

HARLOW LOCAL HIGHWAYS PANEL MEETING AGENDA

Date:	Wednesday 23 rd June 2021
Time:	10:00 hrs
Venue:	Video Conference Call due to current Covid19 restrictions
Chairman:	CC Member Eddie Johnson
Panel Members:	CC Member Mike Garnett, CC Member Clive Souter, CC Member Michael Hardware, HDC Member Tony Edwards, HDC Member David Carter, HDC Member Maggie Hulcoop, HDC Member Nancy Watson
Officers:	Rissa Long – Highway Liaison Officer, (Essex Highways) Sonia Church - Highway Liaison Manager (Essex Highways)
Secretariat:	Adam Rees – (HDC)

Page	Item	Subject	Lead	Paper
	1	Welcome and Introductions	Chairman	Verbal
	2	Apologies for Absence	Chairman	Verbal
	3	Minutes of meeting held on 24 th March 2021 to be agreed as a correct record	Chairman	Verbal
	4	Matters arising from minutes of previous meeting	Chairman	Verbal
	5	Report on Funded Schemes	Rissa Long	Report 1
	6	Report on Schemes Awaiting Funding	Rissa Long	Report 2
	7	Any other business:	All	Verbal
	8	Date of next meeting: 7th September 2021 @ 10am on-line meeting 11th January 2022 @ 10am on-line meeting 22th March 2022 @ 10am on-line meeting	Chairman	Verbal

HARLOW LOCAL HIGHWAYS PANEL MINUTES – 24 MARCH 2021 AT 10AM

ZOOM - ONLINE

Chairman:	Councillor Eddie Johnson, ECC
Panel Members:	Councillor Mike Garnett, ECC Councillor Michael Hardware, ECC Councillor Clive Souter, ECC Councillor Tony Edwards, Harlow Council
Officers:	Sonia Church – Highways Liaison Manager, Essex Highways Rissa Long – Highways Liaison Officer, Essex Highways
Secretariat:	Adam Rees – Governance Support Officer, Harlow Council

Item		Owner
1.	Welcome and Introductions: The Chairman welcomed all attendees to the meeting.	
2.	Declarations of interest: None.	
3.	Minutes of meeting held on 12 January 2021 to be agreed as correct record: Agreed.	
4.	Matters Arising from Minutes of the previous meeting: Councillor Edwards said that the lamppost on Northgate roundabout had still not been fixed. In response, Councillor Johnson said that the works were on the programme, but were not considered a priority at this time.	
6.	Report on Funded Schemes: Rissa Long, Highways Liaison Officer, gave an update on the five funded schemes agreed for 2020/21. i) Church Langley Way – signalised crossing conspicuity – works had now been completed. ii) Church Langley Way between Minton Land and Tickenhall Drive – parallel crossing – works had now been completed. iii) Tawney’s Road – zebra crossing – this work was nearly complete.	

	<p>iv) Waterhouse Moor – 20mph zone – there had been some objections which wanted the zone to extend further. A formal consultation was now required and approval would now be needed from the Cabinet member in 2021/22.</p> <p>v) Muskham Road outside the Museum – Dropped crossing and footway surfacing – work was due to begin next week.</p>	
<p>7.</p>	<p>Report on Schemes Awaiting Funding: The following schemes were allocated funding for the 2021/22 financial year:</p> <ul style="list-style-type: none"> i) A414 j/w A1169 Hamburger RAB – Casualty Reduction Scheme - £19,500; ii) Mowbray Rd j/w Howard Way – Casualty Reduction Scheme - £11,500; iii) Post construction safety audits - £1,500; iv) Opposite Bushey Croft, Harlow – Parking - £5,500; v) Paringdon Road – route study - £5,000; vi) Churchgate Street – 20 when lights flash - £12,000; vii) Tye Green Village – Playground warning signage - £5,000; viii) Waterhouse Moor – Parking improvements - £5,500; ix) Willowfield – Layby improvement - £6,500; x) Potter Street – Review of existing 20mph zone - £5,500; xi) Hare Street Springs – traffic management - £6,500; xii) Latton Bush Centre – Mini roundabout improvements - £5,000; xiii) Churchgate Street – Gateway treatment - £8,000; xiv) Pittmans Field – Verge protection - £5,000; xv) Junction in between 171 and 100 Abbotsweld – Road markings - £3,000; xvi) Longwood Academy, Paringdon Road – safety improvements - £19,500; xvii) Station Road/Priory Avenue, Harlow – Dropped crossing - 	

