

Harlow Local Highway Panel Meeting Agenda

Date: Thursday 15th September 2016
Time 10:00 hrs
Venue: Council Chambers Harlow Civic Centre

Chairman ECC Member Eddie Johnson

Panel Members ECC Member Mike Danvers (Vice Chairman), ECC Member Tony Durcan, ECC Member Karen Clempner, HDC Member Tony Hall, HDC Member Clive Souter, HDC Member David Carter, HDC Member Danny Purton

Other Attendees Essex Highways Officer Rissa Long Highways Liaison Officer, Essex Highways Officer Sonia Church Highways Liaison Manager, HDC Officer Joe McGill, HDC Officer Lisa Purse

Page		Item	Lead:	Papers:
	1.	Welcome and Introductions	Chairman	Verbal
2-5	2.	<ul style="list-style-type: none"> o Apologies and declarations of interest o Minutes of meeting held on 29th June 2016 and matters arising o Opportunity for public speaking 	Chairman	Verbal
6-9	3.	Update on schemes <ul style="list-style-type: none"> o Update on schemes approved 	RL	Report 1
10-13	4.	Potential schemes for consideration in 2017-18 financial year	RL	Report 2
14	5.	S106 (for information only)	RL	Report 3
	6.	Any other business	Chairman	Verbal
	7.	Dates of next meeting: <ul style="list-style-type: none"> - 31st January 2016 at 7pm - 29th March 2017 at 10am 	Chairman	Verbal

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

29 June 2016

7.00pm - 8.17pm

PRESENT

Committee Members

Councillor Eddie Johnson, Essex County Council (Chairman)
Councillor Mike Danvers, Essex County Council (Vice-Chair)
Councillor Karen Clempner, Essex County Council
Councillor Tony Durcan, Essex County Council
Councillor Tony Hall, Harlow District Council

Officers

Sonia Church, Highways Liaison Manager, Essex County Council
Rissa Long, Highways Liaison Officer, Essex County Council
David Sprunt, Principal Area Transportation Co-ordinator, Essex County Council
Jo Maskell, Governance Support Officer

1. **INTRODUCTIONS AND APOLOGIES**

The Chairman welcomed all attendees to the meeting.

Apologies were received from Harlow Councillors David Carter, Danny Purton and Clive Souter.

2. **DECLARATIONS OF INTEREST**

None.

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

The minutes of the meeting held on 6 April 2016 were agreed as a correct record subject to the inclusion of schemes for parking and dropped kerbs, which were raised at the meeting for inclusion in the potential schemes list for Barn Mead, Kingsland and Northbrooks.

The following matters arising from these minutes were noted:

- (a) Update on Schemes Approved 2013/14, 2014/15 and 2015/16 (Minute 132)

LHAR151006 (A414 'hamburger' roundabout) – The promised progress report to members of the Panel was in hand; and would include the outcome of discussions regarding the possibility of cross-hatching on the roundabout to ensure queueing vehicles

didn't restrict the free passage of vehicles from Potter Street onto the roundabout.

(b) Potential Scheme List
(Minute 133)

It was noted that the Highways Liaison Officer would investigate whether the redundant bus shelters in Little Parndon would be removed.

4. **PUBLIC QUESTIONS**

Although no formal questions had been received in line with Standing Order 10, the Chairman permitted two Pilkingtons' residents to raise their concerns about a road safety issue within their estate.

Due to lack of any physical barriers or signage and impaired sight-lines because of overgrown hedges, there was ambiguity about the right of way where a public foot/cycle path crossed the highway. Members of the Panel were concerned to hear that there had been a recent accident involving a vehicle and cyclist at the junction purely due to all parties being oblivious to the shared highway area.

The Highways Liaison Officer reported that Essex County Council was aware of the issue and had begun preparatory work to identify what needed to be done to clarify rights of way. In which case, although no funding had been allocated within the current year, any proposed work could commence at the earliest opportunity once funding did become available.

In the meantime, it was noted that the landowner might voluntarily cut back the hedge in question to improve sight-lines.

RECOMMENDED that a scheme to improve highway safety at this junction in Pilkingtons be agreed as a high priority potential scheme and held as a first reserve should funding become available earlier than envisaged.

5. **UPDATE ON SCHEMES APPROVED**

The Panel received a progress report on the list of Harlow Council schemes which had been approved by Essex County Council.

