



HIGHWAYS ADVISORY COMMITTEE AGENDA

7.00 pm	Tuesday 20 April 2021	VIRTUAL MEETING
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Members 8: Quorum 4

COUNCILLORS:

Conservative Group (4)

Christine Vickery (Vice-Chair)
John Crowder
Michael White
Sally Miller

Residents' Group (1)

Paul Middleton

Upminster & Cranham Residents' Group (1)

Christopher Wilkins

Independent Residents' Group (1)

David Durant

North Havering Residents Group (1)

Brian Eagling (Chairman)

For information about the meeting please contact:

Taiwo Adeoye - 01708 433079
taiwo.adeoye@onesource.co.uk

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 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 PROTOCOL ON THE OPERATION OF THE HIGHWAYS ADVISORY COMMITTEE MEETINGS DURING THE COVID-19 PANDEMIC RESTRICTIONS (Pages 1 - 4)

Protocol attached to be noted by the Committee.

5 MINUTES (Pages 5 - 6)

To approve as a correct record the minutes of the meeting of the Committee held on 27 October 2020, and to authorise the Chairman to sign them.

6 SCH805 - HEATH DRIVE - REQUEST TO FORMALLY ADVERTISE AMENDMENTS TO EXISTING PAY & DISPLAY /CASHLESS PARKING BAY (Pages 7 - 12)

Report attached.

7 ST HELEN'S COURT PARKING AND HOUSING ENFORCEMENT (Pages 13 - 26)

Report attached.

Andrew Beesley
Head of Democratic Services

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LONDON BOROUGH OF HAVERING

PROTOCOL ON THE OPERATION OF HIGHWAYS ADVISORY COMMITTEE MEETINGS DURING THE COVID-19 PANDEMIC RESTRICTIONS

1. Introduction

In accordance with the Local Authority and Police Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panels Meetings (England and Wales) Regulations 2020, all Highways Advisory Committee hearings held during the Covid-19 restrictions will take place using a 'virtual' format. This document aims to give details on how the meetings will take place and establish some rules of procedure to ensure that all parties find the meetings productive.

2. Prior to the Hearing

Once the date for a meeting has been set, an electronic appointment will be sent to all relevant parties. This will include a link to access the virtual meeting as well as guidance on the use of the technology involved.

3. Format

For the duration of the Covid-19 restrictions period, all Highways Advisory Committee meetings will be delivered through a video conference facility, using Zoom software. This can be accessed using the standard Council laptop or, for registered public speakers, a PC, laptop or mobile/landline telephone etc. and the instructions sent with meeting appointments will cover how to do this.

4. Structure of the Meeting

Although held in a virtual format, Highways advisory Committee Meetings will follow the standard procedure with the following principal stages. Committee Members may ask questions of any party at any time. Questions are however, usually taken after each person has spoken.

- The Highways Officer presents their report (no time limit).
- Speakers for and against the proposed scheme make their representations. Parties who are speaking should not repeat the information, which they have already given in writing in their representation. However, they will be able to expand on the written information given, provided the information remains relevant (3 minutes per registered speaker).
- The Highways Officer will respond to the representations.

- Ward Councillors for the area affected of the scheme may speak (4 minutes per Councillor).
- The Highways Advisory Committee Members will then debate the item.
- Voting will be undertaken using the voting function within Zoom.

All speakers and registered attendees, both Councillors and members of the public, are welcome to remain on the Zoom call until the conclusion of the meeting. The meeting will also be webcast so that it can be viewed by non-participants.

5. Technology Issues

An agenda setting out the items for the meeting will be issued in advance, to all parties in accordance with statutory timetables. This will include details of the applications together with all representations on the matter. The agenda will also be published on the Council's website – www.havering.gov.uk in the normal way.

As with any virtual meeting, there is a small possibility that Zoom meetings may experience intermittent faults whereby participants lose contact for short periods of time before reconnecting to the call. The guidance below explains how the meeting is to be conducted, including advice on what to do if participants cannot hear the speaker and etiquette of participants during the call.

Remote access for members of the public and Members who are not attending to participate in the meeting, together with access for the Press, will be provided via a webcast of the meeting at www.havering.gov.uk.

If the Chairman is made aware that the meeting is not accessible to the public through remote means, due to any technological or other failure of provision, then the Chair shall temporarily adjourn the meeting immediately. If the provision of access through remote means cannot be restored within a reasonable period, then the remaining business will be considered at a time and date fixed by the Chairman. If he or she does not fix a date, the remaining business will be considered at the next scheduled ordinary meeting.

6. Management of Remote Meetings for Members

The Chairman will normally confirm at the outset and at any reconvening of a Highways Advisory Committee meeting that they can see and hear all participating Members. Any Member participating remotely should also confirm at the outset and at any reconvening of the meeting that they can see and hear the proceedings and the other participants.

The attendance of Members at the meeting will be recorded by the Democratic Services Officer. The normal quorum requirements for meetings as set out in the Council's Constitution will also apply to a remote meeting.

If a connection to a Member is lost during a meeting of the Highways Advisory Committee, the Chair will stop the meeting to enable the connection to be restored. If the connection cannot be restored within a reasonable time, the meeting will proceed, but the Member who

was disconnected will not be able to vote on the matter under discussion, as they would not have heard all the facts.

