONS**

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

1. To recommend to the Cabinet Member for Environment that:
  - a) the proposed 'At Any Time' waiting restrictions in King George Close be implemented as advertised.
  - b) the effect of the scheme be monitored.
2. To note that the estimated cost for the proposals was £900, would be met from the 2015/16 Minor Parking Schemes budget.

87 **TPC590 ST NICHOLAS AVENUE - PROPOSED PAY & DISPLAY PARKING BAYS**

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

1. To recommend to the Cabinet Member for Environment that:
  - (a) the proposals to introduce a Pay and Display parking bay on the north-eastern side of St Nicholas Avenue, fronting Nos.4 to 9 Elm Parade operational Monday to Saturday 8.30am to 6.30pm; shown on the plan appended to the report be implemented as advertised; and
  - (b) the proposed 'At Any Time' waiting restrictions proposed for St Nicholas Avenue and Elm Park Avenue, be implemented as advertised;
  - (c) the effects of any implemented proposals be monitored.
2. To note that the estimated cost of the scheme was £4000, of which £3500 would be funded from the capital allocation and the remaining £500 be met from the 2015/16 Minor Parking Schemes budget.

**88 TPC595 - BERTHER ROAD PROPOSED WAITING RESTRICTIONS**

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

1. To recommend to the Cabinet Member for Environment that the proposals outlined on the plan appended to the report be formally consulted on and a further report on the responses received be submitted to this Committee to agree a further course of action.
2. To note that the estimated cost for the proposals in Berther Road as set out in the report was £1500, which would be met from the 2015/16 Minor Parking Schemes budget.

**89 TPC693 CRAIGDALE ROAD - AMENDMENT OF RESIDENT PARKING BAY**

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

1. To recommend to the Cabinet Member for Environment that:
  - (a) the proposal to convert the existing waiting restriction, fronting the former vehicular access to the site at Nos.12 to 16 Craigdale Road into a resident only parking bay be implemented as advertised
  - (b) the effects of any implemented proposals be monitored.



2. That it be noted that the estimated cost of the scheme was £600, which would be funded from 2015/16 Minor Parking Schemes Budget.

**90 HIGHWAYS SCHEMES APPLICATION - WORKS PROGRAMME**

The Committee considered a report showing all the new highway scheme 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 had considered and agreed in principle the schedule that detailed the applications received by the service.

The Committee's decisions were noted as against each request and are appended to the minutes.

**91 TRAFFIC AND PARKING SCHEMES REQUEST**

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

The Committee's decisions were noted as against each request and are appended to the minutes.

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**92 URGENT BUSINESS**

A Member raised an issue that was reported by local resident relating to illegal parking along London Road. The Committee noted that Officers would investigate the issue.

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**Chairman**

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

Item Ref	Location	Ward	Description	Decision
<b>SECTION A - Highway scheme proposals without funding available</b>				
None this month				
<b>SECTION B - Highway scheme proposals on hold for future discussion or seeking funding (for Noting)</b>				
B1	Broxhill Road, Havering-atte-Bower	Havering Park	Widening of existing and extension of footway from junction with North Road to Bedfords Park plus creation of bridleway behind.	NOTED
B2	Finucane Gardens, near junction with Penrith Crescent	Elm Park	Width restriction and road humps to reduce traffic speeds of rat-running between Wood Lane and Mungo Park Road.	NOTED

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

Item Ref	Location	Ward	Description	Decision
B3	A124/ Hacton Lane/ Wingletye Lane junction	Cranham, Emerson Park, St Andrews	Provision of "green man" crossing stage on all 4 arms of the junction.	NOTED
B4	Havering Road/ Mashiters Hill/ Pettits Lane North junction	Havering Park, Mawneys, Pettits	Provide pedestrian refuges on Havering Road arms, potentially improve existing refuges on other two arms	NOTED

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

<b>Item Ref</b>	<b>Location</b>	<b>Ward</b>	<b>Description</b>	<b>Decision</b>
B5 Page 37	Ockendon Road, near Sunnings Lane	Upminster	Pedestrian refuge	NOTED

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London Borough of Havering				
Traffic & Parking Control - StreetCare				
Parking Schemes Applications Schedule				
Item Ref	Location	Comments/Description	Ward	Decision
<b>SECTION A - Parking Scheme Requests</b>				
TPC822	o/s 27-43 Eastern Road	Request to convert the existing disabled and loading bays to Pay and Display bays.	Romford Town	AGREED
TPC823	Leather Lane	Request from the Waste Team to review the parking restrictions in the road as trade waste cannot be accessd	St Andrews	AGREED
TPC824	South Street	Tempoary waiting restrictions were installed to deal with the works on Orchard Village, but the Order elapsed and the restictions have had to be removed. This request is to reinstate 'At any time' Waiting restrictions in this area.	South Hornchurch	AGREED

TPC825	Balgores Lane	Introduce Pay and Display parking bays in the layby outside the Library and double yellow lines across the library car park entrance and the entrance to the school playing field	Squirrels Heath	AGREED
TPC826	Gubbins Lane	The introduction of 'At any time' waiting restrictions on the railway bridge, between Oak Road and Station Road, including the two Traffic Island and the buses only section at the Gubbins Lane and Station Road junction	Harold Wood	AGREED
<b>SECTION B - Parking Scheme Requests on hold for future discussion or funding issues</b>				





## HIGHWAYS ADVISORY COMMITTEE

1 March 2016

**Subject Heading:**

Proposed traffic improvements in Angel Way, Romford - Outcome of public consultation.

**CMT Lead:**

Andrew Blake-Herbert

**Report Author and contact details:**

Musood Karim  
Principal Engineer Assistant  
01708 432804  
masood.karim@havering.gov.uk

**Policy context:**

Havering Local Development Framework (2008).  
Havering Local Implementation Plan 2014/15 – 2016/17 Three year delivery plan (2013).

**Financial summary:**

The estimated cost of £49,000 for the improvements would be met by Transport for London through the 2015/16 allocation of Local Implementation Plan for improving safety for cyclists package.

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

Havering will be clean and its environment will be cared for	[X]
People will be safe, in their homes and in the community	[X]
Residents will be proud to live in Havering	[ ]

## SUMMARY

This report sets out the responses to a consultation to improve traffic flow and upgrading the existing cycle facilities in Angel Way, Romford. It further seeks a recommendation that the proposals be implemented.

The scheme is within **Romford Town** ward.

## RECOMMENDATIONS

That the Committee having considered the report and the representations make recommends to the Cabinet Member for Environment that the following measures are implemented:

1. **Upgrading existing cycling facilities**

Upgrade of the existing cycle facilities in Angel Way between the eastern boundary wall of the Trinity Methodist Church and High Street, Romford as shown on drawing no. QO 008AW\_001.

For Member's information, cycle tracks are exempted from Traffic Orders under the Highways Act of 1980, Section 65(1) and this is explained in item 3.3 of this report.

2. **Changes to vehicular movements in Angel Way, Romford between High Street and St. Edwards Way**

Proposed vehicular movements in the entire length of Angel Way be agreed as shown on drawing no. AGW/01/01.

3. **Construction of Speed table in Angel Way, Romford**

Angel Way between the entrance to the multi-storey car park of Trinity Methodist Church and High Street, Romford and extending on both sides of the Multi-storey car park approximately 10 metres as shown on drawing no. QO 008AW\_001.

4. **Construction of Freight loading bays:** will be operative between 6.00 a.m. and 9.00 p.m. on Monday to Saturdays inclusive, where vehicles may wait for the purpose of loading or unloading for a maximum period of 30 minutes with a prohibition on vehicles returning within 1 hour.

### **Angel Way, the south-westernmost south-east to north-west arm**

- (a) the north-east side, from a point 21.2 metres north-west of the north-western kerb-line of High Street, Romford extending north-westward for a distance of 12.4 metres.
  - (b) the south-west side, from a point 6.4 metres south-east of the south-eastern boundary wall of Trinity Methodist Church car park extending south-eastward for a distance of 12.5 metres.
5. **Implementation of waiting and loading restrictions**: Waiting & Loading Restrictions operative 'At Any' time in:

**Angel Way**, the whole street, excluding those lengths which are marked, signed and designated as parking places (inclusive of disabled parking bays) or loading places as shown on drawing no. AGW/01/01.

6. That it be noted that the estimated cost for implementation is £49,000 which will be met by Transport for London through the 2015/16 Local Implementation Plan allocation for improving cycle facilities in Romford package.

## REPORT DETAIL

### 1.0 **Background**

- 1.1 Angel Wa is situated in the northwest part of the Romford town centre. It connects St. Edwards Way in the north and High Street in the south. It provides a vital transport link for businesses of High Street, residential flats, local church, multi-storey car park, etc.
- 1.2 There is an existing cycle route between High Street, Romford and Collier Row via Angel Way. The existing cycle facilities were developed in late 1990s and are now currently in need of extensive upgrading given that the cycling design standards have changed and it is important to incorporate latest innovations to ensure safety for all road users. Transport for London has allocated funding through the Local Implementation Plan for 2015/16 to upgrade the existing cycle route in the town centre.
- 1.3 Whilst designing new facilities for cycling, it was considered important to review the existing traffic conditions in Angel Way to ensure that both measures are considered unilaterally. Given the varied use of the area (as described above) and that freight deliveries are made throughout the week, therefore, it is important to ensure access for larger vehicles using the road to development sites is not obstructed by inconsiderate or obstructive parking.

Various measures have been identified such as 'At Any' time waiting and loading restrictions, provision for freight loading bays and changes to disabled parking facilities to improve their use. All these elements of the proposals are explained in details within this report.

## 2. **Proposed traffic improvements in Angel Way, Romford**

The studies had identified various measures to improve the flow of traffic in Angel Way and these are explained in details below:

### 2.1 **Proposed 'At Any' time Waiting and Loading restrictions**

At present there are temporary 'At Any' time' waiting and loading restrictions in Angel Way between High Street and the Trinity Methodist Church, Romford. These were implemented in December 2014 mainly to keep the road clear from inconsiderate parking. Temporary restrictions are valid for up to eighteen months. The temporary measures will soon expire and it is proposed to make the restrictions permanent. The proposals are shown on attached drawing no. AGW/01/01.

### 2.2 **Proposed freight loading bays in Angel Way, Romford**

Currently, there are loading bays at the behind of the shops in High Street, Romford between property nos. 18 to 46. However, there are no loading bays for businesses in Angel Way by the multi-storey car park. The lack of on-street loading facilities has been raised by local shopkeepers and businesses in Angel Way and High Street that receive deliveries throughout the day. At present, delivery vehicles park at various locations in the road, which obstructs the general flow of traffic.

In order to meet the needs of the businesses it is proposed that two loading bays are provided in Angel Way to ensure that deliveries are carried out safely and without disrupting the traffic flow. The loading bays will allow free parking for maximum 30 minutes with no return within 1 hour. The loading bays will operate from 06:00am to 09:00pm, Mondays to Saturdays inclusive. The operational times will be the same to other loading bays in the close vicinity. The proposals are shown on drawing no. QO 008AW\_001.

In respect of the loading bays opposite the site entrance to the former Decathlon site, it is felt necessary to formally remove the loading bays at this location, which is predominately fronted by hoardings that are moved around to facilitate access to the development site. This will prevent any issues arising with parking enforcement and road users claiming that signs and lines are missing. Undoubtedly, further proposals for this end of Angel Way will be progressed after the two development sites are completed.

### 3 **Proposed measures to upgrade the existing cycle route**

As various developments have taken place in the town centre, it was considered necessary to view the direction of travel of the traffic in relation to upgrading the existing cycle route.

#### 3.1 **Angel Way between Trinity Methodist Church and Service road (north of car park).**

It is proposed that this section of the road will remain as two-way i.e. permitting traffic in both directions. The proposals are shown on drawing no. QO 008AW\_001.

#### 3.2 **Angel Way between Service Road (north side of car park) and Angel Way (south of car park)**

It is proposed to make this section one way only, i.e. traffic moving in west bound direction only. The proposals are shown on drawing no. QO 008AW\_001.

#### 3.3 **High Street, north of Angel Way, Romford**

It is proposed to provide a cycle route on the existing footway. The proposals are shown on drawing no. QO 008AW\_001.

For members information cycle tracks are exempted from traffic orders under section 65 (1) of the Highways Act of 1980 states that '*highway authority may, in or by the side of a highway maintainable at public expense by them which consists of or comprises a made up carriageway, construct a cycle track as part of the highway, and they may light and cycle track constructed by them under this section*'.

### 4. **Proposed speed table**

It is proposed to raise the carriage level of Angel Way (between the High Street, Romford and the entrance to the car park of Trinity Methodist Church) to be level with the existing footway which will have a similar effect to a speed table.

Speed tables are normally installed in roads to reduce the speed of traffic at potential locations where speed reduction is required. This will have the advantage to slow the traffic entering into Angel Way from the High Street and also maintain similar surface level for traffic, cyclists and pedestrians. Cyclists will find it easier to change their route from the cycle track to the road and vice versa. The proposals are shown on attached drawing no. QO 008AW\_001.

### 5. **Outcome of Public Consultation**

Consultation letters were sent to the emergency services and other statutory consultees on 26<sup>th</sup> February 2016. Approximately, 170 letters were sent by

post to the occupiers in the immediate area. The closing date for receipt of representations was 26<sup>th</sup> February 2016. By the close of consultation, 5 responses were received. The responses are summarised in Appendix I of this report.

## 6.0 **Staff Comments**

- 6.1 The Metropolitan Police, Salvation Army and Havering branch of the London Cycle Campaign are in support of the proposed measures. Two occupiers have objected the proposals about the lack of parking for the residents of Leyland Court and the Trinity Methodist Church of Romford have objected to making the temporary restrictions permanent, between High Street, Romford and the private car park owned by the Trinity Methodist Church of Romford. Both objectors were informed that the Council does not provide parking for private use and is giving consideration to open the multi-storey car park in Angel Way on Sundays. It is also considering that parking permits could be issued to the residents but these proposals are at feasibility stage largely based on the Council's resources and financial justification.
- 6.2 It is, therefore, recommended that the proposals to upgrade the existing cycling facilities and highway works are agreed. It is anticipated that once the measures are implemented these will help in the long term developments that have been planned to take place in Angel Way.

## **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 for implementation is £49,000, which will be met by Transport for London through the 2015/16 allocation of Local Implementation Plan for improving the reliability of public transport package.

The costs shown are an estimate of the full costs of the scheme, should all proposals be implemented. It should be noted that subject to the recommendations of the committee a final decision then would be made by the Lead Member – as regards to actual implementation and scheme detail. Therefore, final costs are subject to change.

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

**Legal implications and risks:**

Parking and loading bays require public advertisement and consultation of proposals before a decision can be taken prior to their implementation.

There are legal implications associated with prohibiting or permitting traffic movements at various locations in the highway network, therefore, it requires public advertisement of traffic management orders and consulting the local frontages in the immediate vicinity.

Cycle tracks are exempted from Traffic Orders under the Highways Act of 1980, Section 65(1). However, when undertaking such works it requires public advertisement and consulting the local frontages in the immediate vicinity.

**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 users. 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 proposals are to improve the traffic flow in Angel Way and upgrading the existing cycle facilities. The impact should not adversely impact on those with protected characteristics under the Equality Act of 2010 and the proposals seek to promote a healthier lifestyle for all.

Loading restrictions do not allow parking by blue-badge holders, but are sometimes necessary in order to maintain traffic flow, traffic capacity or to improve road safety by preventing all parking in key locations.

**BACKGROUND PAPERS**

**Project file:** QO 008 – Romford cycle safety scheme.

## **Appendix 1**

Summary of Consultation Responses



## Summary of consultation responses

By the close of the consultation 5 responses were received and these are summarised as follows.

1. The Metropolitan Police (Roads & Transport Policing Command) endorse the proposals.
2. The local Havering branch of London Cycle Campaign have pledged their full support for the proposals.
3. 65 Leyland Court, Romford – the resident has objected the proposals and has expressed concerns about the limited level of parking allocated for the residents of Leyland Court.

**Staff response:** the resident was informed that the Council is considering measures to open the car park on Sundays for shoppers, businesses and also for the residents who particularly reside in flats in the town centre. The proposals are at feasibility stage based on financial justification of the overheads associated with operation of the car park.

4. The Salvation Army, Romford – Provided their comments by telephone. They strongly support the proposals and consider that the proposed loading bays in Angel Way will benefit their business given that they are now the owners of the Foster House, which was formerly a public house.
5. Trinity Methodist Church, Romford – has objected the proposals and consider that the proposals are ill-conceived. The objections are summarised as below:
  - a) The current proposals appear to entirely ignore the interests of the Church which provides a Christian congregation and a valuable resource serving the general community in the area. The premises are used seven days a week, both during the day and in the evenings. The greatest problem is experienced during dark evenings and the surrounding area is dead and insecure. The present proposals are designed to isolate the area and threaten the viability of Trinity Methodist Church.

**Staff response:** The representative of the Church was explained at a meeting that the Council does not provide parking for private use and if provided this will set precedence in the borough. If the current temporary parking restrictions in Angel Way between the car park of the Church and High Street, Romford is allowed for parking, the occupiers of Leyland Court, Harding House and Newman House will park there immediately and provide no parking space for the use by the Church. The representative of the Church agreed with the foreseeable problem during the meeting.

The representative was further explained that the Council is giving consideration to open the Multi-storey car park in Angel Way, Romford on Sundays and also issue parking permits to residents of Leyland Court and other

residing in flats. The proposals are at feasibility stage as it is based of financial resources and manpower to manage out of core hours.

