



HARLOW LOCAL HIGHWAYS PANEL
Thursday, 28 November 2013 at 10.00 am
Council Chamber - Civic Centre

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 Michael Garnett, Harlow District Council
Councillor Tony Hall, Harlow District Council
Councillor Guy Mitchinson, Harlow District Council
Councillor Phil Waite, Harlow District Council

Officers

Rissa Long, Essex County Council
Joe McGill, Harlow Council
David Sprunt, Essex County Council
Joel West, Harlow Council

AGENDA

1. Welcome and Introductions
2. Apologies and declarations of interest
3. Opportunity for public speaking
4. Minutes of last meeting and matters arising (Pages 1 - 7)
5. Local Highways Panel Budget Changes (Verbal Report)
6. Update on schemes approved 2012/13 (Pages 8 - 14)
7. Update on schemes approved 2013/14 (Pages 15 - 17)
8. Potential Schemes List (Pages 18 - 26)

Summary of schemes which have been validated and are available to commit funds to.

9. Highways Rangers and Revenue Expenditure (Pages 27 - 30)

10. Capital Maintenance Programme (for information) (Pages 31 - 36)
11. Major Capital Schemes Update (Verbal Report)
12. Any other business
13. Date of next meeting

7pm, Tuesday 18 February 2014, Council Chamber, Civic Centre.

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

3 September 2013

7.00 - 9.10 pm

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 Michael Garnett, Harlow District Council
Councillor Tony Hall, Harlow District Council
Councillor Guy Mitchinson, Harlow District Council
Councillor Phil Waite, Harlow District Council

Officers

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

Other Members

Councillor David Carter, Harlow District Council
Councillor Simon Carter, Harlow District Council
Councillor Jon Clempner, Harlow District Council
Councillor Muriel Jolles, Harlow District Council

13. WELCOME AND INTRODUCTIONS

The Chairman welcomed all attendees to the meeting.

14. APOLOGIES AND DECLARATIONS OF INTEREST

None.

15. OPPORTUNITY FOR PUBLIC SPEAKING

A member of the public had submitted a written question (attached) and was in attendance to address it to the Panel. A response was provided as follows:

John Curry, Harlow & Stort Valley CTC

The Chairman thanked Mr Curry for his question. David Sprunt and Rissa Long, Essex County Council, advised that the Council undertakes regular reviews of speed limits, and the last review found limits in Harlow to be generally appropriate.

Some members of the Panel agreed with the sentiment of the question and its proposed actions. Other members of the Panel felt it would not be appropriate to apply a blanket policy on speed limits; that it would be better to consider individual areas on their own merits. Councillors suggested areas they felt should be prioritised for speed limit reviews including Tye Green, Brays Grove, Rye Hill Road and Katherine's Way. RL agreed to provide the Panel with data relating to recent speed surveys in Harlow. The Panel indicated that the evaluation report of a 20mph speed limit scheme recently piloted in Chelmsford would also be very useful. Both Officers and members of the Panel advised that evaluating enforcement capacity was a critical element in any decision to adjust speed limits.

RL advised that £1,050 had already been allocated for five speed surveys in 2013/14 and suggested the Panel may wish to specify sites arising from discussion around Mr Curry's question.

RESOLVED that the speed surveys to which funding has already been allocated (as referenced on page 20 of the agenda pack) be undertaken (i) in the vicinity of local schools, and (ii) along Katherine's Way.

Harlow District Councillor, Muriel Jolles

The Chairman announced that Councillor Jolles had submitted a question to him directly via email concerning parking at Manor Road, Old Harlow. Councillor Jolles was present to introduce her question, and informed the Panel that some residents of Manor Road felt their parking options to be restricted as a result of a recent parking control scheme and asked whether a permit arrangement could be implemented to mitigate this. Councillor Phil Waite, Harlow District Council Portfolio Holder for Environment, advised that this scheme had previously been considered at the North Essex Parking Partnership (NEPP), but had not been agreed for progression. He advised it may be possible to resubmit a bid to NEPP. He also advised the permit scheme could possibly be realised more quickly if the residents concerned agreed to contribute to its implementation costs. The Chairman reminded all attendees that the Harlow Local Highways Panel did not have remit to consider parking issues directly.

RESOLVED that Old Harlow Ward Councillors contacted the affected residents of Manor Road to seek their opinion of contributing toward the cost of a parking permit scheme in the area and liaise with Joe McGill to determine the most appropriate solution.

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

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

Matters arising

Further to Minute 11: Harlow District Councillor Mike Garnett sought an update on the extension to the 30mph speed limit on Hobbs Cross Road. RL advised that the extension would be implemented shortly.

17. **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 for 2012/13. RL provided some further updates on several of the listed schemes, including dates of installation for several items. She advised that the projected costs of several schemes were now known with greater accuracy and that, in several cases, it would be necessary for the Panel to agree further funds to ensure the projects could be completed.

