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**MINUTES OF A MEETING OF THE  
HIGHWAYS ADVISORY COMMITTEE  
Town Hall, Main Road, Romford  
9 July 2013 (7.30 - 9.50 pm)**

**Present:**

**COUNCILLORS**

<b>Conservative Group</b>	Melvin Wallace (Chairman), Frederick Thompson (Vice-Chair), Billy Taylor, Steven Kelly and Barry Oddy
<b>Residents' Group</b>	Brian Eagling and John Wood
<b>Labour Group</b>	Denis Breading
<b>Independent Residents Group</b>	David Durant

Councillors Andrew Curtin, Pam Light and Ray Morgon were present for part of the meeting.

All votes were unanimous with no votes against unless stated otherwise.

There were fourteen members of the public present.

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

**4 MINUTES**

The minutes of the meeting of the Committee held on 11 June 2013 was approved as a correct record and signed by the Chairman.

**5 ADOPTION OF A 'LINK' ROAD AND PARKING IMPROVEMENTS FOR THE QUEEN'S THEATRE, HORNCHURCH**

The Committee considered a report that detailed the outcome of a consultation relating to a proposed parking management scheme on the two roads outside the Queen's Theatre (one linking Billet Lane and North Street, one in front of the theatre) and one-way working on the road outside the theatre and recommends implementation of the scheme. These proposals were linked to the imminent adoption of the two roads as public highways maintainable at public expense.

The report detailed the following proposed changes:

1. Proposals to convert existing road fronting the theatre to one - way system

It was proposed to convert the existing road fronting The Queen's Theatre to one way system. Traffic will be permitted to enter via the 'link' road and exit at its southern end. This arrangement would create road space to provide parking bays for blue-badge holders, a drop off and pick up point (10 minutes maximum stay) and provision of free parking bays.

2. Proposed loading bay in the 'link' road between Billet Lane and North Street, Hornchurch

There was currently no dedicated loading bay in the 'link' road. Delivery vehicles serving the theatre park in the road, which in turn disrupts the traffic flow. It was proposed to provide a loading bay in the 'link' road. The bay would be installed on the north side of the theatre as shown on drawing no.QH083-of-201. The loading bay would permit free loading for a maximum period of 20 minutes with no return within 1 hour. The loading bay would operate 24 hours, throughout the week.

3. Provision of stopping for 5 minutes by the recycling centre

As part of the proposals, it was proposed to provide a free short term stopping facility by the recycling centre for 5 minutes to use the recycling centre or as a 'kiss and ride' to drop off or collect passengers. The proposals were shown on drawing no. QH083-of-201.

4. Proposed 'At any time' waiting restrictions

It was proposed to provide 'At any time' waiting and loading restrictions at potential locations with a view to prevent inconsiderate parking and enhancing road safety. The proposals are shown on drawing no. QH083-of-201.

The Committee was also asked to consider the following suggested road names for the unnamed 'link' road.

The reported informed the committee that the road names in the borough are generally associated with the local importance.

- i) Drama Road
- ii) Players Road
- iii) Thespian Road
- iv) Theatre Road
- v) Johnstone Road – Bill Johnstone was a former Administrative Director at the Queen's Theatre.

- vi) Burge Road – Stuart Burge was the founding Artistic Director at the Theatre.
- vii) Humby Road – Gordon Humby was the borough chief librarian in 60's/70's who set up the Theatre archive.

During general debate Members of the Committee discussed:

- A Member had reservation on whether there should be free parking bays or coach parking bays for events such as pantomimes.
- Some members felt that temporary road closures even if they were feasible would not be a good way of dealing with coach groups and as such felt a dedicated short term coach parking would be better. The Principal Engineer suggested a 20 minute stay in line with what applicable at the Slaney Road to assist coach drop offs for Romford Town Centre.
- Member also discussed the maximum length of stay for the short term drop off outside the Theatre.

Following the debate in which there was general support for coach parking provision, it was agreed that officers would redesign and consult on the free parking bays and the drop off bay outside the main entrance to the Theatre. Councillor Taylor proposed a motion that the recommendation be varied with the scheme being implemented as advertised, but the free parking bays and the drop off bay outside the main entrance be redesigned and reconsulted. The motion was seconded by Councillor Stephen Kelly.

Following a motion to vary the recommendation in the report which was seconded the Committee **RESOLVED** to recommend to the Cabinet Member for Community Empowerment that:

- (a) The short term drop off bay be reduced in length by about half;
- (b) All "free" parking bays, plus the area of the drop off bay released be advertised/ consulted as coach parking bays with a maximum stay of 20 minutes to assist coach parties visiting the Theatre.
- (c) The "at any time" waiting and loading restrictions to enhance highway safety in various places along the "link" roads.
- (d) A Loading bay in the "link" road between Billet Lane and North Street.
- (e) Stopping for 5 minutes maximum by the recycling centre.
- (f) Imposition of one way traffic flow in the road fronting The Queen's Theatre.
- (g) 3 disabled parking bays for blue badge holders in the "link" road fronting the theatre entrance.
- (h) That it be noted the cost of carrying out the works was £8,000 which would be met by the Council's Revenue budget for Minor Improvements on Borough Roads.

