



# Haverling

LONDON BOROUGH

## HIGHWAYS ADVISORY COMMITTEE AGENDA

**7.00 pm**

**Tuesday  
8 November 2016**

**Council Chamber -  
Town Hall**

Members 11: Quorum 4

**COUNCILLORS:**

**Conservative  
(4)**

Frederick Thompson (Vice-  
Chair)  
Joshua Chapman  
John Crowder  
Dilip Patel

**Residents'  
(2)**

Barry Mugglestone  
John Mylod

**East Haverling  
Residents'(2)**

Darren Wise (Chairman)  
Brian Eagling

**UKIP  
(1)**

John Glanville

**Independent Residents'  
(1)**

David Durant

**Labour  
(1)**

Denis O'Flynn

**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 - 14)

To approve as a correct record the minutes of the meeting of the Committee held on 4 October 2016, and to authorise the Chairman to sign them.

### 5 UPMINSTER PARKING REVIEW - RESULTS OF INFORMAL CONSULTATION (Pages 15 - 48)

### 6 JULIETTE MEWS - COMMENTS TO ADVERTISED PROPOSALS (Pages 49 - 60)

- 7     **TPC621 - APPLETON WAY AREA REVIEW - FORMAL CONSULTATION** (Pages 61 - 68)
  
- 8     **TPC744 - LOWSHOE LANE CONTROLLED PARKING - FORMAL CONSULTATION** (Pages 69 - 76)
  
- 9     **TPC745 - GIDEA PARK REVIEW - PROPOSED CHANGE OF TIME OF PARKING RESTRICTIONS** (Pages 77 - 86)
  
- 10    **TPC868 - PARK LANE/CAVENDISH AVENUE - AT ANY TIME WAITING RESTRICTIONS** (Pages 87 - 92)
  
- 11    **URGENT BUSINESS**

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

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

# Public Document Pack Agenda Item 4

**MINUTES OF A MEETING OF THE  
HIGHWAYS ADVISORY COMMITTEE  
Council Chamber - Town Hall  
4 October 2016 (7.30 - 9.15 pm)**

**Present:**

**COUNCILLORS**

<b>Conservative Group</b>	Frederick Thompson (Vice-Chair), Joshua Chapman, John Crowder and Dilip Patel
<b>Residents' Group</b>	Barry Mugglestone and +Stephanie Nunn
<b>East Havering Residents' Group</b>	Darren Wise (Chairman) and Brian Eagling
<b>UKIP</b>	+Phil Martin
<b>Independent Residents Group</b>	David Durant
<b>Labour Group</b>	Denis O'Flynn

Apologies were received for the absence of Councillors John Glanville and John Mylod.

+Substitute members: Councillor Phil Martin (for John Glanville) and Councillor Stephanie Nunn (for John Mylod).

Other Members present for parts of the meeting included Councillors Ron Ower, Melvin Wallace, Linda Trew, Robert Benham and Damian White.

Unless otherwise indicated all decisions were taken with no votes against.

There were 35 members of the public present for the meeting.

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

**42 MINUTES**

The minutes of the meeting of the Committee held on 6 September 2016 were agreed as a correct record and signed by the Chairman.

**43 HORNCHURCH ROAD BETWEEN ALBANY ROAD & LYNDHURST ROAD ACCIDENT REDUCTION PROGRAMME - PROPOSED SAFETY IMPROVEMENTS**

A Member sought clarification on the issue raised by the Fire Service to the proposal to install speed table on Hornchurch Road as it would impact on attendance times. In response Officers informed the Committee that the alternative to traffic calming was speed cameras which the council would be unable to fund and maintain.

The Committee was informed that the proposed flat-top humps would be “bus friendly” and so should be compatible with the requirements of the Fire Service.

A Member asked if there was any indication that any of the ward councillors had responded to the consultation as the report only mentioned that local Members commented on the scheme.

A Member raised concerns over the policy of installing speed humps on main roads, questioning whether any reviews had been undertaken into the effectiveness of existing humps. The member stated that installing speed humps could have an adverse effect on safety in neighbouring roads (such as the concerns raised by the Fire Service).

Another Member was of the opinion that schemes involving the installation of speed humps had been effective in other parts of the borough.

Another Member stated that the proposals for Hornchurch Road were needed as part of the scheme was near a school which supported the scheme.

Having considered the proposal and the representation made by the Fire Service, it was **RESOLVED** to recommend to the Cabinet Member for Environment, Regulatory Services and Community Safety that the safety improvements detailed in the report be implemented as follows:

- (a) Hornchurch Road between Albany Road and Cheviot Road  
(Plan No:QP001-1)
  - Speed table as shown
  - Humped zebra crossing as shown
- (b) Hornchurch Road between Hyland Way and Harrow Drive  
(Plan No:QP001-2)
  - Speed tables (2No.) as shown.
- (c) Hornchurch Road between Elmhurst Drive and Lyndhurst Drive  
(Plan No:QP001-3)
  - Humped zebra crossing as shown
  - Speed table as shown
- (d) the bus stop clearway, high kerbs area and red block pavement area opposite to St Mary’s Primary School be extended as shown on Plan No:QP001-1. Guardrails would be provided

between entry and exit accesses outside the school and

- (e) the existing traffic island at the zebra crossing along Hornchurch Road outside Nos. 96 and 98 would be retained including humped zebra crossing.

That, it be noted that the estimated costs for the scheme was £85,000, which would be met from the Transport for London's (TfL) 2016/17 Local Implementation Plan allocation for Accident Reduction Programme.

The voting was 8 in favour, 2 against and 1 abstention.

#### 44 **FAIRCROSS AVENUE, EXPERIMENTAL WIDTH RESTRICTIONS**

The report before the Committee detailed responses to a consultation for the provision of a two metre width restriction in Faircross Avenue which had been implemented on an experimental basis and the Committee was now being asked to consider whether or not the restriction should be made permanent.

At its meeting in August 2015, the Committee had considered a request for implementation of a width restriction in Faircross Avenue. The request was made by Councillor Best supported by a 62 signature petition from local residents.

Funding had been made available for the implementation of the scheme on an experimental basis in order for the proposal to be tested and for residents and highway users to provide comments on a 'live' scheme. The experimental process had been a matter delegated to the then Cabinet Member for Environment.

The report detailed that Staff recommended that a 2 metre (6 feet, 6 inches) width restriction would physically prevent passage of all HGV traffic along Faircross Avenue. The regulations surrounding width restrictions required that the actual space available should be 150 millimetres (6 inches) wider than the posted restriction.

The report informed the Committee that traffic counts were undertaken on Faircross Avenue, Lawns Way and Gobions Avenue at the beginning of February 2016 just before the experiment came into force and late May 2016 when the experiment was in force, so that any issues of traffic reassignment to parallel roads could be ascertained. A summary of the data was provided as an appendix to the report.

By the close of consultation, 60 responses had been received and summarised in the Appendix to the report. Nine respondents indicated support for the restriction to be made permanent and 48 respondents objected.

A petition signed by 95 people requested that the council take steps to reduce the size and volume of vehicles using Lawns Way which had significantly increased since the installation of the width restriction in Faircross Avenue in February 2016, thus causing increased noise and pollution in their road.

A ward councillor made comment about the temporary road layout and also suggested that a more extensive scheme was needed with a restriction at each end of Faircross Avenue. Havering Cyclists indicated support for the restriction. The Metropolitan Police made no comments, but indicated that other emergency services may have issues.

Those in favour of a permanent width restriction mainly commented that the restriction had dealt with the lorry issue in Faircross Avenue. Other comments detailed that the restriction should be at each end of the street, more signs were suggested and that houses no longer shook. The report summarised other issues in the appendix.

Those objecting to the scheme raised a wide variety of issues. The significant concern was that traffic had reassigned to other streets in the area, especially HGVs and vans. There was concern about speeding; an increase in noise, pollution and vibration in those streets where traffic had been reassigned; the safety of children and other people accessing Lawns Park, that the width restriction was too narrow and difficult to use and that other roads were unsuitable for heavy traffic.

Three traffic survey points were established in order to monitor the impacts of the scheme on Faircross Avenue north of The Drive, one was on Lawns Way south of The Drive and one was on Gobions Avenue south of Chelmsford Avenue. A more comprehensive spread of survey points would have provided more extensive data, but funding was not available for the collection and analysis of such.

The surveys were undertaken by automatic traffic counters which measured speed, traffic volume and vehicle class. The data collected before the restriction was installed was collected between 8 to 12 February 2016. A subsequent survey was undertaken between 20 to 26 May 2016 to measure conditions after the restriction had been installed with some time allowed for traffic patterns to adapt.

In officers' view, the experimental restriction had proved unpopular with a significant majority of people who had responded to the consultation, including some people within Faircross Avenue itself. A major concern had been the traffic reassignment which had led to numerous complaints about an increase in van and lorry traffic in the area. There were also complaints that drivers were choosing to speed and that noise and pollution had increased on adjacent streets.



Those indicating support were content that the amount of traffic had reduced in Faircross Avenue and that the noise and vibration associated with heavy vehicles had also reduced.

The report informed the Committee that from the traffic data, there were indication that traffic reassignment had taken place and in broad terms, the reduction in traffic from Faircross Avenue was similar to the sum of the increase measured in Lawns Way and Gobions Avenue. The traffic data indicated that traffic speeds at all three count points were generally the same for average and 85<sup>th</sup> percentile speeds.

The Committee noted that many of the respondent against the scheme were of the opinion that the area should be treated as a whole with different or additional restrictions or traffic calming.

With its agreement Councillors Ray Best, Ron Ower and Linda Trew addressed the Committee.

Councillor Best commented that it had taken a long time to get the scheme installed following requests from local residents who had wanted action following many years of problems in Faircross Avenue. Councillor Best recognised that the scheme had been unsuccessful but stated that there needed to be an alternative option to alleviate the problems in the road. Councillor Best stated that the main failing of the current scheme was the position of the width restriction. . He suggested that the remaining 12-months of the experimental order timeframe could be used to improve the existing situation. The Committee was urged to defer a recommendation in order to allow further discussion and consideration to take place.

Councillor Trew addressed the Committee stating the council had a duty of care to all residents and to proceed with the scheme was not the way forward as making the scheme permanent would benefit some people to the detriment of others and a decision should be deferred to allow officers to explore other alternative to manage the traffic in the area.

Councillor Ower stated that the scheme had a knock-on effect on surrounding roads and although people in Faircross Avenue wanted the scheme, it was having an adverse effect as shown by the petition from residents of Lawns Way. Councillor Ower also stated that residents of Gobions Avenue were also not happy with the scheme. He suggested that current restriction be retained and officers consider other solutions for the wider area with specific focus on Lawns Way and Gobions Avenue.

In accordance with the public speaking arrangements the Committee was addressed by an objector. The objector a local resident spoke against the proposal to make the restriction permanent. The resident outlined that there had been an increase in traffic by 6% along Lawns Way. The traffic in the street was higher than the others roads in the area, about thirty-two thousands vehicle now used the road along with HGVs. The Committee was informed that residents now had issues with noise, vibration and danger

from HGVs along Lawns Way. The objector questioned the data from the traffic count stating that the counts were undertaken in the wrong place. The objector stated that the whole area should be considered and that there were objections from more people than those in favour. The Committee was informed that residents in the other roads should be considered and as such the restriction should be removed.

During a brief debate a Member proposed that the decision be deferred in order to allow officers to look at an alternative scheme that considers the area as a whole.

A second Member speaking in favour of a deferral stated that alternative options would need to be presented to the committee quickly.

Officers' informed the committee that it would not be possible to provide a timescale for the formulation of new proposals as the additional work was not resourced.

In response to a Member asking if it would be possible to place width restrictions in the other affected roads officers stated that Gobions Avenue was a bus route so such a restriction would not be possible.

A Member stated that residents wanted large vehicles restricted and this should be at both ends or at the Chase Cross Road end of Faircross Avenue and Lawns Way.

Another Member suggested that Faircross Avenue had the lowest level of traffic before the scheme and so the scheme was to deal with the road that had the least problems.

A Member was of the view that the adverse effect on neighbouring roads was not fair and that the restrictions should be removed.

Another Member stated that he had seen the area change over the years with traffic increasing and that the Council should be working to satisfy everyone. He highlighted the Councils objectives at the start of the report which said "people would be safe, in their homes and in the community" and so he supported deferral to allow in-depth community discussion.

A Member of the committee agreed that the decision on the proposal should be deferred and that Members need to get together for a discussion.

A Member felt there was no basis for a deferral, that the deferral would keep the scheme in place and would put off a decision.

A Member stated that residents in the three roads were unhappy and consultation would take some time. It was suggested that the matter be delegated.

In response, officers' informed the Committee that the Cabinet Member had delegated powers to install experimental schemes and as such a new scheme would be the quickest way forward but the indication was that there was a general disaffection with traffic in the area, with no clarity as to what residents wanted. Officers were in support of the suggestion that a discussion that involved residents and Ward councillors had to be the way forward. The result of such a consultation could then inform a discussion with the Cabinet Member and senior management in order to make funding available.

Following a Motion to Defer the Committee resolved to recommend to the Cabinet Member for Environment, Regulatory Services and Community Safety that the decision on width restriction in Faircross Avenue be deferred to allow Ward Councillors, residents and officers to discuss a way forward.

The vote for the proposal to defer was carried by 9 votes to 2 against.

45 **TPC463 - WYKEHAM PRIMARY SCHOOL - KEEP CLEAR MARKINGS & WAITING RESTRICTIONS**

The Committee noted that the report had been withdrawn and would not be considered.

46 **TPC830 - GABRIEL CLOSE PROPOSED WAITING RESTRICTIONS**

The Committee considered the report and without debate **RESOLVED** to recommend to the Cabinet Member for Environment, Regulatory Services and Community Safety that the proposed 'At Any Time' waiting restrictions with the individually marked advisory residents parking bays and the placement of signs in the car park at Gabriel Close be implemented as advertised.

Members noted that the estimated cost for the proposals in Gabriel Close as set out in the report was £2000, which would be met from the 2016/17 Minor Parking Schemes budget.

47 **TPC481 - FAIRHOLME AVENUE PARKING REVIEW**

The report before Members outlined the responses received to the informal consultation undertaken with the residents of Fairholme Avenue and recommend further course of action.

On February 2015, the Committee had agreed in principle to review the parking restrictions in Fairholme Avenue following complaints on the level of parking in the road and the implementation of new waiting restrictions between the junction of Balgores Lane and the property at No.2 Fairholme Avenue.

The responses to a questionnaire and consultation were appended to the report. In officers' view, the most popular option would be to implement a residents parking scheme, operational from Monday to Saturday 8am to 6.30 pm. It was noted that the proposed residents parking provision would limit the long term parking issues in Fairholme Avenue and provide residents and their visitors somewhere to park within the restricted period.

As the area was close to the Gidea Park railway station and businesses and restaurants, any agreed scheme would have to be monitored to measure to effects of the new scheme.

In accordance with the public speaking arrangements the Committee was addressed by an objector. The objector commented that over the last five years there had been a significant increase in the pressure for parking spaces caused by customers of a local licensed premises . The objector raised concerns over the effect on highway safety and stated that there had been a lack of enforcement..

During a brief debate Members were informed that it was a convention to include all those potentially affected by a scheme in the consultation process, including businesses; the scheme if implemented would likely result in the creation of a new CPZ.

A number of members stressed the importance of having effective enforcement in the area.

The Committee resolved to recommend to the Cabinet Member for Environment Regulatory Services and Community Safety that the proposals to introduce a residents parking scheme in Fairholme Avenue, operational Monday to Saturday 8.00am to 6.30pm inclusive be designed and publicly advertised.

That it be noted that the estimated cost of the scheme was £4000, which would be met from the 2016/17 Minor Parking Schemes Budget.

The voting in favour of the proposal was 10 votes to one abstention.

#### **48 HIGHWAYS SCHEMES APPLICATION - WORKS PROGRAMME**

The Committee noted the highway scheme proposals on hold for future discussion or seeking funding.

The Committee was informed that all proposals on hold had been put forward as part of the Council's 2017/18 TfL- funded programme.

