

HARLOW LOCAL HIGHWAYS PANEL MEETING AGENDA

Date:	Tuesday 6 th September 2022
Time:	10:00 hrs
Venue:	Committee Room 1, Harlow Civic Centre
Chairman:	CC Member Clive Souter
Panel Members:	CC Member Mike Garnett (Vice Chairman), CC Member Eddie Johnson, CC Member Michael Hardware, HDC Member Tony Edwards, HDC Member David Carter, HDC Member Daniella Pritchard, HDC Member Bob Davis
Officers:	Dan Maclean – Highway Liaison Team Leader (Essex Highways)
Secretariat:	Adam Rees – (HDC)

Page	Item	Subject	Lead	Paper
	1	Welcome and Introductions	Chairman	Verbal
	2	Apologies for Absence	Chairman	Verbal
2 – 4	3	Minutes of meeting held on 28 th June 2022 to be agreed as a correct record	Chairman	Verbal
	4	Matters arising from minutes of previous meeting	Chairman	Verbal
5 – 8	5	Report on Funded Schemes	Rissa Long	Report 1
9 – 14	6	Report on Schemes Awaiting Funding	Rissa Long	Report 2
	7	Any other business:	All	Verbal
	8	Date of next meeting: - January 10 th 2023 7pm - March 21 st 2023 10am	Chairman	Verbal

MINUTES OF THE HARLOW LOCAL HIGHWAYS PANEL HELD ON

28 June 2022

7.00 - 8.15 pm

PRESENT

Committee Members

County Councillor Clive Souter, Harlow West (Chair)
County Councillor Mike Garnett, Harlow North (Vice-Chair)
County Councillor Michael Hardware, Harlow West
Councillor David Carter, Harlow District Council
Councillor Bob Davis, Harlow District Council
Councillor Tony Edwards, Harlow District Council

Officers

Rissa Long, Highways Liaison Officer, Essex County Council
Lisa Thornett, Corporate Governance Support Officer

Other Members

27. WELCOMES AND INTRODUCTIONS

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

Councillor Souter (Chair) asked for nominations for Vice- Chair. Councillor David Carter nominated Councillor Michael Garnett. This was seconded by Councillor Michael Hardware. There were no further nominations and therefore Councillor Michael Garnett was named as Vice Chair of the panel.

28. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Eddie Johnson, Councillor Daniella Pritchard and Dan Maclean.

29. MINUTES OF MEETING HELD ON 22 MARCH 2022 TO BE AGREED AS A CORRECT RECORD

Agreed.

30. MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING

None

31. REPORT ON FUNDED SCHEMES

Rissa explained that £519,500 of the budget had already been allocated which left £86,466 to allocate. There are currently 19 schemes being funded in this financial year.

32. **REPORT ON SCHEMES AWAITING FUNDING**

Rissa advised that there were certain schemes that could be funded based on what the panel have previously discussed and agreed.

After a discussion, it was agreed that the following schemes would be funded:

Traffic Management Schemes

Item 14 – Commonside Road - £7500.

Item 12 – Peldon Road - £8000

Item 9 – Parrington Road - £7500

Item 4 – Lane End - £26,000

It was agreed that:

Item 6 – Northgate Roundabout – would be put on hold whilst awaiting further information on the roundabout sponsorship.

Item 11 – Potter Street – It was agreed that this would be put back as there are already calming measures in place and the cost seemed extreme.

Walking.

Item 3 – Abercrombie Way - £11,000

Item 4 – Entrance to Church Gate School - £9500

Item 6 – Shawbridge - £9500

Item 9 – Abercrombie Way - £28,000

33. **ANY OTHER BUSINESS**

Councillor Bob Davis asked advise on how to get some traffic calming measures near Cooks Spinney. It was agreed that Councillor Davis would contact Councillors and Rissa to arrange an inspection to agree a way forward.

Councillor David Carter advised that he had had an enquiry regarding bollards outside houses next to schools. Essex County Council have offered red lines which would be enforced. Councillor Carter will go back to the residents and apply for a Road Traffic Order should the residents agree.

Councillor Tony Edwards asked about the new Cabinet Member who has special responsibility for the Roads. He wanted to know how the Cabinet Member would receive the information from this meeting. He was advised that the new Cabinet Member is having his role finalised and they would confirm in due course.

Councillor Tony Edwards also wanted to express his upset that the Northgate roundabout had been put back again and asked for further information of the Roundabout Sponsorship as soon as possible.

Councillor Tony Edwards also asked about Momples Road. It was explained that there was little the Highways panel could do, as it would mean closing the bus lane which Essex County Council would be reluctant to do.