In relation to the scheme 'Minor – design works for scheme to relieve safety and congestion concerns within Harlow' (page 14 of the agenda pack), JM announced that further design work has been undertaken on a scheme to reduce parking congestion along Tendring Road (east). The scheme will ensure that at least 50 cars can be parked off-road, will include several disabled bays, and will result in approximately 20% of current grassed areas being lost.

RESOLVED that additional funds are approved for 2012/13 schemes as identified in Table 1.

Table 1 – Additional funds approved for 2012/13 schemes			
Scheme	Funds previously approved	Additional funds approved 3/9/13	Notes
MINOR – Zebra crossing between Davenport and Kiln Lane on Lane End in Church Langley	£37,000	£10,000	£10,000 contingency approved to ensure work can continue if cost estimates increase.
MINOR – extend the 20mph speed limit on Manston Road out to include Netteswell Rectory	£5,000	£7,000	Additional £7,000 approved for unforeseen costs of lighting improvements to signage in the vicinity, expected to increase the total cost to approximately £12,000.
MINOR 2 x VAS signs for Old Road, Old Harlow	£16,000	£4,000	Additional £4,000 approved to meet cost increase.
MINOR Chevron sign for Churchgate Street at the junction with Sheering Road	£300	£900	Additional £900 approved to meet cost of installing two new posts to support the sign.

MINOR VAS sign for Parsloe Road	£8,000	£2,000	Additional £2,000 approved to meet cost increase.
SCHOOL CROSSING PATROL Money allocated for generic works outside schools with safety concerns	£15,000	£9,000	Additional £9,000 approved to meet cost increase.
TOTALS	£81,300	£32,900	

18. **UPDATE ON SCHEMES APPROVED 2013/14**

The Panel received a report from Essex County Council on the status of minor schemes previously approved by the Panel for 2013/14.

The Panel made a number of comments regarding the condition of signage, parking aprons and road humps around the Town. DS advised that the Panel has no remit for maintenance; it can only consider new schemes. He suggested that Councillors report any concerns with conditions or defects with highways directly to the County Council. However, some members of the Panel voiced their dissatisfaction with this service as they had reported defects which had not been rectified several years later. RL advised that Highways Rangers can rectify some of the defects mentioned if they are reported using the method listed in Item 8, page 21 of the report pack.

19. **POTENTIAL SCHEMES LIST**

The Panel received a report from Essex County Council which included several proposed minor schemes for inclusion in Harlow's 2013/14 capital allocation. The report advised that additional scheme suggestions are encouraged.

Councillor Phil Waite, Harlow District Council Portfolio Holder for Environment, advised that the Community, Citizenship, Regeneration and Environment Overview Working Group would be carrying out a Town-wide parking review in October 2013 which would likely result in new suggestions for 2013/14 schemes. He recommended that the Panel retain sufficient funds to ensure schemes proposed by the Overview Working Group can be considered at future meetings.

Essex County Councillor Tony Durcan proposed a scheme to review signage in and around Harlow Town Centre. The Panel agreed that funding be approved for a study to look at the suitability and appropriateness of current signage and to understand any further work that is needed to provide improved signage for Harlow Town Centre. It was recommended that the study also explore options for pedestrian

signage, and for signs directing to local places of interest such as shopping hatches, Enterprise Zones, Princess Alexandra Hospital etc.

The Panel agreed that, due to a history of non-compliance with speed limits on the road and the location of St James' Primary School at its northern end, the installation of a Vehicle Activated Sign (VAS) on Rye Hill Road should be pursued. The requirement for a prior speed survey was noted, and revenue funding approved (see Minute 20).

RL also proposed two further schemes for inclusion in the 2013/14 allocation, which the Panel had indicated support for in previous years.

RESOLVED that:

- A** The proposed 2013/14 schemes as listed in the report submitted, totalling £26,000, are forwarded for Cabinet sign-off
- B** Four additional schemes also be forwarded, as detailed in Table 2.

Table 2 – additional schemes forwarded for sign off 2013/14		
Scheme	Funds approved	Notes
General signage review in Harlow.	£10,000	For a study to explore signage options.
Barriers nr. Synagogue, Northbrooks, Harlow.	£1,500	Proposed by RL from historical Panel consideration.
Feasibility study for bollards for footway, Ram Gorse, Harlow.	£1,500	Proposed by RL from historical Panel consideration.
VAS Sign, Rye Hill Road, Harlow.	£10,000	Progression of scheme subject to results of speed survey at this location (see Minute 20).
TOTALS	£23,000	

20. **HIGHWAYS RANGERS REPORT (FOR INFORMATION) AND REVENUE EXPENDITURE ITEMS**

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.