49 **URGENT BUSINESS**

Councillor Brian Eagling informed the Committee that following a site visit with Traffic and Parking Officers to the area around Lister Road which identified significant increases in parking he was requesting that Officers be authorised to undertake a review of the Lister Road and the following surrounding roads:

Lister Avenue  
Fleming Gardens  
Bartholomew Drive  
Chadwick Drive  
Ormond Close  
Whitmore Avenue  
Ward Gardens  
Mason drive  
Nightingale Crescent

The Committee **RESOLVED** to recommend that Officers undertake an informal consultation of the above stated roads.

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**Chairman**

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

Highways Advisory Committee  
4 October 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>								
None to report this month								
<b>SECTION B - Highway scheme proposals on hold for future discussion or seeking funding (for Noting)</b>								
Page 11	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). <b>Request has been put forward for consideration for the 2017/18 TfL LIP</b>	None.	c£80k	Resident	05/09/2014
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. <b>Request has been put forward for consideration for the 2017/18 TfL LIP</b>	None	£18k	Cllr Wilkes	12/09/2014

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

Highways Advisory Committee  
 4 October 2016

Item Ref	Location	Ward	Description	Officer Advice	Funding Source	Likely Budget	Scheme Origin/ Request from	Date Requested/ Placed on List
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. <b>Request has been put forward for consideration for the 2017/18 TfL LIP</b>	None	TBC	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. <b>Request has been put forward for consideration for the 2017/18 TfL LIP</b>	None	£30k+	Cllr P Crowder	26/09/2014



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

Highways Advisory Committee  
 4 October 2016

Item Ref	Location	Ward	Description	Officer Advice	Funding Source	Likely Budget	Scheme Origin/ Request from	Date Requested/ Placed on List
B5	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. <b>Request has been put forward for consideration for the 2017/18 TfL LIP</b>	None	£8k	Cllr Hawthorn	12/05/2015
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). <b>Request has been put forward for consideration for the 2017/18 TfL LIP</b>	None	£25k	Cllr Barrett	11/02/2016

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

Highways Advisory Committee  
 4 October 2016

Item Ref	Location	Ward	Description	Officer Advice	Funding Source	Likely Budget	Scheme Origin/ Request from	Date Requested/ Placed on List
B7	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. <b>Request has been put forward for consideration for the 2017/18 TfL LIP</b>	None	c£8k	Resident via Cllr Ower	29/03/2016
B8	Ockendon Road, North Ockendon	Upminster	Speed restraint scheme for North Ockendon Village	85% traffic speeds in village significantly above 30mph (44N/B, 45 S/B). 2 slight injuries 2012-2014. <b>Request has been put forward for consideration for the 2017/18 TfL LIP</b>	None.	c£25k	Cllr Van den Hende	

**HIGHWAYS ADVISORY  
COMMITTEE November 2016**

<b>Subject Heading:</b>	<b>Upminster Parking Review - Results of informal consultation</b>
<b>CMT Lead:</b>	<b>Councillor Osman Dervish</b>
<b>Report Author and contact details:</b>	<b>Omar Tingling Project Engineer omar.tingling@havering.gov.uk Traffic &amp; Parking Control</b>
<b>Policy context:</b>	
<b>Financial summary:</b>	<b>The estimated cost of any implementation will be met by the Capital Parking Strategy Investment allocation</b>

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

- Clean, safe and green borough
- Excellence in education and learning
- Opportunities for all through economic, social and cultural activity
- Value and enhance the life of every individual
- High customer satisfaction and a stable council tax

**SUMMARY**

Upminster Ward

This report outlines the responses received to the informal consultation undertaken in the Upminster Ward area of the Upminster Controlled parking Zone and its periphery and recommends a further course of action.

**RECOMMENDATIONS**

That the Highways Advisory Committee having considered this report and the representations made recommends to the Cabinet Member for Environment that;

- (a) The area in appendix 1 be formally consulted for the creation of a controlled parking zone;
- (b) Oak Avenue and Maple Avenue, Avenue, Acacia Drive ,Sycamore Avenue and South View Drive to be formally consulted on waiting restrictions with the operational hours of 8am to 9.30am Monday to Friday.
- (c) Stewarts Drive to be consulted on double yellow lines on the south side. Junction protection will be consulted on in Coniston Avenue, Parkland Drive and Tadlow Close.

That Members note that the estimated cost for the current proposals, as set out in this report, is £20,000 which will be met from the Capital Parking Strategy Investment allocation.

**REPORT DETAIL**

**1.0 Background**

- 1.1 A consultation was undertaken in December 2016 of the Upminster ward In March 2016 The Highways Advisory Committee agreed to further consult the Upminster Ward on parking restrictions outlined in appendix 1

- 1.2 A questionnaire including a covering letter was posted to all residents and businesses within the review area of the Upminster Ward, giving those residents and businesses 21 days in which to respond. The area was split, as the area north of St Mary's Lane was consulted on a full Controlled parking Zone. The rest of the area of consultation south of St Mary's Lane to Park Drive Road and Gaynes Park Rd was consulted on Permit Parking areas. Please see appendix 2

From Little Gaynes Lane to Parkland Avenue and from Park Drive to Ockendon Rd was sent an information letter that their road would be assessed for junction protection if needed.

### **Officer Comment**

On 26<sup>th</sup> May 2016 3404 consultation documents were sent out to residents of Upminster. This consultation was on the introduction of a Controlled Parking Zone for the area north of St Mary's Lane and a Permit Parking area for the area south of St Mary's Lane to Little Gaynes Rd. The council received 1042 responses which is a response rate of 31%. Streets north of St Mary's Lane were mainly in favour of a cpz as indicated in Appendix 3. Streets south of St Mary's Lane were not in favour of the proposed Permit Parking Area. Residents from various roads in this area were in of waiting restrictions which are being proposed which is outlined in Appendix 1.

All of the consultation responses are outlined in the table appended to this report in Appendix 3.

Footage of the area was taken at various times, this was done as a record of the current situation. A table of results can be found in appendix 3.

## **2.0 Design Principles**

- 2.1 The principles are to design a resident parking scheme in the Upminster Ward, with operational restrictions Monday to Saturday 8.30am to 6.30 pm , which will limit non-resident parking and increase the parking provision for residents, businesses and their visitors.
- 2.2 To design 'At any time' waiting restrictions on all junctions, bends and multi-vehicle accesses to facilitate unhindered access and improve safety for all road users.
- 2.3 All of the proposed consultation areas have been designed in conjunction with the Ward Councillors.

**IMPLICATIONS AND RISKS**

**Financial implications and risks:**

The cost of the implementing the proposals as described above and shown on the attached plans is estimated to be £20,000. This cost can be met from the Capital Parking Strategy Investment allocation.

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

This is a standard project for Street Management 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 Street Management overall Minor Parking Schemes revenue budget.

**Related costs to the Permit Parking areas:**

<b>Resident &amp; Business permits charges</b>	
Residents permit per year	1st permit £25.00, 2nd permit £50.00, 3rd permit and any thereafter £75.00
Business permit per year	Maximum of 2 permits per business £200 each
Visitors permits	£1.25 per permit for up to 6 hours (sold in £12.50 books of 10 permits)

**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 enforcement of Controlled Parking Zones is a labour intensive task and currently, there are sufficient employees to undertake patrol of existing zones. However, in the very near future as more parking zones are introduced consideration will be given to alternative approaches to cash collection including reduced collection frequencies, virtual payments, reallocation of employees within Traffic & Parking Control or the engagement of new employees if a future business case deems it necessary. It is anticipated that collections 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 who were perceived to be affected by the proposals have been consulted formally and informally by letter and plan. Eighteen statutory bodies were also consulted and site notices were placed at the location.

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 and a further course of action can be agreed.

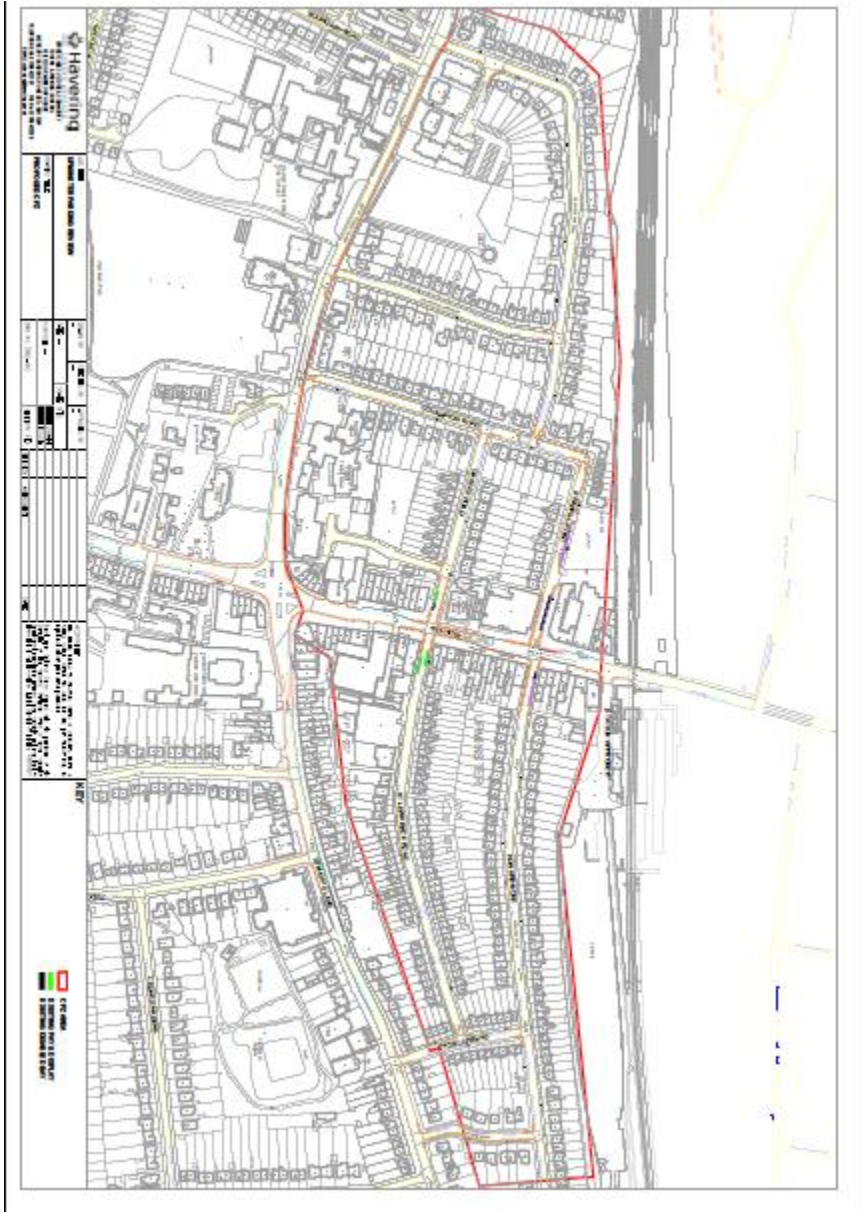
There will be some physical and visual impact from the required signing and lining works. Where infrastructure is provided or substantially upgraded, reasonable adjustments should be made to improve access for disabled, which will assist the Council in meeting its duties under the Equality Act 2010.