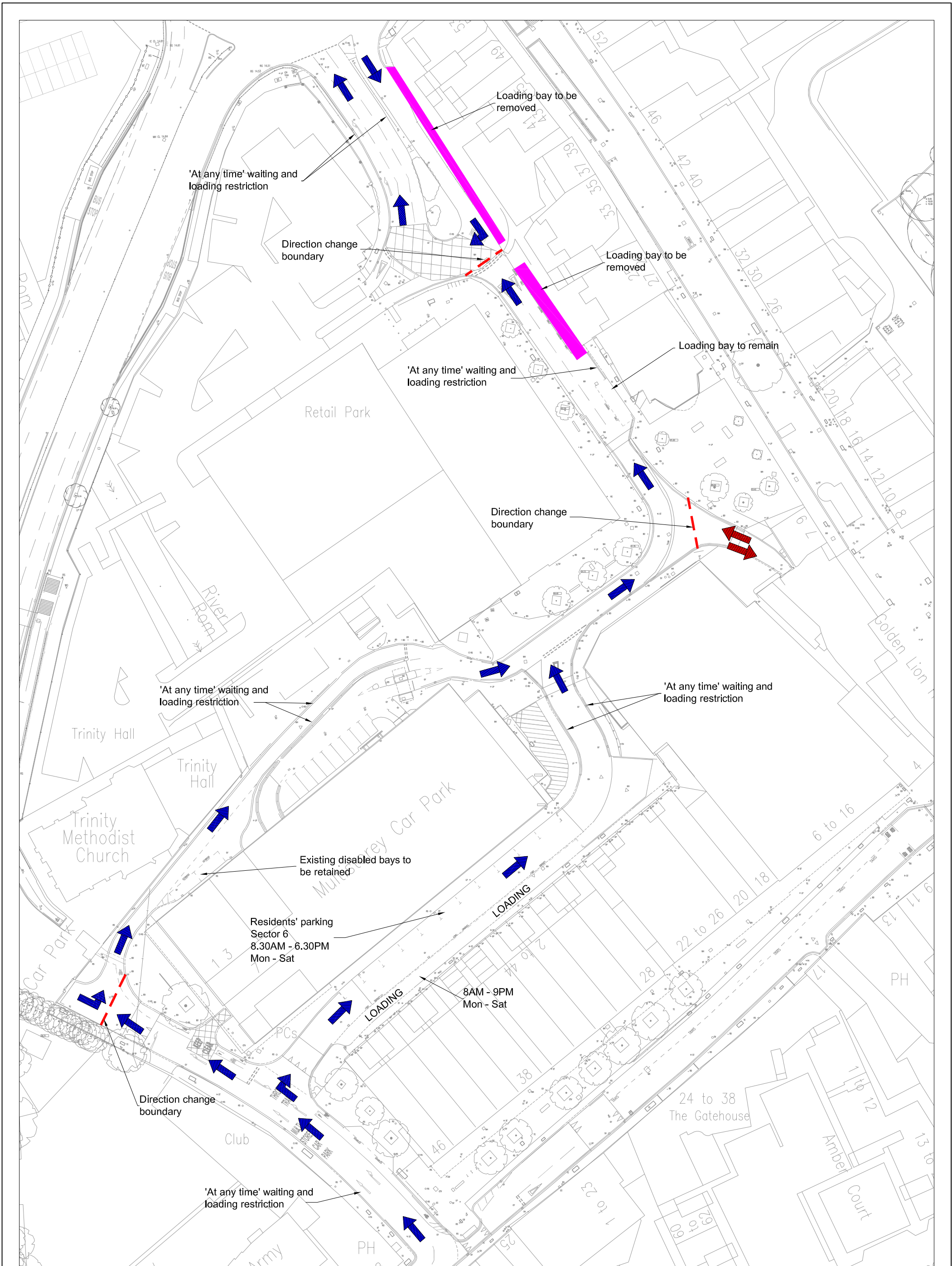
- b) The Church has suggested the omission of the proposed loading bay in the north-west side of Angel Way, instead provide parking in the evenings and Sundays.

**Staff response:** The representative of the Church was explained at a meeting that the proposed loading bays have been included due to the demand in the area for businesses.

- c) In regards to the consultation drawings, the issues were clarified to the representative of the Church at a meeting.

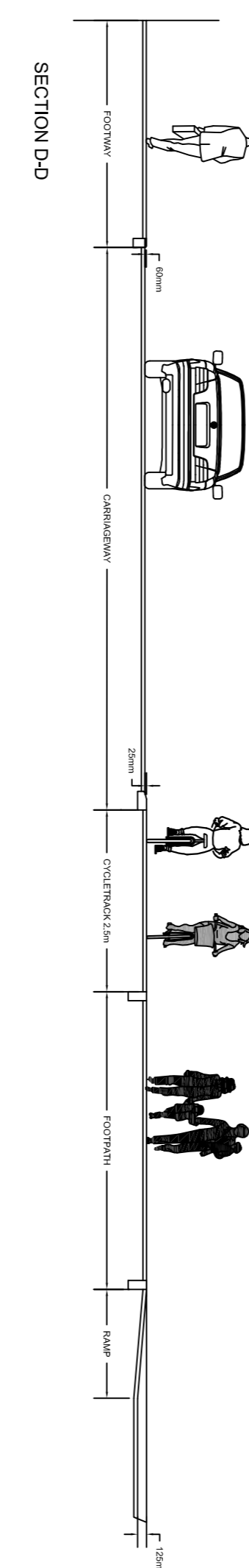
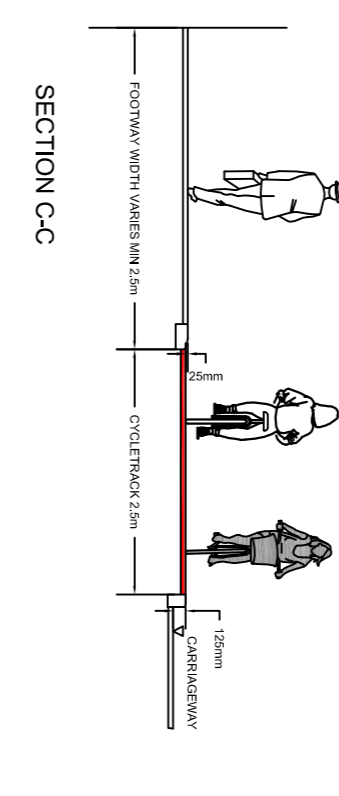
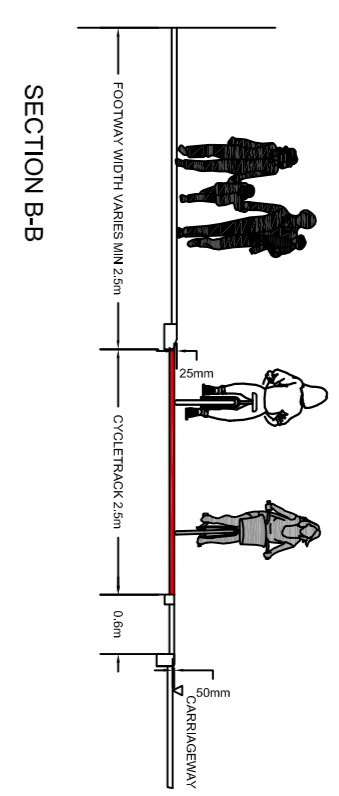
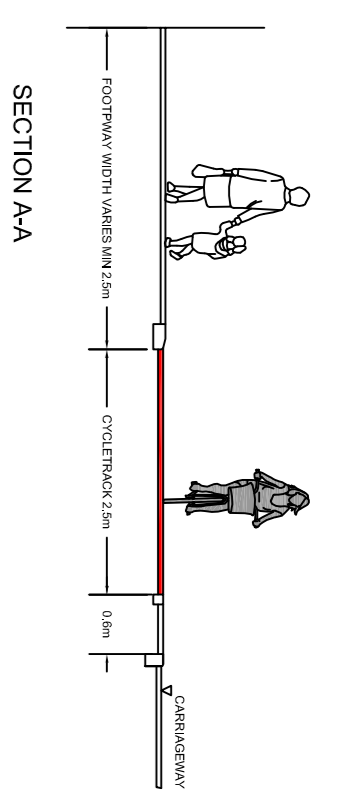
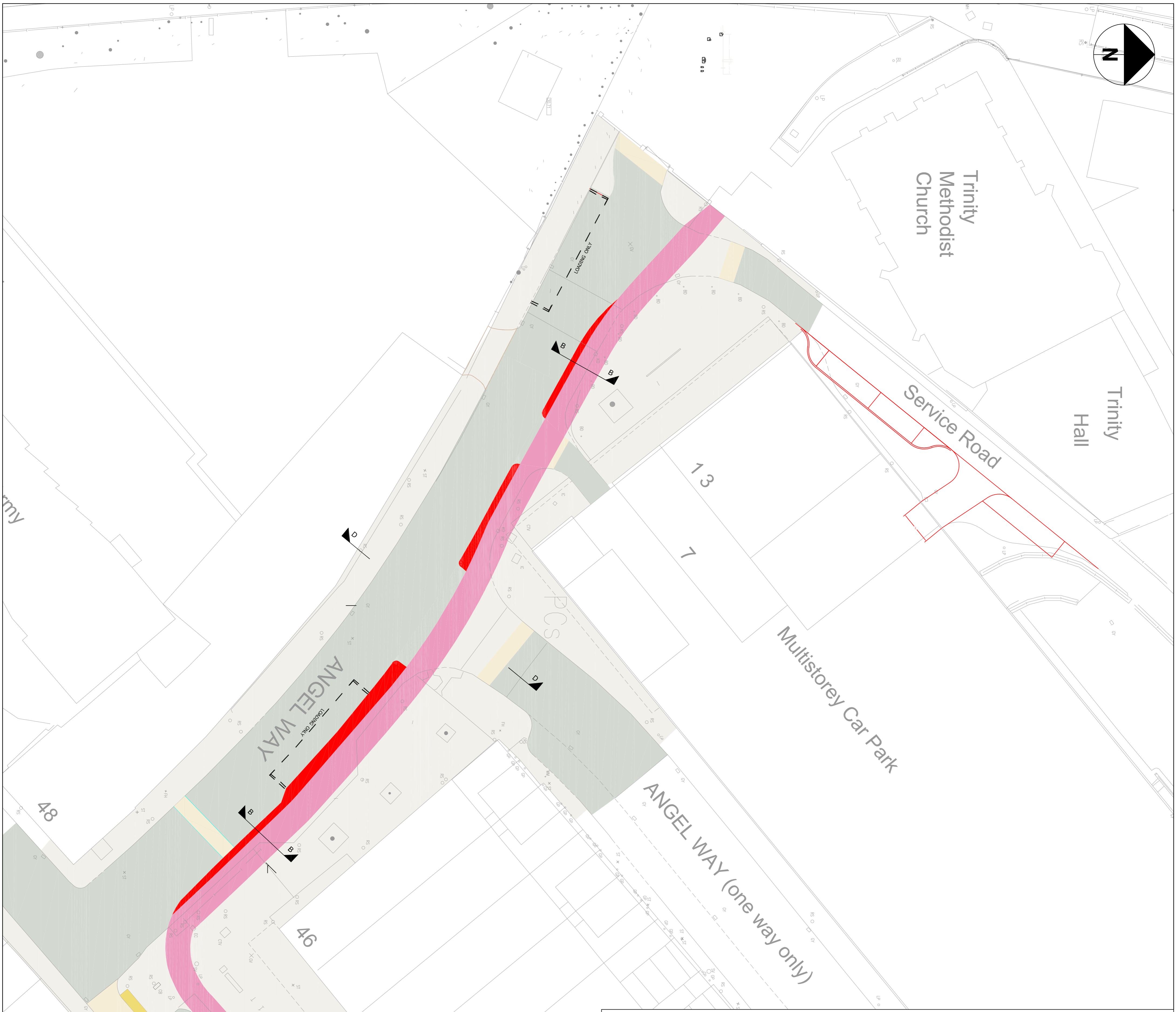
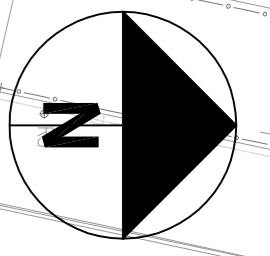
## **Appendix 2**

Plan showing details of  
proposed traffic improvements



### **Appendix 3**

Plan showing details of  
proposed cycle measures



REVISION	AMENDMENT	DATE

PROJECT TITLE	STREETSPACE CULTURE & COMMUNITY
CLIENT	10th FLOOR MERCHURY HOUSE
ADDRESS	MERCURY HOUSE, ROYFORD ROAD, 24-38
TELEPHONE	01783 834343 FAX: 01783 433721
EMAIL	STREETSPACE@STREETSPACE.CO.UK
DATE	17/12/15
SCALE	A1 (841x594)
DRAWN BY	LINK
CHECKED BY	MP
APPROVED BY	MP
DATE	17/12/15
REVISION	0
SCALE	1:100
PROJECT NUMBER	00 008AW 001
PROJECT TITLE	Royford Town Centre
PROJECT TITLE	Cycle Safety Scheme
PROJECT TITLE	Proposed Traffic Improvements
PROJECT TITLE	FEASIBILITY

# HIGHWAYS ADVISORY COMMITTEE

1 March 2016

<b>Subject Heading:</b>	<b>TAXI RANK REVIEW Hilldene Shopping Centre. Outcome of public consultation</b>
<b>CMT Lead:</b>	<b>Andrew Blake-Herbert</b>
<b>Report Author and contact details:</b>	<b>Nicola Childs Engineer 01708 433103 Nicola.childs@havering.gov.uk</b>
<b>Policy context:</b>	<b>Havering Local Development Framework (2008) Havering Local Implementation Plan 2014/15 – 2016/17 Three Year Delivery Plan (2013)</b>
<b>Financial summary:</b>	<b>The estimated cost of £9,500 for implementation (all sites) will be met by Transport for London through the 2016/17 allocation for Taxi Rank Provision Review.</b>

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

- |  |     |
|--|-----|
| Havering will be clean and its environment will be cared for | [X] |
| People will be safe, in their homes and in the community     | [X] |
| Residents will be proud to live in Havering                  | [ ] |

## SUMMARY

This report sets out the responses to the consultation for the creation of a Taxi rank at Hilldene Shopping Centre, Harold Hill.

The scheme is within **Gooshays**, ward.

## RECOMMENDATIONS

1. That the Committee, having considered the report and representations made, recommends to the Cabinet Member for Environment that the proposals for the taxi ranks set out in this report and shown on the following drawing (contained within Appendix I) are implemented;
  - Hilldene Shopping Centre  
Q013/08/01.A
2. That it be noted that the estimated cost of £8,500 for implementation will be met by Transport for London through the 2016/17 Taxi Rank Provision Review.

## REPORT DETAIL

### 1.0 Background

- 1.1 In 2014, at the request of the then Commissioner of Transport at TfL, staff met with TfL's Taxi Rank & Interchange Manager to undertake a review of existing ranks in the borough and possible locations for new ranks. Taxis provide a form of transport accessible to all and TfL is keen to ensure good coverage across London Boroughs at transport interchanges and shopping centres.
- 1.2 Hilldene Shopping Centre was specifically identified by TfL as an area lacking taxi provision.
- 1.3 Part of Hilldene Avenue is a one-way street in an east to west direction serving shop frontages of Hilldene Shopping Centre. Half way along its length, vehicles can be turned left into and left out of Farnham Road.



- 1.4 After consultation with the TfL and the taxi drivers' representative, a rank was proposed on an area of wide footway on Hilldene Avenue, immediately east of Farnham Road. The rank would be operational Monday to Sunday for 24 hours per day. This location enables taxis to then either continue along Hilldene Avenue to West Dene Drive or turn left into Farnham Road.
- 1.5 No parking spaces will be lost. The rank will be monitored for usage by Havering. Should it not be used regularly by Taxis, consideration will be given to adding the 2 bays to pay and display parking.

## **2.0 Outcome of Public Consultation**

- 2.1 Twenty eight letters and drawings were hand delivered to flats and shops in the vicinity.
- 2.2 The draft traffic order and drawing were posted on a nearby lamp column (and replaced a week later) and in the Romford Recorder and London Gazette.
- 2.3 By the close of consultation, no responses were received from the public.
- 2.4 TfL and the taxi drivers' representative responded in favour of the proposal.
- 2.5 The Police had no objection

## **3.0 Staff Comments**

- 3.1 Concern has been raised in the past about taxi drivers making a nuisance and disturbing residents of a night time. Redress can be made to TfL in the first instance and they have a local co-ordinator who can deal with such issues.
- 3.2 Staff recommend that the proposals be implemented as consulted.

## **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 £9,500 for implementation will be met by Transport for London through the 2016/17 Taxi Rank Provision Review.

The costs shown are an estimate of the full costs of the scheme, should all proposals be implemented. It should be noted that subject to the recommendations of the committee a final decision then would be made by the Lead Member – as regards

actual implementation and scheme detail. Therefore, final costs are subject to change.

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

**Legal implications and risks:**

The provision of taxi ranks requires advertisement and consultation before a decision on implementation can be taken.

**Human Resources implications and risks:**

None.