The vote for the recommendation was passed by 7 votes to 2 against.

The Committee also recommended to the Cabinet Member for Community Empowerment that the Queen's Theatre 'Link Road' between Billet Lane and North Street should be known as Theatre Road. The vote for the recommendation was 6 votes to 3 against.

## **6 ROMFORD VICTORIA ROAD AND THE BATTIS MAJOR SCHEME**

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

1. To note the design work and consultation that has been carried out so far on the Romford Major Scheme and gives support to the design option for Victoria Road as described in paragraph 1.9 of the report and presented at the meeting.
2. To consider that the Heads of StreetCare and the Acting Head of Regeneration should proceed with the detailed design, further consultation and advertisement (where required) of the elements of the Romford Town Centre Major Scheme described in paragraph 1.9 of this report.)

## **7 TPC280 - ROMLEIGH PARK ESTATE - PARKING REVIEW**

The Committee considered a report in response to the formal consultation. The report detailed that following numerous requests, reports and petitions received from residents and Ward Councillors representing Romleigh Park Estate, a review and consultation of an appropriate parking scheme was submitted to the Committee on 16 October 2012.

The proposals were subsequently designed and consulted upon by staff and formally advertised on 10 May 2013. All responses to the consultation were detailed in the report.

The report proposes a Traffic and Parking Control scheme between 10.30am till 11.30am Monday to Friday waiting restrictions to deter long term and local commuter parking', predominantly from people parking and then walking to Harold Wood Station and to prevent students from the college situated on the former Harold Wood Hospital site from long term parking. It was proposed to design a scheme that works with the existing Controlled Parking Zone within the Harold Wood Ward.

The report also informs the Committee that there may be parking problems within this area once the development within the old Harold Wood hospital site has been completed.

A public consultation was carried out on 10 May 2013, 366 residents addresses in the area perceived to be affected by the proposed scheme were advised detailing the proposals. Eighteen statutory bodies were also consulted and site notices were placed within the Romleigh Park Estate.

At the close, 62 responses were received, a 17% response rate. A table outlining all the responses was appended to the report as Appendix B.

About 10% of the responses were in favour of the 10.30am to 11.30am Monday to Friday waiting restrictions and the 'At any time' waiting restrictions at the junctions. 7% of the responses received were against the proposals for the 10.30am to 11.30am Monday to Friday waiting restrictions, although 3% of those were in favour of the 'At any time' waiting restrictions at junctions.

The report outlined that there were an estimated 197 private parking spaces located in designated areas within the Estate, not including garages nor the off-street parking provision fronting the properties. The majority of the home owners own within their deeds one or more car parking spaces and could therefore use these facilities during the one hour restriction. It was for this reason that staff propose that the Romleigh Park Estate, which was currently unrestricted, be included within the Harold Wood Controlled Parking Zone.

In accordance with the public participation arrangements the Committee was addressed by a local resident who spoke in support of the scheme, she stated the benefit of the scheme to local resident who are frequently obstructed by parked cars from getting on and out of the drive way.

Councillor Pam Light also spoke in support of the scheme.

During general debate Members of the Committee discussed:

- A suggestion for free parking bays to be made available in the area to accommodate displaced residents cars.
- A consideration for shift workers with no parking spaces.
- That every home in the area had an allocated parking space.

The Committee **RESOLVED:**

To recommend to the Cabinet Member for Community Empowerment that:

- a. the minor parking scheme set out in the report to implement 10:30am till 11:30am Monday to Friday and 'At any time' waiting restrictions, as shown on drawing TPC280-Romleigh Park Estate Parking Review, be implemented as advertised.
- b. the effect of the scheme be monitored

- c. Members note that the estimated cost of the scheme as set out in the report was £6,000 which would be funded from the 2013/14 Minor Parking Schemes revenue budget.

The vote was 8 in favour and 1 against.

**8 TPC281 - THE DRIVE, HAROLD WOOD - CONVERSION OF DISC PARKING TO FREE PARKING BAY WITH MAXIMUM STAY PERIOD**

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

To recommend to the Cabinet Member for Community Empowerment that:

- a. The scheme be implemented as advertised
- b. the effect be monitored
- c. that the estimated cost of this scheme as set out in the report was £750 and would be funded from the 2013/14 Minor Parking Schemes budget.

**9 ALEXANDRA ROAD, GEORGE STREET AND KING EDWARD ROAD LEASE HOLDER CAR PARKS- COMMENTS TO ADVERTISED PROPOSALS**

At its meeting on 20 March 2012, the Committee agreed in principle to include the car parks in Alexandra Road, George Street and King Edward Road into the residents' parking scheme sector they were located within.

The report before the Committee detailed proposals to revoke the licences from the current holders and include the car parks in Alexandra Road and King Edward Road in the Sector 6 residents' parking scheme and the car park in George Street in the Sector 3 residents' parking scheme.

At the close of public consultation, eight responses were received to the proposals for the Alexandra Road and King Edward Road and fourteen responses had been received to the proposals for George Street. The responses were summarised in appendix B of the report.