Members of the Panel were concerned to learn of the significant increase in cost for Casualty Reduction designs on the Velizy Avenue northbound approach to Terminus Street signals and that, furthermore, this additional funding of £6,000 would be found from the dropped kerb fund. The Panel requested details of the increased cost (due to electrical connection work to signage) and which dropped kerb schemes would be deferred to fund the increased costs.

RECOMMENDED that

- (a) the Highways Liaison Officer is requested to advise the Panel on the reason for the increased costs and which dropped kerb schemes would be affected by the transfer of funding for the Casualty Reduction designs;
- (b) on receipt of the above information, the Chairman and Vice-Chairman of the Panel, in consultation with the Head of Place, be delegated to decide whether to contest the Casualty Reduction designs chosen for Velizy Avenue.

6. **POTENTIAL SCHEME LIST**

The Panel received a progress report on the list of capital schemes which could potentially be considered for funding in the 2017/18 financial year.

The Panel emphasised that the Council should liaise with the bus companies to ensure that all the proposed bus shelters were positioned suitably and that the shelters should provide adequate shelter from the elements. They also asked if advertising were a feasible option to reduce the costs of providing the shelters.

Highways Liaison Officer undertook to investigate the different styles of bus shelters available so that the Panel could have an in-put into the designs selected for Harlow.

RECOMMENDED that the report is noted.

7. **MAJOR CAPITAL SCHEMES**

The Panel received a presentation on the major capital schemes proposed for Harlow.

These included Junction 7a, M1; A414/B183 First Avenue; London Road Enterprise Zone access and link road; New Hall/First Avenue/London Road; Cambridge Road/Edinburgh Way and the Clock Tower Roundabout.

RESOLVED that the presentation is noted.

8. **ANY OTHER BUSINESS**

Members of the Panel raised the following issues:

Digital Signage

It was noted that real-time signage had been successfully piloted and was being rolled out across the County. A date had not yet been set for implementing it in Harlow.

A414 Speed Limit (Between M11 and Park Inn Roundabouts)

It was suggested that speed cameras should be positioned on this stretch of road due to the amount of drivers exceeding the limit there.

Parking on Potter Street

A potential traffic hazard from vehicles parking along the road outside the Miller and Carter Restaurant (albeit in Epping Forest District Council territory) was noted.

9. **DATES OF NEXT MEETINGS**

The dates of future meetings of the Panel were noted:

10am, 15 September 2016.

7pm, 31 January 2017.

10am, 29 March 2017.

CHAIRMAN OF THE PANEL

**HARLOW DISTRICT COUNCIL
WITH ESSEX COUNTY COUNCIL
LOCAL HIGHWAY PANEL – 15th SEPTEMBER 2016
REPORT 1 – APPROVED SCHEMES UPDATE**

At the panel meeting on the 6th April the Harlow Members recommended the entire budget of £243,500 following the budget amendments for the 2016/17 financial year.

Priority for delivery this year has been given to schemes which have previously been subject to a detailed design or which can proceed straight to implementation. Specific dates will be provided when schemes have been formally programmed and road space booked.

The intention is that all feasibility studies and designs are complete by the end of quarter 4 so that they are ready for Members to consider for funding within the 2017-18 financial year.

HARLOW DISTRICT COUNCIL WITH ESSEX COUNTY COUNCIL
LOCAL HIGHWAYS PANEL - 29th JUNE 2016
REPORT 1 - UPDATE ON SCHEMES APPROVED

Key:

Completed schemes

Cancelled schemes

REF	Scheme Name	Finish	CMA approved	Cost Code	Works Description	Allocated Budget	Comments
2013/14 Approved							
1	Manston Road	COMPLETED	12/09/2013	LHAR002008	Extension to 20mph limit	£17,000	
2	Various Locations, Harlow	2017-18 financial year	26/09/2012	LHAR004001	Cycling facilities	£69,000	The locations for the cycle storage facilities have been identified but due to the reprofiling of the LHP programme, the works are now due to progress in 2017.
3	Mulberry Green / Gilden Way	COMPLETED	19/07/2013	LHAR132014	Amendment to confusing signage at the junction	£10,000	

2014/15 Approved

4	Church Langley Way	Quarter 3	25/06/2014	LHAR142009	2 x VAS signs to deal with speeding through the estate	£17,000	Both VAS signs were installed in July 2016.
5	Town wide - Parking Signage	Aug 2016	25/06/2014	LHAR142010	Implementation of the parking signage scheme from the 2013-14 feasibility study	£25,000	