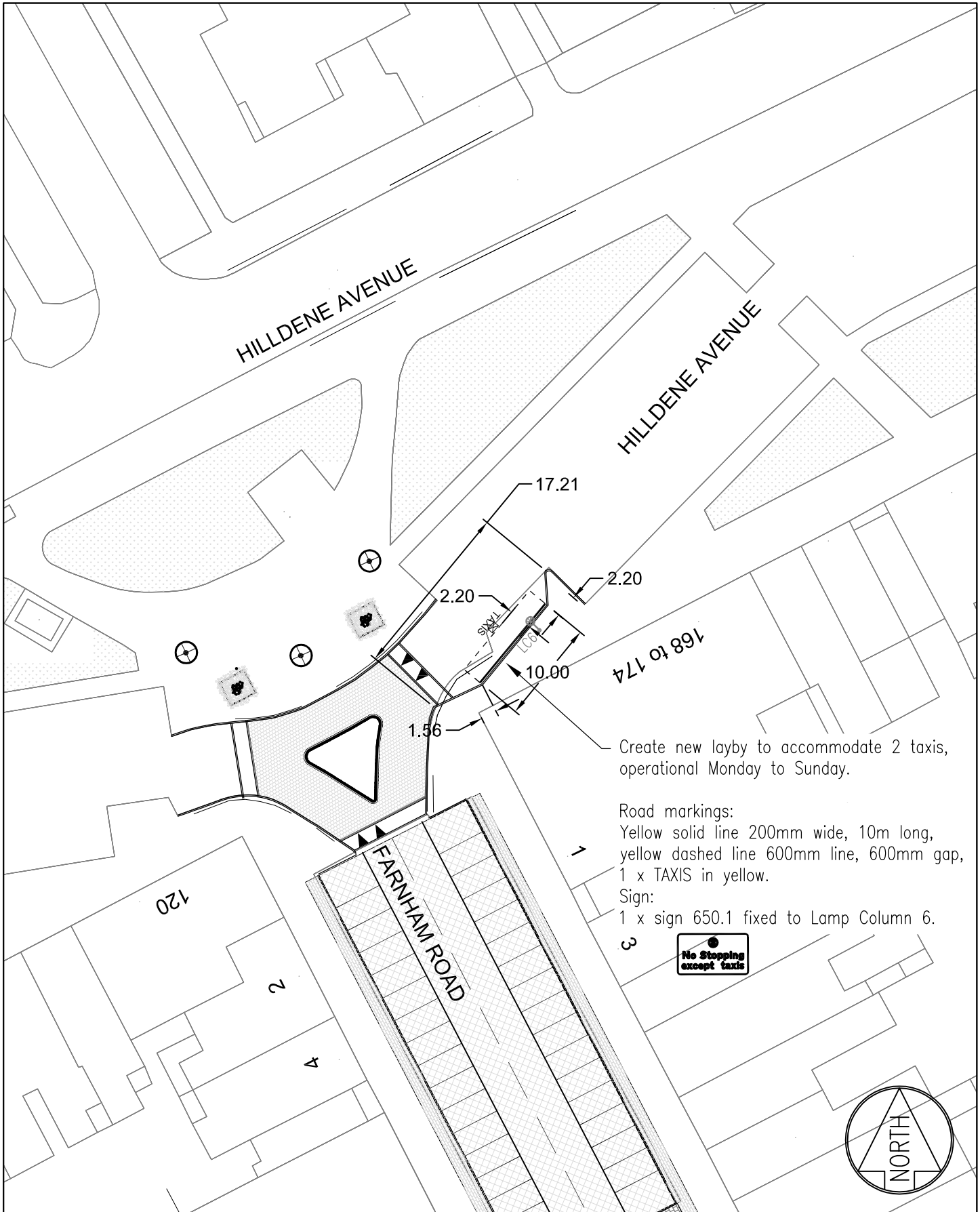
**Equalities Implications and Risks:**

The Council has a general duty under the Equality Act 2010 to ensure that its highway network is accessible to all users. 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.

**BACKGROUND PAPERS**

Project file: QN017 (QO013), Taxi Rank Review

**APPENDIX I  
SCHEME DRAWINGS**



Create new layby to accommodate 2 taxis, operational Monday to Sunday.

Road markings:  
 Yellow solid line 200mm wide, 10m long,  
 yellow dashed line 600mm line, 600mm gap,  
 1 x TAXIS in yellow.

Sign:  
 1 x sign 650.1 fixed to Lamp Column 6.



<p>10th FLOOR MERCURY HOUSE          MERCURY GARDENS          ROMFORD, RM1 3DW          TELEPHONE No: 01708 434343          FAX No: 01708 433721          E-MAIL: streetcare@haverling.gov.uk</p>		<b>PURPOSE</b> ©COPYRIGHT This drawing belongs to StreetCare Culture & Community, Traffic & Engineering Section. Neither the whole nor any part thereof may be reproduced without prior written permission. 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			
<b>JOB TITLE</b> Hilldene Shopping Centre Pedestrian Access Improvements		<b>DRAWN BY</b> DJ/NC		<b>CHECKED BY</b> MP	
<b>DRAWING TITLE</b> Taxi Rank Review - 08 Hilldene Proposed 2-Taxi Rank		<b>ACAD REF:</b> Sheet Size: A4 (210x297)		<b>DRAWING No</b> (Q0035)Q0013/08/01	
<b>SCALE (AT A4 SIZE)</b> 1:500	<b>DATE</b> 15.12.15	<input type="checkbox"/> DRAFT <input checked="" type="checkbox"/> ISSUE	<b>REV</b> A	<b>AMENDMENT</b> Consultation	<b>DATE</b> Dec 15

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# HIGHWAYS ADVISORY COMMITTEE

1 March 2016

<b>Subject Heading:</b>	<b>SNOWDON COURT S106 Pedestrian Improvements on Squirrels Heath Lane, Gidea Park &amp; Hornchurch</b>
<b>CMT Lead:</b>	<b>Andrew Blake-Herbert</b>
<b>Report Author and contact details:</b>	<b>Nicola Childs Engineer 01708 433103 Nicola.childs@havering.gov.uk</b>
<b>Policy context:</b>	<b>Havering Local Development Framework (2008) Havering Local Implementation Plan 2014/15 – 2016/17 Three Year Delivery Plan (2013)</b>
<b>Financial summary:</b>	<b>The estimated cost for implementation of £45,500 will be met from the S106 contribution connected with Planning Consent Reference P0086.11.</b>

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

Havering will be clean and its environment will be cared for	[X]
People will be safe, in their homes and in the community	[X]
Residents will be proud to live in Havering	[ ]

## SUMMARY

This report sets out the responses to the consultation for improvements to the highway for pedestrians on Squirrels Heath Lane.

The scheme is within **Squirrels Heath**, ward.

## RECOMMENDATIONS

1. That the Committee, having considered the report and representations made, recommends to the Cabinet Member for Environment that the proposals for the Squirrels Heath Lane set out in this report and shown on the following drawings (contained within Appendix I) are implemented as advertised.
  - Proposed Pedestrian Refuge at Brentwood Road and Junction Reduction  
QO027/01.B
    - Refuge at mini roundabout
    - Junction reductions at Westmoreland Avenue, Elvet Avenue and Northumberland Avenue
  - Proposed Pedestrian Refuge at Dreywood Court and Junction Reduction  
QO027/02.B
    - Refuge outside Dreywood Court and junction reduction at Hardley Crescent
    - Double yellow lines at Dreywood Court
2. The Committee notes that the scheme will be phased. The Pedestrian refuges, Hardley Crescent and Westmoreland Avenue will form Phase I and Elvet Avenue and Northumberland Avenue will form Phase II. Phase II will be entirely dependent on the final cost of Phase I and may not be completed at all or only in part. The double yellow line restrictions will be installed regardless, as the cost is insignificant.
3. That it be noted that the estimated costs, including contingencies, for implementation of Phase I is £45,500 and Phase II is £18,300. The works undertaken will be met by the S106 contribution of £49,128.44 connected with Planning Consent Reference P0086.11. Therefore, final costs are subject to change but will not exceed the S106 Contribution of £49,128.

## REPORT DETAIL

### 1.0 Background

- 1.1 Squirrels Heath Lane is a straight road running north east/south west between Ardleigh Green Road 'T' junction and Brentwood Road/Upper Brentwood Road/Station Road mini roundabout.
- 1.2 There is a zebra crossing on a speed hump between Northumberland Avenue and Elvet Avenue. Squirrels Heath Lane is served by the 294 bus route.
- 1.3 In January 2014, Dreywood Court (site of former Snowdon Court) officially opened, providing homes for residents aged over 55. S106 funding was provided by the developer for pedestrian and street lighting improvements on the highway between the development and nearby shops
- 1.4 Staff met with a residents' representative who stated residents had issues with accessing the post box opposite and the west bound bus stop to the west of Dreywood Court. In general, residents with mobility issues have difficulty crossing Squirrels Heath Lane and the wide junctions of Hardley Crescent, Northumberland Avenue, Westmoreland Avenue and Elvet Avenue.
- 1.5 Collision data for this part of Squirrels Heath Lane for the four years to August 2015 was collated. Eighteen collisions occurred, 16 slight, 2 serious. 83% involved vehicles at either the mini roundabout or a side road. One involved a pedestrian on the zebra crossing who failed to look..
- 1.6 Plans and estimates were produced to provide the following:
  - Pedestrian refuge just east of Dreywood Court (including road widening),
  - Hardley Crescent junction reduction,
  - Elvet Avenue junction reduction,
  - Northumberland Avenue junction reduction,
  - Westmoreland Avenue junction reduction,
  - Pedestrian refuge at the mini roundabout (including removal of pedestrian guardrail around the roundabout).
  - Double yellow line restrictions at the above locations except near the roundabout.
- 1.7 The proposed refuge at Dreywood Court will require widening the road one metre to the south. The existing footway is between 3.6metres and 3.9metres wide and can accommodate this widening.
- 1.8 At the mini roundabout, in recent years, the Maintenance department has removed pedestrian guardrail in Station Road and provided a pedestrian refuge. The proposed pedestrian refuge in Squirrels Heath Lane will mirror this. The planned removal of pedestrian guardrail (PGR) on the remaining arms of the roundabout is occurring across the borough, in accordance with

TfL guidance on the use of pedestrian guardrail. The purpose of PGR is not to retain a vehicle and offer physical protection to pedestrians. It does provide a visual barrier between motor vehicles and pedestrians, giving drivers the impression that they can increase their speed, travelling through a pedestrian free 'corridor'.

- 1.9 The proposal means all arms of the roundabout will have a form of pedestrian crossing. So as not to encourage pedestrians to cross away from these, the existing smaller splitter islands in Brentwood Road, Upper Brentwood Road and Squirrels Heath Lane will be removed.
- 1.10 An estimate was produced, itemising each location. The total estimated works cost alone exceed the overall budget by £6,500. Therefore, staff propose to phase the works. Phase I will include the refuges, Hardley Crescent and Westmoreland Avenue. Phase II will include Northumberland Avenue and Elvet Avenue.
- 1.11 Phase I is considered the most important aspect of the scheme, meaning that access to both Romford bound bus stops can be improved. The Harold Wood bound bus stop is accessed from Dreywood Court without crossing a road. Westmoreland Avenue is a busier rat run than Northumberland Avenue.
- 1.12 At the end of Phase I, if the actual costs are lower than anticipated, staff will consider what aspects of Phase II can be implemented. Notwithstanding this, the double yellow line restrictions will be completed at all locations.

## **2.0 Outcome of Public Consultation**

- 2.1 Sixty five letters and drawings were hand delivered to residents in the vicinity and copies were given to Dreywood Court for advertising on communal notice boards. Scheme details were also advertised on the Council's website. A summary of the consultation responses is contained in Appendix II.
- 2.2 The draft traffic order was advertised at each junction and in the Romford Recorder and London Gazette.
- 2.3 By the close of consultation on 12<sup>th</sup> February, ten responses were received.
- 2.4 The Police had no objection. One other fully supported the proposal.
- 2.5 Two respondents neither agreed nor disagreed but suggested alternatives. Concerns and comments were expressed as follows:
  - Difficulty exiting the reduced junctions, lorries may mount the kerbs, and would like double yellow lines opposite the junctions.
  - Reduced junctions won't reduce speed and will reduce capacity for turning vehicles as it prevents two vehicles exiting at the same time, increasing queue lengths in Westmoreland Avenue.



- 25metre double yellow line restrictions in Westmoreland Avenue. Existing restriction are ignored.
- Make the refuges at the roundabout zebra crossings.
- Removing the PGR is dangerous.
- Signalise the roundabout and traffic calm Westmoreland Avenue.
- Repair the road surface instead.
- Widen the refuges to allow mobility scooters which can be 1.6metres long (the refuges are proposed this length).
- Vehicles regularly speed along Squirrels Heath Lane.

### **3.0 Staff Comments**

- 3.1 The junctions will be reduced to 4 metres. This is adequate for vehicles entering and exiting, it just means drivers will have to do it with more care which is the desired effect. Some junctions along Squirrels Heath Lane and elsewhere have tighter radii and turning manoeuvres require the driver to take responsibility and look both ways before deciding to move.
- 3.2 Westmoreland Avenue is a rat run for vehicles avoiding the mini roundabout; it ends up at The Drill roundabout. Should vehicles end up queuing to exit Westmoreland Avenue, it becomes a less attractive rat run. It is a residential street and having two vehicles exiting simultaneously adds to the inconvenience for pedestrians crossing. Highway improvement works cannot be for the sole benefit of the motor vehicle driver.
- 3.3 Signalising the roundabout would be costly and not necessary as for most of the day, the junction functions well uncontrolled.
- 3.4 The S106 funding is required to be spent on pedestrian accessibility between Dreywood Court and the nearby shops. The footways are in a reasonable condition that simply resurfacing was not considered the best use of the funds.
- 3.5 There is scope to widen the pedestrian refuges to 1.8metres, giving mobility scooters a little more room whilst not impacting on the route for larger vehicles. This does however affect cyclists who will need to dominate their road space whilst travelling past the refuges to ensure motor vehicles do not attempt to overtake.
- 3.6 Staff recommend that the proposals be implemented as consulted, with the exception of: Increasing width of pedestrian refuges and undertaking the work

in two phases. If sufficient funds remain at the end of the project, Elvet Avenue and/or Northumberland Avenue will then be completed.

## 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 costs, including contingencies, for implementation of Phase I is £45,500 and Phase II is £18,300. The works undertaken will be met by the S106 contribution of £49,128.44 connected with Planning Consent Reference P0086.11. Therefore, final costs are subject to change and will not exceed the S106 Contribution of £49,128.

The estimated cost for implementation of Phase I is £45,500 and Phase II is £18,300. The works undertaken will be met by the S106 contribution of £49,128.44 connected with Planning Consent Reference P0086.11.

The costs shown are an estimate of the full costs of the scheme, should all proposals be implemented. It should be noted that subject to the recommendations of the committee a final decision then would be made by the Lead Member – as regards actual implementation and scheme detail. Therefore, final costs are subject to change.

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

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

The provision of double yellow line parking restrictions requires advertisement and consultation before a decision on implementation can be taken.

### **Human Resources implications and risks:**

None.

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

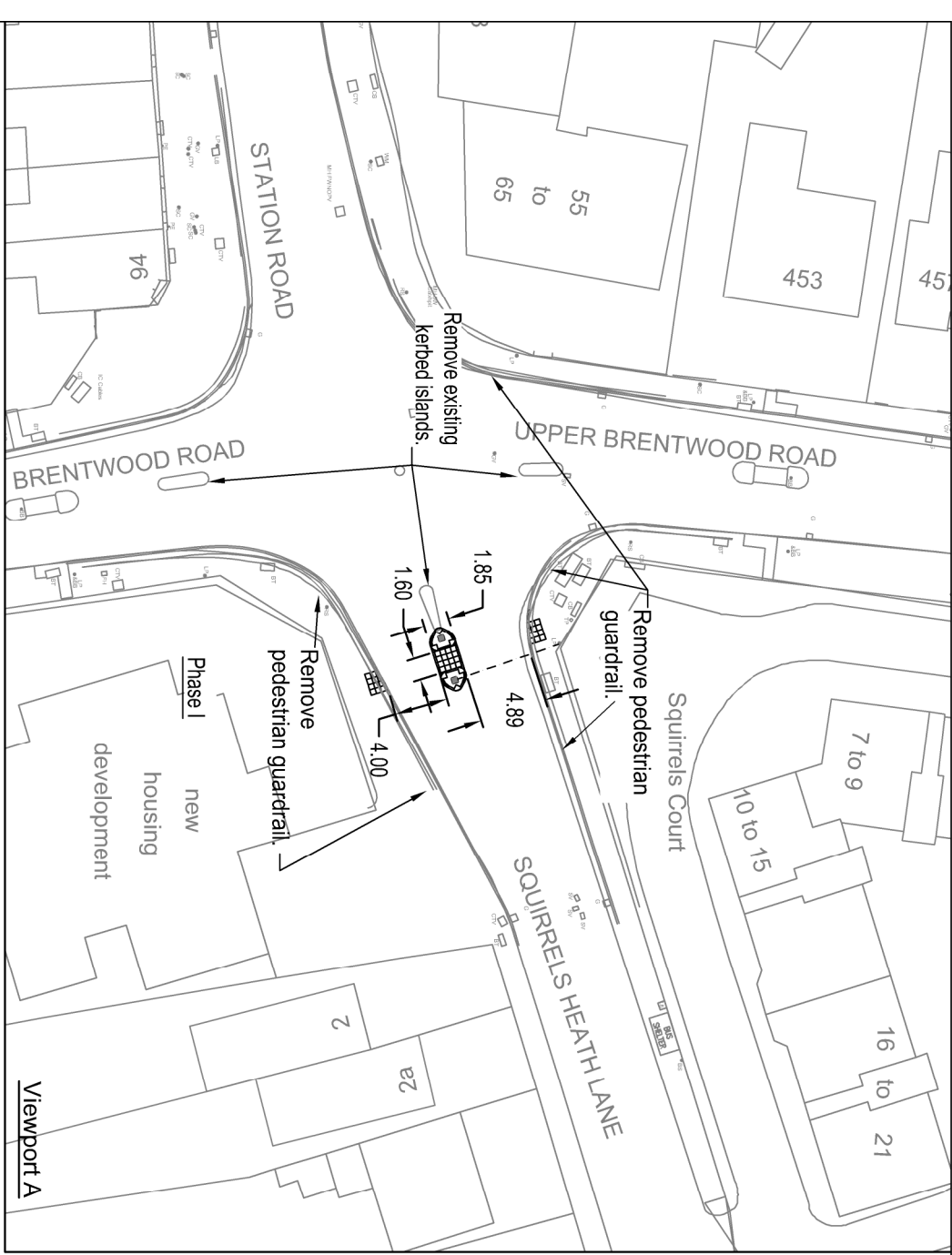
The Council has a general duty under the Equality Act 2010 to ensure that its highway network is accessible to all users. Where infrastructure is provided or substantially upgraded, reasonable adjustments should be made to improve access. In considering the impacts and making improvements for people 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.