The Panel expressed some confusion on the exact role of Highways Rangers. RL advised that, although Rangers were capable of carrying out a wide-range of maintenance/rectifications along the highway (excluding pothole repair), it is necessary for residents/local councillors to first report/request the specific service. However, members of the Panel had

previously understood that Rangers actively patrol to discover highways defects.

RESOLVED that:

A the report is noted.

B an additional £210 be included in the 2013/14 revenue allocation for a speed survey on Rye Hill Road.

21. **CAPITAL MAINTENANCE PROGRAMME (FOR INFORMATION)**

The Panel received an information report from Essex County Council on scheduled capital maintenance to highways in Harlow in 2013/14. RL advised that up to date information on capital maintenance can be found on Essex County Council's website <http://www.essexhighways.org> .

RESOLVED that the report is noted.

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

DS provided a verbal report on a major capital scheme to improve Burnt Mill Roundabout. The scheme includes reducing the size of the inner roundabout to allow for widening the lanes on the roundabout and on its approaches. A toucan crossing will be installed on the A414/Fifth Avenue to enable pedestrians to cross from Harlow Town Railway Station to Elizabeth Way. Work on the scheme is expected to start in late September 2013 and be completed by January 2014.

23. **DATES OF NEXT MEETINGS**

In a change to the previously advertised date, the Chairman advised that the next meeting of the Panel (previously set for 7 November 2013) will now take place at 10am on Thursday 28 November 2013, in the Council Chamber, Civic Centre.

24. **ANY OTHER BUSINESS**

Harlow District Councillor Tony Hall thanked David Sprunt for attending a recent meeting of the Potter Street Residents' Association.

CHAIRMAN OF THE COMMITTEE

HARLOW LOCAL HIGHWAYS PANEL – 3 SEPTEMBER 2013 – WRITTEN QUESTIONS FROM MEMBERS OF THE PUBLIC

Question from John Curry, Cycle Harlow & Stort Valley CTC

With H M Government emphasising the benefits that accrue from getting people out of their cars to take up walking and cycling it is time to act here, in Harlow.

By this I mean reducing speed limits across the town; whilst we have an extensive network of traffic free cycling & walking facilities, it is still necessary to use the highway, usually at the start and end of journeys. Scrap the 50 & 60mph limits. Make a 20mph limit on all residential roads and the rest 30 or 40mph according to status. Towns & cities across the UK are adopting lower speed limits. Can we do the same in Harlow?

**HARLOW DISTRICT COUNCIL WITH ESSEX COUNTY COUNCIL
LOCAL HIGHWAYS PANEL 28th NOVEMBER 2013
SCHEMES APPROVED 2012-13**

CAPITAL EXPENDITURE

The following schemes were approved for funding during the 2012/13 financial year and were subsequently signed off for progression by the Cabinet Member.

	SCHEME	Funds approved	Current Cost estimate	Estimated completion date	UPDATE
∞	S E P T CYCLING – Generic lack of cycle parking facilities across the district	£69,000	£69,000	31/03/2014	design date slipped due to land issues. Still set to be delivered this financial year.
	S E P T EITS - ETCC manual slip road clearance strategies Section 4.1.1.1	£6,000	£6,000	COMPLETED	The necessary amendments to the traffic signals to help when there are congestion problems has been completed.

S E P T	CYCLING - Upgrading and improvements to network to link to strategic routes - linked with PTP in area	£100,000	£100,000	31/03/2014	As with the other cycling project for Harlow this is being looked at as on ongoing project with investigatory works already underway. Essex Highways have indicated that this is likely to be completed by the end of the financial year
S E P T	MINOR – Zebra crossing between Davenport and Kiln Lane on Lane End in Church Langley	£37,000	£37,000	18/11/2013	Works scheduled to commence on the 18 th November
S E P T	MINOR – Zebra crossing on Paringdon Road in the vicinity of Millwards Primary school	£15,000	£15,000	March 2014 (at the latest)	The scheme has been formally advertised. Final design being completed to include street lighting amendments with crossing set to be installed by the end of the financial year.
S E P T	MINOR – Mini-roundabout at junction of Ployters and Southern Way	£60,000	£60,000	April 2014	Design has been received by the engineers who are awaiting target costs to ascertain if additional funding is required.
S E P T	MINOR – extend the 20mph speed limit on Manston Road out to include Netteswell Rectory	£5000	£10,000	31/03/2014	By the end of November the scheme is scheduled to be advertised in the local press and barring objections will be implemented by the end of March.
S E P T	BUS STOP IMPROVEMENTS The Gatekeeper. Address: Potter Street, London Road, Harlow	£10,000	£10,000	31/03/2014	

