

**MINUTES OF THE HARLOW LOCAL HIGHWAYS PANEL  
HELD ON**

4 July 2013

2.00 - 4.00 pm

**PRESENT**

**Committee Members**

Councillor Eddie Johnson, Essex County Council (Chairman)  
Councillor Karen Clempner, Essex County Council  
Councillor Mike Danvers, Essex County Council  
Councillor Michael Garnett, Harlow District Council  
Councillor Tony Hall, Harlow District Council  
Councillor Phil Waite, Harlow District Council

**Officers**

Joe McGill, Properties, Facilities and Projects Manager, Harlow District Council  
Joel West, Governance Support Officer, Harlow District Council  
Rissa Long, Highways Liaison Officer, Essex County Council  
David Sprunt, Principal Area Transportation Co-ordinator, Essex County Council

**Other Members**

Councillor David Carter  
Councillor Muriel Jolles

1. **WELCOME AND INTRODUCTIONS**

The Chairman welcomed all attendees to the meeting and invited Councillors and Officers to introduce themselves.

2. **APOLOGIES AND DECLARATIONS OF INTEREST**

Apologies were received from Harlow District Councillor Guy Mitchinson and Essex County Councillor Tony Durcan.

3. **ELECTION OF CHAIRMAN**

**RESOLVED** that Essex County Councillor Eddie Johnson is elected as Chairman of the Panel and Essex County Councillor Mike Danvers is elected as Vice-Chairman, for the 2013/14 year.

4. **OPPORTUNITY FOR PUBLIC SPEAKING**

Two members of the public had submitted written questions (attached) and were in attendance to address them to the Panel. The following responses were provided:

(a) John Curry, Harlow & Stort Valley CTC

Officers advised Mr Curry that Essex County Council undertakes consultation with cycling groups as part of scheme development and would provide him with the details of proposed designs and locations of improvement works. The Chairman thanked Mr Curry for his input and urged all cyclists to contact their local Councillor if they have suggestions or concerns with individual areas of the Harlow cycle network.

Officers also advised Mr Curry of ECCs procedure for considering changes to speed limits on carriageways, including the Casualty Reduction Criteria.

(b) Paul McLintic, Harlow Civic Society

The Chairman thanked Mr McLintic for his question, but advised that proposals for an M11 Junction 7(a) referred to in his question did not fall within the remit of the Panel, which exists to develop and monitor minor capital schemes.

Several questions were raised concerning parking at locations including Priory Road and Hart Road, Old Harlow, and Minchen Road. Officers advised that the Harlow Local Highways Panel cannot propose parking schemes as they are the responsibility of the North Essex Parking Partnership (NEPP), but can allocate a portion of its budget to feasibility studies for parking improvements.

5. **MINUTES OF LAST MEETING AND MATTERS ARISING**

**RESOLVED** that the minutes of the meeting held on 4 March 2013 are agreed as a correct record.

6. **UPDATE ON SCHEMES APPROVED 2012/13**

The Panel received a report from Essex County Council on the status of minor schemes previously approved by the Panel.

RL provided some further updates on several of the listed schemes, including dates of installation for several items. She advised she will liaise with JM regarding which sites should be included in the design works for parking, referenced in the final row of the table in the report submitted.

**RESOLVED** that the report is noted.

7. **POTENTIAL SCHEME LIST 2013/14**

The Panel received a report from Essex County Council which included several proposed minor schemes for inclusion in Harlow's 2013/14 capital allocation.

**RESOLVED** that the proposed 2013/14 schemes as listed in the report submitted are forwarded for Cabinet sign-off, with the following qualifications:

- (a) Casualty Reduction Schemes – (1) Fourth Avenue (j/w North Gate and Velizy Avenue)

Councillors expressed concern about the potential effect of a crossing at this site and suggested it (i) could direct Town Centre-bound pedestrians toward the busy junction with Velizy Avenue, (ii) might increase congestion for vehicles at peak periods and (iii) may have to be removed if the northern end of the Town Centre is redeveloped. An alternative option for barriers along Fourth Avenue, North (supermarket) side at an estimated total cost of £10,000 was proposed.