	<p>£10,000; and</p> <p>xviii) Partridge Road, close to Five Acres – dropped crossing - £16,500.</p> <p>It was also agreed that the following schemes would be removed from the list of potential schemes:</p> <ul style="list-style-type: none"> i) Kingsland outside 149 and 91, Harlow – Parking; ii) Water Gardens junction with Third Avenue – feasibility study; and iii) London Road jct with Church Langley Way review. 	
<p>8.</p>	<p>AOB</p> <p>Rissa Long said that she would circulate a link to the Panel which had information on responsibilities for parking.</p> <p>Councillor Johnson said he had been sent an email by Councillor Simon Carter about a four highways issues. Of these, one was within the remit of the Panel. The other three were major highways matters outside of the Panel’s remit.</p>	
<p>9.</p>	<p>Date of next meeting:</p> <p>The meeting would be in June on a date to be confirmed. Dates for the other meetings in the 2021/22 municipal year would also be circulated once confirmed.</p>	

REPORT 1 HARLOW LOCAL HIGHWAY PANEL 2021/22 FUNDED SCHEMES LIST

This report provides an update on the current position of all the schemes which the Harlow Local Highway Panel had recommended for inclusion in the 2021/22 programme.

Budget summary 2021/22	
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1. Commissioned schemes	
Safer Roads Schemes 2021/22	£31,000
Other commissioned Schemes 2021/22	£131,500
Sub-total	£162,500

2. LHP Funding	
LHP Funding 2021/22	£243,500
LHP Additional Funding 2021/22	£200,000
Sub-total	£443,500

3. Summary	
Total LHP Budget 2021/22	£443,500
Total Commissioned Schemes	£162,500
Total remaining 2021/22 budget	£281,000

Funded Schemes 2021-22

Total Value of Schemes	£162,500
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Completed	Update
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Ref	Scheme name	Description	Division	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
1	Opposite Bushey Croft, Harlow - Parking	Measures to improve the congestion issues caused by parked vehicles	Harlow West	Traffic Management	Feasibility	LHAR162020	£5,500	The feasibility study to identify possible measures is due to be concluded in quarter 3.	Q3
2	Paringdon Road - Route study	Request to review Paringdon Road in its entirety to assess the existing traffic calming and junction arrangements where safety concerns have been raised	Harlow West	Traffic Management	Feasibility	LHAR192012	£5,000	The scheme will commence as a route study of the whole of Paringdon Road.	Q2
3	Waterhouse Moor - Parking improvements	Request to consider amending off road land for parking spaces in the vicinity of Waterhouse Towers	Harlow South East	Traffic Management	Design	LHAR192006	£5,500	The scheme will look at converting the grassed area to enable vehicles to be moved from the sharp bend.	Q3
4	Willowfield - Layby improvement	Feasibility study to look at either widening the existing layby to better facilitate echelon parking or look to introduce a one way system	Harlow West	Traffic Management	Design	LHAR162010	£6,500		Q3
5	Potter Street - Review of existing 20mph zone	Request to look into the existing 20mph zone and improving existing traffic calming measures	Harlow South East	Traffic Management	Feasibility	LHAR162014	£5,500		Q3
6	Partridge Road, close to Five Acres - Dropped crossing	Dropped crossings to allow bus users to access the bus stop	Harlow West	Passenger Transport	Total scheme	LHAR195001	£16,500	2 x pairs of dropped kerbs and a bus cage will be designed and installed.	Q2
7	Churchgate Street - 20 when lights flash	Advisory 20 when lights flash outside the school	Harlow North	Traffic Management	Total scheme	LHAR182003	£12,000		Q2
8	Hare Street Springs - Traffic management	Request to look at improving the existing traffic calming arrangement	Harlow West	Traffic Management	Design	LHAR182005	£6,500	The scheme will look at improving the existing traffic calming arrangements.	Q3

Funded Schemes 2021-22

Total Value of Schemes	£162,500
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Completed	Update
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Ref	Scheme name	Description	Division	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
9	Tye Green Village - Playground warning signage	Playground warning signage	Harlow South East	Traffic Management	Total scheme	LHAR192004	£5,000		Q2
10	Latton Bush Centre - Mini roundabout improvements	Improved visibility and possible deflection on the mini roundabout to encourage vehicles heading North on Southern Way to give way	Harlow South East	Traffic Management	Design	LHAR192007	£5,000	The design is due to be concluded by the end of quarter 2.	Q2
11	Churchgate Street - Gateway treatment	Gateway treatment to reinforce the speed limit as you enter Churchgate Street from the Epping direction	Harlow North	Traffic Management	Total scheme	LHAR192010	£8,000		Q2
12	Station Road / Priory Avenue Harlow - Dropped crossing	Dropped crossing to link both sides of the Road	Harlow North	Walking	Total scheme	LHAR193001	£10,000	The design is underway and will be installed on site by the end of quarter 2.	Q2
13	Junction in between 171 and 100 Abbotsweld - Road markings	Request to look into give way road markings at the junction	Harlow West	Traffic Management	Total scheme	LHAR162008	£3,000		Q3
14	Longwood Academy, Paringdon Road - Safety improvements	Pedestrian guard rail and general safety improvements outside the school	Harlow West	School Crossing Patrols	Total scheme	LHAR206001	£19,500	The design has been completed and the installation will commence in the summer holidays.	Q2
15	Pittmans Field - Verge protection	Measures to protect the verge where large vehicles regularly mount it	Harlow North	Traffic Management	Design	LHAR20001	£5,000	The design was due to be concluded by the end of quarter 3 however there is a possibility that the reported issues may have already been resolved by another team.	Q3