S E P T	BUS STOP IMPROVEMENTS The Gatekeeper. Address: Potter Street, London Road ,Harlow	£4,000	£4,000	31/03/2014	
S E P T	BUS STOP IMPROVEMENTS PAH Fourth Ave. Address: Fourth Avenue, Harlow. (Near Princess	£2,500	£2,500	31/03/2014	
S E P T	BUS STOP IMPROVEMENTS PAH Fourth Ave. Address: Fourth Avenue, Harlow. (Near Princess Alexandra Hospital)	£2,500	£2,500	31/03/2014	
S E P T	BUS STOP IMPROVEMENTS Princess Alexandra Hospital. Address: Hamstel Road, Harlow. (Outside the Princess Alexandra Hospital)	£2,500	£2,500	31/03/2014	
D E C	MINOR – Install pedestrian drop crossings at identified sites in the district as part of an ongoing scheme	£20,000	£20,000	November 2013	The project has been designed using the sites already identified at: - Moorfields - Kingsland - Maddox Road A number of pram crossings will be installed within the above areas but will require an additional £5000 to complete.

D E C	MINOR Feasibility for layby amendments to help facilitate better parking in Moorfields	£20,000	£20,000	COMPLETE	(See appendix 3 for the feasibility study and options)
M A R	MINOR Old Harlow painting of lamp columns	£20,000	£20,000	?	The Essex Highways Street Lighting team will shortly begin a programme to repaint the lamp columns within the conservation area of Old Harlow
M A R	MINOR 2 x VAS signs for Old Road, Old Harlow	£16,000	£20,000	31/12/2013	Locations agreed
M A R	MINOR Chevron sign for Churchgate Street at the junction with Sheering Road	£300	£1200	23/12/2013	
M A R	MINOR VAS sign for Parsloe Road	£8000	£10,000	-	Awaiting clarification of the speed
M A R	SCHOOL CROSSING PATROL Money allocated for generic works outside schools with safety concerns	£15,000	£15,000	March 2014	HDC have identified a need for safety barriers outside Little Parndon Primary school. An exception report has been signed for this to progress with implementation set for the end of March 2014.
M A R	MINOR Upgrading and improvements to network	£100,000	£100,000	-	

	to link to strategic routes - linked with PTP in area				
M A R	MINOR design works for scheme to relieve safety and congestion concerns within Harlow	£42,000	£42,000	Ongoing	Meeting arranged with Joe McGill to ascertain location priorities.

ALLOCATED BUDGET

£487,315

FEASIBILITY REPORT – DC1585

APPENDIX 3

DC1585 – Moorfields, Harlow – Echelon Parking Scheme.

1.0 **Brief**

1.1 This site has been Identified by the Local Highway Panel as a location that is to have formal parking (preferably echelon parking). The road is highly congested and in order to maximise parking spaces the existing parking area should be formalised. This feasibility Study has been carried out by the Essex Highways Design and Consultancy Group.

1.2 The subject of this feasibility study is to investigate to see if an improved parking area can be created, widening the carriageway if necessary.

1.3 Design & Consultancy Group have been commissioned to look at the site and investigate the feasibility of carrying out improvements works.

2.0 **Initial site investigation**

2.1 An initial site visit was undertaken at 12:00hrs on Friday 21st June 2013.

2.2 A site survey sketch was completed.

2.3 Site photographs were taken and uploaded to the scheme file.

2.4 Observations:

- a) Any work undertaken would be carried out in a one way road that is heavily congested with parked vehicles on both sides of the carriageway.
- b) This section of road does not have a bus route on it.
- c) The carriageway is 5.5m wide with cars parking in the existing layby which is 20mx2.4m. The footway is 1.7m wide.
- d) On the opposite side of the carriageway there is a small car park with a maximum capacity for 12 vehicles.
- e) There are numerous statutory undertakers equipment in the footway including Cable TV and Water.



Photographs: Looking at Moorfields eastbound traffic flow



Photographs: Looking westbound on Moorfields

FEASIBILITY REPORT – DC1585

3.0	<u>Proposals</u>
3.1	<u>Option 1</u>
3.2	The proposal put forward for this option is shown on the Outline Design drawing referenced DC1585/000/001.
3.3	The proposals that have been shown include:- a) Reducing the width of footway to install echelon parking in the existing layby area. This leaves a 3.9m carriageway width to match nearby scenarios.
3.4	A level 1 budget estimate for this proposal is:- Civil Works (Including RJ fee & overhead) £9200 D&C Design and Supervision £1500
3.5	<u>Option 2</u>
3.6	An alternative option is to leave the kerb line as it is and just install road markings to formalise echelon parking.
3.7	This would prove a considerably cheaper option.
3.8	<u>Option 3</u>
3.9	Install formalised parallel parking ('end to end').
4.0	<u>Recommendations</u>
4.1	D&C1 recommend that Option 2 be progressed. Option 1 may prove difficult to install with the statutory undertakers apparatus which are present in the existing footway. This option would also leave a 3.9m width of carriageway which is insufficient for 2 cars to pass and may create driver indecision.
4.2	Option 3 would allow fewer vehicles to park than existing and would not be the best use of the existing road space.
4.3	Option 2 would leave a carriageway width of 3.4m which would make it more apparent that there is only sufficient room for one car to pass at a time.
5.0	<u>Summary</u>
5.1	In deciding on the best way forward the LHP need to consider what will provide the best value for money improvement to the existing situation.
5.2	If the Panel do decide to pursue Option 1 D&C would recommend an initial design and costing for the next stage as the costs could vary considerably depending upon the need for diversions/alterations to the utilities in the footway.