At this point Councillor Tony Edwards announced that he was resigning as a Panel member with immediate effect and left the room.

34. **DATE OF NEXT MEETING**

It was agreed that the date of the next meeting would be 6 September 2022 at 10am.

CHAIR OF THE PANEL

HARLOW HIGHWAY PANEL REPORT 1 - FUNDED SCHEMES LIST

This report provides an update on the current position of all the schemes which the Harlow Local Highway Panel has recommended for inclusion in their 2022/23 programme.

Budget Summary		
1. LHP Funding 2022/23		
LHP funding 2022/23		£243,000
Reduction for Countywide Casualty Reduction Schemes		£35,027
	Sub-Total	£207,973
LHP additional funding 2021/22		£100,000
Re-profiled funding from 2021/22		£97,993
LHP additional funding 2022/23		£200,000
	Total	£605,966
2. Budget Summary 2022/23		
Total LHP budget 2022/23		£605,966
Scheme Recommendations/Slipped Schemes		£626,500
	Remaining budget to allocate	-£20,534

Within the programme the dates given as Quarters 1 to 4, refer to the financial year as follows –

- Q1 - Quarter 1 – April to June
- Q2 - Quarter 2 – July to September
- Q3 - Quarter 3 – October to December
- Q4 - Quarter 4 – January to March

Members are reminded that the costs supplied are budget allocations only and there is the possibility that a final scheme cost could change dependant on issues which may arise especially during detailed design and construction. The panel will be informed of any budget adjustments required.

Funded Schemes 2022-23

Total Value of Schemes	£626,500
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Completed	Update
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Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
1	Hare Street junction with Spring Close - Dropped crossings	1 pair of dropped crossings	Harlow West	Non-Parished	Walking	Total scheme	LHAR163013	£9,500	With Direct Delivery Team for implementation.	Q2
2	Helions Road Junction with Harberts Road - Dropped crossings	1 pair of dropped crossings	Harlow West	Non-Parished	Walking	Total scheme	LHAR163014	£9,500	With Direct Delivery Team for implementation.	Q2
3	Willowfield junction with Tendring Road - Dropped crossings	2 pairs of dropped crossings	Harlow West	Non-Parished	Walking	Total scheme	LHAR163015	£15,000	Design to commence in Q3.	Q4
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	Walking	Total scheme	LHAR163019	£9,500	Design due for completion in September.	Q3
5	Tendring Road junction with Partridge Road - Dropped crossings	1 pair of dropped crossings	Harlow West	Non-Parished	Walking	Total scheme	LHAR163021	£9,500	Design due for completion in September.	Q3
6	Tawney's Road junction with The Fairways - Dropped crossings	1 pair of dropped crossings	Harlow South East	Non-Parished	Walking	Total scheme	LHAR163023	£9,500	Design to commence in Q3.	Q3
7	Maddox Road - Traffic calming amendments	Request to look into the existing traffic calming measures	Harlow North	Non-Parished	Traffic Management	Feasibility	LHAR162015	£5,500		Q4
8	Maddox Road - Layby improvements	Request for layby improvements to accommodate echelon parking	Harlow North	Non-Parished	Traffic Management	Design	LHAR162016	£5,500		Q4
9	Abercrombie Way junction with Woodcroft - Dropped crossings	1 pair of dropped crossings	Harlow West	Non-Parished	Walking	Total scheme	LHAR163029	£11,000	Design due for completion in September.	Q3
10	Passmore Area - Cycling improvements	Implementation of cycle improvements in the Passmore Area as identified in the feasibility study undertaken in 2017-18	Harlow West	Non-Parished	Cycling	Total scheme	LHAR164001	£96,500		Q4