7. Remote Attendance of the Public

Any member of the public participating in a meeting remotely in exercise of their right to speak at a Highways Advisory Committee or other meeting must meet the same criteria as members of the Committee (outlined above) in terms of being able to access and, where permitted, speak at the meeting. The use of video conferencing technology for the meeting will facilitate this and guidance on how to access the meeting remotely will be supplied by the clerk.

8. Etiquette at the meeting

For some participants, this will be their first virtual meeting. In order to make the hearing productive for everyone, the following rules must be adhered to and etiquette observed:

- The meeting will be presided over by the Chairman who will invite participants to speak individually at appropriate points. All other participants will have their microphones muted by the Clerk until invited by the Chairman to speak;
- If invited to contribute, participants should make their statement, then wait until invited to speak again if required;
- If it is possible, participants should find a quiet location to participate in the Zoom meeting where they will not be disturbed as background noise can affect participants.
- The person speaking should not be spoken over or interrupted and other participants will normally be muted whilst someone is speaking. If there are intermittent technological faults during the meeting then the speaker will repeat from the point where the disruption started. Whilst intermittent disruption is frustrating, it is important that all participants remain professional and courteous.

9. Meeting Procedures

Democratic Services Officers will facilitate the meeting. Their role will be to control conferencing technology employed for remote access and attendance and to administer the public and Member interaction, engagement and connections on the instruction of the Chairman.

The Council has put in place a technological solution that will enable Members participating in meetings remotely to indicate their wish to speak via this solution.

The Chairman will follow the rules set out in the Council's Constitution when determining who may speak, as well as the order and priority of speakers and the content and length of speeches in the normal way.

The Chairman, at the beginning of the meeting, will explain the protocol for Member and public participation and the rules of debate. The Chairman's ruling during the debate will be final.

Members are asked to adhere to the following etiquette during remote attendance of the meeting:

- Committee Members are asked to join the meeting no later than fifteen minutes before the start to allow themselves and Democratic Services Officers the opportunity to test the equipment.
- Any camera (video-feed) should show a non-descript background or, where possible, a virtual background and members should be careful to not allow exempt or confidential papers to be seen in the video-feed.
- Rather than raising one's hand or rising to be recognised or to speak, Members should avail themselves of the remote process for requesting to be heard and use the 'raise hand' function in the participant field.
- All participants may only speak when invited to by the Chair.
- Only one person may speak at any one time.
- When referring to a specific report, agenda page, or slide, participants should mention the report, page number, or slide so that all members have a clear understanding of what is being discussed at all times

The Chairman will explain, at the relevant point of the meeting, the procedure for participation by registered public objectors, which will reflect the procedures outlined above. Members of the public must adhere to this procedure otherwise; they may be excluded from the meeting.

The Democratic Services Officer will clearly announce the result of all votes and the Chairman will then move on to the next agenda item.

Any Member participating in a remote meeting who declares a disclosable pecuniary interest, or other declarable interest, in any item of business that would normally require them to leave the room, must also leave the remote meeting. The Democratic Services Officer or meeting facilitator, will confirm the departure and will also invite the relevant Member by link, email or telephone to re-join the meeting at the appropriate time, using the original meeting invitation.

10. After the Hearing - Public Access to Meeting Documentation following the meeting

Members of the public may access minutes, decisions and other relevant documents through the Council's website. www.havering.gov.uk

For any further information on the meeting, please contact taiwo.adeoye@onesource.co.uk, tel: 01708 433079.

**MINUTES OF A MEETING OF THE
HIGHWAYS ADVISORY COMMITTEE
VIRTUAL MEETING
27 October 2020 (7.00 - 8.15 pm)**

Present:

COUNCILLORS

Conservative Group	Christine Vickery (Vice-Chair), John Crowder, Sally Miller and Michael White
Residents' Group	Paul Middleton
Upminster & Cranham Havering Residents' Group	Christopher Wilkins
Independent Residents Group	David Durant
North Havering Residents Group	Brian Eagling (Chairman)

All decisions were taken with no votes against.

32 DISCLOSURE OF INTERESTS

No interest was disclosed at the meeting.

**33 PROTOCOL ON THE OPERATION OF THE HIGHWAYS ADVISORY
COMMITTEE MEETINGS DURING THE COVID-19 PANDEMIC
RESTRICTIONS**

The Committee noted the content of the report.

34 MINUTES

The minutes of the meeting of the Committee held on 29 September 2020 were agreed as a correct record and would be signed by the Chairman at a later date.

35 ST HELENS COURT PARKING AND HOUSING ENFORCEMENT

The report before the Committee detailed the formal advertising of a proposals to convert the existing Housing Parking into a parking off street

traffic order under the Traffic Management Act 2004 in St. Helen's Court, Rainham.

The Committee considered the report and following a debate **RESOLVED** to recommend to the Cabinet Member for Environment in consultation with the Leader of the Council:

- (a) to commence formal advertisement on the making of a traffic management order for implementation and enforcement of a Controlled Parking Zone on housing land at St Helens Court Rainham , with the hours of operation being Monday – Saturday 8am to 6.30pm as shown on Appendix A.
- (b) if at the close of consultation, no objections are received to the proposals at 1(a) above, then the scheme proceed to full implementation.

Members noted that the estimated cost of the fully implemented proposals, including all physical measures and advertising costs was £0.021m and would be met from the cost code C30010.