HARLOW DISTRICT COUNCIL WITH ESSEX COUNTY COUNCIL LOCAL HIGHWAYS PANEL 28th NOVEMBER 2013 SCHEMES APPROVED 2013-14

CAPITAL EXPENDITURE

The following schemes have been approved to date during the 2013-14 financial year. Updates on target costs and scheme delivery would not yet be available as efforts are concentrated on concluding schemes approved in the last financial year as the priority but it is likely that works approved this year will be for design only ready to implement after March 2014.

15

	SCHEME	Funds approved	Current Cost estimate	Estimated completion date	UPDATE
J U L Y	CASUALTY REDUCTION Investigation works into railings on Fourth Avenue, Harlow (Between J/w North Gate & Velizy Avenue to deter pedestrians from crossing the road at this point	£10,000	£10,000	31/03/2013	The recommendation from the Casualty Reduction team had been for a pedestrian crossing to be investigated; however the members were split on this as a scheme. The compromise was for investigations to be made into the installation of pedestrian barriers to act as a physical deterrent to the unorthodox pedestrian movement that is currently encouraged at this location.
J U L Y	BUS STOP IMPROVEMENTS Bus Stop: 1500IM1426AA, Little Pynchons. Tysea Road, Harlow Formally mark bus stop with new Pole, flag and timetable case.	£1000	£4000	COMPLETE	Essex Highways has indicated that this scheme was completed in September

Agenda Item 7

J U L Y	BUS STOP IMPROVEMENTS Bus stop 150035049005 Fenner Brockway House, Maddox Road Harlow - Installation of a bus cage & no waiting plate and removal and relocation of memorial bench	£4000	£4000	COMPLETE	Essex Highways has indicated that this scheme was completed in September
J U L Y	MINOR SCHEMES Harlow pram crossings — additional funds to cater for more sites that have been identified as needing pedestrian drop kerbs	£25,000	£25,000	ONGOING	Additional sites in Harlow have been identified which will form Batch 2
J U L Y	MINOR SCHEMES Mulberry Green / Gilden Way – signage refresh at the junction	£5,000	£5000	31/03/2014	Scheme has yet to be target costed to know if enough money has been allocated though this will involve making new electrical connections for the lit lights so it is possible that additional funds will be needed.
J U L Y	MINOR SCHEMES – Signage improvements for town centre parking	£10,000	£10,000	31/03/2014	A meeting has taken place with the engineers who are drawing up designs for amendments to signage leading to the car parks.
J U L Y	MINOR SCHEMES – Parking and congestion in residential areas	£60,000	£60,000	ONGOING	Members agreed to allocate an additional £60,000 to top up the £42,000 already allocated in 2012-13. Meeting to take place on the 26 th November with Joe McGill to discuss the specifics of the works required.
J U L Y	MINOR SCHEMES Investigation and design work for Southern Way mini roundabout	£10,000	£10,000	31/03/2014	Members agreed to fund investigation works into the removal of the signals at the junction with Tillwicks Road to be replaced with a mini-roundabout.

S E P T	BUS STOP IMPROVEMENT New bus shelter for Fenner Brockway	£10,000	£10,000	31/03/2014	
S E P T	BUS STOP IMPROVEMENT Installation of bus cage and no waiting plate on Momples Road	£1000	£1000	31/03/2014	
S E P T	SCHOOL CROSSING PATROL District wide funding available	£15,000	£15,000	ONGOING	Additional monies made available to deal with potential school themed issues that arise in Harlow
S E P T	MINOR SCHEME VAS sign for Rye Hill Road	£10,000	£10,000	2014 /15	Awaiting progression of the speed survey to ensure that the site does meet the criteria before the sign is installed
S E P T	MINOR SCHEME Pedestrian barrier outside the synagogue on Harberts Road	£1500	£1500	31/03/2014	Specifics of the site identified with the engineer who will be progress as soon as possible
S E P T	MINOR SCHEME Bollards to protect the footway at Rams Gorse	£1500	£1500	31/03/2014	A site meeting with the engineer has taken place and the specifics agreed.

