



# Haverling

LONDON BOROUGH

## HIGHWAYS ADVISORY COMMITTEE AGENDA

7.00 pm

Tuesday  
10 August 2021

Council Chamber  
Town Hall, Main Road,  
Romford

Members 8: Quorum 4

**COUNCILLORS:**

**Conservative Group  
( 4 )**

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

**Residents' Group  
( 1 )**

Paul Middleton

**Upminster & Cranham  
Residents' Group ( 1 )**

Christopher Wilkins

**Independent Residents'  
Group  
( 1 )**

David Durant

**North Haverling 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:-

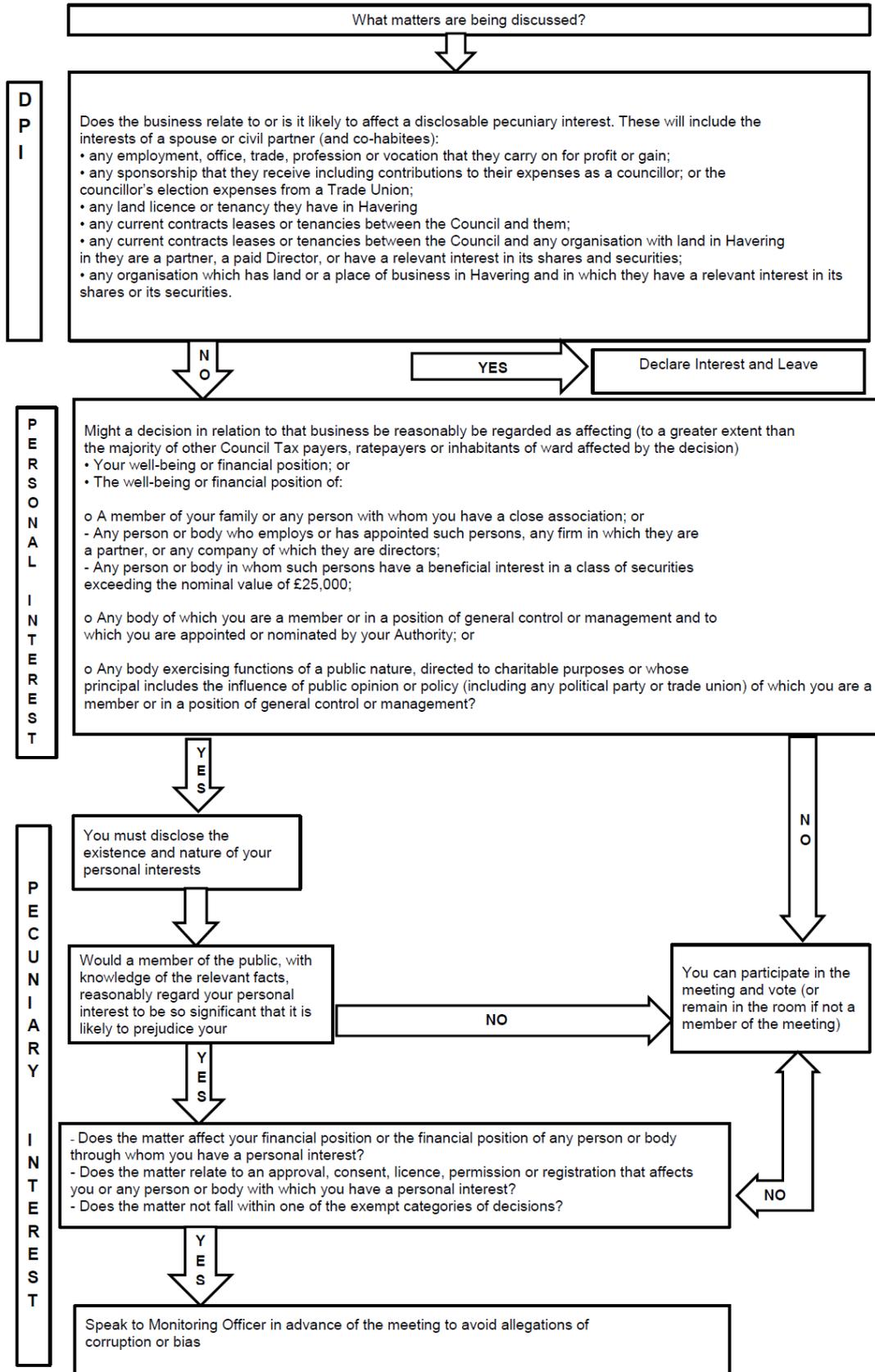
- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing,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

DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF



## **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 - 2)**

To approve as a correct record the minutes of the meeting of the Committee held on 8 June 2021, and to authorise the Chairman to sign them.

### **5 ST HELENS COURT PARKING AND HOUSING ENFORCEMENT - PHASE 2 (Pages 3 - 10)**

Report attached.

**Andrew Beesley**  
**Head of Democratic Services**

This page is intentionally left blank

# Public Document Pack Agenda Item 4

**MINUTES OF A MEETING OF THE  
HIGHWAYS ADVISORY COMMITTEE  
Town Hall, Main Road, Romford  
8 June 2021 (7.00 - 7.20 pm)**

**Present:**

**COUNCILLORS**

<b>Conservative Group</b>	Christine Vickery (Vice-Chair), John Crowder, Sally Miller and Michael White
<b>Residents' Group</b>	Paul Middleton
<b>Upminster &amp; Cranham Havering Residents' Group</b>	Christopher Wilkins
<b>North Havering Residents Group</b>	Brian Eagling (Chairman)

An apology for absence was received from Councillor David Durant.