Funded Schemes 2021-22

Total Value of Schemes	£162,500
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Completed	Update
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Ref	Scheme name	Description	Division	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
16	Waterhouse Moor - 20mph zone	Implementation of 20mph zone on Waterhouse Moor, Westfield and Church Leys	Harlow South East	Traffic Management	Implementation	LHAR182008	£11,500	The scheme is due to be implemented in the summer holidays.	Q2
17	A414 j/w A1169 Hamburger RAB - Casualty Reduction scheme	Minor signage on the approach	Various	Safer Roads	Total scheme	LHAR200101	£19,500		Q2
18	Mowbray Rd j/w Howard Way - Casualty Reduction scheme	Junction protection markings	Harlow North	Safer Roads	Total scheme	LHAR200102	£11,500		Q4
19	Post construction safety audits		Various	Safer Roads			£1,500		

HARLOW LOCAL HIGHWAY PANEL REPORT 2 – SCHEMES AWAITING FUNDING

This Schemes Awaiting Funding List identifies all of the scheme requests that have been received for the future consideration of the Harlow Local Highways Panel.

There are currently schemes awaiting funding with an estimated cost of £275,000.

The breakdown of scheme types is as below.

Category	Total Estimated Costs
Traffic Management	£21,500
Walking	£157,000
Cycling	£96,500
Passenger Transport	N/A
School Crossing Patrols	N/A
Congestion	N/A
Public Rights of Way	N/A
	£275,000

Costs supplied are estimates only and there is the possibility that a final scheme cost can change significantly dependant on issues which may arise during detailed design and construction.

On the Schemes Awaiting Funding List, the RAG column acknowledges the status of the scheme request as shown below:

G	The scheme has been validated as being feasible and is available for consideration
A	The scheme has previously been approved for a feasibility study and the results are awaited before the scheme can be fully considered
R	A scheme request has been received but is against ECC policy or there is no appropriate engineering solution
V	A scheme request has been received and is in the initial validation process

Schemes Awaiting Funding

Traffic Management

Total Value of schemes	£21,500
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Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Maddox Road - Traffic calming amendments	Request to look into the existing traffic calming measures	Harlow North	Non-Parished	Feasibility	LHAR162015	£5,500		G
2	Maddox Road - Layby improvements	Request for layby improvements to accommodate echelon parking	Harlow North	Non-Parished	Design	LHAR162016	£5,500	The validation has recommended proceeding to a feasibility study to identify possible improvements.	G
3	Kingsland outside 149 and 91, Harlow - Parking	Measures to improve the congestion issues caused by parked vehicles	Harlow West	Non-Parished	Feasibility	LHAR162018	£6,500	The validation has identified verge areas within Kingsland which could be converted to improve parking. The land however is not highways so land acquisition would be required in addition to the feasibility study.	G
4	London Road jct with Church Langley Way review	Request to review the arrangement at the junction	Harlow North	Non-Parished	Design	LHAR182004	£4,000	The validation has identified that a design can be progressed for improving the surface and the lining at this location	G
5	School Lane, outside Freshwaters School - Bollard	Bollard on the corner outside the school where the footway is flush with the road	Harlow North	Non-Parished	Validation	LHAR212002	TBC	In validation.	V