ORIGINAL BUDGET ALLOCATION BUDGET:

£487,315

TOTAL ALLOCATED TO DATE:

£186,900

**HARLOW DISTRICT COUNCIL WITH ESSEX COUNTY COUNCIL
LOCAL HIGHWAYS PANEL 28th NOVEMBER 2013
POTENTIAL SCHEME LIST**

At the previous panel meetings in the year members allocated funding to all existing schemes on the Harlow list are invited to offer suggestions for potential schemes that can be considered for a feasibility study ahead of being included on a future programme.

CASUALTY REDUCTION						
	LOCATION	SCHEME	PROBLEM	COST	RAG	NOTES/ COMMENTS
∞ 1	A1184 Cambridge Road J/w Old Road, Harlow	Signage amendments relating to the accident location	Accidents at this location triggered the intervention of the casualty reduction team	£4000	Green	Feasibility and design (see appendix 1)
2	A414 Fifth Avenue J/w Burntmill Lane, Harlow	Signage amendments and other remedial safety measures	Instances of failing to stop at the junction	£3000		Feasibility and design (see appendix 2)

BUS STOP IMPROVEMENTS

	LOCATION	SCHEME	PROBLEM	COST	RAG	NOTES/ COMMENTS
1	56 bus stops in Harlow	Installation of timetable frames across the whole town	lack of roadside publicity at numerous stops in Harlow as highlighted by bus user groups	£5,500		
2 19	Harlow Bus Station	Harlow Bus Station Information Screen - Provide a large digital information display listing real time departures and destinations at Harlow Bus Station and in a central location outside travel info office.	Provide passengers with a quick glance to see which service to their destination I next to depart.	£20,000		The panels ability to allocate funding to this project is dependent on the overall position of the budget.

MINOR SCHEMES

LOCATION	SCHEME	PROBLEM	COST	RAG	NOTES/ COMMENTS
1 Hamstel Way	Feasibility and design works into the possibility of installing a pedestrian crossing in the vicinity of the ambulance station	Vulnerable pedestrians experiencing problems crossing the road at this location	£5000	Green	The site has undergone a PV2 analysis after funding was approved at the September 3 rd LHP. The results of this indicate that the site does meet sufficient criteria to investigate the possibility of installing a crossing.

APPENDIX 1

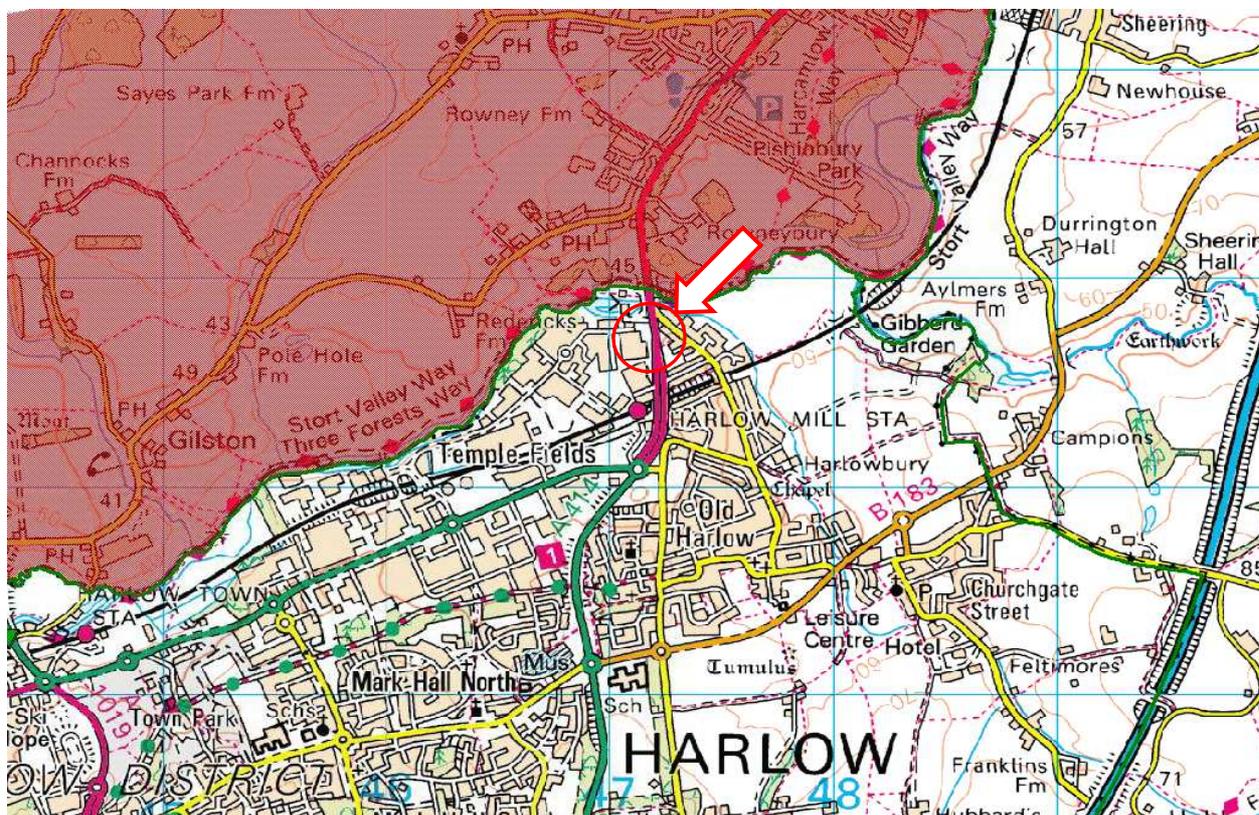
ECC Casualty Reduction Site Investigation 2014/15