**RESOLVED** that the proposed pedestrian crossing scheme as outlined in Appendix One to the report submitted not be pursued in 2013/14, and £10,000 instead be allocated for installation of barriers along Fourth Avenue to deter unsafe crossing at this site.

- (b) Bus Stop Improvements – (2) King Harold's Head, Nazeing Common.

**RESOLVED** that this site not be included as it is outside Harlow District.

- (c) Minor Schemes – (4) District Wide Parking Schemes

**RESOLVED** that £60,000 is included from the 2013/14 capital allocation to this scheme, in addition to the £42,000 carried over from the previous year (agreed at the March 2013 meeting).

A supplementary report was circulated, detailing two further proposed schemes, which were as follows:

- (d) Crossing at A414/Station Road / Landscaping to increase visibility

DS advised that an ECC major capital scheme was already being investigated at this location, and would include a pedestrian crossing point. He also advised that shrubbery at this location was intended to reduce speed of vehicles approaching the roundabout.

**RESOLVED** that this scheme is not included in the 2013/14 allocation.

- (e) Little Parndon Primary School – parking restrictions to improve safety

RL advised that funds previously agreed in March 2013 for improvements to barriers and signage outside schools could be used to address this request.

**RESOLVED** that this scheme is funded from previously allocated funds and not included in the 2013/14 capital allocation.

Two further schemes were suggested by members of the Panel, as follows

- (f) Potter Street, One Way System along Potter Street for Southbound traffic

**RESOLVED** that this scheme not be included in the 2013/14 capital allocation at this stage, pending further consultation with local Councillors and residents.

- (g) Mini roundabout at j/w Southern Way / Tawneys Road to replace traffic lights

**RESOLVED** that £10,000 to fund a feasibility study for this scheme is included in the 2013/14 capital allocation.

A summary of schemes recommended for sign-off is attached as Appendix A to these minutes.

## 8. **HIGHWAY RANGERS AND REVENUE EXPENDITURE**

The Panel received a report from Essex County Council on the Highways Rangers Service. Councillors were encouraged to report highways related defects to ECC by sending an email to the address listed on the report [highway.enquirieswest@essex.gov.uk](mailto:highway.enquirieswest@essex.gov.uk).

RL confirmed that funding for a pedestrian-vehicle ratio analysis for Hamstel Road could be met from Highways Rangers revenue expenditure in 2013/14. The analysis will help to determine if a crossing at this location is feasible.

The Panel agreed that £1,000 of the revenue allocation be set aside for speed surveys at locations in Harlow.

**RESOLVED** that the report is noted.

## 9. **CAPITAL MAINTENANCE PROGRAMME**

The Panel received an information report from Essex County Council on scheduled capital maintenance to highways in Harlow in 2013/14. RL explained that local Councillors would be contacted to warn of any

disruption likely to be caused by maintenance in their Ward, prior to work commencing.

Members of the Panel queried the exact location of footway works on Howard Way, on page 25 of the report submitted.

**RESOLVED** that the report is noted.

10. **MAJOR CAPITAL SCHEMES AND SECTION 106**

DS provided a verbal report on a current major capital scheme to ease congestion at the Clock Tower Roundabout on A414/Second Avenue by providing slip lanes. The scheme has been funded from the Government's 'Pinchpoint' initiative, which requires works to be completed by March 2015.

11. **ANY OTHER BUSINESS**

The Panel asked for an update on the proposed extension to the 30mph speed limit on Hobbs Cross Road. RL advised the extension has been advertised and installation is expected shortly.

12. **DATES OF NEXT MEETINGS**

The following dates were agreed for Panel meetings in 2013/14:

- Tuesday 3 September 2013, 7pm (venue to be determined)
- Thursday 7 November 2013, 10am in the Council Chamber, Civic Centre.

The meeting of the Panel in February 2014 will be agreed at a later date.

CHAIRMAN OF THE COMMITTEE

**HARLOW LOCAL HIGHWAYS PANEL – 4 JULY 2013 – WRITTEN QUESTIONS FROM MEMBERS OF THE PUBLIC**

**Question from John Curry, Cycle Harlow & Stort Valley CTC**

1. Report 1 – Schemes Approved 2012/13

Cycling – Generic lack of cycle parking facilities – page 5.