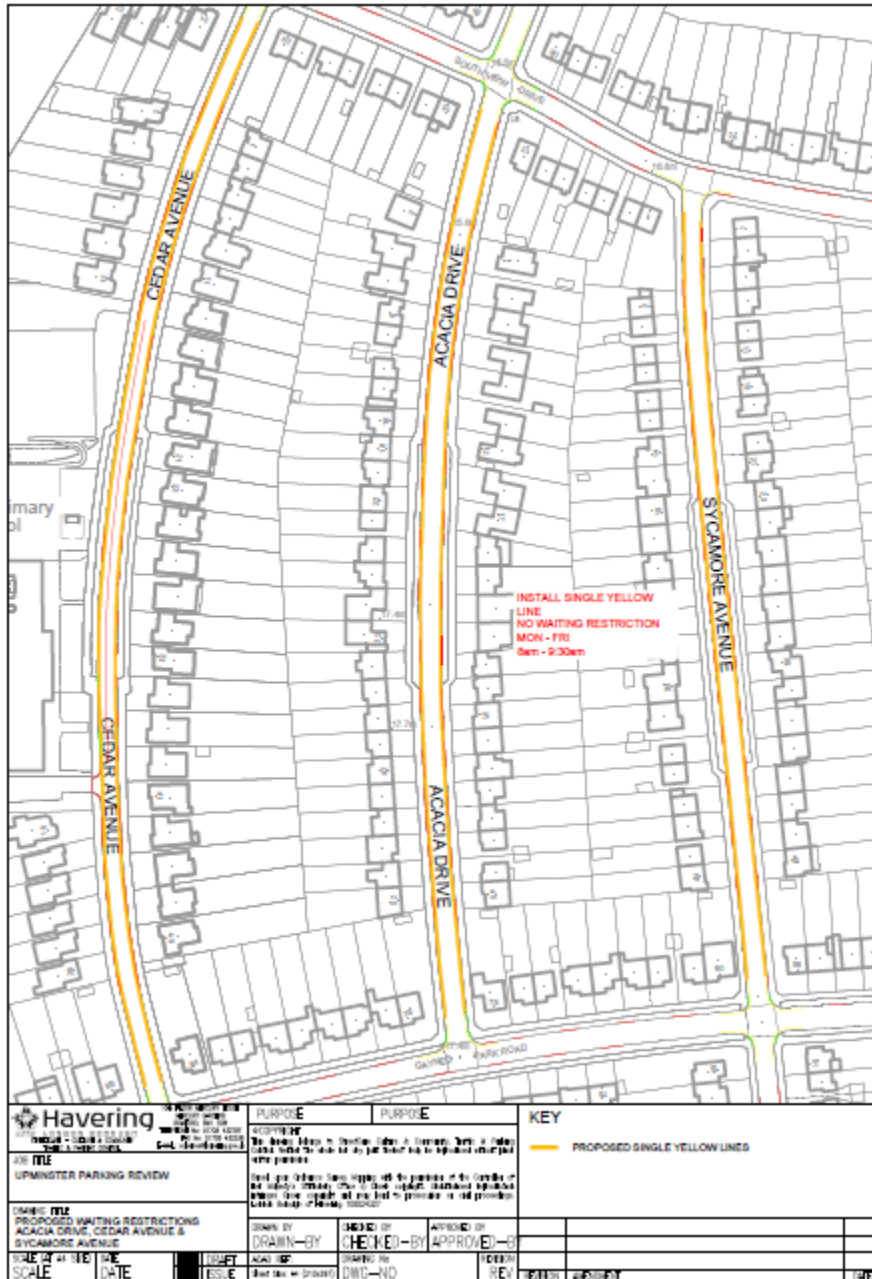
**BACKGROUND PAPERS**

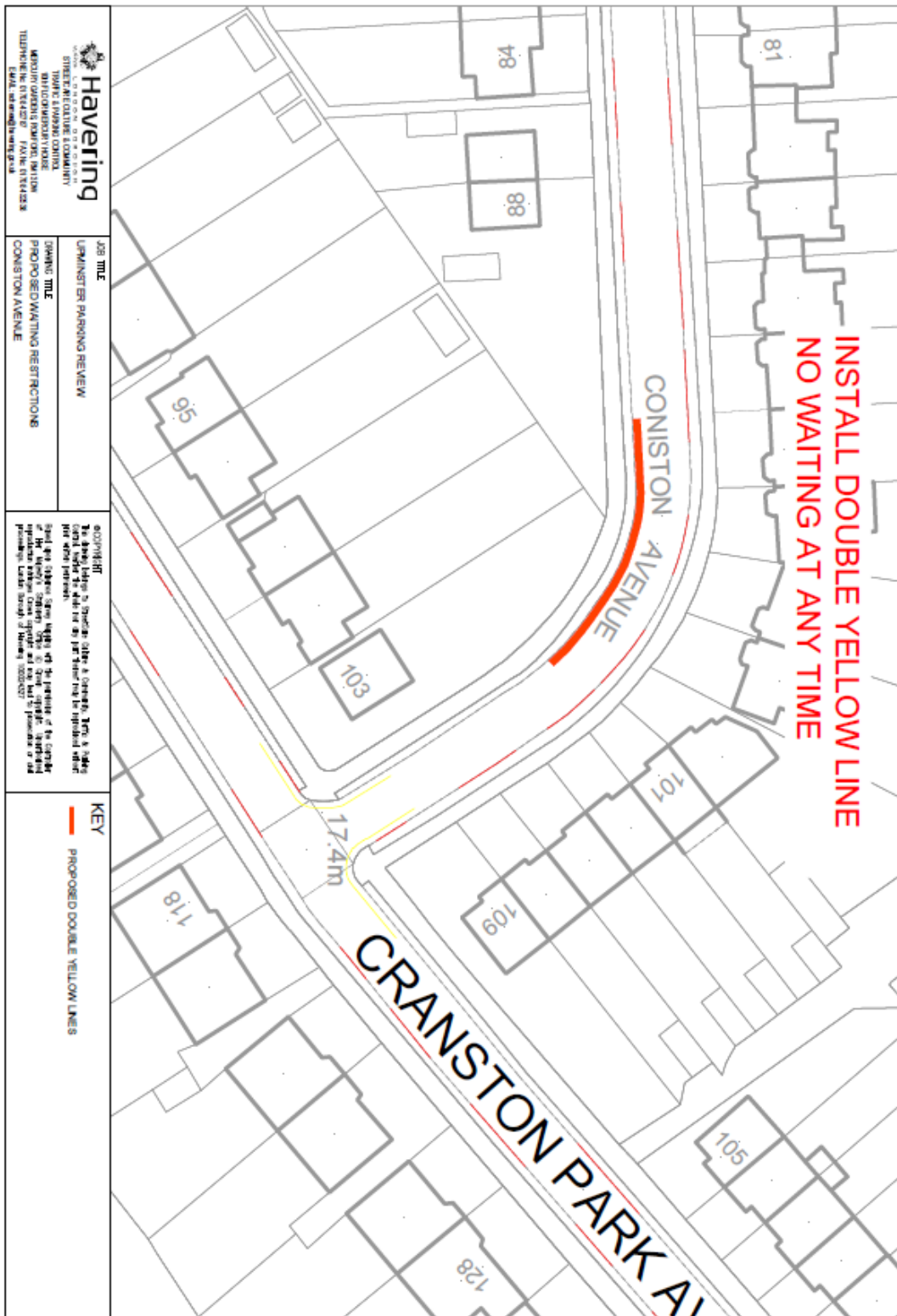
*Highways Advisory Committee Report  
Upminster Parking Review March 2016*

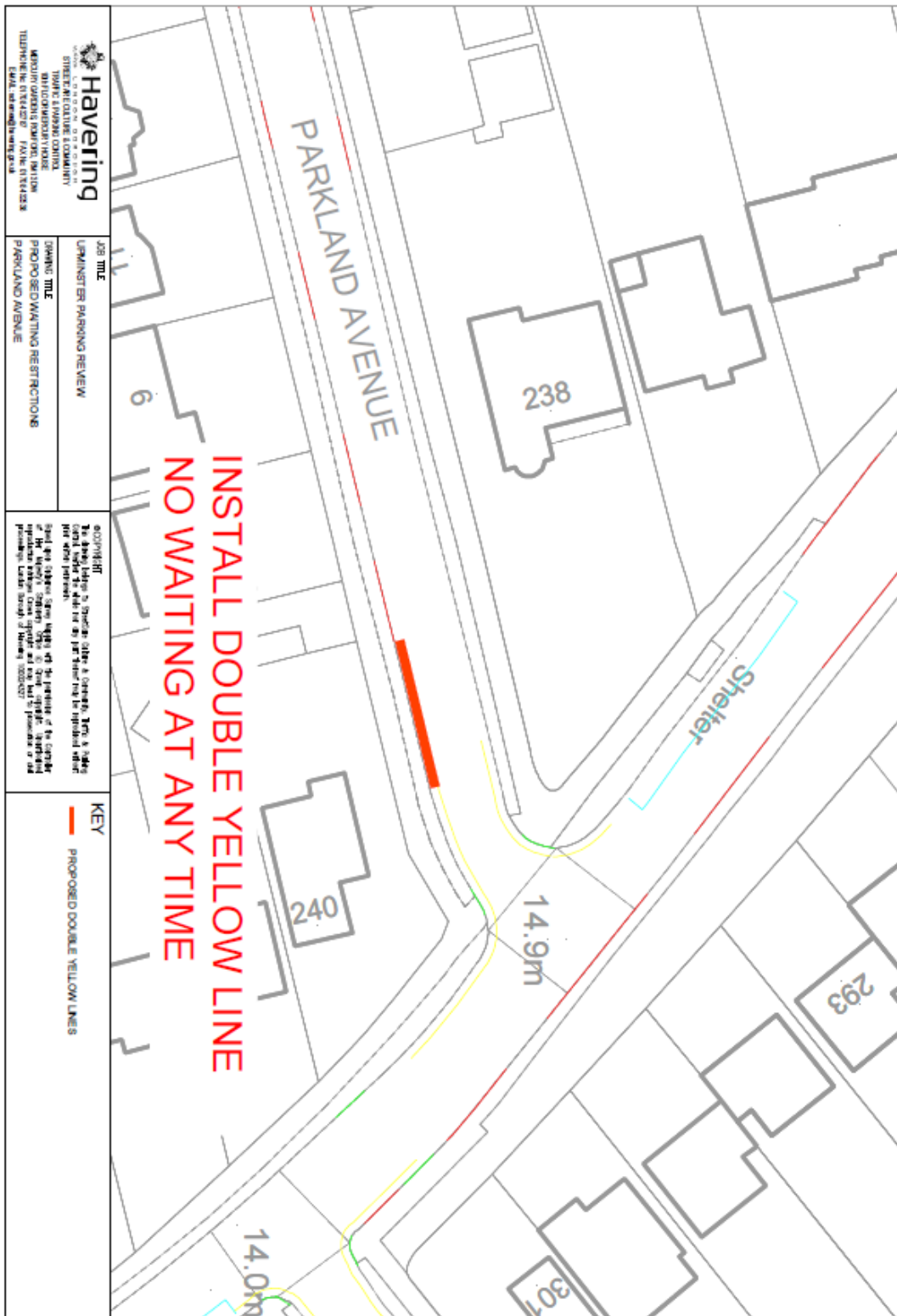
*Appendix 1*

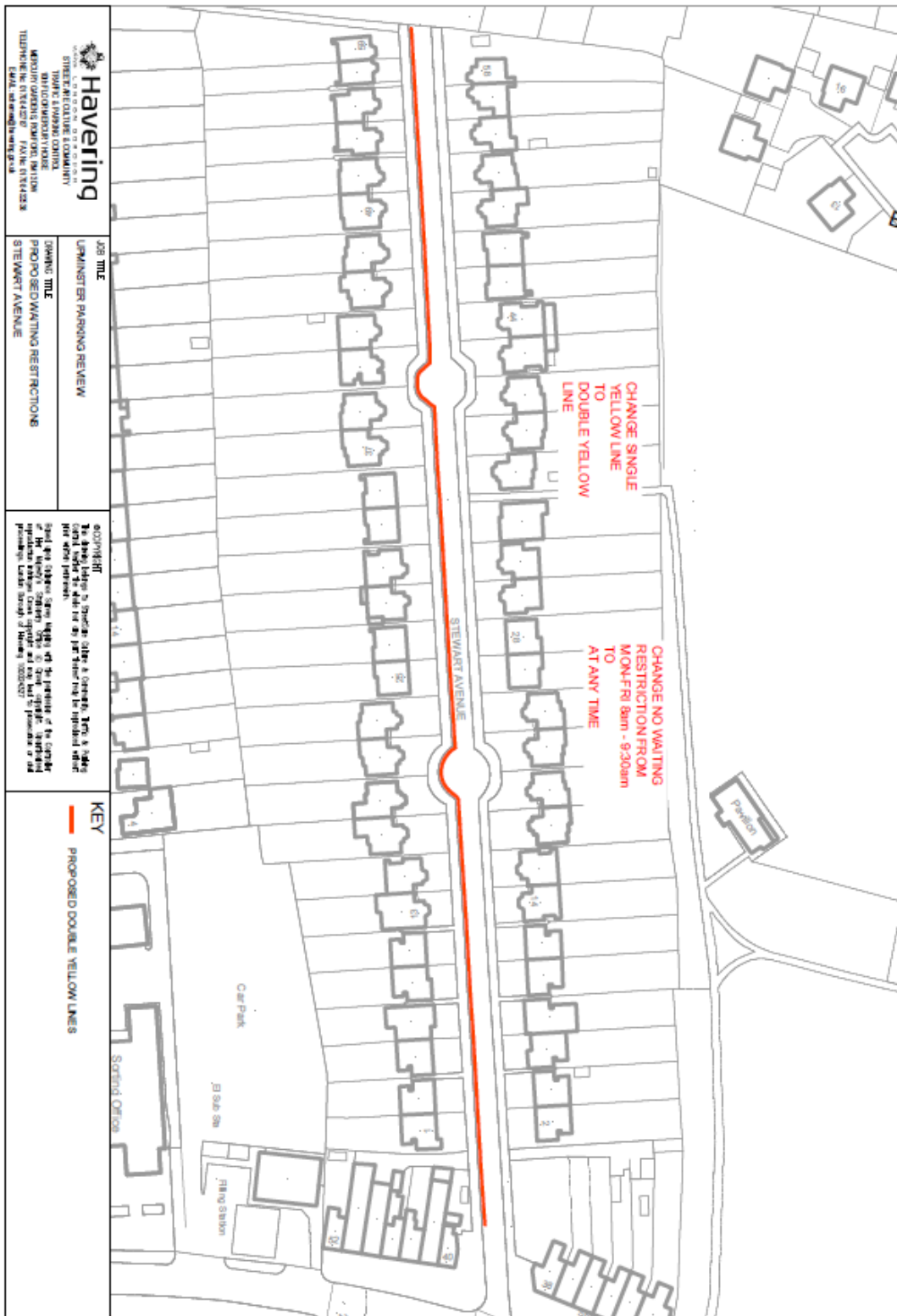


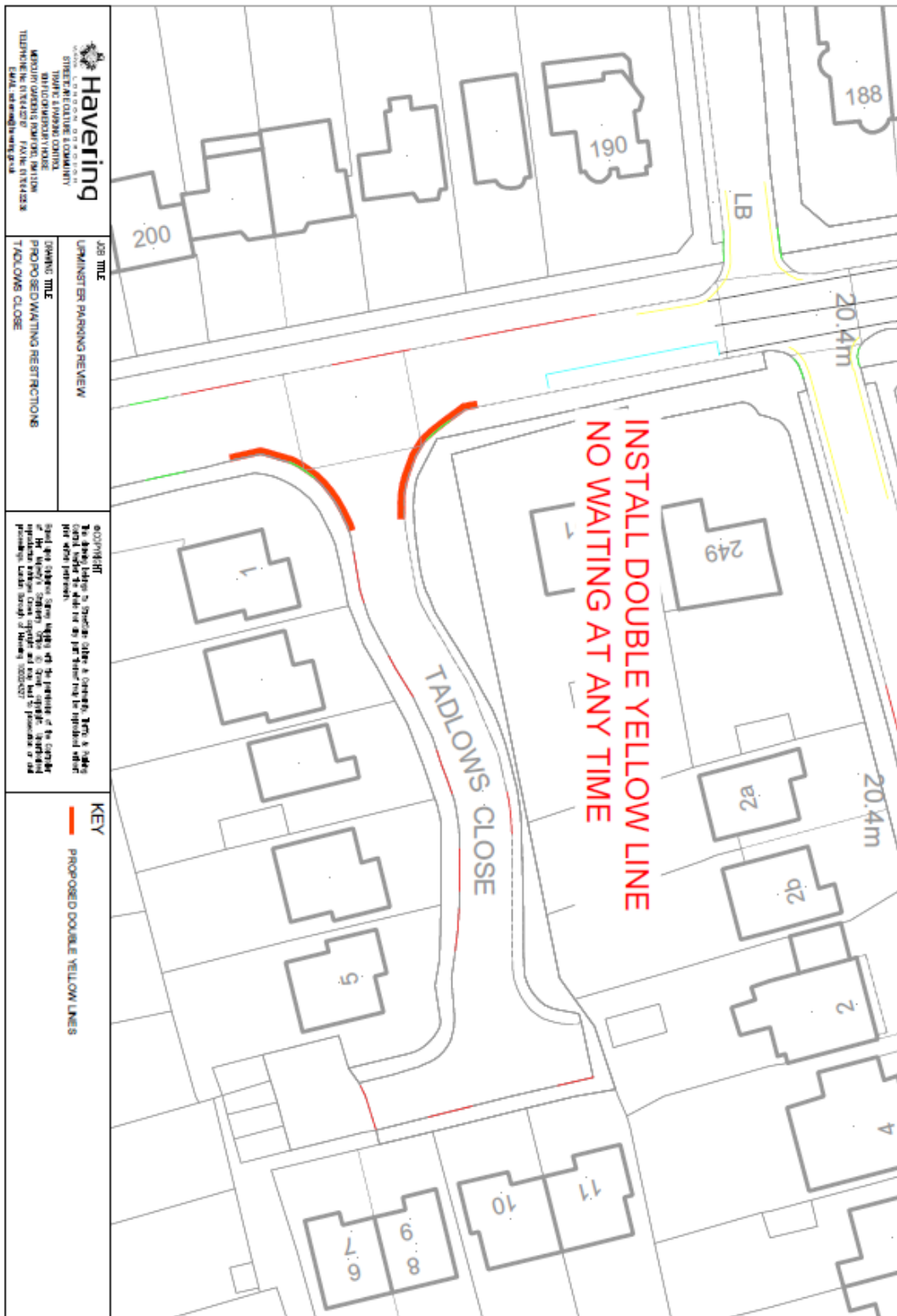












**Havinging**  
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 EMAIL: info@havinging.co.uk

**JOB TITLE**  
 URBAN STREET PARKING REVIEW  
**DRAWING TITLE**  
 PROPOSED WAITING RESTRICTIONS  
 TADLOW'S CLOSE

**NOTICE**  
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**KEY**  
 — PROPOSED DOUBLE YELLOW LINES

## Appendix 2



Traffic & Parking Control  
Schemes  
London Borough of Havering  
Town Hall  
Main Road  
Romford,  
RM1 3BB

**IMPORTANT PARKING CONSULTATION**  
Resident/Occupier  
Address

Please call: Traffic & Parking Control  
Telephone: 01708 431056 or 433464

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

Date: 25<sup>th</sup> May 2016

Dear Sir/ Madam

**Review of parking in the Upminster area**

Further to the parking review consultation for the above area in December 2015, results were presented to The Highways Advisory Committee on 29<sup>th</sup> March 2016. Approval was given for the council to proceed with a detailed design and consultation.

Officers held a meeting with the Upminster Ward Councillors to discuss the results of the consultation, and agree a way forward.

A plan is attached of the proposal for your road. Due to the proximity to the town centre and the Upminster train station it is felt residents would benefit from a controlled parking zone, Monday to Friday with the operational hours of 8am to 6.30pm. This would mean resident only parking in his area.

The proposal is for a Controlled Parking Zone.

A Controlled Parking Zone's (also known as CPZ's) are areas where parking is prioritised for local residents and businesses during specific hours in the day. CPZ's are typically in busy areas such as town centres and near train stations. They are enforced to reduce commuter/non-resident parking, enabling local residents and their visitors' to park near their homes.

Residents and their visitors in a CPZ must display a suitable parking permit on their vehicle. The permit enables the permit holder to park in any residents' bay in the controlled parking zone for which their permit has been issued.

<b>Resident &amp; Business permits charges</b>	
Residents permit per year	1st permit £25.00, 2nd permit £50.00, 3rd permit and any thereafter £75.00
Business permit per year	Maximum of 2 permits per business £200 each
Visitors permits	£1.25 per permit for up to 6 hours (sold in £12.50 books of 10 permits)

Your views on the proposal will provide the council with the information needed to determine if a scheme is taken forward to design and formal consultation.