Chairman

HIGHWAYS ADVISORY COMMITTEE

Tuesday 30 March 2021

Subject Heading:	SCH805 Heath Drive – request to formally advertise amendments to existing ‘pay & display/cashless’ parking bay
Lead Member:	Councillor Osman Dervish
Report Author and contact details:	Gareth Nunn Gareth.nunn@havering.gov.uk 01708 433139 Engineering Technician
Policy context:	LIP
Financial Summary:	The estimated cost of implementation is £0.0013m and will be met by the 21/22 engineering budget A26910

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

Communities making Havering	[x]
Places making Havering	[x]
Opportunities making Havering	[x]
Connections making Havering	[x]

SUMMARY

Pettits Ward:

This report is for comment from the Highways Advisory Committee (HAC) to formally advertise the amendment of an existing ‘pay & display/cashless parking bay’ on Heath Drive following sight line concerns raised by residents.

RECOMMENDATIONS

- 1) That the Highways Advisory Committee having considered this report recommends to the Cabinet Member for Environment in consultation with the Leader of the Council that:
 - (a) the proposals to alter the existing pay & display/cashless parking bay on Heath Drive by:
 - a. reduction of bay by approximately 11 meters from its northern end and introduction of 'at any time' waiting restrictions over the relevant 11 meter length of highway; and
 - b. extension of bay by approximately 6 meters from its southern end and removal of existing 'at any time' waiting restrictions from relevant 6 meter length of highway (as shown on the drawing in Appendix A) proceed to formal consultation; and
 - (b) if at the close of consultation no objections are received to the proposals at 1(a) above, the scheme proceeds to full implementation.

REPORT DETAIL

1.0 Background

- 1.1 In January 2020 a local MP's office wrote to Havering Council advising of concerns raised to them by a resident in regards to sight lines of drivers exiting Heath Close on to Heath Drive. The issues are believed to be caused by vehicles parking in the 'pay and display/cashless parking bay' located opposite numbers 5 to 9 Heath Drive.
- 1.2 In October 2020 Ward Councillors were sent a copy of the design. All 3 Councillors responded and were in favour of the proposals.

2.0 Staff Comments

- 2.1 Due to the slight bend in Heath Road and the location of the existing pay & display/cashless parking bay in question, it is apparent that sight lines for vehicles exiting Heath Close on to Heath Drive are not ideal and can be improved.
- 2.2 Officers favour a reduction of the aforementioned 'pay & display/cashless parking bay' at its northern end as per appendix A. This reduction will give drivers exiting Heath Close a further 11m of clear sight lines of vehicles travelling north bound on Heath Drive.
- 2.3 This reduction would see the loss of 2 parking spaces, to compensate for the loss of parking provision, officers favour a slight increase to the 'pay & display/cashless parking bay' at its southern end by approximately 6m. This increase will reduce the loss of parking provisions whilst still maintaining a safe distance from the junction of Heath Drive and Main Road.

IMPLICATIONS AND RISKS

Financial implications and risks:

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

The estimated cost of implementation is £0.0013m and will be met by the **21/22 engineering budget A26910**

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 overall Environment budget

Breakdown of estimated costs:

Advertising/consultation	£500
Lining	£200
Road Safety Audit	£600
TOTAL	£1,300

Legal Implications and risks:

The Council's power to make an order for charging for parking on highways is set out in Part IV of the Road Traffic Regulation Act 1984 ("RTRA 1984").

Before an Order is made, the Council should ensure that the statutory procedures set out in the Local Authorities Traffic Orders (Procedure)(England & Wales) Regulations 1996 (SI 1996/2489) are complied with. The Traffic Signs Regulations and General Directions 2002 govern road traffic signs and road markings.

Section 122 RTRA 1984 imposes a general duty on local authorities when exercising functions under the RTRA. It provides, insofar as is material, to secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway. This statutory duty must be balanced with any concerns received over the implementation of the proposals.

In considering any responses received during consultation, the Council must ensure that full consideration of all representations is given including those which do not accord with the

officer's recommendation. The Council must be satisfied that any objections to the proposals were taken into account.

In considering any consultation responses, the Council must balance the concerns of any objectors with the statutory duty under section 122 RTRA 1984.

Human Resources implications and risks:

The implementation and enforcement of the scheme can be undertaken within the current staffing levels. Given the Coronavirus outbreak, the paramount consideration of the Council is the health and wellbeing of Members and officers. Council employees directly affected by the proposals contained in this report will be managed in accordance with the Council's HR and specific Covid-19 related policies and guidance.

Equalities implications and risks:

The Public Sector Equality Duty (PSED) under section 149 of the Equality Act 2010 requires the Council, when exercising its functions, to have due regard to:

- (i) the need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (ii) the need to advance equality of opportunity between persons who share protected characteristics and those who do not, and;
- (iii) foster good relations between those who have protected characteristics and those who do not.

Note: 'Protected characteristics' are: age, sex, race, disability, sexual orientation, marriage and civil partnerships, religion or belief, pregnancy and maternity and gender reassignment.

The Council is committed to all of the above in the provision, procurement and commissioning of its services, and the employment of its workforce. In addition, the Council is also committed to improving the quality of life and wellbeing for all Havering residents in respect of socio-economics and health determinants.