Location: A1184 Cambridge Road J/w Old Road, Harlow

District: Harlow

Investigation Period: 01/05/2008 to 30/04/2013 Grid Reference: 547165 212832

1.0 Site Location Plan



2.0 Aerial Photograph

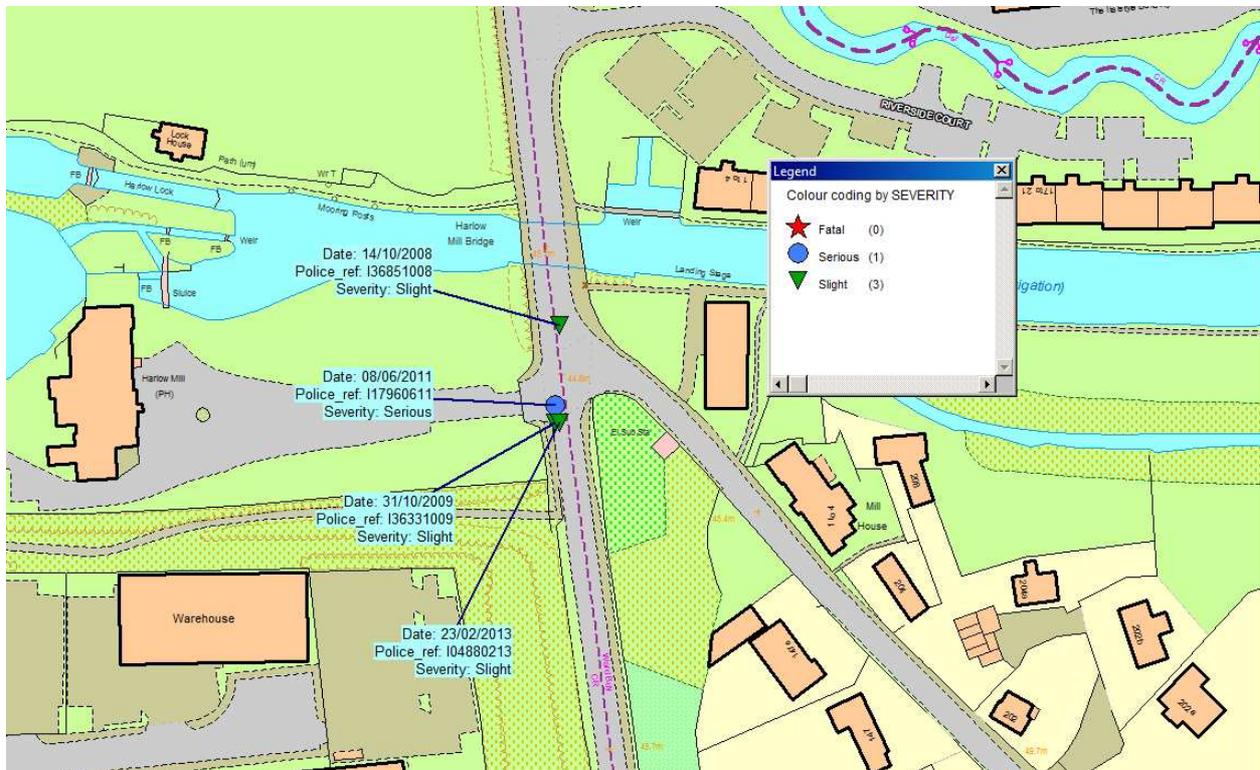


3.0 Site Description

The site under investigation is the traffic signalised junction of A1184 Cambridge Road with Old Road in Harlow.

A1184 Cambridge Road with Old Road are both single carriageway roads. A1184 Cambridge Road is subject to a speed limit of 40mph through this section and Old Road is subject to a speed limit of 30mph.