## Highways Advisory Committee, 8 November 2016

Please complete and return the attached questionnaire to the postal or email address on the front of this letter by 26<sup>th</sup> June 2016. All responses will be reported to the Highways Advisory Committee who will decide on a further course of action.

If you have any questions in this regard please email [schemes@havering.gov.uk](mailto:schemes@havering.gov.uk)

Officers will also be on hand to answer any queries at the following drop in sessions at

Upminster Library  
26 Cobets Tey Road  
Upminster  
RM14 2BB

Date: Monday 13 <sup>th</sup> June	9am to 5pm
Thursday 16 <sup>th</sup> June	10am to 8pm
Saturday 18 <sup>th</sup> June	10am to 4pm

I have also enclosed a plan of the full proposal for the Upminster area to make you aware of what is being proposed in other roads and I hope this information is helpful.

Yours faithfully



**PARKING REVIEW QUESTIONNAIRE**  
Upminster Controlled Parking Zone

Traffic & Parking Control  
Schemes  
Town Hall  
Main Road  
Romford  
RM1 3BB

Name:

Please call: Traffic & Parking Control

Address:

Telephone: 01708 4323464/ 4321056

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 26<sup>th</sup> June 2016.

1. Would you like to see the introduction of a controlled parking zone in your street. This would prioritise residential parking.  Yes  
 No

If your answer is NO to the above question above, please proceed to the questions 4

2. What hours of operation would you be in favour of?  8am to 6.30pm  
 10am to 4pm
3. What days of the week would you like any restrictions to operate?  Mon- Fri  
 Mon - Sat
4. Would you like the controls to remain the same?  Yes  
 No
5. If a neighbouring street were to have a controlled parking zone would you reconsider your choice?  Yes  
 No

**For your information:**

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

Please turn over

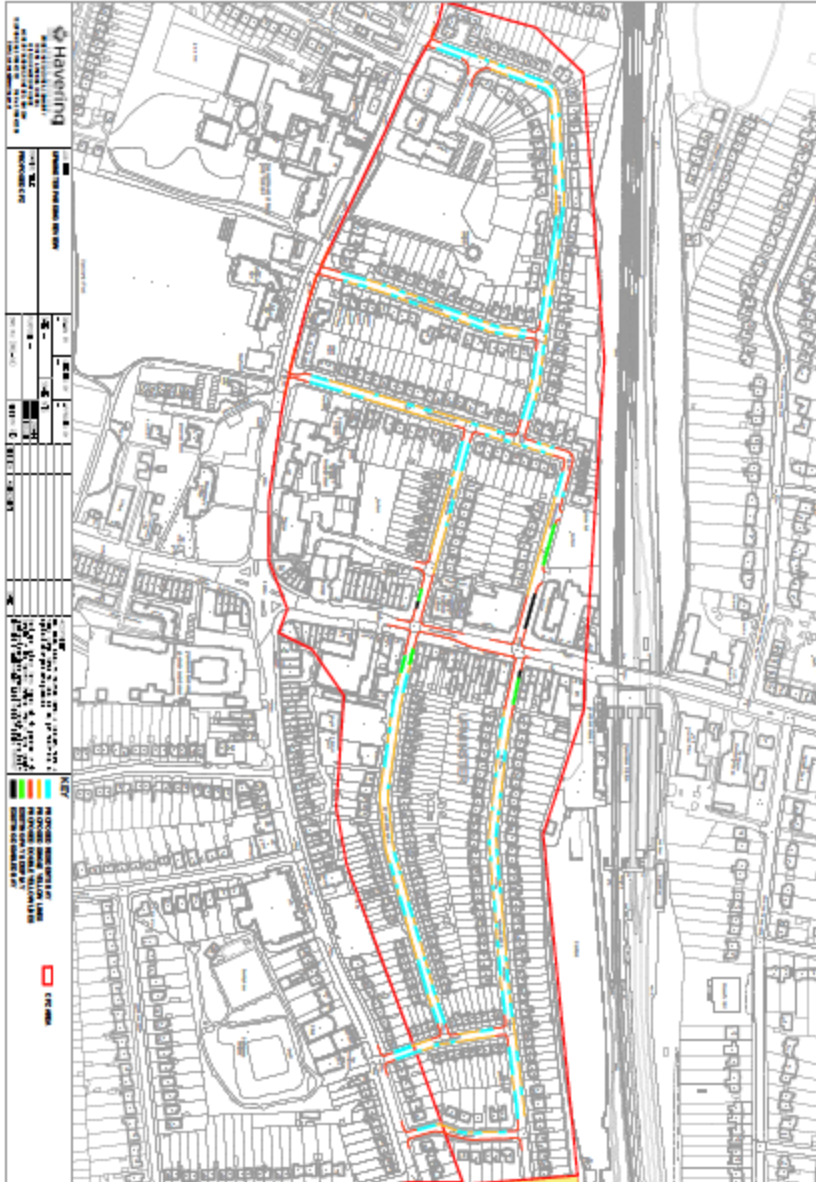
Comments Section (please limit to 100 words)

**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:.....





**Traffic & Parking Control  
Schemes  
London Borough of Havering  
Town Hall  
Main Road  
Romford,  
RM1 3BB**

**IMPORTANT PARKING CONSULTATION**  
Resident/Occupier  
Address

Please call: Traffic & Parking Control  
Telephone: 01708 431056 or 433464

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

Date: 25<sup>th</sup> May 2016

Dear Sir/ Madam

**Review of parking in the Upminster area**

Further to the parking review consultation for the above area in December 2015, results were presented to The Highways Advisory Committee on 29<sup>th</sup> March 2016. Approval was given for the council to proceed with a detailed design and consultation.

Officers held a meeting with the Upminster Ward Councillors to discuss the results of the consultation, and agree a way forward.

A plan is attached of the proposal for your road. Due to the proximity to the town centre and the Upminster train station it is felt residents would benefit from a Permit Parking Area Monday to Friday with the operational hours of 8am to 6.30pm. This would mean resident only parking in his area.

A Permit Parking area is an area that has no bays, and no post and no single yellow lines. This gives the residents protection from commuter and non-residential parking in the designated area. Residents within the zone will; be able to park anywhere that there are not waiting restrictions including across your crossover.

Visitors will have to display a permit that is obtainable from residents of the area.

<b>Resident &amp; Business permits charges</b>	
Residents permit per year	1st permit £25.00, 2nd permit £50.00, 3rd permit and any thereafter £75.00
Business permit per year	Maximum of 2 permits per business £200 each
Visitors permits	£1.25 per permit for up to 6 hours (sold in £12.50 books of 10 permits)

Your views on the proposal will provide the council with the information needed to determine if a scheme is taken forward to design and formal consultation.

Please complete and return the attached questionnaire to the postal or email address on the front of this letter by 26<sup>th</sup> June 2016. All responses will be reported to the Highways Advisory Committee who will decide on a further course of action.

## Highways Advisory Committee, 8 November 2016

If you have any questions in this regard please email [schemes@havering.gov.uk](mailto:schemes@havering.gov.uk)

Officers will also be on hand to answer any queries at the following drop in sessions at:

Upminster Library  
26 Cobets Tey Road  
Upminster  
RM14 2BB

Date: Monday 13 <sup>th</sup> June	10am to 5pm
Thursday 16 <sup>th</sup> June	10am to 8pm
Saturday 18 <sup>th</sup> June	10am to 4pm

The results of this consultation will be presented to ward councillors who will advise officers on a way forward with this issue. This will then be presented to the Highways Advisory Committee for the authorisation to advertise an agreed proposal.

Yours faithfully

Omar Tingling  
Parking Engineer



**PARKING REVIEW QUESTIONNAIRE**  
**Upminster Permit Parking Area**

**Name:**

**Address:**

**Traffic & Parking Control  
Schemes  
London Borough of Havering  
Town Hall  
Main Road  
Romford,  
RM1 3BB**

Please call: Traffic & Parking Control  
Telephone: 01708 431056 or 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 **26<sup>th</sup> June 2016**.

1. Would you like to see the introduction of a Permit Parking Area in your street? This would prioritise residential parking.  Yes  
 No

If your answer is NO to the above question above, please proceed to the questions 4

2. What hours of operation would you be in favour of?  8am to 6.30pm  
 10am to 4pm
3. What days of the week would you like any restrictions to operate?  Mon- Fri  
 Mon - Sat
4. Would you like the controls to remain the same?  Yes  
 No
5. If a neighbouring street were to have a Permit Parking Area would you reconsider your choice?  Yes  
 No

**For your information:**

**Permit Parking Area** will permit residents and their visitor to park in the allocated areas, with a valid permit for the area. There will be no lines and signs therefore residents will be able to park anywhere within their zone.

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:.....







Traffic & Parking Control  
Schemes  
London Borough of Havering  
Town Hall  
Main Road  
Romford,  
RM1 3BB

IMPORTANT PARKING CONSULTATION  
Resident/Occupier  
Address

Please call: Traffic & Parking Control  
Telephone: 01708 431056 or 433464

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

Date: 25<sup>th</sup> May 2016

Dear, Sir/ Madam

**Proposed 'At Any Time' waiting restrictions**

I am writing to advise you that the Council are proposing to introduce 'At Any Time' waiting restrictions at the junction of your street.

These proposals have been developed by Council Officers in conjunction with Ward Councillors as part of the Upminster Parking review. Response from the consultation of December 2015 indicated that there was no current parking problem in your street, however it is felt that waiting restriction will improve safety for all road users.

If you wish to comment on the proposals please do so in writing, by email to [schemes@havering.gov.uk](mailto:schemes@havering.gov.uk) or by post to the Group Manager, Traffic & Parking Control, Town Hall, Main Road, Romford, Essex, RM1 3BB. All comments should be received by 26<sup>th</sup> June 2016.

Please limit any comments you wish to make to 100 words.  
Please note that we are unable to answer individual points raised at this stage. However, your comments will be noted and will be taken into consideration when presenting the final report to the Highways Advisory Committee approval.

Officers will also be on hand to answer any queries at the following drop in sessions at:

Upminster Library  
26 Cobets Tey Road  
Upminster  
RM14 2BB

Date: Monday 13 <sup>th</sup> June	9am to 5pm
Thursday 16 <sup>th</sup> June	10am to 8pm
Saturday 18 <sup>th</sup> June	10am to 4pm

Yours faithfully,  
**Omar Tingling | Project Engineer**

Clean • Safe • Proud



## Appendix 3

Upminster Area Parking Consultation

Road Name	Address	% Returns	Returns		Q1: Permit Parking?		Q2: Hours of Operation		Q3: Days of Week		Q4: Controls to remain the same?		Q5: If a Neighbouring Street said yes?		Permit Parking? %		Controls remain the same? %		If a Neighbouring Street said yes? %		Hours of 8am-6.30pm
			Total	Yes	No	8am-6.30pm	10am-4.00pm	M-F	M-S	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No		
1 Acacia Drive	49	41%	20	4	16	5	0	3	2	14	3	4	13	20%	80%	70%	15%	20%	65%	25%	
2 Alder Lane	18	50%	9	3	6	2	1	0	2	8	1	2	6	33%	67%	89%	11%	22%	67%	22%	
3 Aspen Grove	20	60%	12	4	8	4	0	1	3	7	2	1	8	33%	67%	59%	17%	9%	67%	33%	
4 Ayckle	157	27%	42	9	33	5	4	5	4	34	6	9	31	21%	79%	81%	14%	21%	74%	12%	
5 Ashleigh Gardens	34	53%	19	1	17	1	0	0	1	11	3	5	9	6%	94%	61%	17%	29%	50%	6%	
6 Aylet Drive	3	100%	3	3	0	3	0	1	2	1	2	0	2	100%	0%	33%	67%	0%	67%	100%	
7 Beach Avenue	42	45%	19	3	16	1	2	3	1	15	2	5	13	16%	84%	79%	11%	20%	69%	9%	
8 Belmaker Mews	10	10%	1	0	1	0	0	0	0	1	0	0	1	0%	100%	100%	0%	0%	100%	0%	
9 Boundary Road	45	13%	6	4	2	4	0	0	2	3	2	0	5	67%	33%	50%	33%	0%	83%	67%	
10 Earlill Road	30	3%	1	1	0	1	0	0	1	0	1	1	0	100%	0%	100%	0%	100%	0%	100%	
11 Bridge Avenue	116	30%	35	7	28	4	3	4	2	27	7	3	28	20%	80%	77%	20%	9%	80%	11%	
12 Brockdale Avenue	65	48%	31	3	28	2	2	1	3	28	2	0	29	10%	90%	90%	6%	0%	94%	6%	
13 Brookdale Close	22	45%	10	3	7	2	0	0	3	8	2	2	8	30%	70%	80%	20%	20%	80%	20%	
14 Carlton Close	60	17%	10	5	5	4	0	1	3	5	2	2	7	50%	50%	50%	20%	20%	70%	40%	
15 Cedar Avenue	40	55%	22	14	8	12	1	13	0	8	11	1	17	64%	36%	36%	50%	5%	77%	55%	
16 Cedar Gardens	41	41%	17	6	11	2	3	2	4	7	7	5	9	35%	65%	41%	41%	29%	53%	12%	
17 Champion Road	52	35%	18	8	10	8	0	0	8	11	6	2	15	44%	56%	61%	33%	11%	83%	44%	
18 Church View	14	0%	0	0	0	0	0	0	0	0	0	0	0	0%	0%	0%	0%	0%	0%	0%	
19 Cobble Tey Road	200	10%	27	7	20	7	0	1	6	19	4	2	20	29%	74%	70%	7%	7%	74%	29%	
20 Carbourne Gardens	32	38%	12	7	5	7	0	4	3	4	4	2	5	59%	42%	33%	33%	17%	42%	59%	
21 Carban Road	79	37%	29	6	23	3	3	2	4	24	3	0	24	21%	79%	83%	10%	0%	83%	10%	
22 Elm Avenue	49	38%	19	3	15	2	1	1	2	15	2	4	14	17%	83%	83%	11%	22%	79%	11%	
23 Farid Avenue	47	47%	22	2	20	0	1	1	1	19	1	0	18	9%	91%	96%	5%	0%	82%	0%	
24 Garbutt Road	22	18%	4	2	2	1	1	1	1	2	0	1	2	50%	50%	50%	0%	25%	50%	25%	
25 Garves Road	22	41%	9	3	6	3	0	1	2	7	1	2	7	33%	67%	78%	11%	22%	33%	33%	
26 Garves Park Road	104	36%	37	5	32	5	0	3	2	26	8	4	32	14%	86%	70%	22%	11%	86%	14%	
27 Garden Place	30	3%	1	0	1	0	0	1	0	1	0	1	0	0%	100%	100%	0%	100%	0%	0%	
28 Haddon Lane	18	39%	7	0	7	0	0	0	0	7	0	1	6	0%	100%	100%	0%	14%	86%	0%	
29 Highview Gardens	65	40%	26	13	13	8	5	5	8	13	9	1	23	50%	50%	50%	35%	4%	89%	31%	
30 Hillside	24	29%	7	0	7	0	0	0	0	6	0	2	2	0%	100%	89%	0%	29%	29%	0%	
31 Hornbeam	24	38%	9	0	9	1	0	0	1	8	1	2	6	0%	100%	89%	11%	22%	67%	11%	
32 Howard Road	172	27%	46	20	26	19	1	1	6	14	29	10	42	43%	57%	63%	22%	4%	91%	41%	
33 Leasway	33	58%	19	2	17	1	0	3	0	17	2	2	14	11%	89%	89%	11%	11%	74%	5%	
34 Lime Avenue	25	36%	9	4	5	3	1	1	1	3	4	1	5	44%	56%	44%	22%	11%	56%	33%	