The report informed the Committee that objections were received from 5 lease holders of the 12 spaces in Alexandra Road and King Edward Road car parks and 2 lease holders from the 8 spaces in the George Street car park.

Officer comments to the report outlined that there were Regeneration proposals seeking approval to a public advertised proposals for a 20mph Zone and a Parking Zone on part of Victoria Road, it was recommended that the proposals outlined in the report for in Alexandra Road and George Street and King Edward Road be deferred at this time and be reconsidered

after any proposals for Victoria Road have been implemented and the effects of those proposals monitored.

In accordance with the public participation arrangements the Committee was addressed by a resident who expressed her views in favour of the scheme.

With its agreement Councillor Andrew Curtin addressed the Committee. Councillor Curtin spoke in support of the officer comments to defer any action on the car parks in Alexandra Road and King Edward Road and proceed with the scheme in George Street car park.

During the debate Members sought clarification that the holders of the car park were licenced and not under lease. It was explained that the car park spaces were controlled through licences rather than leases.

Councillor Frederick Thompson proposed a motion that the George Street car park scheme be implemented. The motion was seconded by Councillor Barry Oddy.

The Committee **RESOLVED:**

To recommend to the Cabinet Member for Community Empowerment that the George Street car park scheme be implemented and the effects of those proposals measured and that in the light of the forthcoming regeneration proposals for Victoria Road, the proposals outlined in the report for Alexander Road and King Edward Road be deferred at this time and be reconsidered after any proposals for Victoria Road have been implemented and the effects of those proposals measured

The Committee also noted that the estimated cost of this scheme as detailed in the report was £1,900 and would be funded from the 2013/14 Minor Parking Schemes revenue budget.

## 10 HIGHWAYS SCHEMES APPLICATIONS

The report presented Members with all new highway schemes requests in order for a decision to be made on whether the scheme should progress or not before resources were expended on detailed design and consultation.

The Committee would either make recommendations to the Head of Street Care to progress the scheme or the Committee would reject the request.

The Committee's decisions were noted as follows against each request:

Item Ref	Location	Description	Decision
<b>SECTION A - Highway scheme proposals with funding in place</b>			
H1	A1306 New Road	Revoke Traffic Order for "No Overtaking" from Lambs Lane to Borough boundary (Order made 27th May 1981, by Minister of Transport) in order to remove life-expired, lit traffic signs.	<b>REJECTED 8 TO 1</b>
<b>SECTION B - Highway scheme proposals without funding available</b>			
H2	Lodge Lane, Collier Row	Removal of speed cushions which cause vibration to house	<b>REJECTED 8 TO 1</b>
H3	Hacton Lane, near William Tansley House, Hornchurch	Request for zebra crossing or pedestrian refuge to assist residents of William Tansley House in crossing road, especially back from bus stop	<b>REJECTED 7 TO 2</b>
H4	Alma Avenue/ Standen Avenue, Hornchurch	Request for pedestrian refuge/ traffic island in entry to Standen Avenue to stop drivers cutting corner on wrong side of road when turning right into Standard Avenue	<b>REJECTED Chairman's casting vote after a 4, 1, 4 vote</b>

## 11 **TRAFFIC AND PARKING SCHEMES WORK PROGRAMME**

The report before the Committee detailed all Minor Traffic and Parking Scheme application requests in order for a decision to be made on whether the scheme should progress or not before resources were expended on detailed design and consultation.

The Committee would either make recommendations to the Head of StreetCare to progress the scheme or the Committee would reject the request.

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

The Committee's decisions were noted as follows against each scheme:



**London Borough of Havering**

**Traffic & Parking Control - StreetCare**

**Minor Traffic & Parking Schemes Applications Schedule**

Item Ref	Location	Description	Decision
<b>SECTION A - Minor Traffic and Parking Scheme Requests</b>			
TPC330	Plover Gardens, Cranham, RM14 1EJ	Request to create further parking spaces in Plover Gardens by extending the road or utilise the grass area by converting it to hard standing	<b>REJECTED 7 TO 2</b>
TPC331	Warriner Avenue	Introduce a limited wait for 2 hours no return within 1 hour to assist the Doctors Surgery in addition to a review of the footway parking provision in this road. Agreed pay and display parking in all of the bays on the basis of the Boroughwide tariff and exploration of the continued justification for the "Doctor's Bay".	<b>AGREED 6 - 2 - 1</b>
<b>SECTION B - Minor Traffic and Parking Scheme Requests on hold for future discussion or funding issues</b>			
TPC323	Access road between Osborne Road and Towers Infant School and surrounding area	Request to review parking situation in newly adopted road between Osborne Road and Towers Infant School and surrounding area.  Deffered until June 2013 - Paper and draft paper to be presented	<b>DEFERRED TILL OCTOBER 2013</b>

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TPC328	Squirrels Heath Lane, near David Lloyd Sport Centre, Gidea Park	Request for bus stop clearway and adjacent waiting restrictions.	<b>DEFERRED TILL OCTOBER 2013</b>
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**Chairman**