2015/16 Approved

6	A414 fifth Avenue j/w Burntmill Lane	COMPLETED	31/03/2015	LHAR151001	Implementation of CR scheme designed in 2014-15	£18,788	
7	A414 Hamburger roundabout at Southern Way	COMPLETED	31/03/2015	LHAR151006	Designs works for to look at collision pattern	£3,000	
8	Harlow congestion parking	2017-18 financial year	31/03/2015	LHAR155021	Design works for Harlow congestion parking PHASE 2	£10,000	Pottersfield and The Oxleys have been identified for design as part of congestion parking phase 2. The Pottersfield land belongs to Harlow District Council so the necessary permissions is being sought to enable the land to be used.
9	Parsloe Road	Quarter 3	25/06/2015	LHAR152003	Gateway feature on the Harlow / Epping boundary to try slow traffic down	£10,000	The detailed design and implementation works are due to be completed together. Due to a review of the Essex signing policy the signage element of the scheme will be addressed at a future point.

Key:

Completed schemes
Cancelled schemes

REF	Scheme Name	Finish	CMA approved	Cost Code	Works Description	Allocated Budget	Comments
10	Velizy Avenue northbound approach to Terminus Street signals	Quarter 3	25/07/2016	LHAR151002	Progression of Casualty Reduction designs funded in 2014-15 for minor signing	£5,000	£6000 top up agreed at June meeting with the works due to be completed by end of September.
11	Town wide	Quarter 3	25/06/2015	LHAR153001	Pedestrian drop kerbs phase 3	£20,000	Appendix 1 Shows the sites which have been completed as part of Batch 3.
12	Old Harlow	Quarter 3	25/06/2015	LHAR152023	Continuation of lamp post painting in Old Harlow at 5 sites identified	£10,000	
13	Second Avenue	Quarter 3	25/06/2015	LHAR152026	Feasibility study into the workings of the traffic signals in the vicinity of the leisure centre	£10,000	Works to remove the signal head were completed over the summer holidays.

2016/17 Approved

14	Passmore Area	2017-18 financial year	12/04/2016	LHAR164001	Design for cycle improvements in the Passmore Area	£5,000	
15	Hodings Road	Quarter 4	12/04/2016	LHAR162004	Feasibility study for measures in the vicinity of Pemberley Academy	£5,000	
16	Hamstel Road	Quarter 4	12/04/2016	LHAR163002	Possible design work for zebra crossing in the vicinity of the hospital	£5,000	
17	Tawneys Road	Quarter 4	12/04/2016	LHAR162003	Feasibility study for measures in the vicinity of William Martin School	£5,000	
18	Parsloe Road	Quarter 4	12/04/2016	LHAR162002	2nd VAS for northbound traffic	£8,500	
19	Harlow general	Quarter 4	12/04/2016	LHAR163001	Batch 4 pedestrian drop kerbs	£40,000	A proportion of the funds allocated to Batch 4 of the pedestrian dropped kerbs was required to complete the sites identified in Batch 3. The sites which are progressing as Batch 4 can be seen in appendix 2.
20	Parsloe Road junction with Phelips Rd and Markwell Wood	Quarter 4	12/04/2016	LHAR162001	Implementation of scheme following on from feasibility study undertaken in 2015-16	£36,000	Topo survey required before installation works can be formally programmed.
21	Third Avenue j/w Access into Water Gardens Car Park	Quarter 3	12/04/2016	LHAR161001	Installation of CR scheme designed in 2014-15 for amendments to traffic signal and various signage etc	£38,000	Works are scheduled to commence by the end of September.
22	150035033004 Peacocks	Quarter 3	12/04/2016	LHAR165012	Replace a metal Shelter	£6,500	
23	15003503302 St Katherines School o/s	Quarter 3	12/04/2016	LHAR165011	Replace a metal Shelter	£6,500	
24	150035050004 Arkwrights, Howard Way	Quarter 3	12/04/2016	LHAR165006	Request for a metal shelter	£6,500	

Key:

Completed schemes
Cancelled schemes

REF	Scheme Name	Finish	CMA approved	Cost Code	Works Description	Allocated Budget	Comments
25	150035005008 Fenton grange	Quarter 3	12/04/2016	LHAR165005	Request for a metal shelter	£5,500	
26	Harlow, Minchen Road 150035051003 Ashlyns adj	Quarter 3	12/04/2016	LHAR165004	Bus Cage, Existing no waiting plate and TRO (6am until 8pm)	£2,500	
27	Harlow, Minchen Road 150035051004 Ashlyns opp	Quarter 3	12/04/2016	LHAR165003	Bus Cage, Existing no waiting plate and TRO (6am until 8pm)	£2,500	
28	Harlow, Minchen Road 150035051005 Blackbush Spring Adj	Quarter 3	12/04/2016	LHAR165002	Bus Cage, Existing no waiting plate and TRO (6am until 8pm)	£2,500	
29	Harlow, Minchen Road 15003501006 Blackbush Spring Opp	Quarter 3	12/04/2016	LHAR165001	Bus Cage, Existing no waiting plate and TRO (6am until 8pm)	£2,500	

HARLOW DISTRICT COUNCIL WITH ESSEX COUNTY COUNCIL LOCAL HIGHWAY PANEL – 15TH SEPTEMBER 2016 REPORT 2 – POTENTIAL CAPITAL SCHEMES

As the Local Highways Panel capital budget for the 2016-17 financial year has been recommended and signed off by the Cabinet Member, the potential schemes list represents the projects which the panel can consider for funding in the 2017-18 financial year.

The value of the schemes currently on the potential list stands at £90,000 with further value set to be added to this once the feasibility studies and designs currently in progress have been returned.

The following list identifies all of the scheme requests which have fed into the Harlow LHP and Members are asked to be mindful that all costs are estimates and liable to change.

The RAG column acknowledges what the status of the scheme request is as below:



= The scheme has been validated as being feasible and is available for consideration



= The scheme has previously been approved for a feasibility study and the results are awaited before the scheme can be fully considered



= A scheme request has been received and is in the initial validation process or is against ECC criteria

Passenger Transport

Total Value of schemes	£83,000
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Ref	Location	Description	Scheme stage	Cost Code	Estimated cost	Comments	RAG
1	150035050004 o/s David Livingston House	Replace a Metal Shelter	Total scheme	LHAR165007	£8,000	HDC	G
2	1500350002006 David Livingston House	Replace a Metal Shelter	Total scheme	LHAR165008	£8,000	HDC	G
3	150035009004 Library o/s Wayre Street	Replace a Metal Shelter	Total scheme	LHAR165009	£8,000	HDC	G
4	150035015005 o/s The Readings	Replace a Metal Shelter	Total scheme	LHAR165010	£7,000	HDC owned	G
5	150035036005 Tilbury Mead	Replace a Metal Shelter	Total scheme	LHAR165013	£6,500	HDC owned	G
6	150035038002 Westfield op	Replace a Metal Shelter	Total scheme	LHAR165014	£6,500	HDC owned	G
7	1500IM2756 Westfield	Replace a Metal Shelter	Total scheme	LHAR165015	£6,500	HDC owned	G
8	1500IM1412 Bush Fair Centre	Replace a Metal Shelter	Total scheme	LHAR165016	£6,500	HDC owned	G
9	1500IM1433 Tithelands	Replace a Metal Shelter	Total scheme	LHAR165017	£6,500	HDC owned	G
10	1500POTERST3 Red Lion	Replace a Metal Shelter	Total scheme	LHAR165018	£6,500	HDC owned	G

Passenger Transport

Total Value of schemes	£83,000
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Ref	Location	Description	Scheme stage	Cost Code	Estimated cost	Comments	RAG
11	1500IM1056 Near Red Lion	Replace a Metal Shelter	Total scheme	LHAR165019	£6,500	HDC owned	G
12	1500WILLOWFD Tendring Road / Coppice Hatch	Replace a Metal Shelter	Total scheme	LHAR165020	£6,500	HDC owned also Passenger Transport see this as a High priority	G

Cycling

Total Value of schemes	£7,000
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Ref	Location	Description	Problem	Scheme stage	Cost Code	Estimated cost	Comments	RAG
1	Pilkingtons	Request to look at measures to improve the visibility of the cycleway that crosses the road in Pilkingtons	There is no clear indication who has the right of way between bikes and road users when the cycleway meets the road	Total scheme	LHAR164002	£7,000	The site has been validated and the safety recommendations include: 1) Lining to denote the break in the cycleway where it crosses the road 2) Tactile paving to clearly indicate where pedestrians and cyclists should stop	G

REPORT 3
SECTION 106 INFORMATION

Current Stage	Task Name	Cost Code	Delivery Method	Works Description	Comments
In Progress	HARLOW T/C CYCLE ROUTE HLW1249	HB13047	Design Only	Improvements to Harlow Town Centre cycle route from north	Design in progress
Mobilisation	First Avenue, Harlow - RTPI	HB16049	Supply Chain Partner	Install RTPI to stops in First Avenue - near old swimming pool site	Works ordered - anticipated October installations

APPENDIX 1
Harlow Pram Crossings
Batch 3

Site 1.