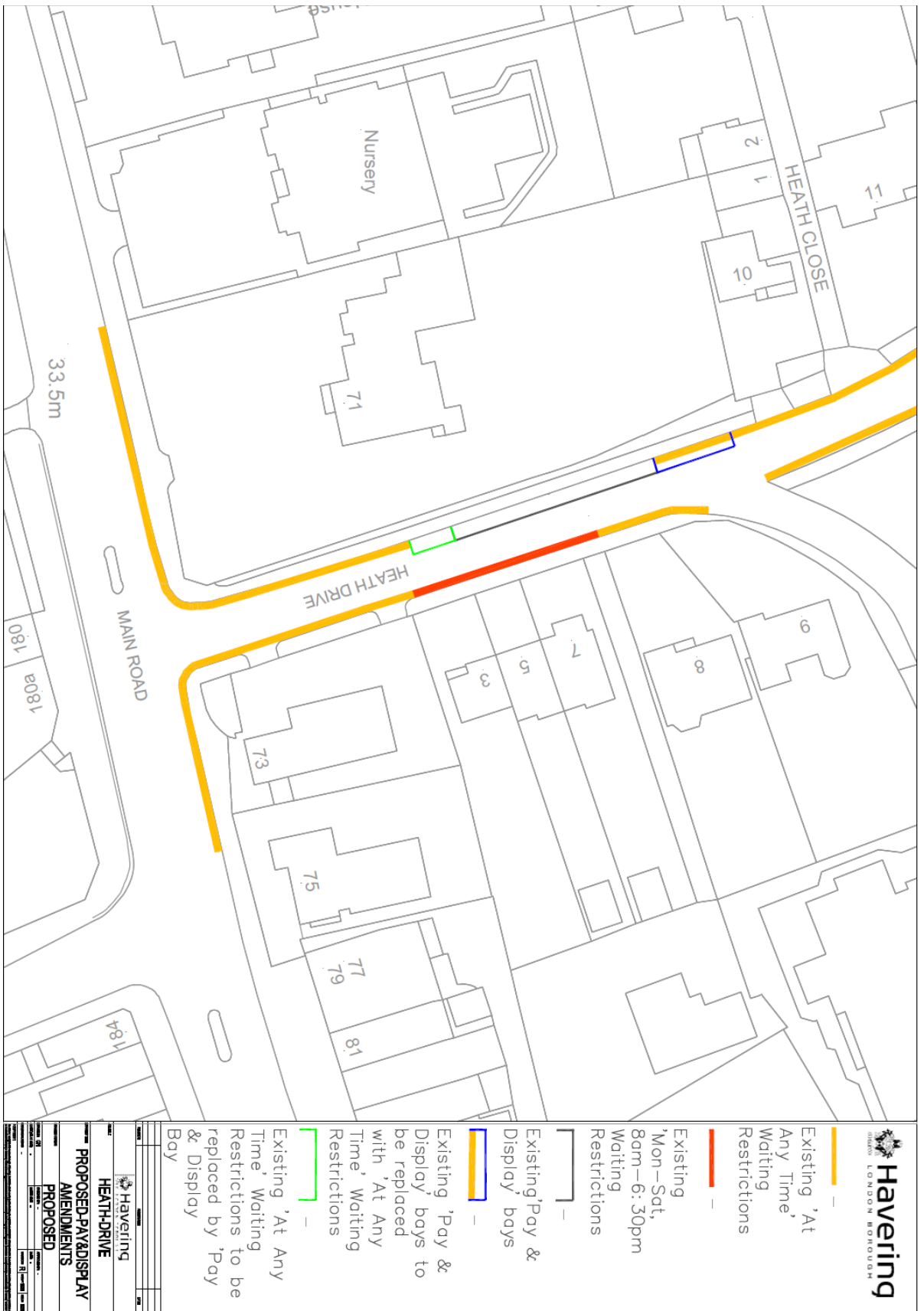
The proposals provide measures to improve safety and accessibility for all road users.

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 and questionnaires.

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 - Proposed 'Pay & Display/Cashless' parking bay amendment



HIGHWAYS ADVISORY COMMITTEE

Tuesday 20 April 2021

Subject Heading:	St Helen's Court Parking and Housing Enforcement
Lead Member:	Councillor Osman Dervish & Councillor Joshua Chapman
Report Author and contact details:	Gareth Nunn Gareth.nunn@havering.gov.uk 01708 433139 Engineering Technician
Policy context:	Highways and Parking Strategy December 2018
Financial Summary:	The estimated cost of implementation is £0.021m and will be met from cost code C30010

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

Communities making Havering	[x]
Places making Havering	[x]
Opportunities making Havering	[x]
Connections making Havering	[x]

SUMMARY

Rainham & Wennington Ward:

This report is presented to the Highways Advisory Committee (HAC) to comment and to advise the Cabinet Members for Environment and Housing on implementing the proposals to convert the existing Housing Parking into a parking off street traffic order under the Traffic Management Act 2004 in St. Helen's Court, Rainham.

RECOMMENDATIONS

- 1) That the Highways Advisory Committee having considered this report recommends to the Cabinet Member for Environment in consultation with the Leader of the Council to make a Traffic Management Order for implementation and enforcement of a Controlled Parking Zone, operational from Monday to Saturday between 08:00 hours and 18:30 hours, on housing land at St Helen's Court Rainham, shown on the plan in Appendix A.
- 2) Members should note that the estimated cost of the fully implemented proposals, including all physical measures and advertising costs is £0.021m and will be met from the Cost code C30010.