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

**41 MEETINGS OF THE HIGHWAYS ADVISORY COMMITTEE - ADVICE RE ATTENDING DURING THE COVID-19 PANDEMIC**

The Committee considered the report and **RESOLVED** to note the contents of the report.

**42 DISCLOSURE OF INTERESTS**

There were no disclosures of interest.

**43 MINUTES**

The minutes of the meeting held on 20 April 2021 were agreed as a correct record and would be signed by the Chairman at a later date.

**44 UPMINSTER AND CRANHAM WARDS - SCHOOLS TRAFFIC AND SAFETY MEASURES**

Following a debate the Committee **RESOLVED** to recommend to the

Cabinet Member for Environment, in consultation with the Leader of the Council that:

- a) Officers proceed with the assessment and design of schemes of safety measures (provisionally outlined in the relevant sections of this report), in roads around the following school sites:
    - Branfil Primary School
    - Corbets Tey School
    - Engayne Primary School
    - Gaynes Secondary School
    - Hall Mead School
    - Oakfields Montessori School
    - Sacred Heart of St Mary Girls Secondary School
    - Saint Joseph's Catholic Primary School
    - The Coopers Company & Coborn Secondary School
    - The James Oglethorpe Primary School
    - Upminster Infant and Junior Schools
  - b) that any designed scheme proposals proceed to informal public consultation with the results of any consultation reported back to the Highways Advisory Committee in a future report seeking a recommendation on the implementation of the scheme.
- 2.1 It was **Noted** that Officers would undertake engagement with affected Schools, Head Teachers, Governing Bodies and local residents on the design of the scheme(s) being consulted.
  - 2.2 It was **Noted** that the design, consultation and implementation costs of the scheme(s) would be met through Local Implementation Plan (LIP) funding from Transport for London, which was likely to be in the region of £0.21m.

---

**Chairman**



## HIGHWAYS ADVISORY COMMITTEE

### Tuesday 27 July 2021

<b>Subject Heading:</b>	<b>St Helens Court Parking and Housing Enforcement Phase 2</b>
<b>Lead Member:</b>	<b>Councillor Osman Dervish &amp; Councillor Joshua Chapman</b>
<b>Report Author and contact details:</b>	<b>Gareth Nunn</b> <a href="mailto:Gareth.nunn@havering.gov.uk">Gareth.nunn@havering.gov.uk</a> <b>Engineering Technician</b>
<b>Policy context:</b>	<b>Highways and Parking Strategy December 2018</b>
<b>Financial Summary:</b>	The estimated cost of implementation is £0.002m 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 advise the Cabinet Members for Environment and Housing to formally advertise the proposals to introduce 'Resident Permit Holders Only' bays in 2 locations on St Helens Court, Rainham that are currently garage sites but are due to be demolished.

## 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:
  - a) to commence formal advertisement on the making of a traffic management order for implementation of 'Resident Permit Holder Only' parking bays operational Monday to Saturday between 08:00 hours and 18:30 hours, on housing land at St Helens Court Rainham, shown on the plan in Appendix A.
  - b) if at the close of consultation no objections are received to the proposals at 1(a) above, the scheme proceeds to full implementation.
- 2) Members note that the estimated cost of the fully implemented proposals, including all physical measures and advertising costs is £0.002m and will be met from the Cost code C30010.

## REPORT DETAIL

### 1.0 Background

- 1.1 This proposal is the 2<sup>nd</sup> phase of a review of parking in St Helens Court Rainham which proposes the introduction of a Residents Parking Scheme.
- 1.2 When consulting with residents and seeking a recommendation from the Highways Advisory Committee (HAC) on the implementation of a residents parking scheme at St Helens Court, Rainham (Phase 1, plan attached as Appendix B), concerns were raised by residents and Councilors in regards to the lack of parking provisions on St Helens Court.
- 1.3 In light of the concerns raised, it was agreed that officers would consider the viability of demolishing 2 garage sites on St Helens Court with the view to converting this space in to further 'Resident Permit Holder Only' parking bays (Phase 2).
- 1.4 The Councils Housing department will lead on the demolition of the garages and have undertaken a consultation with the lease holders and the proposals have been budgeted.

## 2.0 Staff Comments

- 2.1 Due to the concerns raised regarding the lack of parking provisions on St Helens Court, Officers favour the introduction of further 'Resident Permit Holder Only' parking bays in the space left by the demolition of the existing garage sites to provide approximately 11 further protected parking provisions for the residents of St Helens Court.
- 2.2 The Land will still remain as housing land, with a traffic order for enforcement purposes. The responsibility of maintenance would be shared between Housing and parking through a future service level agreement.
- 2.3 The proposals will be in line with the restrictions proposed in Phase 1 of the St Helens Court Parking proposals.

## IMPLICATIONS AND RISKS

### Financial implications and risks:

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

Should all proposals be implemented, the estimated cost of implementation is £0.002m which included advertising costs and implementing the proposals as described above and shown on the attached plans will be met from cost code C30010. 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 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

### Legal Implications and risks:

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.

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.

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.

### **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.

### **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 – Plan showing existing garage sites due to be demolished where ‘Residents Permit Holders Only’ parking bays are proposed**



Appendix B – Phase 1 of St Helens Court Parking Proposals