**BACKGROUND PAPERS**

Project file: QO027, Snowdon Court

**APPENDIX I  
SCHEME DRAWINGS**

**APPENDIX II  
SUMMARY OF CONSULTATION RESPONSE**



**PURPOSE**

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**NOTES**

**Proposal: Junction radius reduction at Northumberland Avenue, Elvet Avenue and Westmoreland Avenue; pedestrian refuge at Brentwood Road; removal of pedestrian guardrail and splitter islands at mini roundabout.**

Double yellow lines at Northumberland Avenue and Westmoreland Avenue.

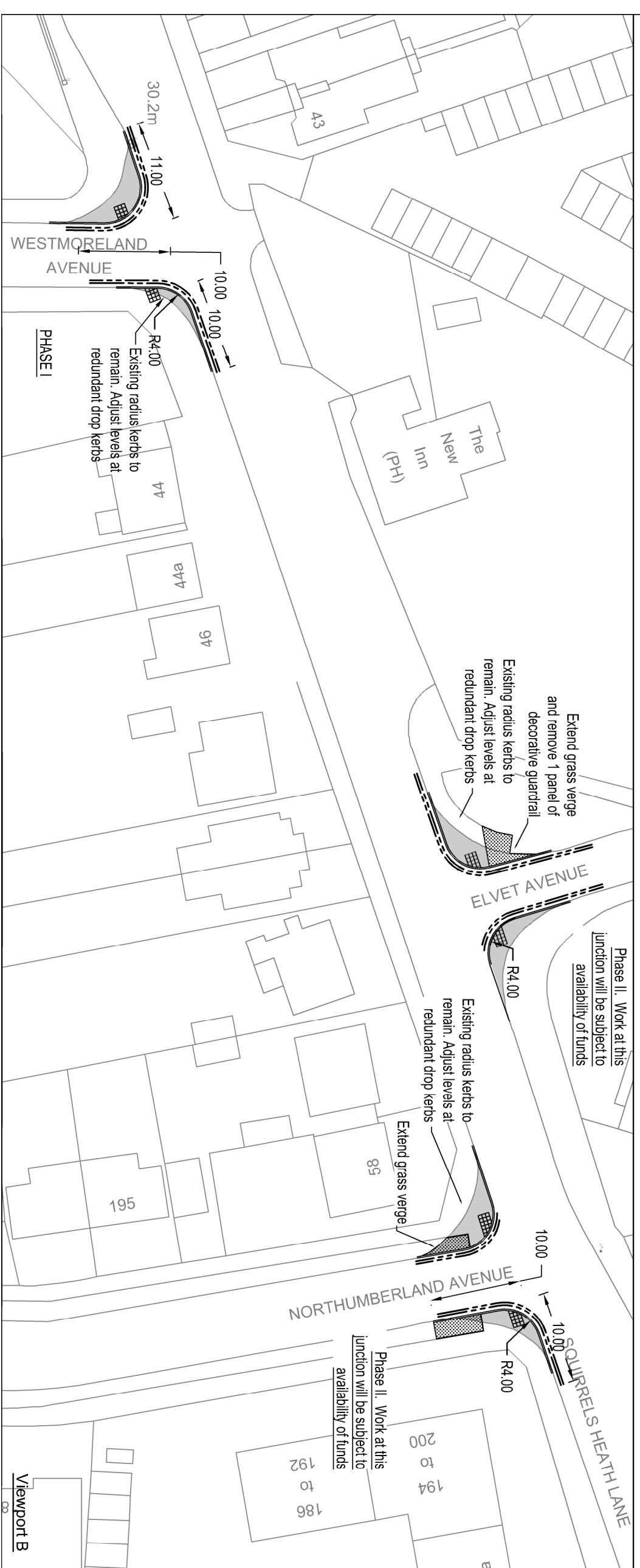
Proposed double yellow line parking restriction.

Proposed pedestrian refuge.

Proposed tactile paving.

Dwg: Q0027/02.B

Viewpoint B



**Job Title**  
Pedestrian Improvements for Dreywood Court, Squirrels Heath Lane

**Drawing Title**  
Proposed Pedestrian Refuge at Brentwood Rd and Junction Reductions Public Consultation

REVISION	DATE	DESCRIPTION
B	15.02.16	HAC. Increase width of refuges
A	20.01.16	Public consultation
REVISION	DATE	DESCRIPTION
A	20.01.16	Public consultation

**Job Title**  
Pedestrian Improvements for Dreywood Court, Squirrels Heath Lane

**Drawing Title**  
Proposed Pedestrian Refuge at Brentwood Rd and Junction Reductions Public Consultation

**Scale**  
1:500/NTS

**Date**  
Oct 15

**Drawn by**  
NC

**Checked by**  
NC

**Approved by**  
[Signature]

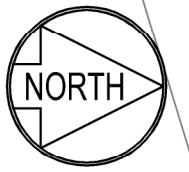
**Issue**  
B

**Revision**  
B

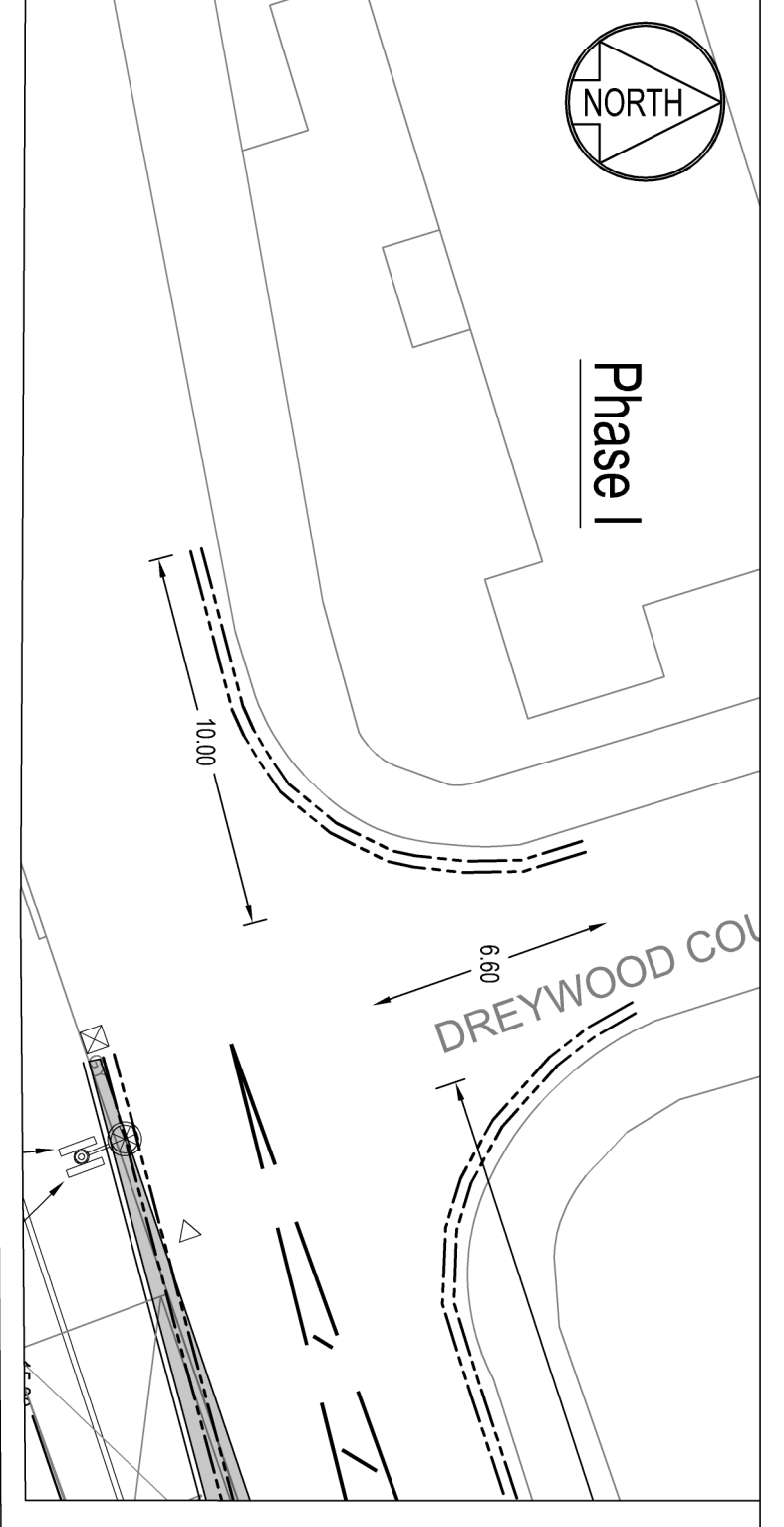
**ACAD REF:**  
Q0027/01

**Sheet Size:**  
A3 (297x420)

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Phase I



DREYWOOD COURT

DREYWOOD COURT

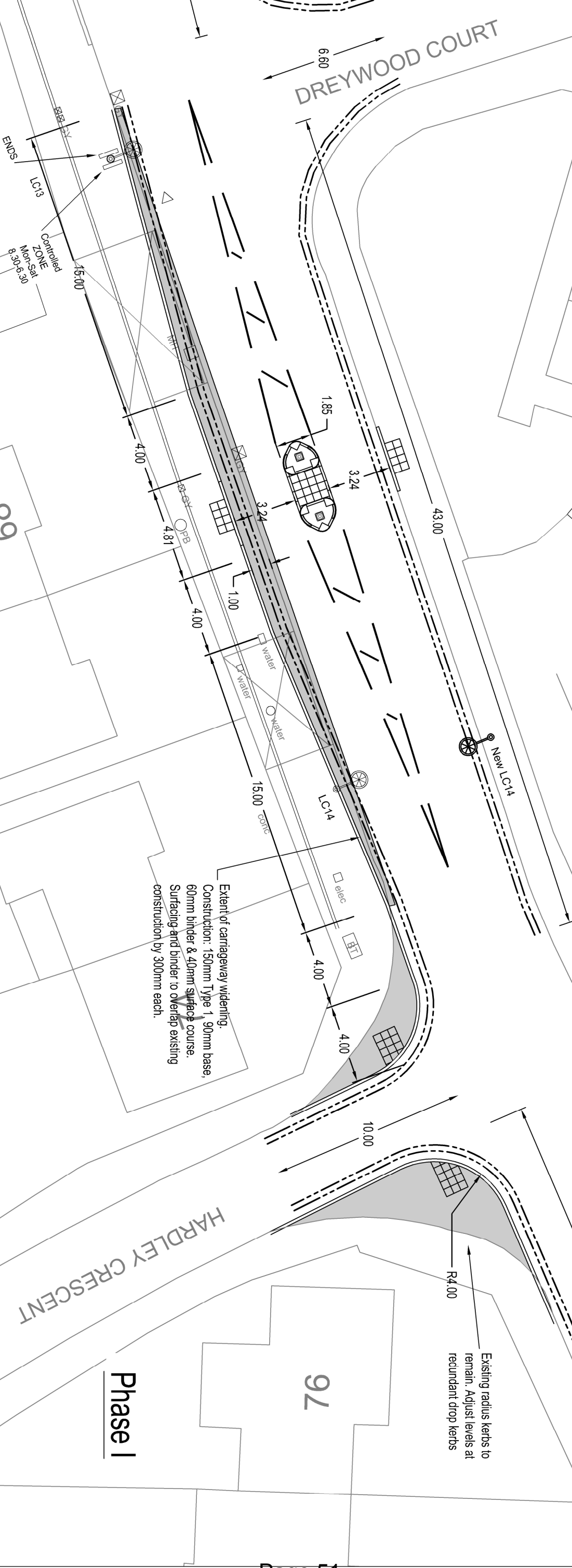
SQUIRRELS HEATH LANE

HARDLEY CRESCENT

Phase I

92

89



Extent of carriageway widening.  
Construction: 150mm Type 1 90mm base,  
60mm binder & 40mm surface course.  
Surfacing and binder to overlap existing  
construction by 300mm each.

Existing radius kerbs to remain. Adjust levels at redundant drop kerbs

Proposal: Junction radius reduction at Hardley Crescent; pedestrian refuge and minor road widening, east of Dreywood Court. Double yellow lines at Hardley Crescent and Dreywood Court.  
Proposed double yellow line parking restriction.  
Proposed pedestrian refuge.  
Proposed tactile paving.

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**Havering**  
LONDON BOROUGH  
STREETCARE COMMUNITIES & RESOURCES  
TRAFFIC & ENGINEERING  
10th FLOOR, MERCURY HOUSE  
MERCURY GARDENS, ROMFORD, RM1 3JW  
TELEPHONE No: 01708 434343 FAX No: 01708 433721  
E-MAIL: streetcare@havering.gov.uk

REVISION	AMENDMENT	DATE	DESCRIPTION
A	Public consultation	20.01.16	
B	HAC: Increased width of refuges	15.02.16	

DRAWN BY	NC	CHECKED BY	MP	APPROVED BY	MP
DATE	Oct 15	SCALE	1:200		
PURPOSE					
DWG No:	00027102	REVISION:	B	DRAWING TITLE	Proposed Pedestrian Refuge at Dreywood Ct, Squirrels Heath Lane
					Proposed Pedestrian Refuge at Dreywood Court & Junction Reduction

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**StreetCare – Culture & Community**  
**Dreywood Court S106 Pedestrian Improvements**  
**START DATE: 22.01.16 - CLOSING DATE: 12.02.16**

Response details			Views		Comments
	Date	Address	Object	Agree	
1	22.01.16	Police		X	No objections
2	25.01.16	Resident			X Left turn out of Westmoreland Ave is excessively sharp due to acute angle. Reduce it or DYL opposite junction to avoid accidents.
3	25.01.16	Resident	X		junction reductions won't reduce speed (already slow in a.m.) reduction will result in traffic taking longer to exit; needs 25m DYL restrictions in Westmoreland Ave (present restrictions are ignored & not enforced); removing PGR at RAB dangerous; best to install zebra at RAB.
4	28.01.16	?	X		Concerned roads are being reduced to force vehicles into hatched area or bike lane. Works should be undertaken on repairing existing roads first.
5	29.01.16	?		X	Thinks junction reductions and refuges good idea, especially for mobility impaired.
6	05.02.16	Resident			X Would prefer signals at roundabout. Westmoreland Ave needs traffic calming and parking restrictions.
7	11.02.16	Residents of Snowdon Court		X	General approval. Concern that refuge not wide enough as some mobility scooters are 1.6m long. Concern about larger vehicles turning at the reduced junctions. General concern about lighting levels and visibility, especially since a recent collision at the zebra.
8	12.02.16	Resident		X	Agrees with anything that will slow speeding vehicles. Would like a larger vehicle crossover as part of the refuge works.
9	12.02.16	Resident			X Narrowing junctions will cause turning lorries to run over kerbs. Removing railings at roundabout good as it will improve visibility.
10	12.02.16	Resident		X	Proposal will benefit pedestrians. Vehicles regularly speed, as observed from her flat. The vehicle actuated sign and humped zebra have little impact on speeds.
65	LETTERS DELIVERED				

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**HIGHWAYS ADVISORY COMMITTEE  
1 MARCH 2016**

<b>Subject Heading:</b>	<b>TPC510 Petersfield Avenue – Pay and Display Parking Bays &amp; ‘At Any Time’ Waiting Restrictions</b>
<b>CMT Lead:</b>	<b>Andrew Blake-Herbert</b>
<b>Report Author and contact details:</b>	<b>Jack Jerrom Engineering Technician schemes@havering.gov.uk</b>
<b>Policy context:</b>	<b>Traffic &amp; Parking Control</b>
<b>Financial summary:</b>	<b>The estimated cost for the current proposals as set out in this report is £8500, of which £7,000 can be funded from the capital allocation and the remaining £1500 from the 2015/16 Minor Parking Schemes budget.</b>

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

Havering will be clean and its environment will be cared for	[x]
People will be safe, in their homes and in the community	[x]
Residents will be proud to live in Havering	[x]

**SUMMARY**

This report outlines the responses received to the formal consultation to introduce Pay and Display Parking Bays and ‘At Any Time’ Waiting Restrictions in Petersfield Avenue, fronting the shopping parade and recommends a further course of action.