REPORT DETAIL

1. Background

- 1.1 This proposal and the results of an informal consultation were presented to the Highways Advisory Committee at their meeting in October 2020 where it was recommended to proceed to the formal advertising of this proposal.
- 1.2 Formal advertisement of the proposal commenced on January 29th 2021, which included an advert in the Romford Recorder, Notices erected on site and residents and businesses of St Helen's Court and the surrounding area directly sent letters. At the close of consultation 10 responses to the formal advert were received of which 9 were objections.
- 1.3 Surrounding roads in addition to St Helen's Court were consulted due to the potential impact the proposal could have on the wider area, particularly the introduction of a Pay & Display/cashless parking facility.
- 1.4 A petition requesting additional parking spaces for St Helen's Court was also received which consisted of 33 signatures of which 15 appear to be residents of St Helens Court. Of the 15 residents, 9 of these also responded directly to the public advertisement. Those residents that had signed the petition but had not responded directly to the public advertisement have had their petition signature considered as an objection to the proposal. A comment from a Ward Councillor was also treated as an objection meaning a total of 16 responses/petition signatures have been treated as objections.
- 1.5 Accompanying the petition was a survey undertaken by a resident of St Helen's Court, which asked the questions (i) are you in agreement to the residents requiring additional parking to what has been proposed by Havering Council?' and (ii) which parking regulation would you prefer?'.
26 residents responded to this survey with 24 residents indicating they were in agreement that occupants require more parking provisions, while 25 residents indicated they would prefer the existing 'gated system' rather than residents' parking.

- 1.7 The overwhelming reason for the objections is due to the limited amount of parking provisions on St Helen's Court. Residents have historically parked in locations that have the potential to cause obstruction issues such as on junctions and bends within St Helen's Court.
- 1.8 A further concern raised by residents is the hours of operation of the proposal and particularly the restriction end time of 18:30. It is feared that drivers using local amenities still open at this time (such as takeaway restaurants) may use St Helen's Court as a parking facility.
- 1.9 On 25th February 2021, a meeting took place with officers from both Housing and Environment as well as a local Ward Councillor to consider the objections received and determine a way forward. The recommendation agreed is set out in the officer comments below.

2. Officer Comments

- 2.1 Due to the concerns regarding obstruction and access in to St Helens Court with the existing parking arrangement, Officers favour the introduction of the proposed scheme as advertised. Officers feel that the free and unhindered passage of vehicles (including emergency service vehicles) must be paramount in their recommendation.
- 2.2 Officers acknowledge and empathise with the concerns raised by residents in regards to the amount of parking provisions on St Helens Court. For this reason it was agreed at the meeting on 25/02/21 that a feasibility study on a 2nd phase of this proposal will take place with a view to creating further parking provisions by demolishing some existing garages on St Helen's Court and installing resident permit holder only parking bays.
- 2.3 Due to the safety concerns around obstructive parking and the time it may take to investigate the feasibility and subsequent implementation of phase 2, officers favour the introduction of phase 1 (the advertised proposal) without delay to ensure obstruction problem and safety concerns are rectified as soon as possible.
- 2.4 Housing will investigate the cost and feasibility of demolishing the garages and if necessary undertake these works. Highways, Traffic and Parking (HTP) will design, consult, arrange Traffic Orders and generally oversee the implementation of additional resident parking bays in these new spaces as well as any other complimentary measures such as the introduction or removal of waiting restrictions that may be required. For Phase 1 of the St Helen's Court proposals, HTP commissioned an external company for the design and consultation process, however phase 2 will be undertaken internally by HTP.
- 2.5 Recommendation for Phase 2 of the St Helen's Court parking proposals would be brought to the Highways Advisory Committee as part of a separate decision.
- 2.6 In regards to concerns raised regarding the restriction end time of 18:30hrs, it is hoped that the existing on street parking provisions on Upminster Road South will be sufficient to accommodate vehicles being used to visit local amenities that may still be open such as takeaway restaurants. However, the effects of the scheme will be monitored and should an extension to the hours of operation be necessary this change can be considered.

IMPLICATIONS AND RISKS

3. Financial implications and risks:

- 3.1 This report is asking HAC to recommend to the Cabinet Member the implementation of the above scheme.
- 3.2 Should all proposals be implemented, the estimated cost of implementation is £0.021m which includes advertising costs and implementing the proposals as described above and shown on the attached plans. The cost will be met from cost code C30010.
- 3.3 It should be noted that subject to the recommendations from the committee, a final decision would then be made by the Lead Members of Housing and Environment – as regards the actual implementation and scheme detail. Therefore final costs are subject to change.
- 3.4 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 overall Environment budget
- 3.5 The maintenance of the scheme is to be agreed with Housing in a separate decision.