Q 1. Before embarking on a long overdue replacement programme of bicycle parking stands, would officers be prepared to discuss the subjects of location and stand design with the end users – cyclists? Cycle Harlow and Stort Valley CTC are keen to see that any expenditure is well directed and appropriate.

Cycling – Upgrading and improvements to network - page 6.

Q2. There are sections of the cycle network that require urgent replacement or repair; some of it long overdue. Will officers involve cyclists in agreeing the best use of the limited funds before embarking on any works?

2. Potential Schemes List – Casualty Reduction Schemes.

Fourth Avenue – North Gate to Velizy Avenue – page 10 and Appendix 1.

Q1 Accidents on this section of road happen when pedestrians use “desire paths” across the carriageway. It seems to me that:

- a) The access stairway from Sainsbury’s car park has no reason to exist and could be closed.
- b) Once across the road pedestrians cut through the boundary hedge of Post Office Road car park. So where would a formal crossing be routed?
- c) Inappropriate speed on Fourth Avenue is probably a significant factor in the reported accidents. Why not review the speed limit?

Regards, John Curry, for Cycle Harlow & Stort Valley CTC.

**Question from Paul McLintic, Harlow Civic Society.**

According to the Harlow District Council website, the first item in the terms of reference of the Highways Panel is:

"Make recommendations to Essex County Council regarding the content relevant highways programmes as they apply to Harlow."

Essex County Council published a report on 13 November 2012 - the Harlow Eastern Access Study - which proposes a new junction (7a) to connect the M11 with Harlow via a route that would join the town's roads on the east through Gilden Way.

Harlow Civic Society has recently written to Harlow Councillors setting out its objections to this route and recommending a fundamental re-assessment of the three strategic options for a new motorway link, namely a new northern link and an improved southern link in addition to the ECC's proposed new eastern link.

Does the Highways Panel consider that the ECC's Eastern Access Study comes within the meaning of "a relevant highways programme" - which would place it in its terms of reference - and if so what recommendations is it making to Essex County Council?

**HARLOW LOCAL HIGHWAY PANEL CAPITAL SCHEMES RECOMMENDED FOR SIGN-OFF 2013/14**

<b>REF*</b>	<b>LOCATION</b>	<b>SCHEME</b>	<b>APPROVAL DATE</b>	<b>EST. COST (£)</b>
CRS1	Fourth Avenue, Harlow (Between J/w North Gate & Velizy Avenue	Barriers along Fourth Avenue to deter unsafe crossing.	4.07.2013	10,000
BSI 1	Bus Stop: 1500IM1426AA, Little Pynchons. Tysea Road, Harlow.	Formally mark bus stop with new Pole, flag and timetable case.	4.07.2013	
BSI 3	Bus Stops: 150035049005 & 150035049006, Fenner Brockway House. Address: Maddox Road, Harlow.	Removal and relocation of memorial bench.	4.07.2013	
BSI 4	Bus stop 150035049005 Fenner Brockway House, Maddox Road Harlow	Installation of a bus cage and No Waiting plate.	4.07.2013	
MS1	District wide	Pram crossings – additional funds to cater for more sites that have been identified as needing pedestrian drop kerbs.	4.07.2013	25,000
MS2	Mulberry Green / Gilden Way	Signage refresh.	4.07.2013	5,000
MS3	Town Centre	Signage improvements for Town centre parking.	4.07.2013	10,000
MS4	District wide	Scheme to help improve the parking in the residential areas.	4.07.2013	60,000
V1	Southern Way j/w Tawneys Road	Mini roundabout to replace traffic lights – feasibility study.	4.07.2013	10,000
<b>TOTAL RECOMMENDED FOR SIGN OFF AS AT 4 JULY 2013</b>				<b>125,000</b>

\*BSI – Bus Stop Improvement; CRS – Casualty Reduction Scheme; MS – Minor Scheme; V – verbal proposal.