## RECOMMENDATIONS

- 1 That the Highways Advisory Committee having considered this report and the representations made, recommends to the **Cabinet Member for Environment** that:
  - a. the proposals to introduce 'At Any Time' Waiting Restrictions fronting the shops in Petersfield Avenue Parade, as shown on the plan appended to this report as **Appendix A**, be implemented as advertised; and
  - b. that the proposals to introduce Pay & Display parking bays fronting the shops in Petersfield Avenue, as shown on the plan appended to this report as **Appendix A**, be implemented as advertised.
  - c. The effect of any agreed proposals be monitored.
2. Members note that the estimated cost for the current proposals in Petersfield Avenue as set out in this report is £8500, of which £7,000 can be funded from the capital allocation and the remaining £1500 from the 2015/16 Minor Parking Schemes budget.

## REPORT DETAIL

- 1.0 **Background**
- 1.1 At its meeting in April 2014, this Committee agreed in principle to the proposals to introduce 'At Any Time' waiting restrictions, fronting the shops in Petersfield Avenue.
- 1.2 At its meeting in October 2014, this Committee agreed in principle to the proposals to introduce Pay & Display parking bays in Petersfield Avenue, fronting the shops.
- 1.3 The proposals were subsequently designed and publicly advertised. A plan outlining the proposals is appended to this report as **Appendix A**.
- 1.4 The 'At Any Time' waiting restrictions related to the scheme were designed to remove the access issues local busses and heavy goods vehicles are having when negotiating the pedestrian refuges fronting the shops. Inconsiderate parking in these areas forces larger vehicles to use the opposite carriageway and this is causing safety concerns. By installing 'At Any Time' waiting restrictions adjacent to the pedestrian islands, this should ensure the free and safe flow of traffic in either direction.

- 1.5 The Pay & Display parking bays were designed to help with parking provisions for local businesses, while preventing long term non-residential parking and ensuring a turnover of parking spaces. It is now generally considered that the provision of Pay & Display parking bays is user friendly and accessible to the public.
- 1.6 On 8<sup>th</sup> January 2016, residents and businesses that were affected by the proposals were consulted by letter and plan. Eighteen statutory bodies were also consulted and site notices were placed at the location.
- 1.7 By the close of public consultation on 29<sup>th</sup> January 2016, 15 responses were received. A table summarising these responses is appended to this report as **Appendix B**.

## **2.0 Results of public consultation**

- 2.1 From the 15 responses received, 1 was in favour and 14 objected to the proposals. Due to the negative response received from businesses, a site visit was arranged with Streetcare Staff, Ward Councillors and Business owners. At this meeting, the business owners outlined their concerns they have regarding the installation of Pay & Display parking provision. They felt that their businesses would suffer and customers would avoid parking at the Parade and would rather use Hilldene shops, which is a much larger shopping area.
- 2.2 Residents who responded to the consultation were concerned that there were only 10 proposed parking bays to accommodate 22 flats above the shops. Residents who were at home during the day were not happy to pay to park their vehicles during the proposed hours of operation, which are Monday to Saturday, 8:30am to 6:30pm.
- 2.3 The proposed 'At Any Time' waiting restrictions fronting the pedestrian islands were supported by businesses, residents and by London Transport Busses.

## **3.0 Staff Comments**

- 3.1 Having considered the proposals, Officers have identified and assessed the potential negative impact that the parking scheme poses to residents and businesses, and recommends to the Committee that all the proposed 'At Any Time' waiting restrictions and the Pay and Display bays be implemented as advertised. However, Officers would like the Committee to be aware that this is a controversial scheme and would like for its Members to take this into consideration;

## IMPLICATIONS AND RISKS

### **Financial implications:**

The estimated cost of implementing the proposals as described above and shown on the attached plan is £8500, of which £7000 can be funded from the capital allocation and the remaining £1500 will be met from the 2015/16 Minor Parking Schemes budget.

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

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

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

Waiting restrictions, parking bays require public consultation and the advertisement of proposals before a decision can be taken on their introduction.

### **Human Resources implications and risks:**

The collection of cash from pay and display machines is a labour intensive task. Currently, there are sufficient employees to undertake cash collection from existing P&D machines. However, a physical limit for cash collections will be reached in the very near future as more pay and display schemes are implemented. Consideration is being given to alternative approaches to cash collection including reduced collection frequencies, external provision or the reallocation of employees within Traffic & Parking Control or the engagement of new employees if a future business case deems it necessary.

However, for this scheme it is anticipated that collections can be met from within current staff resources.

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

All proposals included in the report (pay & display and waiting restrictions) have been publicly advertised and subject to public consultation.

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

Parking restrictions have the potential to displace parking to adjacent areas, which may be detrimental to others. However, the Council has a general duty under the

Equality Act 2010 to ensure that its highway network is accessible to all. Where infrastructure is provided or substantially upgraded, reasonable adjustments should be made to improve access. In considering the impacts and making improvements for people with protected characteristics (mainly, but not limited to disabled people, children, young people and older people), this will assist the Council in meeting its duty under the act.

The proposal to install Pay & Display parking bays and 'At Any Time' waiting restrictions have been publicly advertised and are subject to formal consultation.

Consultation responses have been carefully considered to inform the final proposals.

Officers carried out an analysis of the on and off-street parking provision for residents including the amount of available kerb space which showed that there is sufficient space available for the residents who live above the businesses in Petersfield Avenue can park in adjacent roads. The proposed Pay & Display is restricted to Mon – Sat 08:30am to 6.30pm, therefore overnight parking will be available to these residents.

There will be some visual impact but it is anticipated that this work will benefit the majority of the local business where parking for longer than 2 hours is not necessary. It will also ensure a regular turnaround of vehicles which should benefit business rather than be a detriment.

**BACKGROUND PAPERS**





## Appendix B

	Resident/Businesses	Summary of Comments	Staff Comments
1	A resident of Petersfield Avenue.	In favour of part of the scheme. This resident is in favour if the tenants living above the shops are provided with parking permits to park their vehicles. They have explained that they do not want to park in the surrounding streets as they have young children and they will be put at risk with the high volumes of traffic passing through Petersfield Avenue.	There is a large service road to the rear of Petersfield shops where further parking provisions could be provided.
2	A resident of Petersfield Avenue.	Not in favour of the proposals. This resident vehemently disagrees with the pay and display parking bays, as they feel it is adding to their costs on top of the increase in council taxes and housing rent.	Pay and display parking provisions are implemented around shopping parades to turnover longer term parking, so that potential customers can park in the vicinity of where they wish to visit.
3	A resident of Petersfield Avenue.	Not in favour of the proposals.	None
4	A resident of Petersfield Avenue.	In favour of part of the scheme. This resident is in favour as long as the residents above the shops are provided with allocated parking spaces or parking permits. They have explained that they find it hard to park outside the shops and are not happy to park in the surrounding streets as they believe it will be dangerous for themselves and their children.	If permits were to be considered for this area, it is suggested that any parking provision for residents would be provided to the rear of the shops, where long term residential parking would have no effect on the parking provision for the shops.
5	A resident of Petersfield Avenue.	Not in favour of the proposals. This resident has explained they are at home during the day and will have to pay to park their car in front of their home. This will force them to park at the rear of the shops. Due to the amount of youths that gather there, they feel it is unsafe and their vehicle will be at risk of vandalism. They have said that it is well documented that paid parking can massively affect local businesses and they would much rather live above thriving businesses as opposed to run-down units.	The issues raised by this resident will be passed on to Homes and Housing

6	A Business owner in Petersfield Avenue.	Not in favour of the proposals. As a business owner of two shops within the Petersfield Avenue parade, they have explained that Pay and Display parking bays will cause more problems than they will solve. They have explained that the double yellow lines in front of the islands were originally removed when the road outside the shops in Petersfield Avenue was resurfaced. They feel that reinstalling the double yellow lines will remove all access issues along Petersfield Avenue. They have also explained that they have clients during the day that will need to park for longer than the 3 hour maximum stay period in the Pay and Display bays. This will lead to people parking elsewhere, which will cause congestion in the nearby streets.	The double yellow line element of the scheme, that if felt essential to ensure that the buses no longer experience difficulties negotiating the two pedestrian refuges fronting the shops.  As there is long term parking taking place fronting the shops the introduction of pay and display in this location can only be of benefit to the parade overall.
7	Stagecoach London.	In favour of the proposals. The rationale behind their support is that they believe the proposals will have a positive impact on their ability to provide a regular service to their passengers and the residents in the surrounding areas which have been impacted by the parking issues around the section of road outside Petersfield Avenue parade of shops.	The main part of the scheme that Stagecoach are interested in is the double yellow line element of the scheme, that if felt essential to ensure that the buses no longer experience difficulties negotiating the two pedestrian refuges fronting the shops.
8	A Business Owner in Petersfield Avenue.	Not in favour of the proposals. They have explained that they have spent years building up a reputation, which will be ruined by the Pay and Display parking bays. Due to the nature of their work, clients will need to park for longer than the maximum 3 hour stay period, which they feel will force their clients to go elsewhere.	As it would appear that the residents who live above the shops are parking in the prime places where customers would wise to park and it is felt that Pay and Display would help the parade overall
9	A resident of Petersfield Avenue.	Not in favour of the proposals. They feel that the local shops, Businesses and residents will suffer from the implementation of this scheme. This resident has to park close to their property due to personal matters and the 3 hour maximum stay with no return in 2 hours will stop them.	Residents that park outside shops are taking away potential parking space for those shops and making less attractive to passing trade.  If the resident has a disability they can apply for a disabled parking facility

10	A Business Owner in Petersfield Avenue.	Not in favour of the proposals.	None
11	A Business Owner in Petersfield Avenue.	Not in favour of the proposals.	None
12	A Business Owner in Petersfield Avenue.	Not in favour of the proposals.	None
13	A Business Owner in Petersfield Avenue.	Not in favour of the proposals. They have explained that their customers drop off and pick up regularly so the 3 hour maximum stay and no return within 2 hours will have a detrimental effect on their business. They feel that people will avoid the Petersfield Avenue Parade of shops if they are made to pay and display.	As it would appear that the residents who live above the shops are parking in the prime places where customers would wise to park and it is felt that Pay and Display would help the parade overall
14	A Business Owner in Petersfield Avenue.	Not in favour of the proposals.	None
15	A Business Owner in Petersfield Avenue.	Not in favour of the proposals.	None

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**HIGHWAYS ADVISORY COMMITTEE  
1 MARCH 2016**

<b>Subject Heading:</b>	<b>TPC508 Whitchurch Road proposed Pay &amp; Display Parking Bays- comments to advertised proposals</b>
<b>CMT Lead:</b>	<b>Andrew Blake-Herbert</b>
<b>Report Author and contact details:</b>	<b>Jack Jerrom Engineering Technician schemes@havering.gov.uk</b>
<b>Policy context:</b>	<b>Traffic &amp; Parking Control</b>
<b>Financial summary:</b>	<b>The estimated cost for the current proposals as set out in this report is £4000, of which £3500 can be funded from the capital allocation and the remaining £500 from the 2015/16 Minor Parking Schemes budget.</b>

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

- |  |     |
|--|-----|
| Havering will be clean and its environment will be cared for | [x] |
| People will be safe, in their homes and in the community     | [x] |
| Residents will be proud to live in Havering                  | [x] |

**SUMMARY**

This report outlines the responses received to the formal consultation to introduce Pay & Display parking bays in Whitchurch Road and recommends a further course of action.

## RECOMMENDATIONS

- 1 That the Highways Advisory Committee having considered this report and the representations made, recommends to the **Cabinet Member for Environment** that:
  - a. the proposals to introduce Pay & Display parking bays fronting the shops in Whitchurch Road, as shown on the plan appended to this report as **Appendix A**, be abandoned; and
  - b. a further review of the area be undertaken and the extent of which will be subject to prior agreement with Ward Councillors.
2. Members note that the estimated cost for the current proposals in Whitchurch Road as set out in this report is £4000, of which £3500 can be funded from the capital allocation and the remaining £500 from the 2015/16 Minor Parking Schemes budget.

## REPORT DETAIL

### 1.0 Background

- 1.1 The Pay & Display parking bays were designed to help with parking provisions for local businesses, while preventing long term non-residential parking and ensuring a turnover of parking spaces. It is now generally considered that the provision of Pay & Display parking bays is user friendly and accessible to the public.
- 1.2 On 8<sup>th</sup> January 2016, residents and businesses that were affected by the proposals were consulted by letter and plan. Eighteen statutory bodies were also consulted and site notices were placed at the location.
- 1.3 By the close of public consultation on 29<sup>th</sup> February 2016, 6 responses were received to the proposals. All the responses have been summarising in the table appended to this report as **Appendix B**.

### 2.0 Results of public consultation

- 2.1 All of the 6 responses received raised objections to the proposals. Due to the negative response to the consultation, a site visit was arranged with Streetcare Staff, Ward Councillors and Business owners. From this meeting, staff were able gauge the business owners views and why they feel that due to the nature of their work, it would be detrimental to their businesses if the Pay & Display parking provisions were installed.

2.2 A 511 signature petition was received from several Businesses within this shopping parade, which also reinforces the strong views the businesses and their customers have against these proposals.

2.3 The resident who responded to the consultation felt that the residential parking area behind the shops would be overrun by visitors who would not be willing to pay to park in front of the shops.

### **3.0 Staff Comments**

3.1 Having considered the proposals, Officers have identified and assessed the potential negative impact that the parking scheme poses to residents and businesses, and recommends to the Committee that the Pay & Display parking bays are abandoned at this stage with a wider review of the area undertaken. It is felt that there is a significant amount of unrestricted parking in close vicinity to the proposed Pay and Display facility for it to work effectively.

## **IMPLICATIONS AND RISKS**

### **Financial implications:**

The estimated cost of implementing the proposals as described above and shown on the attached plan is £4000, of which £3500 can be funded from the capital allocation and the remaining £500 will be met from the 2015/16 Minor Parking Schemes budget.

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

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

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

Waiting restrictions, parking bays require public consultation and the advertisement of proposals before a decision can be taken on their introduction.

### **Human Resources implications and risks:**

No HR implications arising directly as a result of this report.

## **Equalities implications and risks:**

All proposals included in the report (pay & display and waiting restrictions) have been publicly advertised and subject to public consultation.

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

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

The proposal to install Pay & Display parking bays have been publicly advertised and subject to formal consultation.

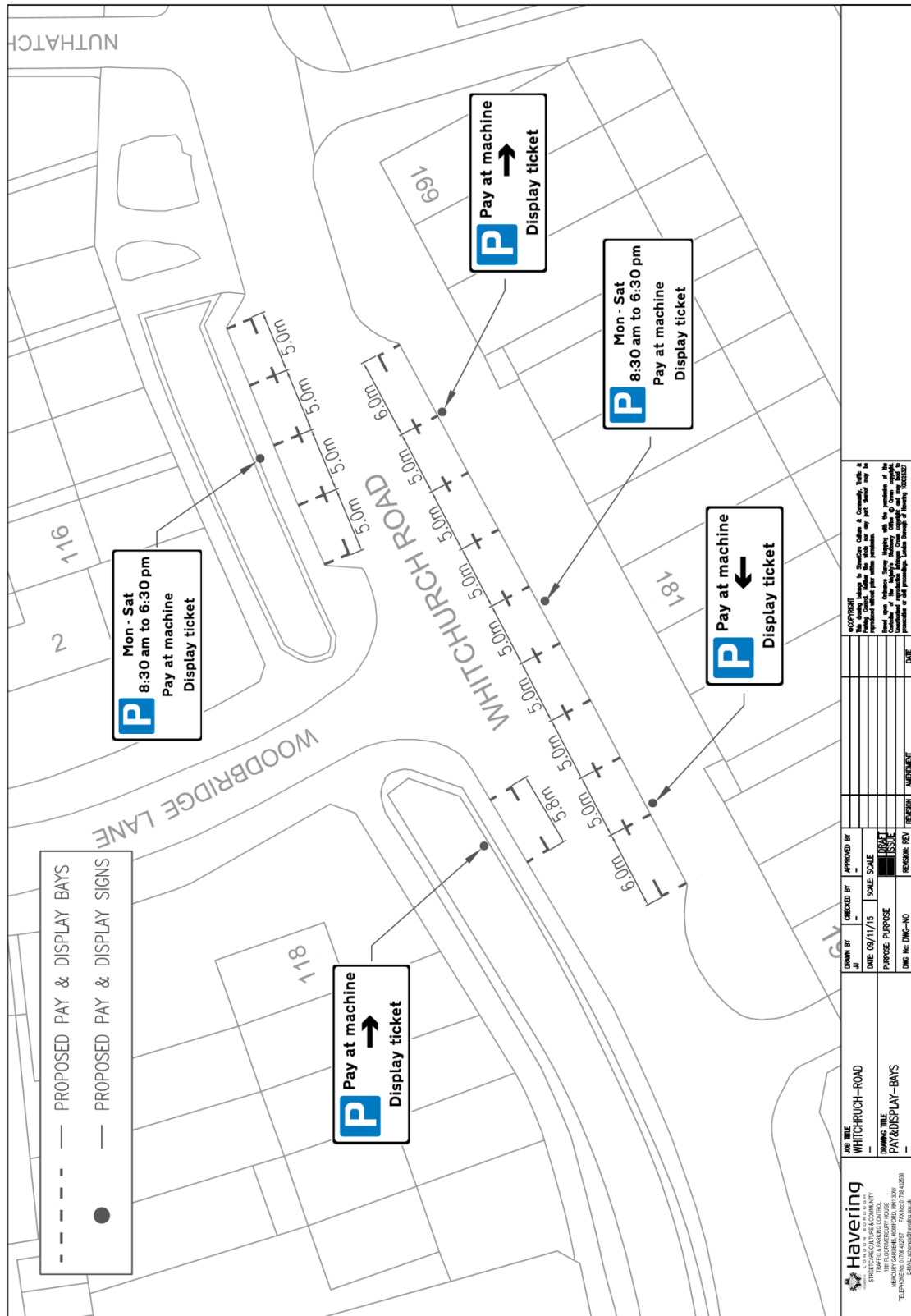
Consultation responses have been carefully considered to inform the final proposals.