4. Legal Implications and risks:

- 4.1 The Council's power to make an order to introduce parking controls is contained in section 6 and 45 of the Road Traffic Regulation Act 1984 ("RTRA 1984") for land considered 'on-street' and sections 32 and 35 RTRA 1984 for land considered 'off-street'. Orders under Section 6 can be made to control or regulate vehicular or other traffic.
- 4.2 Section 45 RTRA 1984 allows Orders to designate paying parking places. In making such an Order consideration must be given to the interests of traffic, and also the interests of owners and occupiers of adjoining properties, and in particular, the need for maintaining free movement of traffic, the need for maintaining reasonable access to premises and the extent to which off-street parking is available in the neighbourhood.
- 4.3 Before an Order is made, the Council should ensure that the statutory procedures set out in the Local Authorities Traffic Orders (Procedure) (England & Wales) Regulations 1996 (SI 1996/2489) are complied with. The Traffic Signs Regulations and General Directions 2016 govern road traffic signs and road markings.
- 4.4 Section 122 RTRA 1984 imposes a general duty on local authorities when exercising functions under the RTRA. It provides, insofar as is material, to secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway. This statutory duty must be balanced with any concerns received over the implementation of the proposals.
- 4.5 In considering any responses received during consultation, the Council must ensure that full consideration of all representations is given including those which do not accord with the officer's recommendation. The Council must be satisfied that any objections to the proposals were taken into account.

5. Human Resources implications and risks:

- 5.1 The implementation and enforcement of the scheme can be undertaken within the current staffing levels.

6. Equalities implications and risks:

- 6.1 The Public Sector Equality Duty (PSED) under section 149 of the Equality Act 2010 requires the Council, when exercising its functions, to have due regard to:

- (i) the need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (ii) the need to advance equality of opportunity between persons who share protected characteristics and those who do not, and;
- (iii) foster good relations between those who have protected characteristics and those who do not.

Note: 'Protected characteristics' are: age, sex, race, disability, sexual orientation, marriage and civil partnerships, religion or belief, pregnancy and maternity and gender reassignment.

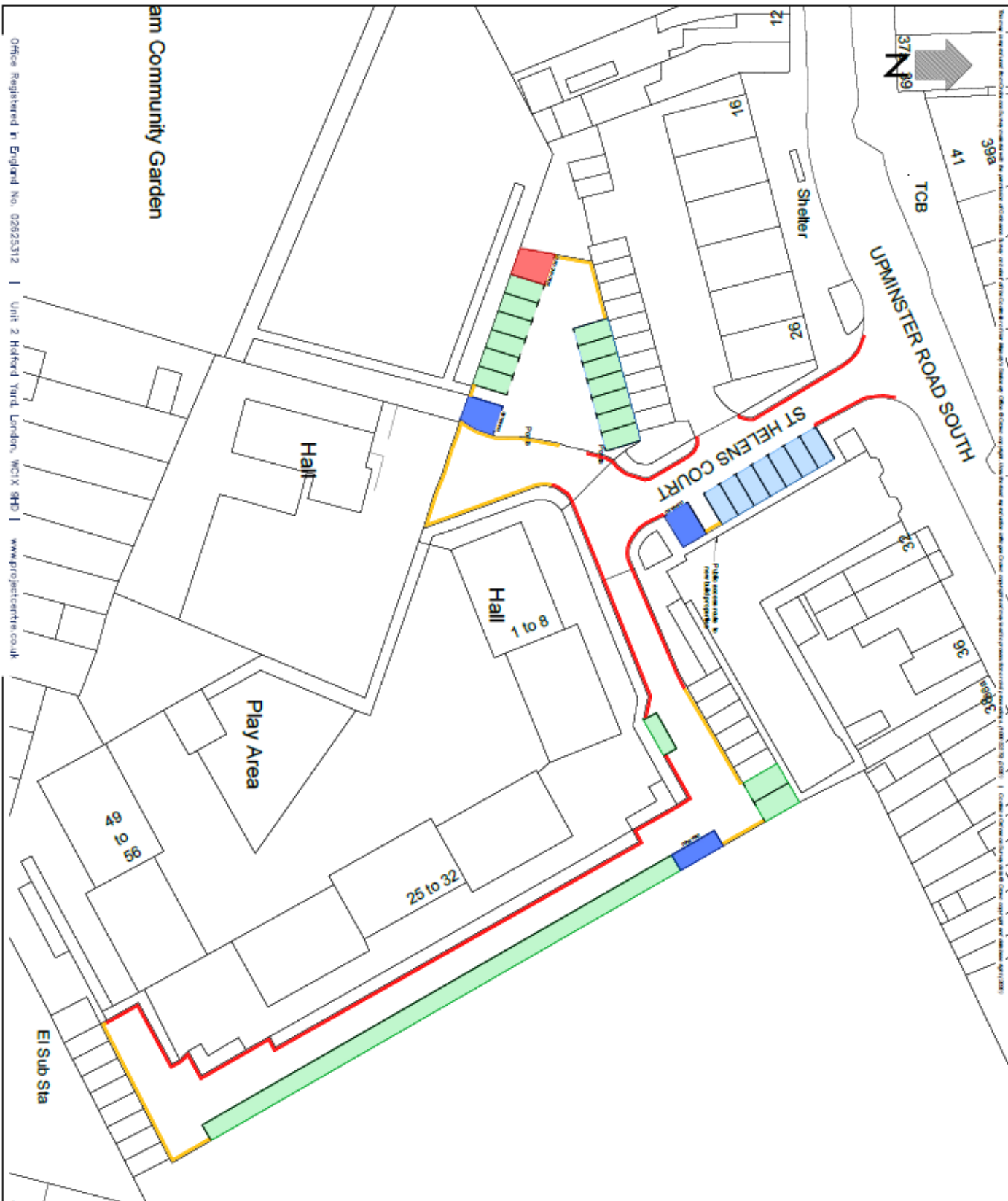
- 6.2 The Council is committed to all of the above in the provision, procurement and commissioning of its services, and the employment of its workforce. In addition, the Council is also committed to improving the quality of life and wellbeing for all Havering residents in respect of socio-economics and health determinants.
- 6.3 The proposals provide measures to improve safety and accessibility for all road users.
- 6.4 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 and questionnaires.
- 6.5 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 - Proposed 'Residents Parking Scheme' and complimentary measures (also included in this report)