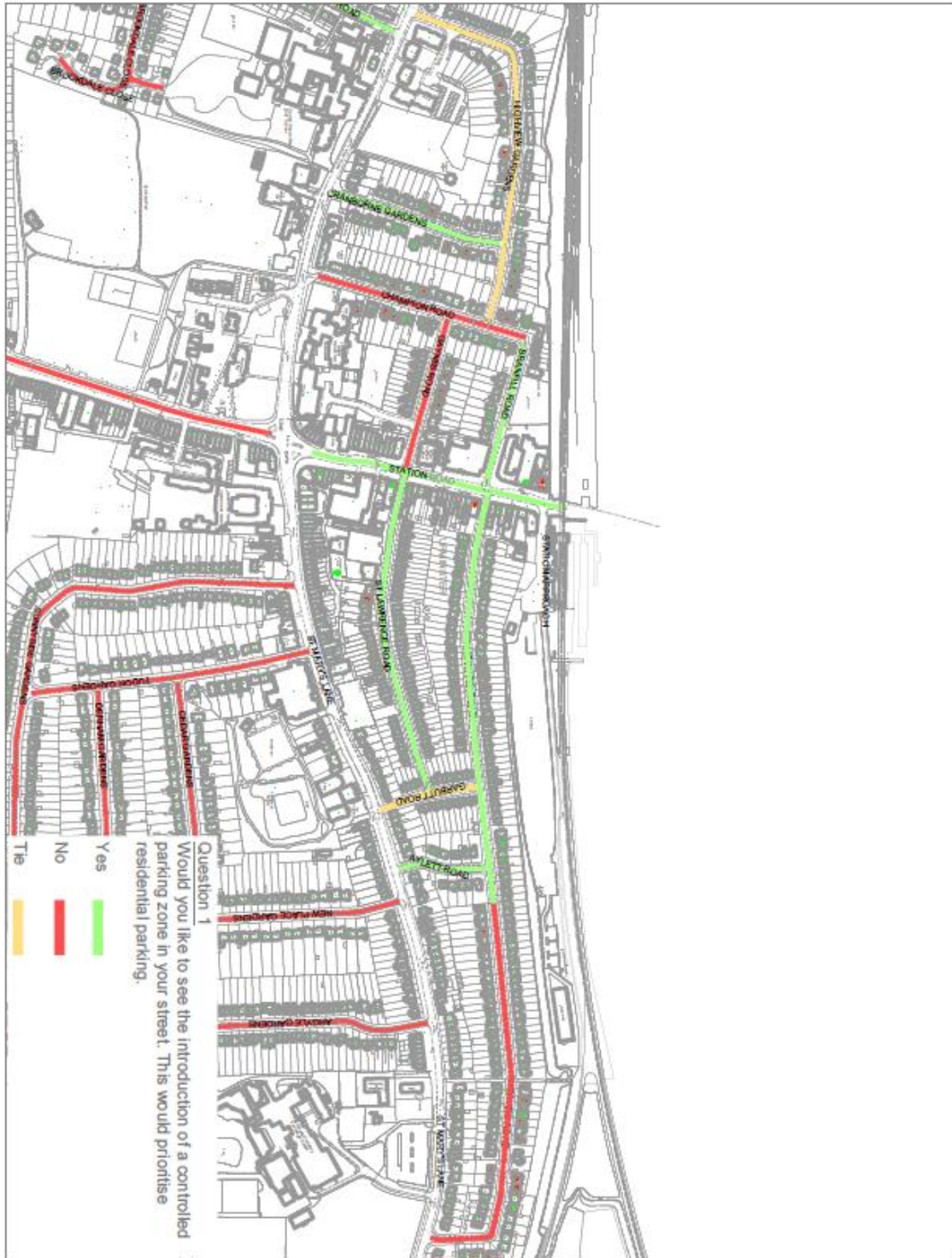












# Upminster Footage Data

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The below data shows the amount of cars parked on yellow lines or in car bays throughout Upminster.

<b>Date 11:00am</b>	<b>Street Name</b>	<b>Parked on Yellow Lines</b>	<b>Parked in Bays</b>
<b>19/09/2016</b>	Lime Avenue	0	0
	Hornbeam Avenue	6	0
	Cedar Avenue	0	0
	Acacia Avenue	0	0
	Sycamore Avenue	0	0
	Beech Avenue	3	0
	Elm Avenue	4	0
	The Approach	0	10
	Springfield	4	7
	Sunnyside Gardens	12	14
	Tudor Gardens	11	18
	Derham Road	2	8
	Cedar Gardens	2	13
	New Place Gardens	9	7
	Aylett Road	0	5
	St Lawrence	15	23
	Branfil Road	4	11
	Champion Road	2	3
	Gaynes Road	8	9
	Garbutt Road	3	6
	Meadow Way	4	2
	Leasway	3	8
	The Shrubbery	2	5
	Farfield Avenue	4	7
	Rushmere Avenue	0	0
	Roxburgh Road	0	0
	Ashleigh Gardens	0	0
<b>20/09/2016 6am</b>	Meadow Way	0	3
	The Shrubbery	0	13
	Fairfield Avenue	0	7
	Leasway	0	
	Rushmere Avenue	0	0
	Roxburgh Avenue	0	0
	Ashleigh Gardens	0	0
	Argyle Gardens	0	3

**Highways Advisory Committee, 8 November 2016**

	New Place Gardens	0	8
	Denham Gardens	3	3
	Sunnyside Gardens	5	7
	Tudor Gardens	4	17
	Cedar Gardens	0	13
	Garbutt Road	1	5
	Aylett Road	1	9
	St Lawrence Road	1	19
	Howard Road	5	41
	Springfield Gardens	0	4
	Branfil Road	3	12
	Champion Road	11	18
	Gaynes Road	10	10
<b>21/09/2016 2pm</b>	Argyle Gardens		
	New Place Gardens	1	17
	Derham Road	0	8
	Cedar Gardens	1	4
	Sunnyside Road	0	13
	Tudor Road	0	6
	Howard Road	0	15
	St Lawrence Road	2	40
	Garbutt Road	1	23
	Aylett Road	0	6
	Branfil Road	0	8
	Champion Road	0	11
	Gaynes Road	3	9
	Highview Gardens	4	8
	Cranbourne	7	11
<b>11/10/2016 6pm</b>	Argyle Gardens	0	15
	Derham Road	2	13
	Tudor	8	15
	Sunnyside Gardens	6	17
	Howard Road	12	45
	St Lawrence	8	23
	Garbutt Road	5	6
	Aylett Road	16	9
	Howard Road	1	4
	Branfil Road	7	6
	Cranbourne	13	9

**HIGHWAYS ADVISORY COMMITTEE**  
**Tuesday 8 November 2016**

<b>Subject Heading:</b>	<b>Juliette Mews comments to advertised proposals</b>
<b>CMT Lead:</b>	<b>Steve Moore</b>
<b>Report Author and contact details:</b>	<b>Omar Tingling Project Engineer omar.tingling@havering.gov.uk</b>
<b>Policy context:</b>	<b>Traffic &amp; Parking Control</b>
<b>Financial summary:</b>	<b>The estimated cost of £3000 for implementation will be met by 2016/17 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**

Romford Town Ward:

This report outlines the responses received to the advertised proposals to introduce a controlled parking zone in Juliette Mews RM1.

**RECOMMENDATIONS**

1. That the Highways Advisory Committee having considered this report and the representations made, recommends to the **Cabinet Member for Environment** Regulatory Services and Community Safety that:
  - a. the proposed extension to the RO3 controlled parking zone into Juliette Mews, as set out in this report, be implemented as advertised
2. Members note that the estimated cost for the proposals in Juliette Mews RM1 as set out in this report is £3000, which will be met from the 2016/17 Minor Parking Schemes budget.

**REPORT DETAIL**

**1.0 Background**

- 1.1 As part of the planning conditions under planning application [P0446.10 to convert a school site to residential dwelling](#) for the council is to introduce parking controls in Juliette Mews RM1 in line with the surrounding streets.
- 1.2 The proposals were subsequently designed and publicly advertised in the Romford Recorder and London Gazette on Friday 1st April 2016. A copy of the plan outlining the proposals is appended to this report in Appendix A. All those perceived to be affected by the proposals were advised of them by site notices with attached plan. Eighteen statutory bodies were also consulted.

**2.0 Responses received**

- 2.1 A formal consultation was delivered to the residents of Juliette Mews on Friday 1<sup>st</sup> April 2016.
- 2.2 At the close of public consultation on Friday 22<sup>nd</sup> April 2016, one response was received to the consultation, which was in favour of the proposals.
- 2.3 Four responses were received were comments or objections which are listed below.

Number	Comment	Officer response
1	Resident feels that double yellow lines will limit parking	Double yellow lines are to maintain sight lines and ensure

		emergency services have access at all times
2	Residents objects to the proposal as there is a cost associated and recommends that visitor permits be extended for the whole day.	The parking permits costs are part of the borough wide parking scheme. Usage of visitor permits will be looked into when a review of parking permits is undertaken
3	That an extra bay be added between 14 and 15 Juliette Mews	This will be considered in a further recommendation
4	To extend proposed bays and add an extra bay between 14and 15 Juliette Mews	This will be considered in a further recommendation

### **3.0 Staff Comment**

3.1 The formal consultation was sent out on 1<sup>st</sup> April 2016 and closed on Friday 22<sup>nd</sup> April 2016. Four responses were received from the consultation one in favour of the proposals, one objection and two recommendations for alternative courses of action. Despite the lack of responses within the formal consultation, the Romford Town Ward Councillors were contacted by officers to ascertain their opinions on the proposal. Councillors are in full support of the scheme. Therefore, it is recommended that the scheme goes ahead as advertised, with the recommendations in appendix B to be considered at a later date.

<p><b>IMPLICATIONS AND RISKS</b> <b>Financial implications and risks:</b></p>
---

The estimated cost of implementing the proposals as described above and shown on the attached plan is £3000.

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 Environment 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 Environment 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 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.



**BACKGROUND PAPERS**

Appendix A



# Highways Advisory Committee, 8 November 2016



Traffic & Parking Control  
Schemes  
London Borough of Havering  
Town Hall  
Main Road  
Romford,  
RM1 3BB

Address

Please call: Traffic & Parking Control  
Tel: 01708 431056/01708 433464

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

Date: 1<sup>st</sup> April 2016

Dear Sir/ Madam

## Parking in Juliette Mews

As part of planning conditions that were agreed on 29 June 2010 the Council is proposing to introduce parking controls in Juliette Mews RM1 in line with the surrounding streets.

This means that the Council is consulting residents on a parking scheme. This will be in line with the RO3 Controlled Parking Zone that is neighbouring Juliette Mews. The hours of operation will be Monday to Saturday 8.30am to 6.30pm. This will mean the introduction of marked parking bays, waiting restrictions, (double yellow lines) and signs indicating the hours of operation of the bays. Residents will need to purchase a permit to park in Juliette Mews and the surrounding area within the hours of operation, and visitors will need to display a visitor permit, obtainable from the resident they are visiting, to be able to park without contravening the restrictions.

Parking charges are as follows:

Resident permit charges	
Residents permit per year	1st permit £25.00, 2nd permit £50.00, 3rd permit and any thereafter £75.00
Visitors permits	£1.25 per permit for up to 4 hours (sold in £12.50 books of 10 permits)

The draft proposals are shown on the plans enclosed and copies with supporting schedules may be viewed between 9:30am and 4:30pm Monday to Friday by prior appointment, at the Public Advice & Service Centre, 20-26 The Liberty Romford. To arrange an appointment please contact the Schemes Team on 01708 431056 or 01708 433464.

If you wish to object or make a recommendation on the proposals please do so in writing, by email to [schemes@havering.gov.uk](mailto:schemes@havering.gov.uk) or by post to the above address.

All objections and recommendations should be received by Friday 22<sup>nd</sup> April 2016.

Please note we are unable to answer individual points raised at this stage. However, your comments will be noted and will be taken into consideration when presenting the final

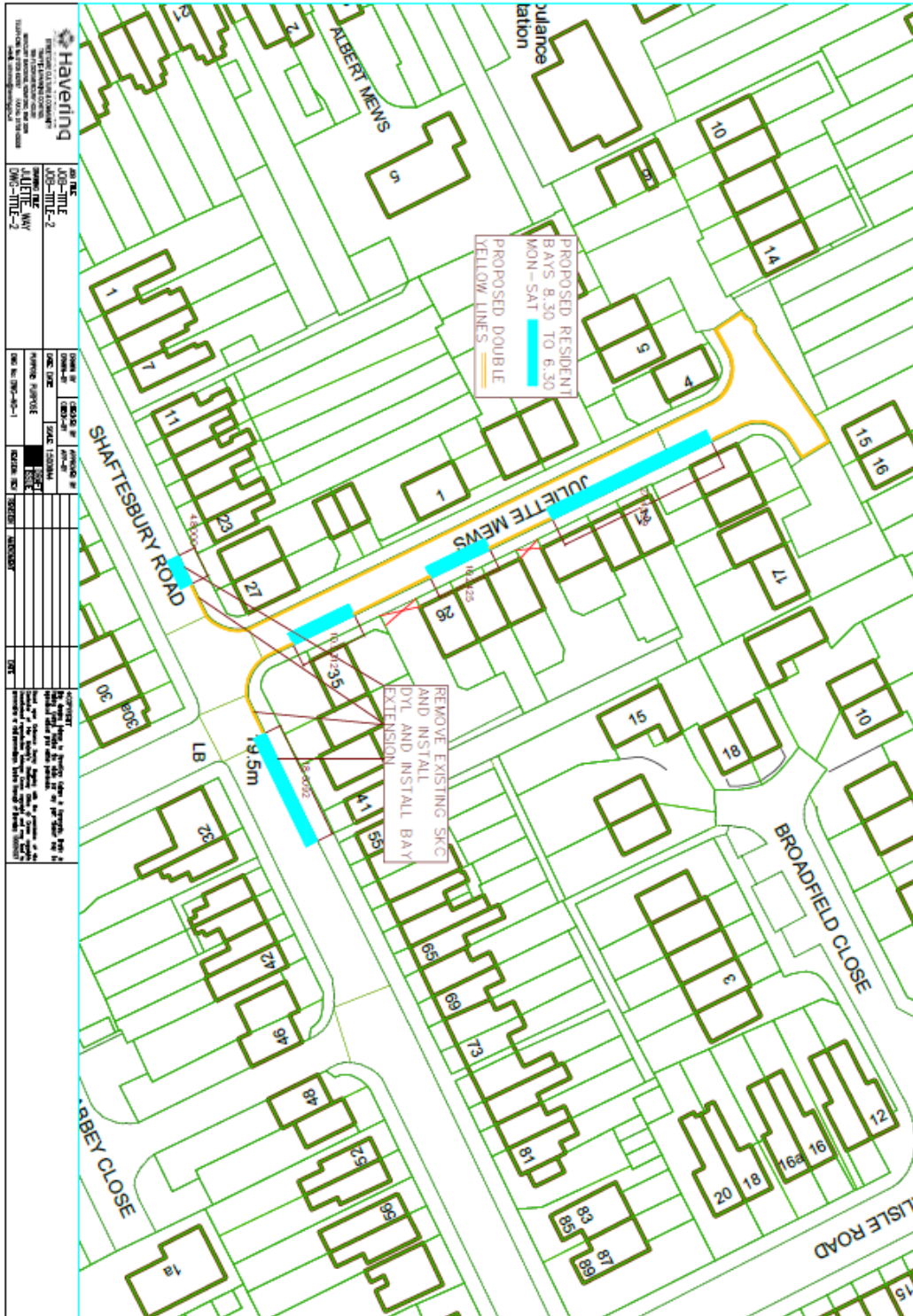
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report to the **Highways Advisory Committee** and any issues will be addressed at that time. All comments received are open to public inspection.