Schemes Awaiting Funding

Walking

Total Value of schemes	£157,000
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Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Hare Street junction with Spring Close - Dropped crossings	1 pair of dropped crossings	Harlow West	Non-Parished	Total scheme	LHAR163013	£5,500		G
2	Helions Road Junction with Harberts Road - Dropped crossings	1 pair of dropped crossings	Harlow West	Non-Parished	Total scheme	LHAR163014	£5,500		G
3	Willowfield junction with Tendring Road - Dropped crossings	2 x pairs of dropped crossings	Harlow West	Non-Parished	Total scheme	LHAR163015	£9,500		G
4	Maunds Hatch junction with Maunds Hatch - Dropped crossings	1 pair of dropped crossings in the vicinity of the Co-Op	Harlow West	Non-Parished	Total scheme	LHAR163019	£5,500		G
5	Tendring Road junction with Partridge Road - Dropped crossings	1 pair of dropped crossings	Harlow West	Non-Parished	Total scheme	LHAR163021	£5,500		G
6	Tawney's Road junction with The Fairways - Dropped crossings	1 pair of dropped crossings	Harlow South East	Non-Parished	Total scheme	LHAR163023	£6,500		G
7	Waterhouse Moor - Dropped crossings	Request for 2 x pairs of dropped crossings down Waterhouse Moor	Harlow South East	Non-Parished	Total scheme	LHAR163026	£11,000		G
8	Finchmoor - Dropped crossings	Request for additional dropped crossings down Finchmoor	Harlow West	Non-Parished	Total scheme	LHAR163028	£30,000		G

Schemes Awaiting Funding

Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
9	Abercrombie Way junction with Woodcroft - Dropped crossings	1 pair of dropped crossings	Harlow West	Non-Parished	Total scheme	LHAR163029	£11,000		G
10	Entrance to Church Gate School - Dropped crossings	1 pair of dropped crossings	Harlow North	Non-Parished	Total scheme	LHAR163003	£4,000		G
11	Miles Close junction with Herbert's - Dropped crossings	1 pair of dropped crossings	Harlow West	Non-Parished	Total scheme	LHAR163004	£5,500		G
12	Shawbridge junction next to sign for houses 132-152 - Dropped crossings	1 pair of dropped crossings	Harlow West	Non-Parished	Total scheme	LHAR163008	£5,500		G
13	Barn Mead - Dropped crossings	Request for dropped crossings around the whole Barn Mead estate	Harlow West	Non-Parished	Total scheme	LHAR163020	£52,000		G
14	Little Parndon School, Hodings Road - Zebra crossing	Investigations into possible zebra crossing in the vicinity of the school	Harlow West	Non-Parished	Validation	LHAR203001	TBC	The PV2 assessment has now been completed with the returned readings being outside the required level to qualify for a zebra crossing. Cllr Souter has requested that a CMA is progressed for the Cabinet Member for Highways to make a decision outside of policy.	V
15	Kingsmoor Road - Dropped kerbs		Harlow South East	Non-Parished	Validation	LHAR213001	TBC	In validation.	V

Schemes Awaiting Funding

Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
16	Woodwards - Pedestrian dropped crossing	Relocate disabled bay and install 1 x pair of pedestrian dropped kerbs to facilitate safer access within Woodward's	Harlow West	Non-Parished	Validation	LHAR213002	TBC	In validation.	V

Schemes Awaiting Funding

Cycling

Total Value of schemes	£96,500
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Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Passmore Area - Cycling improvements	Implementation of cycle improvements in the Passmore Area as identified in the feasibility study undertaken in 2017-18	Harlow West	Total scheme	LHAR164001	£96,500	The feasibility study has identified a package of measures throughout Passmores including signage improvements, lining, a TRO and bollards. The implementation could be split down into smaller segments to minimise the financial impact.	G

Schemes Awaiting Funding

Passenger Transport

Total Value of schemes	£0
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Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Peterswood School (S-bound) - Replacement bus shelter	Replacement bus shelter	Harlow West	Total scheme	LHAR175006	£0	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
2	Peterswood School (NW-bound)	Replacement bus shelter	Harlow West	Total scheme	LHAR175007	£0	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
3	Fir Park	Replacement bus shelter	Harlow West	Total scheme	LHAR175010	£0	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
4	Pollards Hatch (NW Bound)	Replacement bus shelter	Harlow West	Total scheme	LHAR175011	£0	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
5	Ladyshot (opp)	Replacement bus shelter	Harlow North	Total scheme	LHAR175012	£0	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A

Schemes Awaiting Funding

Passenger Transport

Total Value of schemes	£0
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Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
6	Barley Croft (N Bound)	Replacement bus shelter	Harlow West	Total scheme	LHAR175013	£0	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
7	Barley Croft (S Bound)	Replacement bus shelter	Harlow West	Total scheme	LHAR175014	£0	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
8	Three Horseshoes	Replacement bus shelter	Harlow West	Total scheme	LHAR175015	£0	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
9	Salvation Army (o/s)	Replacement bus shelter	Harlow West	Total scheme	LHAR175016	£0	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A

Schemes Awaiting Funding

Passenger Transport

Total Value of schemes	£0
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Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
10	The Hornbeams (adj)	Replacement bus shelter	Harlow West	Total scheme	LHAR175017	£0	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
11	The Herald o/s	Replacement bus shelter	Harlow West	Total scheme	LHAR175018	£0	To be completed by the PT team	R