Appendix B – Summary of responses to formal advert including petition & independent survey (accompanying document)

Appendix C – Copy of the letter sent to residents during the formal advert

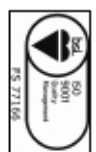


LEGEND

- Proposed shared use bay Mon - Sat 8am - 6:30pm (resident permit holders or pay and display max stay 1 hr no return within 2 hrs)
- Proposed resident permit holders only Mon - Sat 8am - 6:30pm
- Proposed disabled bay
- Proposed motorcycle bay
- Proposed no waiting at any time
- Proposed no waiting at any time and no loading at any time

Rev	Date	Description	By	CHK
1		Original Issue		
2		Revised		
3		Revised		
4		Revised		
5		Revised		
6		Revised		
7		Revised		
8		Revised		
9		Revised		
10		Revised		

PROJECT CENTRE



Unit 2 Hatted Yard
London
WC1X 9HD
TEL: 0203 0080 855
WWW.PROJECTCENTRE.CO.UK
info@projectcentre.co.uk



Client
Project
ST HELENS COURT

Drawing Title
PROPOSED LAYOUT

Drawing Scale
FOR INFORMATION

Date	Drawn	Check	Scale	By
MS	MS	MS	1:500	AS
Drawing No: 1000000877-2-000-101				

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St Helens Court Formal Consultation

Direct responses to formal advert

Addresses Consulted (of which x are properties on St Helens Court)	Direct Responses	% of responses	In favour	% of respondents in favour	Against	% of respondents against
175	10	6%	1	10%	9	90%

Petition

Number of signatures on petition requesting additional parking spaces for St Helens Court	Signatures on petition of which are understood to be residents of St Helens Court	Signatures on petition of which are understood to be residents of St Helens Court but did not respond directly to the consultation
33	15	6

Combined direct responses and petition

Combined objections from direct responses, the petition and response from a ward councillor
16

Survey

Independent Survey responses	Of which are in agreement to request for further parking spaces	of which favour gated parking
26	24	25

Please note that due to the limited information regarding each respondent completing the survey, we are unable to determine how many are residents of St Helens Court

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Havering
LONDON BOROUGH

IMPORTANT PARKING CONSULTATION ENCLOSED

The Resident/Occupier

Highways, Traffic and Parking

London Borough of Havering
Town Hall,
Main Road
Romford RM1 3BB

Please call: Schemes
Telephone: 01708 432373

Email: schemes@havering.gov.uk

Date: 29th January 2021

Dear Sir/ Madam

St Helens Court - Proposed Introduction of Residents Parking Scheme

We recently consulted with local residents and businesses on a proposal to introduce a 'residents parking scheme' in St Helens Court, Rainham to deter long term, non-residential parking and prioritise parking on St Helens Court for its residents. We take this opportunity to thank those who participated in the consultation.

Following on from the consultation and reviewing the responses, I can advise you that the Council are formally proposing to introduce the scheme. If implemented, the effects of the scheme will be carefully monitored to ensure the desired effects of the scheme have been achieved.

The scheme would be the first residents parking scheme to be introduced at one of the Havering housing estates and if successful will be considered at further locations. This proposal has been designed to resolve years of issues and complaints raised in regards to parking at St Helens Court and also includes complimentary measures such as waiting/loading restrictions and a short stay parking facility.

Full details of the proposals, including relevant traffic management orders, are available for inspection for a period of 21 days at www.haveringtraffweb.co.uk. A plan of the proposal is also enclosed within this letter.

Should you wish to formally comment on the proposal, all comments should be sent in writing to the Highways, Traffic and Parking Group Manager, Havering Town Hall, Main Road, Romford RM1 3BB or by email to schemes@havering.gov.uk and to be received by **Friday 19th February 2021**. All objections must state the grounds on which they are made.

Please note that officers are unable to answer individual points raised at this stage. However, your comments will be noted and will be taken into consideration when the final report is presented to us (the Lead Member for Environment and Lead Member for Housing) and any issues will be addressed at that time. All comments received are open to public inspection.

Yours faithfully

Councillor Osman Dervish
Lead Member for Environment

Councillor Joshua Chapman
Lead Member for Housing

Cleaner, Safer, Prouder Together

Further Information

The Proposal

Hours of operation of the parking zone to operate as per the streets surrounding St Helens Court, Monday – Saturday 08:00 to 18:30

Double yellow lines and loading restrictions are proposed to ensure the road network around the estate is kept clear so refuse and emergency service vehicles can safely access the estate at all times. Double yellow lines also mean loading and unloading can take place where it is safe to do so, but will also mean these areas cannot be used for parking, especially in front of the garages and the entrances to each block

Dedicated disabled bays for blue badge holders, it should be noted any blue badge holder can use these parking spaces, even those who do not live on or are visiting the estate

Blue Badge holders will also be able to park in the permit holder parking places, whilst displaying their Blue Badge, whether or not they live on or are visiting the estate, this is in line with current parking policy across Havering.