If you have any further questions reading this consultation process, please contact [schemes@havering.gov.uk](mailto:schemes@havering.gov.uk)

Yours faithfully

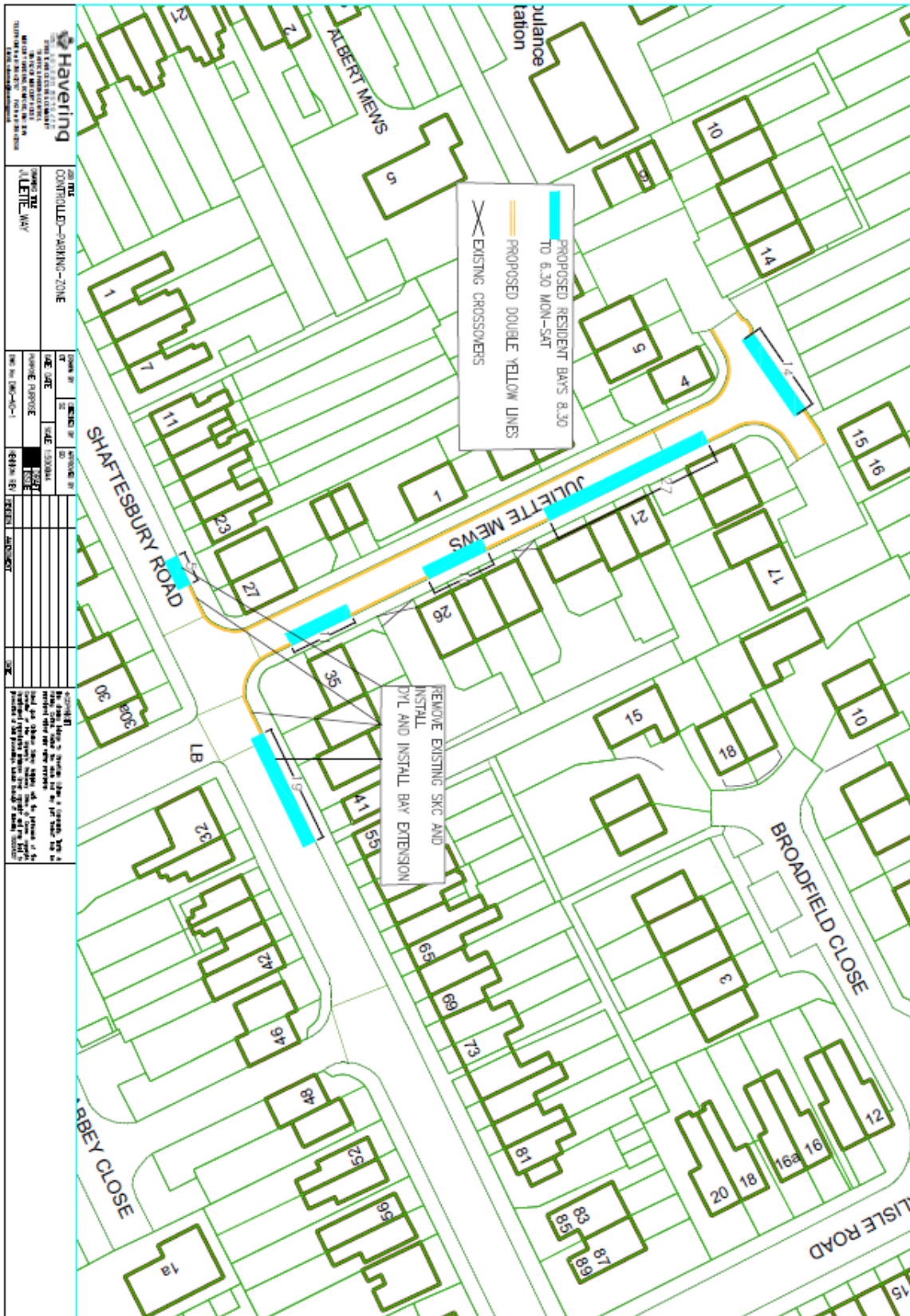
Omar Tingling  
Project Engineer  
Schemes



**Appendix B**



Appendix B



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**HIGHWAYS ADVISORY COMMITTEE**

8 November 2016

<b>Subject Heading:</b>	<b>Appleton Way Area Review TPC621 – Formal consultation</b>
<b>CMT Lead:</b>	<b>Andrew Blake-Herbert</b>
<b>Report Author and contact details:</b>	<b>Stefan Cuff CPZ Engineer <a href="mailto:schemes@havering.gov.uk">schemes@havering.gov.uk</a></b>
<b>Policy context:</b>	<b>Traffic &amp; Parking Control</b>
<b>Financial summary:</b>	<b>The estimated cost of implementation is £6000 and will be met by the 2016/17 Capital 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 informal stage 2 parking consultation of the Appleton Way Area controlled parking zone and recommends a further course of action.

**Ward**

Saint Andrews Ward

**RECOMMENDATIONS**

1. That the Highways Advisory Committee having considered this report and the representations made recommends to the Cabinet Member for Environment Regulatory Services and Community Safety that;
  - a) The area identified on the drawing entitled Appleton Way Area Proposed CPZ area contained in Appendix A be formally consulted for the introduction of a residents parking scheme and the introduction of pay and display parking in suitable locations.
  - b) Following the formal consultation a further report detailing the representations received will be reported back to this Committee to agree a further course of action.
2. That it be noted that the estimated cost of this scheme is £6000 which will be funded from the 2016/17 Capital budget for Minor Traffic and Parking

**REPORT DETAIL**

**1.0 Background**

- 1.1 This Committee agreed on 26 April 2016 to the informal stage 2 parking consultation of the proposed Appleton Way Area controlled parking zone.
- 1.2 An informal consultation was undertaken between 10 June 2016 and 4th July 2016, to gauge the views from the residents on the proposed CPZ area.

**2.0 Results of public consultation**

- 2.1 From the 259 letters sent out to the proposed area 52 responses were received, a 20% return. Out of these responses the majority agreed that there was a problem with parking and were in favour of implementing the proposed CPZ area.
- 2.2 All of the responses are summarised, appended to this report as Appendix D

**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 to the local shops and businesses along High St and Station Lane.

**IMPLICATIONS AND RISKS**

**Financial implications and risks:**

The estimated cost of implementing the proposals, including physical measures, advertising and making the Traffic Management Orders costs is £6,000. These costs will be funded from the 2016/17 Capital budget for Minor Traffic and Parking.

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

This is a standard project for Street management 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 Street management overall Minor Parking Schemes revenue budget.

**Related costs to the Permit Parking areas**

<b>Resident &amp; Business permits charges</b>	
Residents permit per year	1st permit £25.00, 2nd permit £50.00, 3rd permit and any thereafter £75.00
Visitors permits	£1.25 per permit for up to 6 hours (sold in £12.50 books of 10 permits)

**Legal implications and risks:**

The procedure to be followed by the Council in making Traffic Orders under Section 6 is set out in Schedule 9, Part III of the Road Traffic Regulation Act 1984 and the Local Authorities, Traffic Orders (Procedure) (England and Wales) Regulations 1996. This sets out, inter alia, a requirement to advertise the proposed Order in a local newspaper and if the Council considers it is desirable, to also display notices describing the proposed Order in the streets concerned.

**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.

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

**BACKGROUND PAPERS**

**Appendix A** - Proposed CPZ area

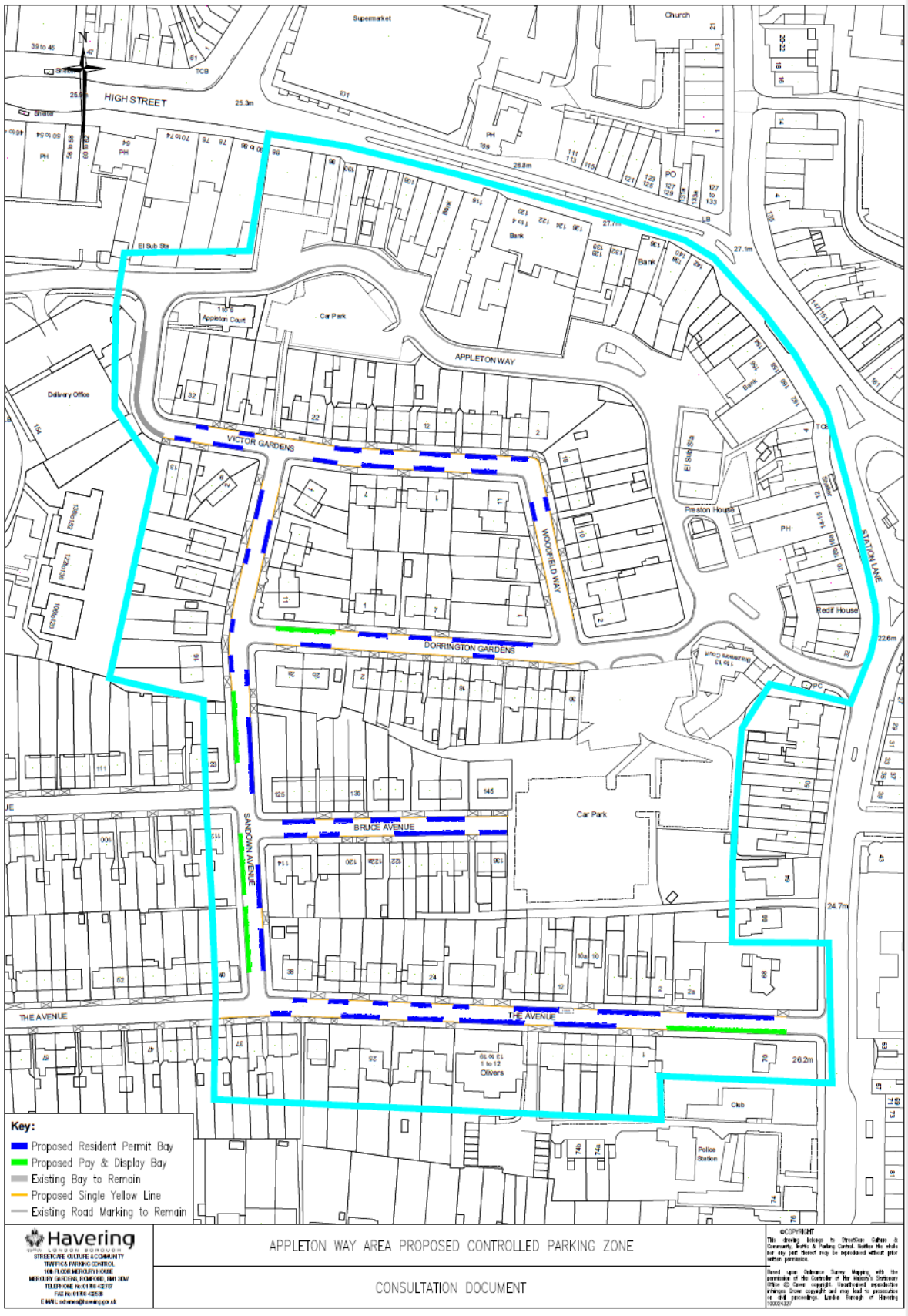
**Appendix B** - Consultation letter

**Appendix C** - Consultation questionnaire

**Appendix D** - Consultation results

Appendix A

Proposed CPZ area



**Appendix B**

Consultation letter



**Traffic & Parking Control  
Scheme  
London Borough of Havering  
Town Hall  
Main Road  
Romford,  
RM1 3BB**

Address

Please call: Traffic & Parking Control  
Telephone: 01708 431056  
01708 433464

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

Date: 7<sup>th</sup> June 2016

Dear Sir/ Madam

**Appleton Way area parking review.**

Following on from the "in-principle" consultation residents received in March 2015 and as agreed with the local Ward Councillors, I am writing to advise you that the Council are proposing to introduce a Controlled Parking Zone in the roads listed below and shown on the attached plan.

**Victor Gardens, ~~Dorrington~~ Gardens, Bruce Avenue (part), Woodfield Way, Sandown Avenue, The Avenue (part)**

The aim of the introduction of a new Controlled Parking Zone is to increase the availability of parking for the residents of the area and to deter any parking that may cause a problem for the residents. As part of the new zone the council are also proposing to install double yellow lines around junctions to increase visibility and to allow safe passage of vehicles and pedestrians. If there are any existing restrictions on any roads within the zone these will be reviewed to see if they need to be changed to address any current parking issues you may be encountering.

I have attached a plan showing the proposed Controlled Parking Zone, a questionnaire is also attached that you are requested to complete and return to us by **4<sup>th</sup> July 2016**. All responses received will be reported to The Highway Advisory Committee, who will then decide on a further course of action.

Yours faithfully

A handwritten signature in cursive script that reads 'Stefan Cuff'.

**Stefan Cuff  
CPZ Engineer  
Schemes**

**Appendix C**

Consultation questionnaire



**PARKING REVIEW QUESTIONNAIRE**  
Appleton Way area

**Traffic & Parking Control Schemes**  
Town Hall  
Main Road  
Romford  
RM1 3BB

**Name:**

**Please call: Traffic & Parking Control**

**Address:**

**Telephone:** 01708 431056  
01708 433464

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

All responses received to the questionnaire will provide the council with the appropriate information to determine whether to proceed with a parking scheme.

Only one questionnaire per address is to be returned signed and dated by **4<sup>th</sup> July 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. Over what days of the week would you like any restrictions to operate?  Mon- Fri  
 Mon - Sat
4. Over what hours of the day would you like any restrictions to operate?  10:00am to 11:00am?  
 8:00am to 6:30pm
5. 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 commuters, while a **Residents Parking scheme will permit residents and their visitor to park in the allocated areas, with a valid permit for the area**

Appendix D

Consultation results

APPLETON WAY Area Parking Restriction Scheme																								
Road Name	Address % Returns	Returns		Q1: Is there a parking problem on your road? Yes or No?		Q2: Are you in favour of having road restrictions: Yes or No?		Q3: Over what days of the week would you like any restrictions to operate?: M-F or M-S?		Q4: Over what hours of the day would you like any restrictions to operate? 10-11am or 8-6:30pm?		Q5: Would you like Yellow Lines or Parking bays		Q1 Yes or No %		Q2 Yes or No %		Q3 M-F / M-S %		Q4 10-11 / 8-6:30pm %		Q5 YL or RP Yes or No %		
		total	Yes	No	Yes	No	M-F	M-S	10am - 11am	8am - 6:30pm	Yellow Lines	Parking Bays	Yes	No	Yes	No	M-F	M-S	10am - 6:30pm	8am - 6:30pm	YL Yes	RP Yes		
Appleton Way	20	5%	1	0	1	0	0	0	0	0	0	0	0	0	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%
The Avenue	50	26%	13	9	4	8	1	1	7	1	8	1	8	0%	31%	0%	0%	11%	78%	11%	89%	11%	88%	
Bruce Avenue	26	38%	10	7	3	7	0	3	4	3	4	1	6	70%	30%	100%	0%	43%	57%	43%	57%	14%	86%	
Dorington Way	11	73%	8	5	3	5	0	2	3	2	3	3	2	63%	38%	100%	0%	40%	60%	40%	60%	60%	40%	
High Street	58	3%	2	2	0	2	0	1	1	0	1	0	2	100%	0%	100%	0%	50%	50%	0%	50%	0%	100%	
Sandown	17	41%	7	6	1	6	0	4	1	1	5	0	6	88%	14%	100%	0%	67%	17%	17%	83%	0%	100%	
Station Lane	39	3%	1	1	0	1	0	0	1	0	1	0	1	100%	0%	100%	0%	0%	100%	0%	100%	0%	100%	
Victor Gardens	23	17%	4	2	2	2	0	0	2	1	1	1	1	50%	50%	100%	0%	0%	100%	50%	50%	50%	50%	
Woodfield Way	15	40%	6	4	2	4	0	1	3	0	4	1	3	67%	33%	100%	0%	25%	75%	0%	100%	25%	75%	
<b>Total</b>	<b>259</b>		<b>52</b>	<b>36</b>	<b>16</b>	<b>35</b>	<b>1</b>	<b>12</b>	<b>22</b>	<b>8</b>	<b>27</b>	<b>7</b>	<b>29</b>											
<b>Percentage from addresses</b>			<b>20%</b>	<b>14%</b>	<b>6%</b>	<b>14%</b>	<b>0%</b>	<b>5%</b>	<b>8%</b>	<b>3%</b>	<b>10%</b>	<b>3%</b>	<b>11%</b>											
<b>Percentage from Returns</b>			<b>69%</b>	<b>31%</b>	<b>67%</b>	<b>2%</b>	<b>23%</b>	<b>42%</b>	<b>15%</b>	<b>52%</b>	<b>13%</b>	<b>56%</b>												



## HIGHWAYS ADVISORY COMMITTEE

8 November 2016

<b>Subject Heading:</b>	<b>Lowshoe Lane Controlled Parking Zone TPC744 – Formal consultation</b>
<b>CMT Lead:</b>	<b>Steve Moore</b>
<b>Report Author and contact details:</b>	<b>Stefan Cuff CPZ Engineer <a href="mailto:Schemes@havering.gov.uk">Schemes@havering.gov.uk</a></b>
<b>Policy context:</b>	<b>Traffic &amp; Parking Control</b>
<b>Financial summary:</b>	<b>The estimated cost of implementation is £7000 and will be met by the 2016/17 Capital 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 informal stage 2 parking consultation of the Lowshoe Lane Area controlled parking zone 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 Regulatory Services and Community Safety that;
  - a) The area identified on the drawing entitled Lowshoe Lane Proposed CPZ area contained in Appendix A be formally consulted for the introduction of a residents parking scheme and the introduction of pay and display parking in suitable locations.
  - b) Following the formal consultation a further report detailing the representations received will be reported back to this Committee to agree a further course of action.
2. That it be noted that the estimated cost of this scheme is £7000 which will be funded from the 2016/17 Capital budget for Minor Traffic and Parking

## REPORT DETAIL

### 1.0 Background

- 1.1 This Committee agreed on 26<sup>th</sup> April 2016 to the informal stage 2 parking consultation of the Lowshoe Lane Area controlled parking zone.
- 1.2 An informal consultation was undertaken between 4<sup>th</sup> July 2016 and 25<sup>th</sup> July 2016, to gauge the views from the residents on the proposed CPZ area.