Officers carried out an analysis of the on and off-street parking provision for residents including the amount of available kerb space which showed that there is sufficient space available for the residents who live above the businesses in Whitchurch Road can park in adjacent roads. The proposed Pay & Display are proposed to be restricted from Monday to Saturday 08:30am to 6:30pm, therefore overnight parking will be available to these residents.

There will be some visual impact but it is anticipated that this work will benefit the majority of the local business where parking for longer than 2 hours is not necessary. It will also ensure a regular turnaround of vehicles which should benefit business rather than be a detriment.

**BACKGROUND PAPER**





## Appendix B

	Resident/Businesses	Summary of Comments
1	A resident of Whitchurch Road.	Not in favour of the proposals. They believe that this scheme will increase the amount of people using the residential parking behind the shops as people will avoid paying to park. They have explained that there is already limited parking for residents behind the shops and the Pay and display bays will further increase the problem.
2	A Business owner in Whitchurch Road.	Not in favour of the proposals. They have explained that the pay and display bays will result in loss of trade and will eventually lead to the closure of their business.
3	A Business owner in Whitchurch Road.	Not in favour of the proposals. They cannot see the benefits of a Pay and Display parking scheme due to the cost of installing and running the parking metres. They believe that shops in the Whitchurch parade will have a reduced foot fall as a result of Pay and Display parking bays. They also have clients that will need to park for longer than the maximum 3 hour stay period which they fear will lead to people taking their custom elsewhere.
4	A Business owner in Whitchurch Road.	Not in favour of the proposals. They have owned their business for 14 years and during that time they have never had problems with parking issues either for themselves or their customers. They believe the Pay and Display parking bays will have a detrimental effect on their business and it will force them to close. They have put together a petition with others shops in the Whitchurch Road parade and they have received over 150 signatures.
5	A Business owner in Whitchurch Road.	Not in favour of the proposals. They feel that if Pay and Display Parking bays are installed, it will deter motorists from stopping and they will go to Hilldene Avenue where the parking is free. Due to the nature of their business, customers will have to drop off and pick up which they will be unable to do with the no return within 2 hours restrictions.
6	A Business owner in Whitchurch Road.	Not in favour of the proposals. They feel that the Pay and Display Parking bays will have a detrimental effect on their business as the shops along the Whitchurch Road Parade are only small businesses.

**HIGHWAYS ADVISORY COMMITTEE**

1 March 2016

<b>Subject Heading:</b>	TPC792 Margaret, Lawrence and Clive Roads area – results of the informal consultation
<b>CMT Lead:</b>	Andrew Blake-Herbert
<b>Report Author and contact details:</b>	Matt Jeary Engineering Technician <a href="mailto:Matthew.jeary@Havering.gov.uk">Matthew.jeary@Havering.gov.uk</a>
<b>Policy context:</b>	Traffic & Parking Control
<b>Financial summary:</b>	The estimated cost of £5000 for implementation will be met by 2016/17 revenue budget for Minor Traffic and Parking.

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

Havering will be clean and its environment will be cared for	[x]
People will be safe, in their homes and in the community	[x]
Residents will be proud to live in Havering	[x]

**SUMMARY**

This report outlines the responses received to the informal parking consultation undertaken in the Margaret, Lawrence and Clive Road Area and recommends a further course of action.

**Ward**

Squirrels Heath Ward

## RECOMMENDATIONS

- 1 That the Highways Advisory Committee having considered this report and the representations made, recommends to the **Cabinet Member for Environment** that:
  - a) Proposals to introduce a residents parking scheme operational between Monday to Friday 8am and 6.30pm inclusive with the related 'At Any Time' waiting restrictions, as shown on the plan appended to this report as Appendix A, be publicly advertised and a further report on the responses received to the formal consultation be reported back to this Committee to agree a further course of action.
  - b) Members note that the estimated cost for this current proposal for the detailed consultation in the Margaret, Lawrence and Clive Road area, as set out in this report is £5000, and will be met from the 2016/17 Revenue budget for Minor Traffic and Parking.

## REPORT DETAIL

### 1.0 Background

- 1.1 Following reports from local residents regarding inconsiderate or obstructive parking in the area, this Committee approved proposals to introduce 'At Any Time' waiting restrictions on junctions and apexes of the bends in the area. As a result of the introduction of the new waiting restrictions at bends and junctions, in November 2015, this Committee agreed that an informal consultation should be undertaken as residents had commented on the reduction of parking space and commuter parking in the area.
- 1.2 An informal consultation was undertaken between 18<sup>th</sup> December 2015 and 15<sup>th</sup> January 2016, to gauge the views from the residents on the current parking situation on their roads. A copy of the questionnaire used to gauge residents feeling is appended to this report as Appendix A, a plan outlining the area consulted is appended as Appendix B and a table outlining the responses is appended to this report as Appendix C.
- 1.3 Given the responses received to the questionnaire, proposals have been drafted to introduce Residents Parking in part of the consulted area, which is outlined on the plan appended to this report as Appendix D.

## **2.0 Responses received**

At the close of the consultation on Friday 15<sup>th</sup> January 2016, from the 281 properties that were consulted, 100 responses were received. There was a higher response from four roads: - Catherine Road, Hamilton Road, Margaret Road & Margaret Close, (which form a clear geographically isolated area). Within this area, the general consensus was that there is a need for parking controls, with the majority of respondents electing for a Residents parking scheme operational Monday to Friday 8am - 6.30pm. All the results of the consultation are outlined in the table appended to this report as Appendix C.

## **3.0 Staff comments**

- 3.1 It is clear from the responses to the consultation that there is longer term non-residential parking taking place in the area, this is due to the close proximity of Gidea Park Station and the ease of access to the Station via the alleyway at the end of Balmoral Road. Some of the longer term parking may also be related to the local shops and businesses.
- 3.2 It has been noted that the consultation area is situated between Squirrels Heath Primary School to the east and Frances Bardsley Secondary School to the South-west. It has been observed that there is some school related parking taking place in these roads.

## **IMPLICATIONS AND RISKS**

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

This report is asking HAC to recommend to the Lead Member the further detailed consultation.

The estimated cost of implementing the proposals, including physical measures and advertising costs, as described above and shown on the attached plan is £5000. These costs can be funded from the 2016/17 Revenue budget for Minor Traffic and Parking.

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.

Total costs will need to be contained within the specified budgets.

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

Controlled Parking Zones (CPZs) require consultation, with the advertisement of proposals and consideration of the responses before a decision can be taken on their introduction.

### **Human Resources implications and risks:**

It is anticipated that the enforcement activities required for these proposals can be met from within current staff resources.

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

The Council undertook a postal consultation with residents to ascertain the amount of support to introduce parking controls within the affected area.

Parking controls have the potential to displace parking to adjacent areas, which may be detrimental to others, including older people, children, young people, disabled people and carers. The Council will be monitoring the effects of the scheme to mitigate any further negative impact.

There will be some visual impact from the required signing and lining works. Where infrastructure is provided or substantially upgraded, reasonable adjustments should be made to improve access for disabled people, which will assist the Council in meeting its duty under the Equality Act 2010.

<b>BACKGROUND PAPERS</b>
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**Appendix A**

**Appendix B**

**Appendix C**

**Appendix D**

Consultation Questionnaire



**PARKING REVIEW QUESTIONNAIRE**  
**Gidea Park Area**

**Traffic & Parking Control Schemes**

Town Hall  
Main Road  
Romford  
RM1 3BB

**Name:**

**Address:**

Please call: Traffic & Parking Control

Telephone: 01708 431056  
01708 433464

Email: [schemes@havering.gov.uk](mailto:schemes@havering.gov.uk)

All responses received will provide the council with the appropriate information to determine whether we take a parking scheme forward to the design and formal consultation stage.

Only one signed and dated questionnaire per address will be considered. Please return to us by **Friday 15<sup>th</sup> January 2016**.

1. In your view, is there currently a parking problem in **your** road to justify action being taken by the Council

- Yes  
 No

If your answer is YES to the above question above, please proceed to the questions below:

2. Are you in favour of your road having parking restrictions placed upon it to limit long term non-residential parking?

- Yes  
 No

3. If Yes - over what days of the week would you like any restrictions to operate?

- Mon- Fri  
 Mon - Sat

4. If yes - over what hours of the day would you like any restrictions to operate? These hours are in keeping with the existing restrictions in the area.

- 8:00am – 10:00am  
 Noon – 1:00pm  
 8:00am – 6:30pm

5. If yes - what type of restriction would you prefer?

- Yellow Lines
- Residents Parking

**For your information:**

**Yellow lines** would prevent residents from parking on the lines in the same way as they would non-residents.

**Residents Parking scheme** will allow residents and their visitors to park in the allocated areas, with a valid permit for the area.

Please turn over

**Comments Section** (please limit to 100 words)

**DECLARATION**

Should the Council on making inquiries reasonably consider that a response has been fabricated the questionnaire will be disregarded and the Council reserves the right to pursue appropriate legal action.

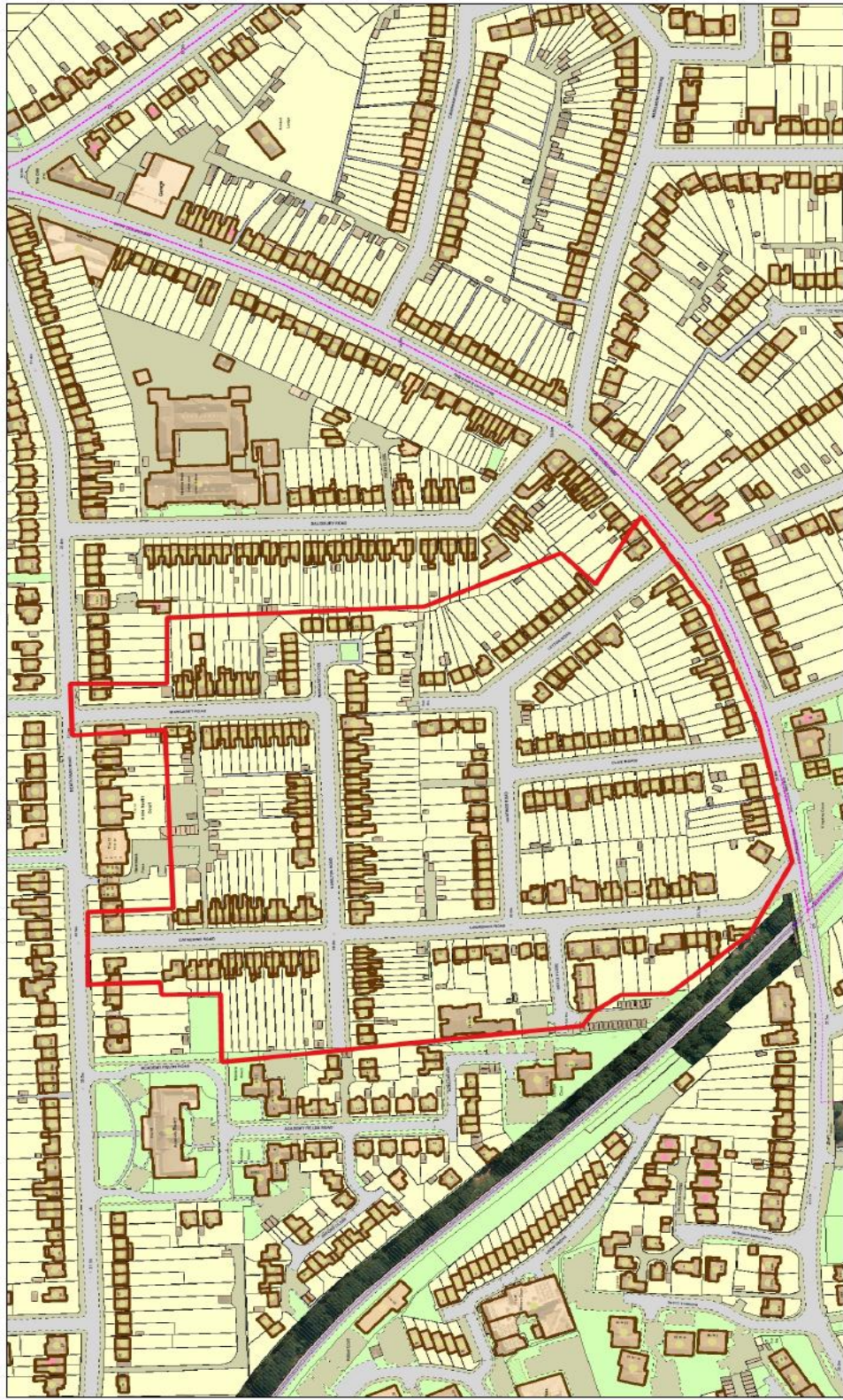
We therefore request upon receipt of this questionnaire, by post, that you complete your full name and address along with this declaration and return the form to the postal or email address found at the top.

**Signature:**.....

**Date:**.....



Consultation area plan



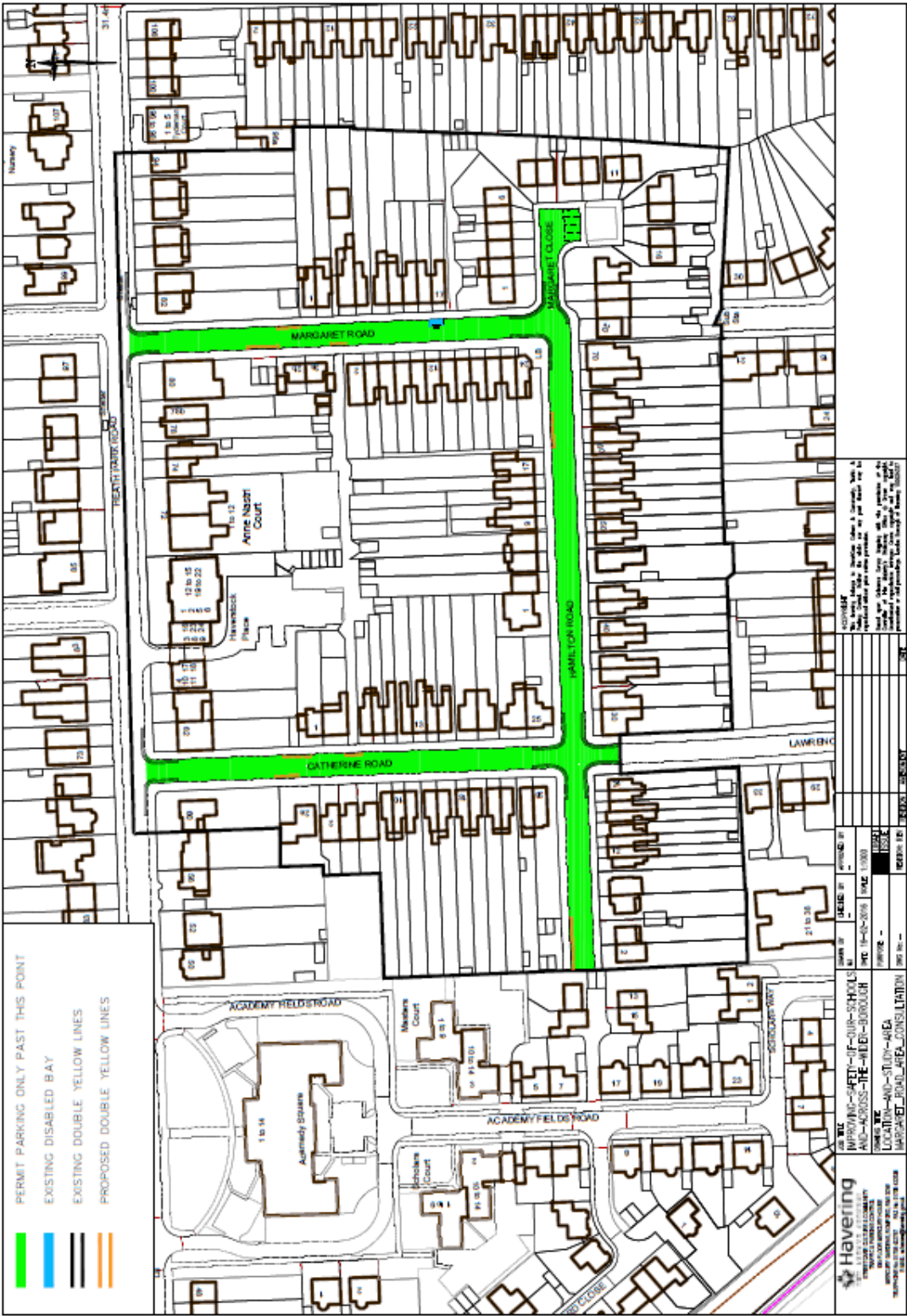
<p>Hamilton Road - Romford</p>	<p>Scale: 1:2000 Date: 17 December 2015</p>
<p>Scale: 1:2000 Date: 17 December 2015</p>	<p>© Crown copyright and database rights 2015 Ordnance Survey 100024327</p>
<p>London Borough of Havering Down Hall Main Road Romford, Essex Tel: 01708 434343</p>	<p><b>Havering</b> LONDON BOROUGH OF</p>