Shared use bays (resident permit holders and pay & display) have been proposed as part of the scheme design to support the local shops nearby St Helens Court which will provide both resident and paid-for parking.

Permits

To obtain a permit, proof of residency and proof the vehicle is registered (or kept if a company or lease vehicle) at an address at St Helens Court would be required. Only residents living in St Helens Court will be eligible for a permit.

Permits and visitor permits are to be displayed in the vehicle and can be obtained through the Council's website

If you are a Blue Badge holder you will not need to purchase a permit for your vehicle, but you will need to display your blue badge whilst parked in a permit parking place

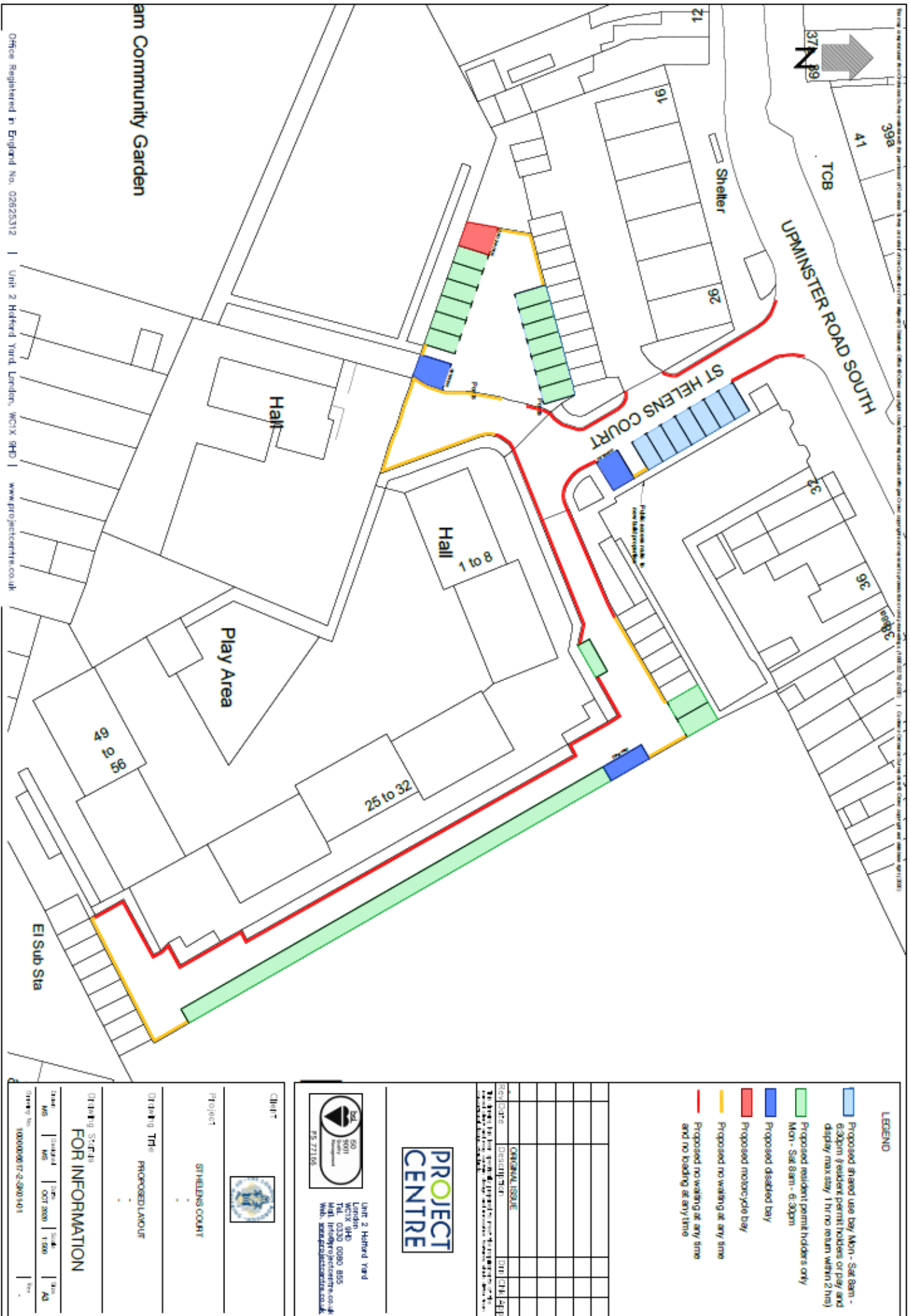
The current costs for financial year 2020/21 for resident permits are:

- first permit to an address is £35
- second permit to an address is £60
- any further permit issued to an address are £85
- Motorcycles – No charge
- One book of 10 visitor permits is £13

Each vehicle needs its own permit and unfortunately they're not transferable to another vehicle. Permit Charges are reviewed on an annual basis.

To find your data rights, please see the link below for all details:

https://www.havering.gov.uk/info/20044/council_data_and_spending/139/data_protection/1



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