1 x pair of pram crossings outside the entrance to Stewards Academy on Parnall Road

Site 2.



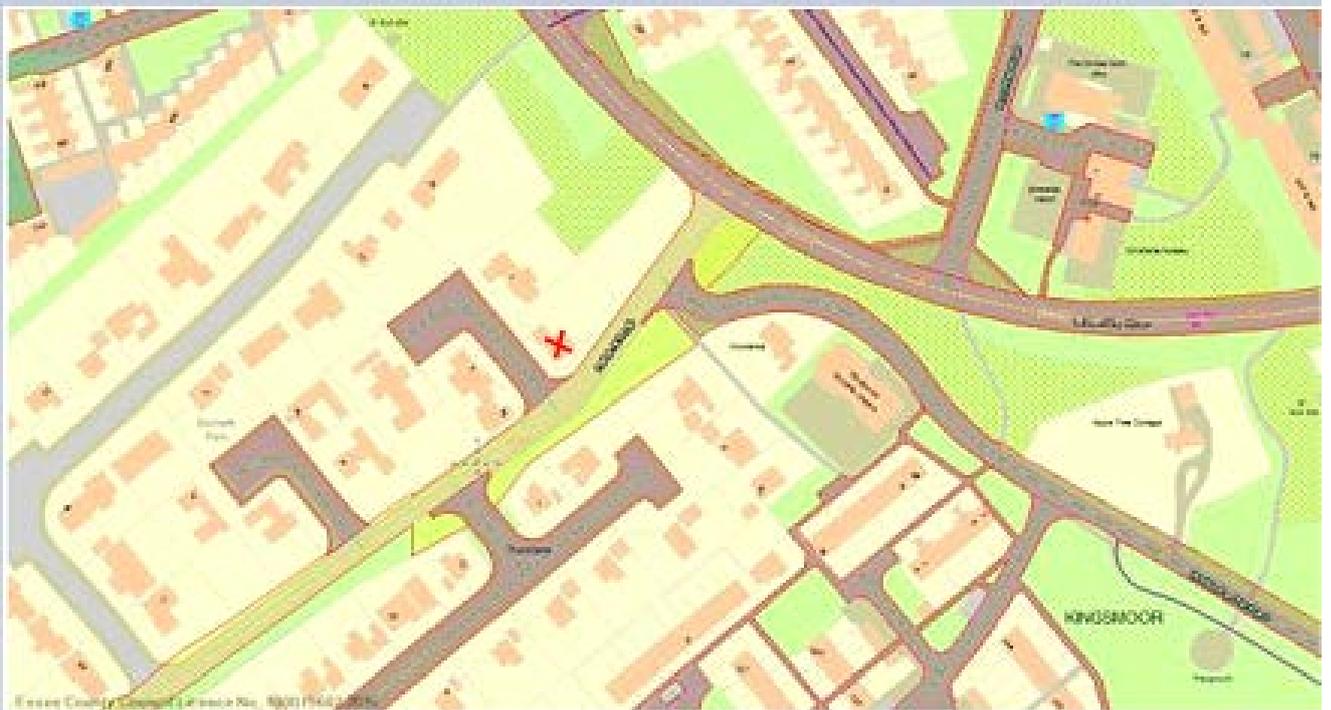
Replacement to the Corner of Morningsons (49-100) Junction to Paringdon Road: (1 Pair)

Site 3.



Replacement to the Corner of Morningsons (15-48) Junction with Paringdon Road: (1 replacement pair)

Site 4.



Burnett Park (1-3A) Junction with Parsloe Road: (One)
When exiting the junction there is a drop kerb on right but not the left:

Site 5.



Junction with Kingsmoor Rd by the Community Centre.

Site 6.



APPENDIX 2
Harlow Pram Crossings Batch 4