### 2.0 Results of public consultation

- 2.1 From the 405 letters sent out to the proposed area 121 responses were received, a 30% return. Out of these responses the majority agreed that there was a problem with parking and were in favour of implementing the proposed CPZ area.
- 2.2 All of the responses are summarised, appended to this report as Appendix D

### 3.0 Staff Comments

- 3.1 It is clear that there are parking problems in the area. A major part is being caused by vehicles from the car dealership on Collier Row Lane reducing the amount of available parking spaces for residents in the area.

- 3.2 Severe parking and accessibility issues is caused by the increased amount of traffic drawn to the area in the morning and afternoon due to parents picking up and dropping of children at St Patrick’s Catholic Primary school, and at weekends whilst people visit Corpus Christi Catholic Church.

**IMPLICATIONS AND RISKS**

**Financial implications and risks**

The estimated cost of implementing the proposals, including physical measures, advertising and making the Traffic Management Orders costs is £7,000. These costs will be funded from the 2016/17 Capital budget for Minor Traffic and Parking.

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

This is a standard project for Street management 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 Street management overall Minor Parking Schemes revenue budget.

**Related costs to the Permit Parking areas**

<b>Resident &amp; Business permits charges</b>	
Residents permit per year	1st permit £25.00, 2nd permit £50.00, 3rd permit and any thereafter £75.00
Visitors permits	£1.25 per permit for up to 6 hours (sold in £12.50 books of 10 permits)

**Legal implications and risks:**

The procedure to be followed by the Council in making Traffic Orders under Section 6 is set out in Schedule 9, Part III of the Road Traffic Regulation Act 1984 and the Local Authorities, Traffic Orders (Procedure) (England and Wales) Regulations 1996. This sets out, inter alia, a requirement to advertise the proposed Order in a local newspaper and if the Council considers it is desirable, to also display notices describing the proposed Order in the streets concerned.

### **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.

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

## **BACKGROUND PAPERS**

**Appendix A** - Proposed CPZ area

**Appendix B** - Consultation letter

**Appendix C** - Consultation questionnaire

**Appendix D** - Consultation results



**Appendix B**  
Consultation letter



Traffic & Parking Control  
Scheme  
London Borough of Havering  
Town Hall  
Main Road  
Romford,  
RM1 3BB

**IMPORTANT PARKING CONSULTATION**

1 ASH CLOSE  
ROMFORD  
LONDON  
RM5 2AH

Please call: Traffic & Parking Control  
Telephone: 01708 431056 or 433464

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

Date: 30<sup>th</sup> June 2016

Dear Sir/ Madam

**Controlled Parking Zone in the Lowshoe Lane area.**

Following on from the "in-principle" consultation residents received in March and as agreed with the local ward councillors, I am writing to advise you that the Council are proposing to introduce a controlled parking zone in the roads listed below and shown on the attached plan.

Lowshoe Lane, Melville Road, Hulse Avenue, Hood Walk, Rodney Way, Birds Farm Avenue, Ash Close, Moorland Close, Hazell Crescent, Repulse Close, Renown Close, Raider Close and Elizabeth Close.

The aim of the introduction of a new controlled parking zone is to increase the availability of parking for the residents of the area and to deter any parking that may cause a problem for the residents. As part of the new zone the council are also proposing to install double yellow lines around junctions to increase visibility and to allow safe passage of vehicles and pedestrians. If there are any existing restrictions on any roads within the zone these will be reviewed to see if they need to be changed to address any current parking issues you may be encountering.

Resident permits charges	
Residents permit per year	1st permit £25.00, 2nd permit £50.00, 3rd permit and any thereafter £75.00
Visitors permits	£1.25 per permit for up to 6 hours (sold in £12.50 books of 10 permits)

I have attached a plan showing the proposed controlled parking zone, a questionnaire is also attached that you are requested to complete and return to us by **25<sup>th</sup> July 2016**. All responses received will be reported to The Highway Advisory Committee, who will then decide on a further course of action.

We will holding a drop in session `on Saturday 9<sup>th</sup> July 2016 10:30am to 4pm regarding the scheme described above. Officers will also be on hand to provide information and answer any queries at: Collier Row Library, 45 Collier Row Road RM5 3NR

Yours faithfully

**Stefan Cuff**  
CPZ Engineer  
Schemes Team

## Appendix C

Consultation questionnaire



### PARKING REVIEW QUESTIONNAIRE

Lowshoe Lane area

#### Traffic & Parking Control Schemes

Town Hall  
Main Road  
Romford  
RM1 3BB

Name:

Please call: Traffic & Parking Control  
Telephone: 01708 431056 or 433464

Address:

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

All responses received to the questionnaire will provide the council with the appropriate information to determine whether to proceed with a parking scheme.

Only one questionnaire per address is to be returned signed and dated by **25<sup>th</sup> July 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. Over what days of the week would you like any restrictions to operate?
- Mon- Fri  
 Mon - Sat
4. Over what hours of the day would you like any restrictions to operate?
- 10:00am to 11:00am and 2:00pm to 3:00pm  
 8:00am to 6:30pm
5. 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 commuters, while a **Residents Parking scheme will permit residents and their visitor to park in the allocated areas, with a valid permit for the area**

**Appendix D**  
Consultation results

**LOWSHOE LANE: STAGE 2 CONSULTATION**

Road name	Address	Returns	Q1: In your view is there currently a parking problem on your road to justify action being taken by the council?		Q2: Are you in favour of your road having restrictions upon it, to limit long term residential parking?		Q3: Over what days of the week would you like any restrictions to operate?		Q4: Over what hours of the day would you like any restrictions to operate?			Q5: What type of restriction would you prefer?		% Q1		% Q2		% Q3		% Q4		% Q5			
			Yes	No	Yes	No	Mon - Fri	Mon - Sat	11am to 11am	2pm to 3pm	8am to 6:30pm	Yellow Lines	Residential Parking	Yes	No	Yes	No	Mon - Fri	Mon - Sat	11am to 11am	2 to 3pm	8am to 6:30pm	Yellow Lines	Residential Parking	
Ash Close		3	3	0	3	0	1	2	2	0	0	1	2	1	100%	0%	100%	0%	33%	67%	67%	0	33%	67%	33%
Birch Farm Avenue	15	7	7	0	7	0	1	6	1	0	0	6	1	6	100%	0%	100%	0%	14%	86%	14%	0	86%	14%	86%
Collier Row Lane	13	2	2	0	2	0	0	2	0	0	0	2	1	1	100%	0%	100%	0%	0%	100%	0%	0	100%	0%	100%
Elizabeth Close	26	8	4	4	1	2	0	2	2	0	0	1	2	1	50%	50%	13%	25%	0%	25%	25%	0	13%	25%	13%
Hazel Crescent	20	6	2	4	2	2	0	2	1	0	1	1	0	2	33%	67%	33%	33%	0%	33%	17%	0	17%	0%	33%
Hood Walk	31	9	6	3	5	1	0	6	0	0	0	6	2	5	67%	33%	56%	11%	0%	67%	0%	0	67%	22%	56%
Hulse Avenue	50	17	8	9	8	1	3	5	3	0	5	1	7	7	47%	53%	47%	6%	18%	29%	18%	0	29%	6%	41%
Lowshoe Lane	93	36	17	19	17	4	6	11	7	0	9	4	11	4	47%	53%	47%	11%	17%	31%	19%	0	25%	11%	31%
Lyon	12	1	0	1	0	0	0	0	0	0	0	0	0	0	0%	100%	0%	0%	0%	0%	0%	0	0%	0%	0%
Manville Road	20	6	2	4	2	0	1	1	1	0	1	1	1	1	33%	67%	33%	0%	17%	17%	17%	0	17%	17%	17%
Moorland Close	18	6	4	2	4	0	0	4	0	0	0	3	1	2	67%	33%	67%	0%	0%	67%	0%	0	50%	17%	33%
Raider Close	14	5	3	2	3	0	1	2	1	0	2	1	2	2	60%	40%	60%	0%	20%	40%	20%	0	40%	20%	40%
Remon Close	14	3	1	2	2	1	0	1	0	0	1	0	1	1	33%	67%	67%	33%	0%	33%	0%	0	33%	0%	33%
Repube Close	36	3	3	0	3	0	0	3	0	0	2	0	3	3	100%	0%	100%	0%	0%	100%	0%	0	67%	0%	100%
Rodney Way	32	9	2	7	1	3	2	1	0	0	2	1	0	1	22%	78%	11%	33%	22%	11%	0%	0	22%	11%	0%
Totals	405	121	64	57	60	14	15	48	18	0	42	17	43												
General Percentage		30%	53%	47%	81%	19%	24%	76%	30%	0%	70%	28%	72%												
			121		74		63		60		60		60												



**HIGHWAYS ADVISORY COMMITTEE**  
**8 November 2016**

<b>Subject Heading:</b>	<b>TPC745 – Gidea Park Review</b> Proposed change of time of parking restrictions
<b>CMT Lead:</b>	<b>Steve Moore</b>
<b>Report Author and contact details:</b>	<b>Matt Jeary</b> Schemes Engineer <a href="mailto:schemes@havering.gov.uk">schemes@havering.gov.uk</a>
<b>Policy context:</b>	<b>Traffic &amp; Parking Control</b>
<b>Financial summary:</b>	<b>The estimated cost of £5000 for implementation will be met by Capital Parking Strategy Investment Allocation 2016/2017</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 results received to the advertised proposals to introduce a change of times of operation in part of the RO1 parking zone, along with junction protection to alleviate congestion issues.

**Ward**

Romford Town

**RECOMMENDATIONS**

1. That the Committee, having considered the report and any representations made, recommends to the Cabinet Member for Environment Regulatory Services and Community Safety that:
  - a) the Gidea Park Review areas shown labelled Part 2 and Part 3 on the plan in Appendix A be formally consulted for a change to the operational times of parking restrictions to 8:30am to 6:30pm Monday to Saturday;
  - b) following the results of the informal consultations of the Gidea Park Review area shown labelled Part 1 on the plan in Appendix A , a formal consultation should be progressed for the: -
    - i. introduction of junction protection at the junctions of Glenwood Drive and Carlton Road, Lodge Avenue and Carlton Road, and Stanley Road and Carlton Road, to increase safety and reduce congestion on Carlton Road;
    - ii. changes to the times of operation in Glenwood Drive (partial), Lodge Avenue (partial) and Carlton Road (partial), to match the existing times of operation in the western part of the RO1 zone (The plan of affected area is appended in **Appendix D**).
  - c) The schemes' section should notify the residents of the outcome of the consultation.
  - d) This scheme is progressed to a Statutory Consultation.
  - e) The effects of any agreed proposals be monitored once implemented for a period of six months.
2. That Members note that the estimated cost of this scheme, as set out in this report, is £5000, which can be funded from the Capital Parking Strategy Investment Allocation 2016/2017

**REPORT DETAIL**

**1.0 Background**

- 1.1 Following previous requests by concerned residents and a submitted petition from 37 petitioners via ward councillors on the 23<sup>rd</sup> July 2015, it was requested that there was an immediate review of the RO1 zone, with particular attention to the congestion and safety surrounding Carlton Road and its junctions with Glenwood Drive, Lodge Avenue and Stanley Road, and also reducing the perceived non-resident parking within the area.
- 1.2 Following a meeting on the 14<sup>th</sup> of January 2016, with the local ward councillors at the town hall, this issue and other issues within the Gidea Park area were discussed, and it was

agreed that the review would take three parts with the initiation of the first part (the areas are outlined in **Appendix A**) to take place as soon as practicable.

- 1.3 The programme of consulting these areas was provisionally deferred, as to allow the consultation of the Public Space Protection Order (PSPO) for Gidea Park Primary School, and the proposed 'Low Emissions Neighbourhood' (LEN) Consultation to take precedence.

## **2.0 Responses received**

- 2.1 The first Informal Consultation (in the area shown in **Appendix B**) started on the 29<sup>th</sup> April 2016 and concluded on the 20<sup>th</sup> May 2016, with a total of 530 addresses consulted. Of the 530 consulted, 127 responded making a response rate of 24%, and of that 24%, only 53% responded favourably to a change of times of operation of their section of road. After analysis of the results, it was clear that there was a divide between the northern area of Glenwood Drive and Lodge Avenue, and the southern area, including Carlton Road. The ward councillors were notified of the results on the 17<sup>th</sup> June 2016 and our recommendations, and it was agreed by the ward councillor to re-consult this modified area, to ascertain a definitive response and suggest a way forward.

- 2.2 Responses received to this informal consultation are set out in the table (appended to this report at **Appendix C**).

- 2.3 The second informal consultation in this revised consultation area (as highlighted in **Appendix D**) was undertaken on the 8<sup>th</sup> July 2016 and concluded on the 29<sup>th</sup> July 2016. Of the 269 addresses that were consulted, 87 responded making a 32% response rate. Of that 32% response rate, 66% overall were not happy with the times of operation within their section of road, and overall 77% were happy to see the times changed from Mon-Fri 8.30am – 10am, to Mon – Sat 8.30am – 6.30pm. (These results are appended in **Appendix E**).

- 2.4 The results of this consultation were presented to the ward councillors on the 14<sup>th</sup> September 2016 with their full support, with the only comment to monitor any displacement within the area.

## **3.0 Staff Comment**

- 3.1 Due to the proximity of Gidea Park Station and Romford Station, and only being a 12 minute walk from either station there is a high risk of perceived non-resident parking.
- 3.2 If implemented, the area will be monitored and will be reviewed after six months to see if there are any detrimental effects to traffic flow or residential parking within the area.

## **IMPLICATIONS AND RISKS**

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

This report is asking the Highways Advisory Committee to recommend to the Lead Member the implementation of the above scheme. The estimated cost of implementing the proposals as described above and shown on the attached plan is £5000 including advertising costs. This cost can be met from the Capital Parking Strategy Investment Allocation 2016/2017.

The costs shown are an estimate of the full costs of the scheme, should it be implemented. A final decision would be made by the Lead Member – as regards 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 built into the financial estimate. In the unlikely event of any 'overspend', the balance would need to be contained within the Capital Parking Strategy Investment Allocation 2016/2017.

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

**Legal implications and risks:**

Waiting restrictions require 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:**

All proposals included in the report have been publicly advertised and consultation public consultation has taken place. All residents who were perceived to be affected by the proposals have been consulted by letter and eighteen statutory bodies were also consulted. Site notices were placed at the location.