Funded Schemes 2022-23

Total Value of Schemes	£626,500
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Completed	Update
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Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
11	Entrance to Church Gate School - Dropped crossings	1 pair of dropped crossings	Harlow North	Non-Parished	Walking	Total scheme	LHAR163003	£9,500	Design due for completion in September.	Q3
12	Shawbridge junction next to sign for houses 132-152 - Dropped crossings	1 pair of dropped crossings	Harlow West	Non-Parished	Walking	Total scheme	LHAR163008	£9,500	Design to commence in Q3.	Q4
13	Barn Mead - Dropped crossings	Request for dropped crossings around the whole Barn Mead estate	Harlow West	Non-Parished	Walking	Total scheme	LHAR163020	£52,000		COMPLETED
14	Potter Street - Review of existing 20mph zone	Request to look into the existing 20mph zone and improving existing traffic calming measures	Harlow South East	Non-Parished	Traffic Management	Feasibility	LHAR162014	£5,500		COMPLETED
15	Churchgate Street - 20 when lights flash	Advisory 20 when lights flash outside the school	Harlow North	Non-Parished	Traffic Management	Total scheme	LHAR182003	£12,000		COMPLETED
16	Kingsmoor Road - Dropped kerbs	Pedestrian dropped crossings	Harlow South East	Non-Parished	Walking	Total scheme	LHAR213001	£32,500	With Direct Delivery Team for implementation.	Q3
17	Woodwards - Pedestrian dropped crossing	Relocate disabled bay and install 1 pair of pedestrian dropped kerbs to facilitate safer access within Woodwards	Harlow West	Non-Parished	Walking	Total scheme	LHAR213002	£6,000	Design due for completion in September.	Q3
18	School Lane, outside Freshwaters School - Bollards	Bollards on the corner outside the school where the footway is flush with the road	Harlow North	Non-Parished	Traffic Management	Total scheme	LHAR212002	£6,000	Design due for completion in September.	Q3
19	Abercrombie Way / Southern Way - Dropped crossings	Improvements to the dropped crossing facilities all around the Staple Tye shopping centre	Harlow West	Non Parished	Walking	Total scheme	LHAR213007	£28,000	Design due for completion in September.	Q3
20	Lane End / Malkin Drive, Church Langley - Traffic management improvements	Measures including a raised surface and bollards to prevent vehicles from obscuring visibility at the junction	Harlow South East	Non Parished	Traffic Management	Total scheme	LHAR212008	£26,000	Design due to commence in Q3.	Q4

Funded Schemes 2022-23

Total Value of Schemes	£626,500
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Completed	Update
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Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
21	Paringdon Road - Dropped kerbs	Dropped kerbs to facilitate easier movement from Milwards	Harlow West	Non Parished	Walking	Total scheme	LHAR213009	£34,000	Design due for completion in September.	Q3
22	Opposite Bushey Croft, Harlow - Parking	Implementation of measures identified in the design	Harlow West	Non-Parished	Traffic Management	Implementation	LHAR162020	£97,000	Out for tender.	Q3
23	Paringdon Road - Route study	Implementation of measures identified in the study	Harlow West	Non-Parished	Traffic Management	Design	LHAR192012	£7,500		Q4
24	Latton Bush Centre - Mini roundabout improvements	Implementation of measures identified in the study to look at deflection on the mini roundabout	Harlow South East	Non-Parished	Traffic Management	Implementation	LHAR192007	£37,500		Q3
25	Hare Street Springs - Traffic management	Implementation of measures identified in the design.	Harlow West	Non-Parished	Traffic Management	Implementation	LHAR182005	£67,000	Out for tender.	Q4
26	Peldon Road - HGV deterrent measures	Measures to deter HGV from accessing the Pinnacles via Peldon Road	Harlow West	Non Parished	Traffic Management	Total scheme	LHAR222001	£8,000	Design to commence in Q3.	Q4
27	Commonside Road - Traffic calming improvements	Improvements to existing traffic calming features	Harlow West	Non Parished	Traffic Management	Feasibility	LHAR222003	£7,500		Q4

HARLOW LOCAL HIGHWAY PANEL REPORT 2 - SCHEMES AWAITING FUNDING LIST

This Schemes Awaiting Funding List identifies those scheme requests, which have been received for the consideration of the Harlow Local Highways Panel (LHP).

The Panel are now asked to review the schemes on the attached Schemes Awaiting Funding List and consider their further scheme funding recommendations for those they wish to see delivered in 2022/23. The remaining 2022/23 budget to allocate is £0.

The Panel may also remove any schemes they would not wish to consider for future funding.

There are currently Schemes Awaiting Funding with an estimated cost of £232,500, as shown in the summary below -

Scheme Type	Estimated Scheme Costs
Traffic Management	£165,500
Walking	£67,000
Passenger Transport	£0
Total	£232,500