# Appendix C

GIDEA PARK PARKING REVIEW INFORMAL QUESTIONNAIRE RESPONSES.															
Road	No of properties consulted	No. of individual responses received	Return %	Currently a parking problem in your road		In favour of your road having parking restrictions placed upon it to limit long term non-residential parking?		What type of restriction would you prefer		Over what hours of the day would you like any restrictions to operate? These hours are in keeping with the existing restrictions in the area.				What days of the week would you like any restrictions to operate.	
				YES	NO	YES	NO	Waiting Restrictions	Residents Parking	8:00am - 10:00am	Noon - 1:00pm	8:00am - 6:30pm	Mon - Fri	Mon - Sat	
Catherine Road	28	14	50%	5	9	6	0	1	5	1	1	4	3	3	
Clive Road	26	9	35%	0	9	0	0	0	0	0	0	0	0	0	
Hamilton Road	44	16	36%	10	6	9	2	0	10	4	2	6	6	4	
Hastings Road	12	6	50%	2	4	2	1	0	2	0	0	2	0	2	
Lawrence Road	25	10	40%	3	7	2	2	0	2	0	0	3	1	2	
Lytton Road	26	12	46%	2	10	2	0	0	2	1	1	0	2	0	
Margaret Close	20	7	35%	4	3	4	0	0	4	1	0	4	3	1	
Margaret Road	26	12	46%	10	2	10	0	1	9	5	3	5	9	1	
Royle Close	36	5	14%	0	5	0	2	0	0	0	0	0	0	0	
Anonymous				4	4	4	1	0	4	1	0	3	1	3	
Brentwood Road	27	6	22%	0	6	0	1	0	0	0	0	0	0	0	
Heath Park Road	11	3	27%	2	1	2	0	0	2	0	0	2	2	0	

HAROLD WOOD PARKING REVIEW INFORMAL QUESTIONNAIRE RESPONSES.															
Road	No of properties consulted	No. of individual responses received	Return %	Currently a parking problem in		In favour of your road having		What type of restriction		Over what hours of the day would				What days of the week	
				YES	NO	YES	NO	Waiting Restrictions	Residents Parking	8:00am - 10:00am	Noon - 1:00pm	8:00am - 6:30pm	Mon - Fri	Mon - Sat	
Catherine Road	28	14	50%	5	9	6	0	1	5	1	1	4	3	3	
Hamilton Road	44	16	36%	10	6	9	2	0	10	4	2	6	6	4	
Margaret Close	20	7	35%	4	3	4	0	0	4	1	0	4	3	1	
Margaret Road	26	12	46%	10	2	10	0	1	9	5	3	5	9	1	
				59%	41%	59%	4%	4%	57%	22%	12%	39%	43%	18%	

Proposed Detailed Consultation Design



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**HIGHWAYS ADVISORY COMMITTEE**  
**Tuesday 1 March 2016**

<b>Subject Heading:</b>	<b>TPC748 Kenilworth Gardens, proposed Waiting Restrictions – comments to advertised proposals</b>
<b>CMT Lead:</b>	<b>Andrew Blake-Herbert</b>
<b>Report Author and contact details:</b>	<b>Gareth Nunn Engineering Technician Gareth.Nunn@Havering.co.uk</b>
<b>Policy context:</b>	<b>Traffic &amp; Parking Control</b>
<b>Financial summary:</b>	<b>The estimated cost of £1350 for implementation will be met by 2015/16 revenue budget for Minor Traffic and Parking.</b>

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

- |  |     |
|--|-----|
| Havering will be clean and its environment will be cared for | [x] |
| People will be safe, in their homes and in the community     | [x] |
| Residents will be proud to live in Havering                  | [x] |

**SUMMARY**

This report outlines the responses received to the formal consultation to extend the boundary of the Hornchurch Controlled Parking Zone to the end of Kenilworth Gardens and recommends a further course of action.

## RECOMMENDATIONS

1. That the Highways Advisory Committee having considered this report and the representations made, recommends to the **Cabinet Member for Environment** that:
  - a. the proposals to extend the boundary of the Hornchurch Controlled Parking Zone in Kenilworth Gardens, with the associated 'At any time' and Monday to Friday 10.30 am to 11.30am waiting restrictions, as shown on the plan appended to this report at Appendix A, be implemented as advertised; and
  - b. the effect of any agreed proposals be monitored.
2. Members note that the estimated cost for the proposals in Kenilworth Gardens, as set out in this report is £1350, which will be met from the 2015/16 Minor Parking Schemes budget.

## REPORT DETAIL

### 1.0 Background

- 1.1 Following reports of excessive commuter parking in the unrestricted area of Kenilworth Gardens, these proposals have been designed with the intention to prevent obstructive parking, improve traffic flow and limit commuter parking.
- 1.2 The item was approved in principle by the Highways Advisory Committee at their meeting in August 2015.
- 1.3 The proposals were subsequently designed and publicly advertised on 18<sup>th</sup> January 2016. A copy of the plan outlining the proposals is appended to this report as Appendix A. All those affected by the proposals were advised of them by letter with the attached plan. Eighteen statutory bodies were consulted and site notices were also placed at the location.
- 1.4 The proposals are to extend the existing single yellow lines in Kenilworth Gardens, operational from Monday to Friday 10:30am to 11:30am, to cover the wider section of the road and to restrict the junctions of Belmont Road, Chiltern Gardens and the narrow section of Kenilworth Gardens fronting Nos. 137-149 with 'At any time' waiting restrictions.

## **2.0 Responses received**

2.1 At the close of public consultation on Friday 15th January 2016, eighteen responses were received to the proposals, with 14 responses being in favour of the proposals (these are not shown in the table of responses) 2 responses were not in favour of the proposal whilst 2 were partly in favour of the proposal. The responses not in favour of the proposals are outlined in the table appended to this report as Appendix B.

## **3.0 Staff Comment**

3.1 The proposals have been designed to ensure that commuter parking in this road is limited, prevent obstructive parking and improve traffic flow.

3.2 With the majority of Kenilworth Gardens already restricted from Monday to Friday 10.30 am to 11.30am, the unrestricted area seems to be a magnet for long term non-residential parking.

# **IMPLICATIONS AND RISKS**

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

The estimated cost of implementing the proposals as described above and shown on the attached plan is £1350.

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

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

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

Waiting restrictions and parking bays require public consultation and the advertisement of proposals before a decision can be taken on their introduction.

### **Human Resources implications and risks:**

It is anticipated that the enforcement activities required for these proposals can be met from within current staff resource

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

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

The proposals included in the report have been publicly advertised and subject to public consultation. All residents perceived to be affected by the proposals have been consulted informally and formally by letter and plan. Eighteen statutory bodies were also consulted and site notices were placed at the location.

The recommendation is for the proposal to be implemented as advertised and the effects be monitored on a regular basis to ensure any equality negative impacts are mitigated. Staff will monitor the effects of these proposals, especially relating to these groups, and if it is considered that further changes are necessary, the issues will be reported back to this Committee so that a further course of action can be agreed.

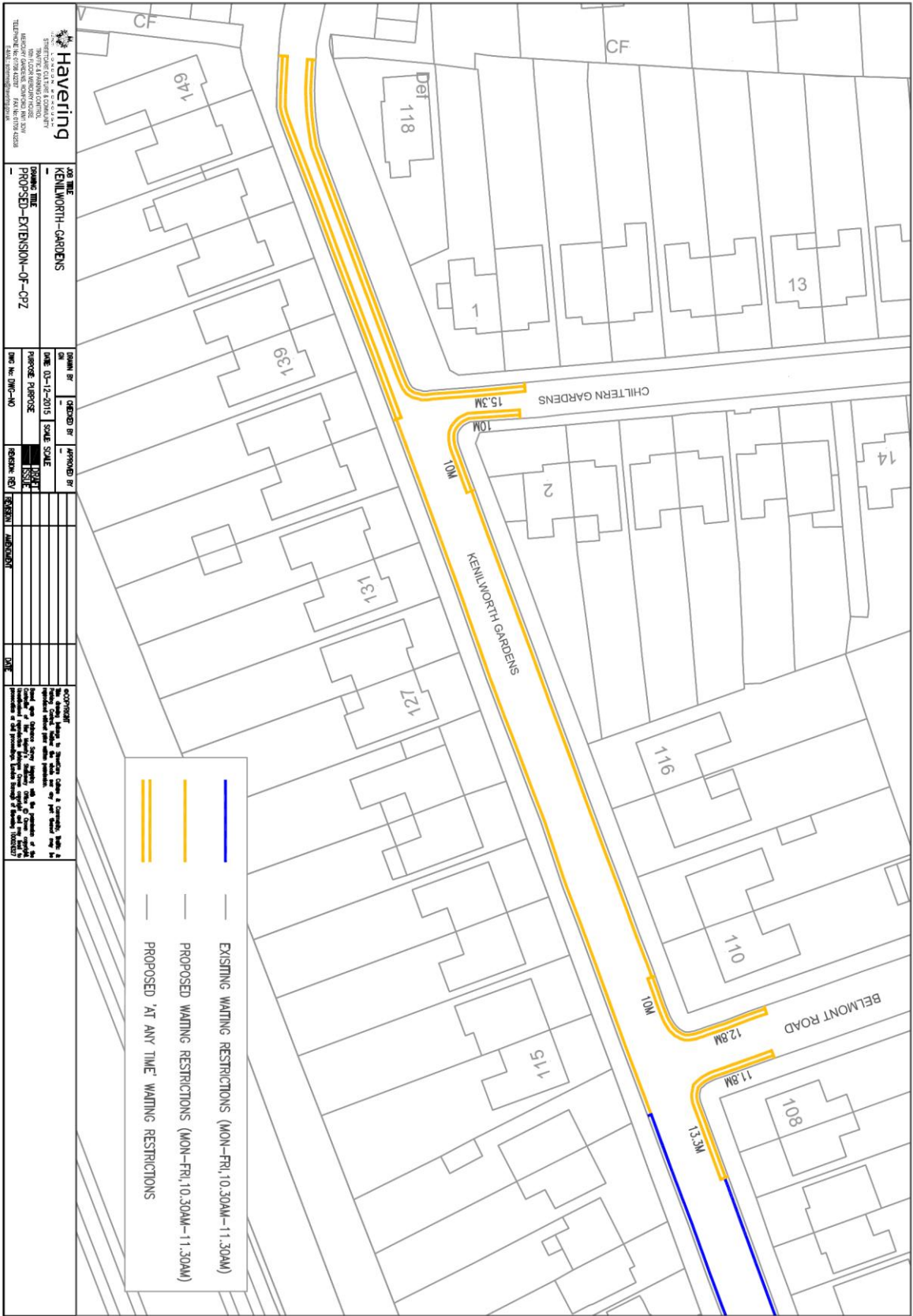
There will be some physical and visual impact from the required signing and lining works. Where infrastructure is provided or substantially upgraded, reasonable adjustments should be made to improve access for disabled, which will assist the Council in meeting its duties under the Equality Act 2010.

<b>BACKGROUND PAPERS</b>
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**Appendix A**  
**Appendix B**



**Appendix A**



## Appendix B

	Respondent	Summary of Comments	Staff Comments
1	A resident of Kenilworth Gardens	Not in Favour. The resident feels that there is no issue with parking in the narrow part of Kenilworth Gdns (137-149) so therefore feels the proposed lines would be a waste of money. They also explain there is an issue with knowing who has right of way on this stretch and also with vehicles parking on the junctions with Belmont Road and Chiltern Gdns.	Whilst parking may not currently be an issue in the narrow stretch of road, if the proposed restrictions are to go ahead this may disperse the current commuter parking on to the narrow stretch. Double yellow lines on the junctions of Belmont Road and Chiltern Gdns are part of the overall proposal.
2	A resident of Kenilworth Gardens	Not in Favour. The resident gives no explanation as to why they are not in favour of the proposals.	No comments
3	A resident of Kenilworth Gardens	In favour of part of the scheme. Resident is in favour of the Mon - Fri waiting restrictions but not in favour of the junction protections, particularly the junction with Belmont Road.	The highway code states that vehicles must not park on a junction. The proposed 'at any time' waiting restrictions on the junctions merely reinforce that parking is not permitted.
4	A resident of Kenilworth Gardens	In favour of part of the scheme. Resident is concerned that the 'at any time' waiting restrictions may cause vehicles to be parked over his dropped kerb.	This is an enforcement issue and the resident has been advised of how to report such issues.

**HIGHWAYS ADVISORY COMMITTEE**  
**Tuesday 1 March 2016**

<b>Subject Heading:</b>	<b>TPC743 Eastern Road, proposed Waiting Restrictions- comments to advertised proposals</b>
<b>CMT Lead:</b>	<b>Andrew Blake-Herbert</b>
<b>Report Author and contact details:</b>	<b>Gareth Nunn Engineering Technician Gareth.Nunn@Havering.co.uk</b>
<b>Policy context:</b>	<b>Traffic &amp; Parking Control</b>
<b>Financial summary:</b>	<b>The estimated cost of £700 for implementation will be met by 2015/16 revenue budget for Minor Traffic and Parking.</b>

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

- |  |     |
|--|-----|
| Havering will be clean and its environment will be cared for | [x] |
| People will be safe, in their homes and in the community     | [x] |
| Residents will be proud to live in Havering                  | [x] |

**SUMMARY**

This report outlines the responses received to the formal consultation to introduce 'At Any Time' waiting restrictions in Eastern Road, which are designed to improving road safety and traffic flow and prevent obstructive parking.

## RECOMMENDATIONS

1. That the Highways Advisory Committee having considered this report and the representations made, recommends to the **Cabinet Member for Environment** that:
  - a. the amended proposals to extend the existing double yellow lines in Eastern Road, from its junction with Chandlers Way to the existing 'At any time' waiting restrictions at the junction of Mercury Gardens, excluding the loading and Disabled parking bays in this area as shown on the plan appended to this report as Appendix B, be implemented as advertised; and
  - b. the effect of any agreed proposals be monitored.
2. Members note that the estimated cost for the proposals in Eastern Road as set out in this report is £700, will be met from the 2015/16 Minor Parking Schemes budget.

## REPORT DETAIL

### 1.0 Background

- 1.1 Following reports of traffic flow problems caused by obstructive parking in Eastern Road, these proposals have been designed with the intention to prevent obstructive parking and therefore stop any further traffic flow and obstructive parking issues.
- 1.2 The item was approved in principle by the Highways Advisory Committee at its meeting in August 2015.
- 1.3 The proposals were subsequently designed and publicly advertised on 16<sup>th</sup> October 2015. A copy of the plan outlining the proposals is appended to this report as Appendix A. All those affected by the proposals were advised of them by letter with the attached plan. Eighteen statutory bodies were also consulted. Site notices were also placed at the location.
- 1.4 The proposals are to extend the existing double yellow lines in Eastern Road, from its junction with Chandlers Way to the existing 'At any time' waiting restrictions at the junction of Mercury Gardens, excluding the loading and Disabled parking bays in this area. The proposals will replace the existing Monday to Saturday, 8:30am to 6:30pm waiting restrictions.

## **2.0 Responses received**

At the close of public consultation on Friday 6<sup>th</sup> November 2015, 24 responses were received, 1 response in favour of the proposals and 23 responses were against. Out of the 23 responses against the proposals 22 responses were in relation to the Romford Synagogue. The 23 responses against the proposals are summarised in the table of response appended to this report as Appendix C.

## **3.0 Staff Comment**

- 3.1 The proposals were designed to stop obstructive parking and improve traffic flow.
- 3.2 Having received many responses in relation to the Romford Synagogue, all expressing concerns of the potential impact the proposed scheme may have on the synagogue, a meeting was held where representatives from both the Council and the Synagogue. It was decided that the proposed 'At any time' waiting restrictions should be reduced at the western boundary of 23 Eastern Road, rather than the full extent of the originally proposals. This revised scheme is shown on the drawing in Appendix B. It was agreed that the remainder of the north-western side of the road should be considered for Pay and Display parking provision to help visitors of the Synagogue and that this provision should be dealt with as a separate item.
- 3.3 Following the meeting with representatives of the Synagogue, at its meeting in February 2016, this Committee approved proposals in principal to introduce Pay and Display parking facilities at the north-eastern of Eastern Road. Proposals for this scheme will be designed consulted on in the coming weeks.

## **IMPLICATIONS AND RISKS**

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

The estimated cost of implementing the proposals as described above and shown on the attached plan is £700.

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

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

**Legal implications and risks:**

Waiting restrictions and parking bays require public consultation and the advertisement of proposals before a decision can be taken on their introduction.

**Human Resources implications and risks:**

It is anticipated that the enforcement activities required for these proposals can be met from within current staff resources.