We recognise that parking restrictions have the potential to displace parking to adjacent areas, which may disadvantage some individuals and groups, particularly residents living locally, people on low incomes and local businesses. However, parking restrictions in residential areas around school sites are often installed to improve road safety and prevent short-term non-residential parking.

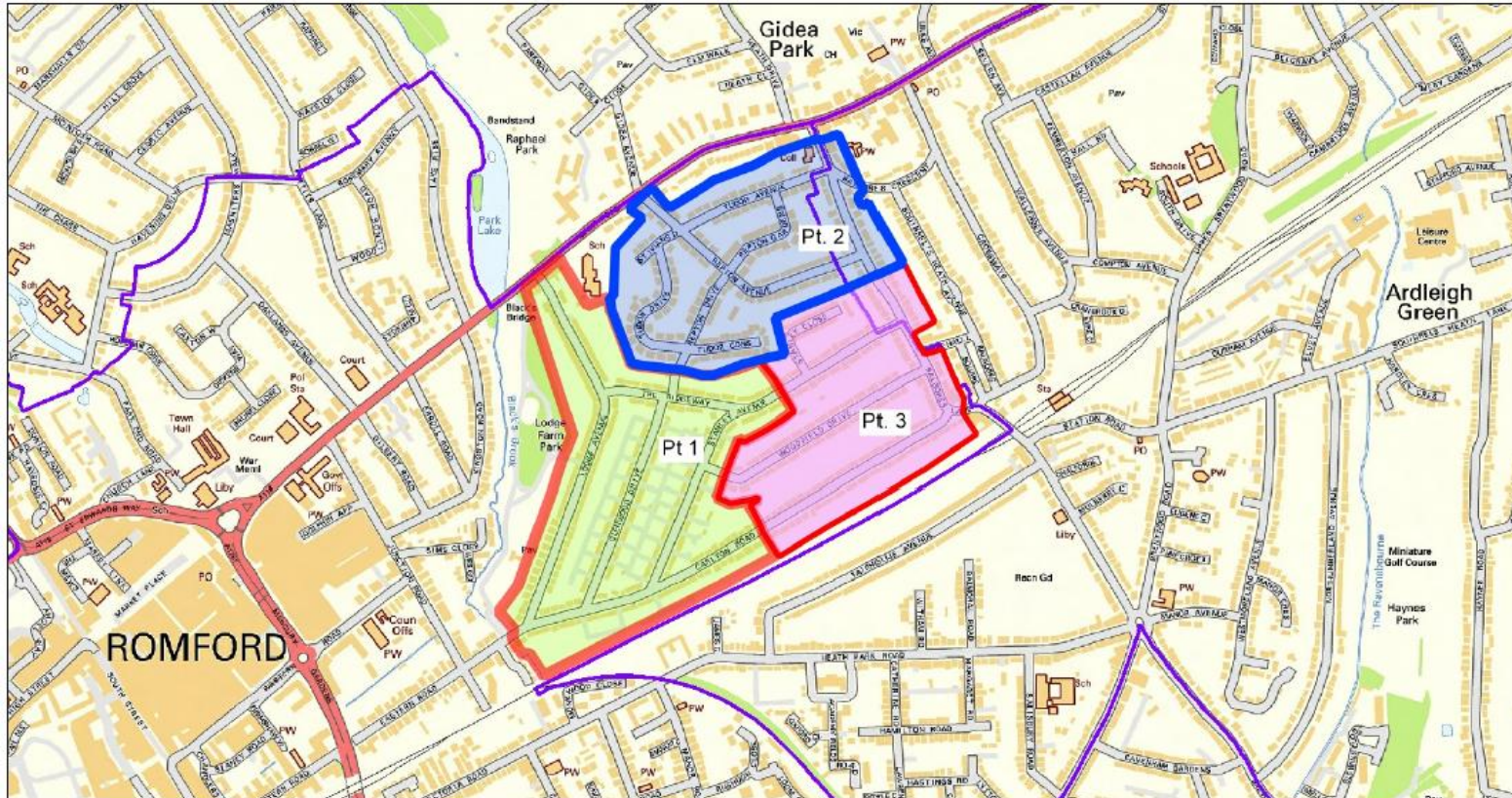
The only equality related concern raised in the consultation related to the impact on the after-school club. However, the scheme will not have an impact on the club. Officers recommend that the proposed changes be implemented as set out in this report and the effects be monitored on a regular basis to ensure any negative impact on equality is mitigated.




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 people, which will assist the Council in meeting its duties under the Equality Act 2010.



## BACKGROUND PAPERS

### Appendix A



<p>Gidea Park Review agreed Consultation Area</p>	<p style="text-align: right;">N ↑</p>
	<p>Scale: 1:10000 Date: 27 October 2016 Size: A4</p> 
 <p>London Borough of Havering Town Hall, Main Road, Romford, RM1 3BD Tel: 01708 434343</p>	<p>© Crown copyright and database rights 2016 Ordnance Survey 100024327</p>

Appendix B



Gidea Park Consultation Pt1



Scale: 1:3500  
Date: 19 April 2016



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

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Appendix C

## Gidea Park 'In-Principle' Parking Consultation

06/06/2016

Road Name	Address	% Returns	Returns total	Problem?		Controls?		OVERALL SUPPORT?		Parking Controls		% Support	
				Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
Carlton Road	117	32%	38	27	11	24	14	24	14	63%	37%	63%	37%
Glenwood Drive	103	34%	35	23	12	18	17	18	17	51%	49%	51%	49%
Lodge Avenue	152	36%	54	33	21	25	29	25	29	46%	54%	46%	54%
Main Road	4	0%	0	0	0	0	0	0	0	0%	0%	0%	0%
Repton Drive	1	100%	1	1	0	1	0	1	0	100%	0%	100%	0%
Stanley Road	110	10%	11	2	9	2	9	2	9	18%	82%	18%	82%
The Ridgeway	43	88%	38	9	29	7	31	7	31	18%	82%	18%	82%
<b>Total</b>	<b>530</b>	<b>24%</b>	<b>127</b>	<b>83</b>	<b>44</b>	<b>67</b>	<b>60</b>	<b>67</b>	<b>60</b>	<b>53%</b>	<b>47%</b>	<b>53%</b>	<b>47%</b>
INCOMPLETE		1%	7	2	5	2	5	2	5				

8  
8  
8  
8  
8

Appendix D



Gidea Park Area - Proposed Area for time change		N ↑	
		Scale: 1:2000 Date: 17 June 2016 	
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Appendix E

# GIDEA PARK

GIDEA PARK											
Road name	Address	Returns	Q1: Do you feel that the current times of operation of parking restrictions in your road are sufficient to deter perceived non-resident parking, while meeting the needs of the residents? If you answer YES, then you are happy with the current restrictions and it will be considered that you want no changes.		Q2: Do you support the change of times in your section of road, to Monday - Saturday 08:30am - 6:30pm, to match the western part of the RO1 zone?		Q1 %		Q2%		
			Yes	No	Yes	No	Yes	No	Yes	No	
1 Carlton Road	117	44	16	28	25	3	36%	64%	57%	7%	
2 Glenwood Drive	66	20	9	11	6	7	45%	55%	30%	35%	
3 Lodge Avenue	86	23	5	18	15	4	22%	78%	65%	17%	
<b>Totals</b>	<b>269</b>	<b>87</b>	<b>30</b>	<b>57</b>	<b>46</b>	<b>14</b>					
			<b>87</b>		<b>60</b>						
<b>General percentages</b>		<b>32%</b>	<b>34%</b>	<b>66%</b>	<b>77%</b>	<b>23%</b>					
<b>Incomplete</b>	<b>20</b>	<b>7%</b>									

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## HIGHWAYS ADVISORY COMMITTEE

8 November 2016

<b>Subject Heading:</b>	TPC868 Park Lane / Cavendish Avenue – 'At Any Time' waiting restrictions
<b>CMT Lead:</b>	Steve Moore
<b>Report Author and contact details:</b>	John-Paul Micallef Technical Support Assistant John-Paul.micallef@havering.gov.uk
<b>Policy context:</b>	Street Management
<b>Financial Summary</b>	The estimated cost is £1500 which will be funded from 2016/17 Minor Parking Schemes budget.

**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**

Elm Park Ward

This report outlines the responses received to the formal consultation to introduce 'At Any Time' waiting restrictions in Park Lane and at its junction with Cavendish Avenue and recommended 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 Regulatory Services and Community Safety;
  - (a) that the proposals introduce 'At Any Time' waiting restrictions in Park Lane / Cavendish Avenue as shown on the drawing in Appendix B be implemented as advertised.
2. That it be noted that the estimated cost of this scheme as set out in this report is £1500, which can be met from the 2016/17 Minor Parking Schemes Budget.

## REPORT DETAIL

### 1.0 Background

- 1.1 At its meeting in March 2016, the Committee agreed in principle to introduce 'At Any Time' waiting restrictions in Park Lane / Cavendish Avenue, due to increasing complaints about vehicles parking on the junctions and blocking accessing to Park Lane.
- 1.2 Ward Councillors agreed with the proposals and that residents of the area, should be formally consulted on them. On Friday 8 July 2016, 64 residents that were perceived to be affected by the restrictions were sent letters and a copy of the plan, with a return date of Friday 29 July 2016. The responses to the consultation are outlined in the table appended to this report as Appendix A.

### 2.0 Results of public consultation

- 2.1 From the 64 letters sent out to the area, 3 responses were received. Out of the 3 responses, 2 residents were not in favour of the proposals, and 1 resident outlined various issues, but did not clearly outline whether they were in favour of the proposals or not. Further to these responses, a petition was sent in with 22 resident's signatures and addresses, addressing their objection to the scheme. However, after a poor response rate and the majority of residents not wanting the restrictions. Ward Councillors were contacted to gauge their opinion on the scheme and are in favour of the scheme being implemented.

### 3.0 Staff Comments

- 3.1 From the responses received, it would seem that most of the residents are not in favour of the proposals.
- 3.2 The proposed restrictions are intended to stop vehicles parking on the junctions of the road, and allow free access for the dial a ride bus service. The proposed restrictions will be placed within the highway. Residents objecting to the scheme have raised questions over the ownership of the highway land and the Councils ability to implement restrictions. Ownership of the land is a distinct and separate issue to its classification as highway. Highway can be publicly or privately owned and can be maintained at public or private expense. Where land is

classified as highway the Council can implement restrictions. After clarifying this to the Elm Park Councillors, they are still in favour of the proposals to go ahead as advertised.

## IMPLICATIONS AND RISKS

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

The estimated cost of implementing the proposals as described above and shown on the attached plan is £1500, can be funded from the 2016/17 Minor Parking Schemes budget.

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

This is a standard project for Environment 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 Environment 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 informally consulted on and all residents who were perceived to be affected by the review were sent letters.

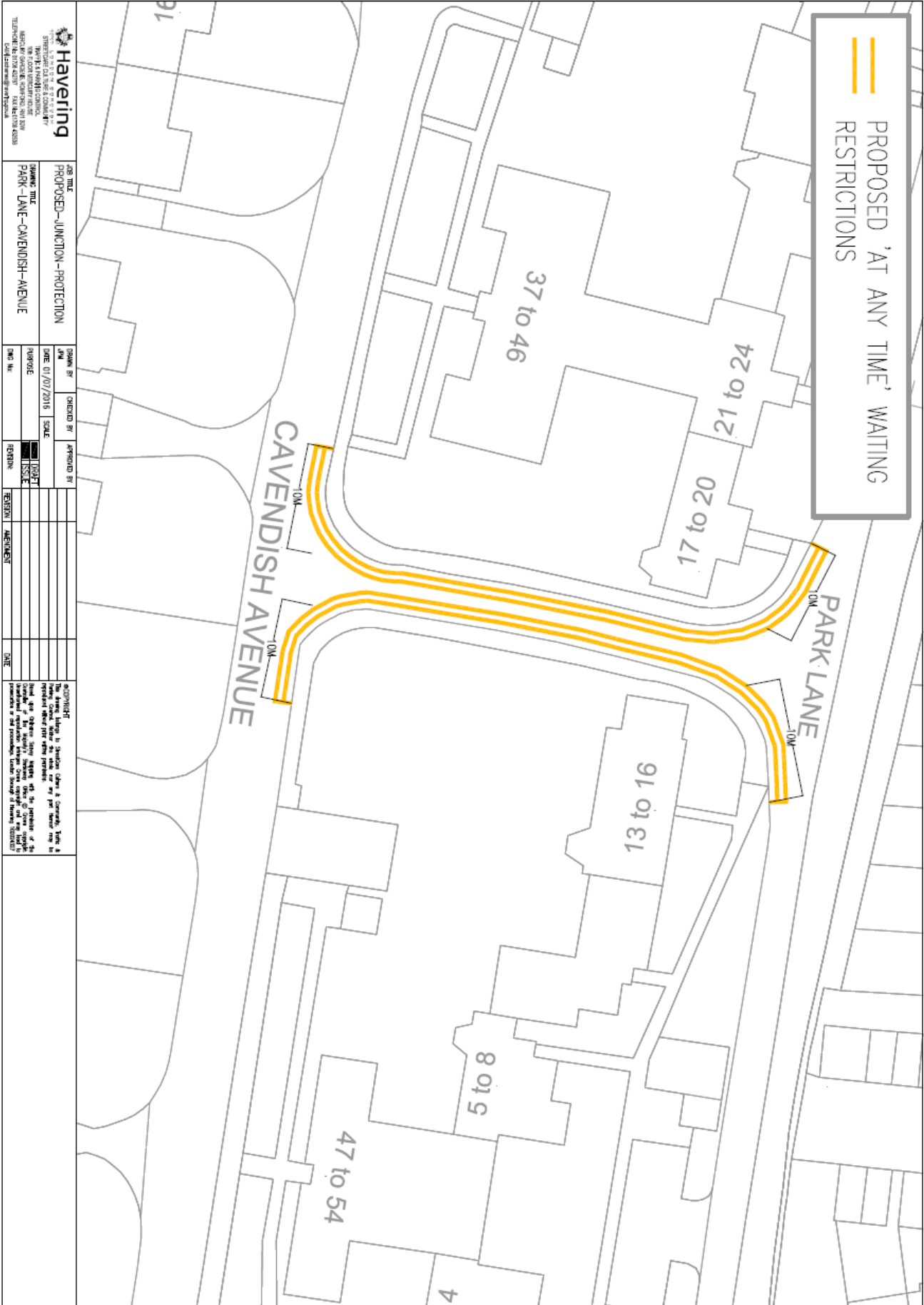
There will be some physical and visual impact from the required signing and lining works. Where infrastructure is provided or substantially upgraded, reasonable adjustments should be made to improve access for disabled, which will assist the Council in meeting its duties under the Equality Act 2010.

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

No	Resident / Address	Summary of Residents Comments	Staff Comments
1	Resident of Cavendish Avenue	The resident explains that there is a major parking problem within Cavendish Avenue / Park Lane. They very often see large vehicles parking outside the Hanover Trust building. The resident mentions that there is a parking problem with the school as well which is leading into Cavendish Avenue / Park Lane. The resident also explains that Cavendish Avenue is a private road in which the Havering Council cannot place any restrictions in this road.	Officers understand that there is a parking problem with this road, but the 'At Any Time' waiting restrictions have been proposed to insure that the dial a ride buses do not have access issues getting through to the homes in Park Lane. The other information that the resident has given, has been passed on to the PSPO team.
2	Resident of Cavendish Avenue	The resident is not in favour of the proposals. The resident explains that this may solve the parking issues in Park Lane, but not in Cavendish Avenue. The resident believes that the vehicles that are parking there are from the school nearby.	The information given from the resident about the schools has been passed on to the PSPO team. Reports that dial a ride buses cannot access Park Lane in which Street Management have highway rights for the 'At Any Time' waiting restrictions to ensure that emergency and council vehicles have got access to Park Lane.
3	Resident of Cavendish Avenue	The resident is not in favour of the proposals. The resident explains that the roads concerned, have bigger parking management problems as vehicles are causing serious problems to the residents.	By implementing the 'At Any Time' waiting restrictions, this will solve the parking issues of dangerous parking on junctions. Also, this ensures that emergency and council vehicles have got access to Park Lane.

# Appendix B



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