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

RAG Status	Description of RAG status
G	The scheme has been validated as being feasible and is available for Panel consideration
A	The scheme has been commissioned for a feasibility study which needs completing before any Panel consideration
R	A scheme which is against policy or where 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	£165,500
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Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Southern Way - 40mph speed limit enhancement	Improve the size and frequency of the 40mph repeater signage	Harlow West	Feasibility	LHAR212003	£6,500	Validation recommends a route based study and outline design to identify any possible measures to enhance the 40mph speed limit.	G
2	Southern Way - VAS	VAS sign	Harlow West	Validation	LHAR212004	TBC	The means speeds do not reach 10mph above the posted speed limit so under the new VAS process would need to be pursued by HDC.	R
3	First Avenue - Vehicular access to the skatepark	Vehicular access to the skatepark from First Avenue where Harlow District Council are making improvements for emergency vehicles	Harlow North	Total scheme	LHAR212005	£13,000	Validation recommends removing the PGR and installing a vehicle access. Harlow District Council may wish to install a lockable bollard to prevent unauthorised access if this scheme is approved.	G
4	Waterhouse Moor - No through traffic	Scheme to consider the possibility of closing Waterhouse Moor as a through route	Harlow South East	Validation	LHAR212006	TBC	In validation.	V
5	Fourth Avenue jct with North Gate - roundabout surface amendment	Change to the surface of the roundabout to illuminate the need to undertake vegetation maintenance	Harlow West	Total scheme	LHAR212009	£15,000	The validation recommends an asphalt surface for the top of the roundabout.	G
6	London Road btw Priory Avenue and Jocelyns - Traffic Calming	Measures to slow traffic and to deter cutting through on London Road	Harlow North	Validation	LHAR212010	TBC	In validation.	V
7	Broadfields - Safety improvements outside The Downs Primary School	Package of measures including improved signage, pedestrian dropped kerb and possible raised table.	Harlow North	Total scheme	LHAR212011	£11,500	Validation recommends design and installing one set of dropped kerbs and tactile paving outside house number 137.	G

Schemes Awaiting Funding

Traffic Management

Total Value of schemes	£165,500
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Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
8	Waterhouse Moor - Parking improvements	Implementation of parking places identified in the design	Harlow South East	Implementation	LHAR192006	£76,500	At the March 2022 panel members considered that this did not represent value for money as only 6 vehicles would be taken off the road.	R
9	Potter Street - Review of existing 20mph zone	Implementation of measures identified in the study to look at the existing 20mph limit	Harlow South East	Implementation	LHAR162014	£43,000		G
10	Barn Mead - 20mph limit	20mph limit on the Barn Mead estate	Harlow West	Validation	LHAR222002	TBC	Recorded vehicle speeds do not meet criteria for a 20mph speed limit.	R
11	Elmbridge, Harlow - Knee High Fence	Request to install knee high fence to protect the grassed area	Harlow North	Validation	LHAR222004	TBC	In validation - Highway boundary requested.	V
12	Upper Park, Harlow - Parking Provisions	Request to provide additional parking facilities.	Harlow West	Validation	LHAR222006	TBC	In validation - Highway boundary requested.	V

Schemes Awaiting Funding

Walking

Total Value of schemes	£67,000
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Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Waterhouse Moor - Dropped crossings	Request for 2 pairs of dropped crossings down Waterhouse Moor	Harlow South East	Total scheme	LHAR163026	£15,000	Dropped crossings can be implemented.	G
2	Finchmoor - Dropped crossings	Request for additional dropped crossings down Finchmoor	Harlow West	Total scheme	LHAR163028	£30,000	Dropped crossings can be implemented.	G
3	Miles Close junction with Herbert's - Dropped crossings	1 pair of dropped crossings	Harlow West	Total scheme	LHAR163004	£9,500	Dropped crossings can be implemented.	G
4	Little Parndon School, Hodings Road - Zebra crossing	Investigations into possible zebra crossing in the vicinity of the school	Harlow West	Validation	LHAR203001	TBC	The PV2 assessment indicated readings 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.	R
5	Kiln Lane - zebra crossing	Zebra crossing in the vicinity of Fenton Grange and Belfield Gardens	Harlow South East	Validation	LHAR213006	TBC	The PV2 assessment has now been completed with the returned readings being outside the required level to qualify for a zebra crossing. A CMA will need to be progressed if a zebra is to be considered.	R
6	Ryecroft jct with Cannons Brook - Dropped crossing	Dropped crossing at the junction to better facilitate the mobility impaired	Harlow West	Total scheme	LHAR213008	£12,500	The validation recommends progressing dropped kerbs and possible bollards where vehicles are parking.	G
7	Kingsmoor Road - Zebra crossing	Formal crossing point close to the Pyenest Road junction	Harlow West	Validation	LHAR213010	TBC	In validation.	V
8	Greygoose Park, Harlow - Dropped Kerbs	Request for dropped kerbs at three locations throughout Greygoose Park to assist wheelchair users.	Harlow West	Validation	LHAR222005	TBC	In validation - Highway boundary requested.	V

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	TBC	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	TBC	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	TBC	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	TBC	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	TBC	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
6	Barley Croft (N Bound)	Replacement bus shelter	Harlow West	Total scheme	LHAR175013	TBC	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	TBC	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	TBC	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
9	Salvation Army (o/s)	Replacement bus shelter	Harlow West	Total scheme	LHAR175016	TBC	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
10	The Hornbeams (adj)	Replacement bus shelter	Harlow West	Total scheme	LHAR175017	TBC	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A