**Equalities implications and risks:**

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

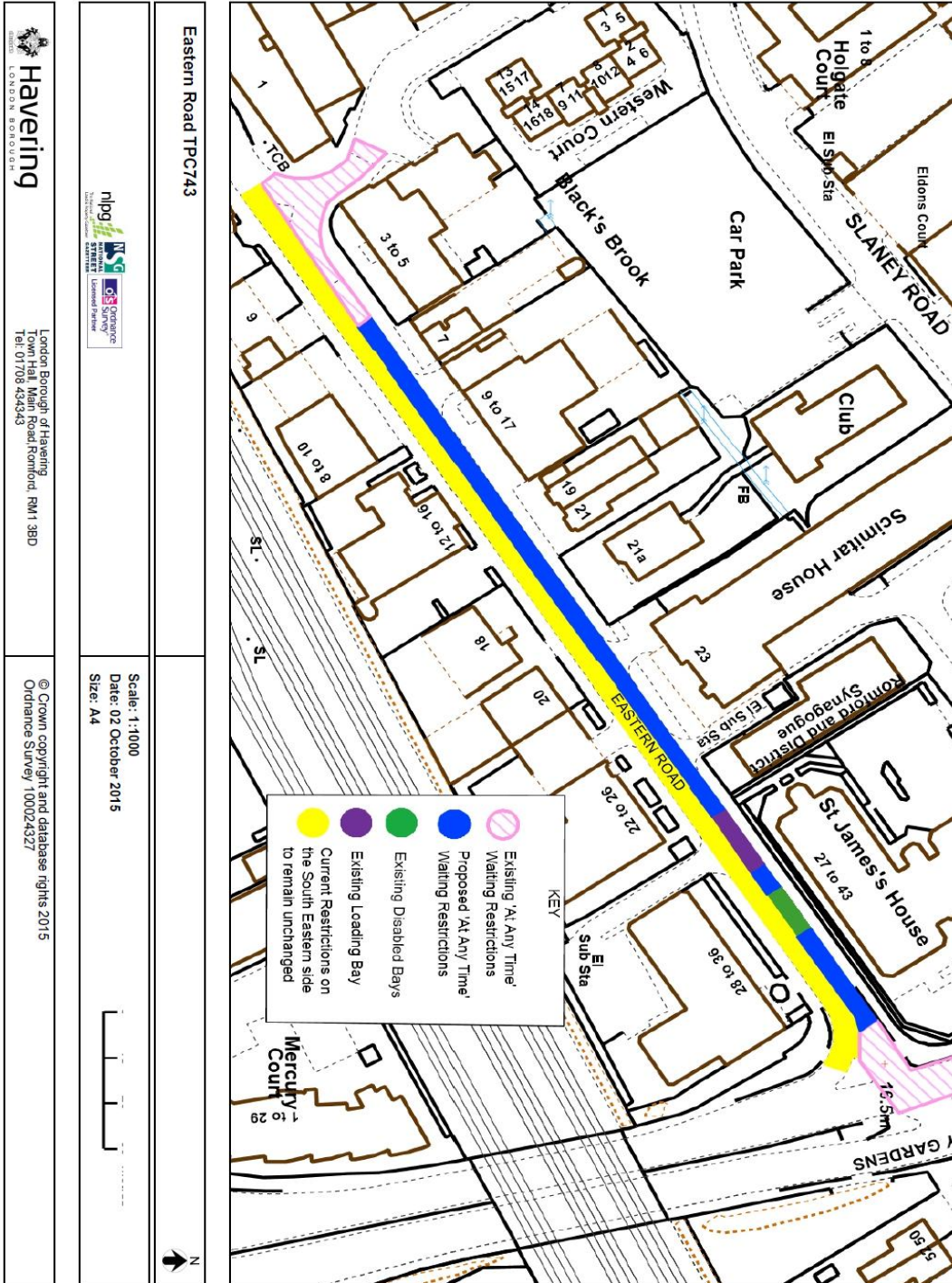
The proposals included in the report have been publicly advertised and subject to public consultation. All residents perceived to be affected by the proposals have been consulted informally and formally by letter and plan. Eighteen statutory bodies were also consulted and site notices were placed at the location.

The recommendation is for the proposal to be implemented as per the revised design below and the effects be monitored on a regular basis to ensure any equality negative impacts are mitigated. Staff will monitor the effects of these proposals, especially relating to these groups, and if it is considered that further changes are necessary, the issues will be reported back to this Committee so that a further course of action can be agreed.

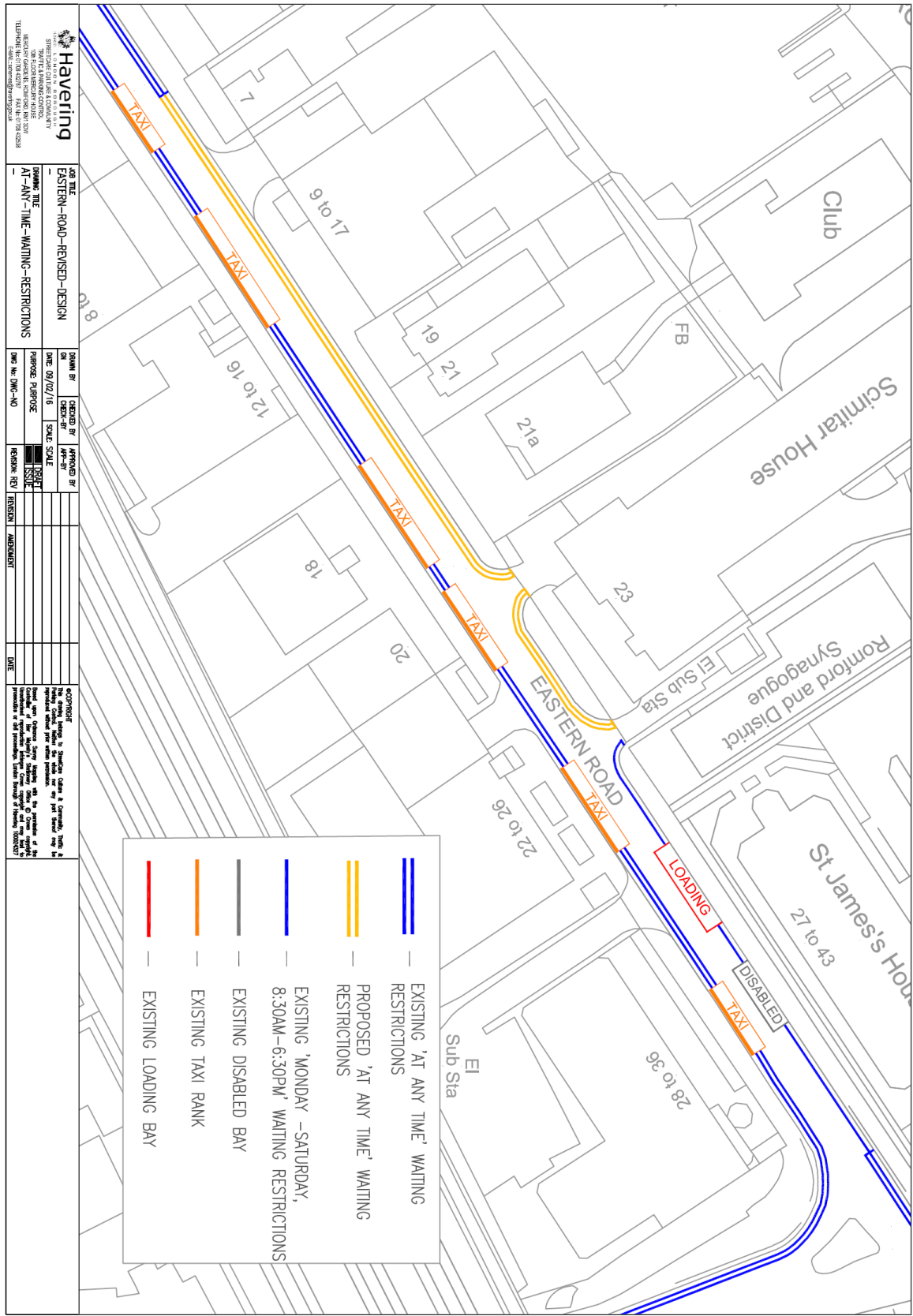
There will be some physical and visual impact from the required signing and lining works. Where infrastructure is provided or substantially upgraded, reasonable adjustments should be made to improve access for disabled, which will assist the Council in meeting its duties under the Equality Act 2010.

**BACKGROUND PAPERS**

Original Proposal



Revised design





### Appendix C

	Respondent	Summary of Contents	Staff Comments
1	A business in Eastern Road	Not in favour. We have 30 companies based within our building which have several deliveries throughout the day, many of which arrive at around the same time and contain heavy parcels that need to be brought here by the delivery staff. If these actions were put into place this would cause inconvenience for many companies as only one delivery company would be able to park at any one time and they would have to walk around 200 yards to deliver heavy loads which could cause major disruptions.	The proposals are not to introduce loading restrictions. The rules regarding loading/unloading for 'At any time' waiting restrictions (double yellow lines) are the same for the single yellow lines during its hours of operation. Loading/unloading is permitted on single yellow lines and double yellow lines.
2 (22)	Romford Synagogue	22 responses were received against/concerned regarding the proposals were received in relation to Romford synagogue. There were concerns regarding where members, particularly elderly and disabled ones would park. Where loading/unloading would take place and where boarding and alighting would take place.	A meeting was held where representatives from both the authority and the synagogue were present. It was decided that proposed 'at any time' waiting restrictions would stop at approximately the western boundary of 23 Eastern Road as appose to the whole road as originally proposed. It was agreed that the remainder of the road would be considered for pay and display parking. This appeared to please and appease the concerns of the synagogue.

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# HIGHWAYS ADVISORY COMMITTEE

1 March 2016

**Subject Heading:**

**HIGHWAY SCHEMES APPLICATIONS  
March 2016**

**CMT Lead:**

**Andrew Blake-Herbert**

**Report Author and contact details:**

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

**Policy context:**

**Havering Local Development  
Framework (2008)  
Havering Local Implementation Plan  
2014/15 – 2016/17 Three Year Delivery  
Plan (2013) (where applicable)**

**Financial summary:**

**The estimated cost of requests,  
together with information on funding is  
set out in the schedule to this report.**

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

Havering will be clean and its environment will be cared for	[X]
People will be safe, in their homes and in the community	[X]
Residents will be proud to live in Havering	[ ]

## SUMMARY

This report presents applications for new highway schemes which are not funded and do not appear on the Council's highways programme. The Committee is requested to decide whether the requests should be rejected or set aside with the aim of securing funding in the future.

## RECOMMENDATIONS

1. That the Committee considers the requests set out in Section A and decide either;
  - (a) That the request should be rejected; or
  - (b) That the request should be set aside in Section B with the aim of securing funding in the future
2. That it be noted that any schemes taken forward in the future 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 Environment if a recommendation for implementation is made.
3. That it be noted that the estimated cost of implementing each scheme is set out in the Schedule. In the case of Section A - 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 which are not funded or on the Council's highways programme so that a decision will be made on whether the scheme should be set aside for possible future funding or rejected.
- 1.2 The bulk of the highways schemes programme is funded through the Transport for London Local Implementation Plan and these are agreed in principle through an Executive decision in the preceding financial year. A full

report is made to the Highways Advisory Committee on conclusion of the public consultation stage of these schemes.

- 1.3 There is also a need for schemes funded by other parties or programmes (developments with planning consent for example) to be taken forward to consultation.
- 1.4 In cases such as this, the decision to proceed with the public consultation is delegated to the Head of Streetcare and this will be as a published Staff Decision which will appear on Calendar Brief and be subject to call-in. The outcome of these consultations will be reported to the Committee which will make recommendations to the Cabinet Member for Environment in the usual way.
- 1.5 In order to manage the workload created by unfunded matters, a schedule has been prepared to deal with applications for new schemes and is split as follows;
  - (i) Section A - 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 B for future discussion should funding become available in the future.
  - (ii) Section B - 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 and date placed on the schedule.
- 1.7 In the event that funding is made available for a scheme held in Section B, Staff will update the Committee through the schedule at the next available meeting and then the item will be removed thereafter.

## 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 Environment.

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 Environment.

**BACKGROUND PAPERS**

None.

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

Highways Advisory Committee  
 1 March 2016

Item Ref	Location	Ward	Description	Officer Advice	Funding Source	Likely Budget	Scheme Origin/ Request from	Date Requested/ Placed on List
<b>SECTION A - Highway scheme proposals without funding available</b>								
A1	St Mary's Lane	Upminster	Reduce speed limit from National to 40mph for non classified section from the junction with Warley Street to borough boundary	40mph would be an appropriate speed limit for a rural lane of this nature.	None	c£8k	Resident via Cllr Ower	11/02/2016
<b>SECTION B - Highway scheme proposals on hold for future discussion or seeking funding (for Noting)</b>								
B1	Broxhill Road, Havering-atte-Bower	Havering Park	Widening of existing and extension of footway from junction with North Road to Bedfords Park plus creation of bridleway behind.	Feasible, but not funded. Improved footway would improve subjective safety of pedestrians walking from Village core to park. (H4, August 2014)	None.	c£80k	Resident	31/07/2014
B2	Finucane Gardens, near junction with Penrith Crescent	Elm Park	Width restriction and road humps to reduce traffic speeds of rat-running between Wood Lane and Mungo Park Road.	Feasible, but not funded.	None	£18k	Cllr Wilkes	05/09/2014

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

**Highways Advisory Committee**  
**1 March 2016**

Item Ref	Location	Ward	Description	Officer Advice	Funding Source	Likely Budget	Scheme Origin/ Request from	Date Requested/ Placed on List
Page 102 B3	A124/ Hacton Lane/ Wingletye Lane junction	Cranham, Emerson Park, St Andrews	Provision of "green man" crossing stage on all 4 arms of the junction.	Feasible, but not funded. Additional stage would lead to extended vehicle queues on approaches to junction. Current layout is difficult for pedestrians to cross and is subjectively unsafe. Pedestrian demand would only trigger if demand called and would give priority to pedestrians.	None	N/A	Resident	12/09/2014
B4	Havering Road/ Mashiters Hill/ Pettits Lane North junction	Havering Park, Mawneys, Pettits	Provide pedestrian refuges on Havering Road arms, potentially improve existing refuges on other two arms	Feasible, but not funded. Would require carriageway widening to achieve. Would make crossing the road easier for pedestrians.	None	£30k+	Cllr P Crowder	12/09/2014

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

**Highways Advisory Committee**  
**1 March 2016**

Item Ref	Location	Ward	Description	Officer Advice	Funding Source	Likely Budget	Scheme Origin/ Request from	Date Requested/ Placed on List
B5 Page 103	Ockendon Road, near Sunnings Lane	Upminster	Pedestrian refuge	Feasible, but not funded. In the 3-years to July 2014, 2 injury collisions were recorded in the local vicinity. 21/5/12 5 cars involved, 1 slight injury. Junction with Sunnings Lane caused by U-turning driver. 2/9/13 1 car, 1 motorcycle, serious injury to motorcyclist. 50m east of Sunnings Lane caused by U-turning driver failed to see motorcyclist overtaking.	None	£8k	Cllr Hawthorn	26/09/2014
B6	Bird Lane, adjacent to A127 Southend Arterial Road	Cranham	Ban of left turns from A127 into Bird Lane to prevent rat-running at peak times or when A127 is congested	Feasible, but not funded. Scheme would require physical works to prevent left turns. [was agreed to hold on reserve list at June 2015 HAC)	None	£25k	Cllr Barrett	12/05/2015

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## HIGHWAYS ADVISORY COMMITTEE

**1 March 2016**

**Subject Heading:**

**TRAFFIC AND PARKING SCHEME  
REQUESTS**

**CMT Lead:**

**Andrew Blake-Herbert**

**Report Author and contact details:**

**Iain Hardy**  
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**Policy context:**

**Traffic and Parking Control**

**Financial summary:**

**Costs cannot be estimated at this stage but any cost for agreed locations would be met by 2015/16 revenue budget for Minor Traffic and Parking**

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

Havering will be clean and its environment will be cared for	<input checked="" type="checkbox"/>
People will be safe, in their homes and in the community	<input checked="" type="checkbox"/>
Residents will be proud to live in Havering	<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 Environment 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 Environment 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 Environment 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 Environment should recommendation for implementation is made and accepted by the Cabinet Member for Environment.
4. That it be noted that the estimated cost of implementing each scheme is set out in the Schedule along with the funding source

## 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 Environment that it's approved a scheme to be progressed, then subject to the approval of the Cabinet Member for Environment 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 Environment.
- 1.4 Where the Committee recommends to the Cabinet Member for Environment that a scheme should not be progressed subject to the approval of the Cabinet Member for Environment 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-representation 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 Environment 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 Environment.

## 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 Environment 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 Environment 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 Environment.

## BACKGROUND PAPERS

None.



Item Ref	Location	Comments/Description	Previously Requested (Date & Item No.)	Budget Source	Scheme Origin/ Request from	Ward
<b>SECTION A - Parking Scheme Requests</b>						
TPC827	Lamson Road	Request by a business to extend the double yellow lines across the whole F. H Brundle site, due to sight line issues and the area being a reported accident hot spot. A review of the area may be required.	NO	REV	F. H Brundle	Rainham and Wennington
TPC828	Heaton Way	Request to extend the existing double yellow lines in Heaton Way	NO	REV	A Street Leader	Heaton
TPC829	Juliette Mews	Request to introduce parking restrictions in the area	NO	REV	Officer	Romford Town

TPC830	Gabriel Close	Request to consult with residents with a view to introduce junction protection and also introduce Double Yellow Lines to aid emergency vehicle access at the turning head of the close.	NO	REV	Officer	Havering Park
TPC831	Woodbridge Close	Request to individually mark off the parking spaces within the parking areas in the close to maximise parking in the road	NO	REV	Officer	Gooshays
TPC832	Lodge Lane junction with Collier Row Road	Request to to review the existing parking restrictions on the junction of Lodge Lane and Collier Row Road and the other junctions in this location.	NO	REV	Resident via Cllr Ramsey	Mawneys
TPC833	Station Parade	Request to change the agreed hatched area at the end of Station Parade to a Double Yellow Line	NO	REV	Staff	Elm Park

**SECTION B - Parking Scheme Requests on hold for future discussion or funding issues**