4.0 Personal Injury Collision Analysis (see AccsMap Data & attached stick diagrams)



A study of the Personal Injury Collision (PIC) data for the period from 01/05/2008 to 30/04/2013 at this location shows a pattern of collisions involving nose to tail collisions on the northbound approach to the traffic signalised junction on A1184 Cambridge Road.

The data shows there have been 4 PIC's at this location, 1 Serious and 3 Slight, resulting in 1 Serious and 3 Slight casualties.

25% of the PIC's occurred in 'Wet/Damp' conditions and 0% occurred during the hours of darkness.

5.0 Site Observations

- 5.1 There are very few 40mph speed limit repeater signs present on A1184 Cambridge Road to remind motorists of the speed limit. Those that are present are in poor condition or are obscured by overgrown vegetation.
- 5.2 There is no 'Traffic signals ahead' warning sign present on the A1184 Cambridge Road northbound approach to the junction to warn motorists of the potential hazard ahead.
- 5.3 There is overgrown vegetation present to both sides of the road on the A1184 Cambridge Road northbound approach to the junction that restricts forwards visibility to both the nearside and offside signal heads.

6.0 Recommendations

Following the site inspection and an analysis of the previous Personal Injury Collisions, it is recommended that the following measures are undertaken:

- 6.1 Provide a yellow backed 'Traffic signals ahead' warning sign and distance to hazard supplementary plate on the A1184 Cambridge Road northbound approach to the junction.
- 6.2 Provide 40mph speed limit repeater signs at appropriate intervals throughout A1184 Cambridge Road.
- 6.3 Substantially cut back all overgrown vegetation to both sides of A1184 Cambridge Road on the northbound approach to the junction to ensure that appropriate forward visibility to the signal heads can be provided. Also ensure that all new and existing traffic signs are kept clear of vegetation.

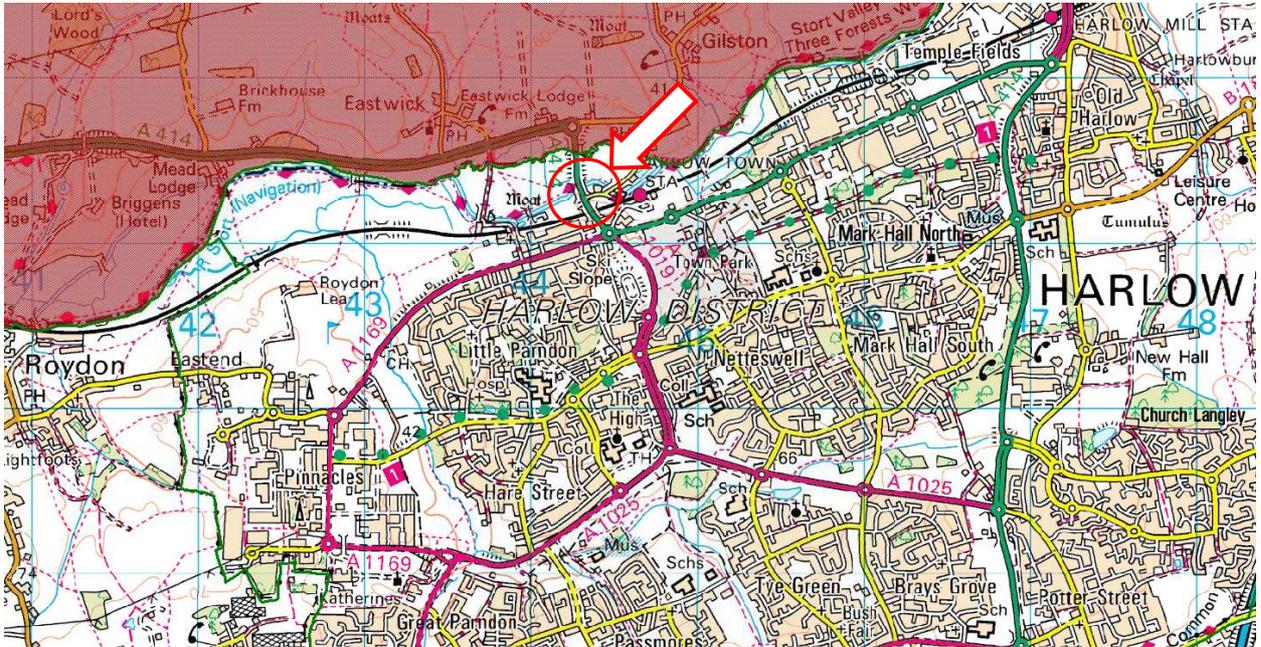
7.0 Economic Analysis

<i>Preliminary Design and Investigation Costs Estimate</i>	<i>£1,000</i>
<i>Detailed Design and Scheme Build Cost (Estimated value which is subject to change once the design is finalised)</i>	<i>£4,000</i>

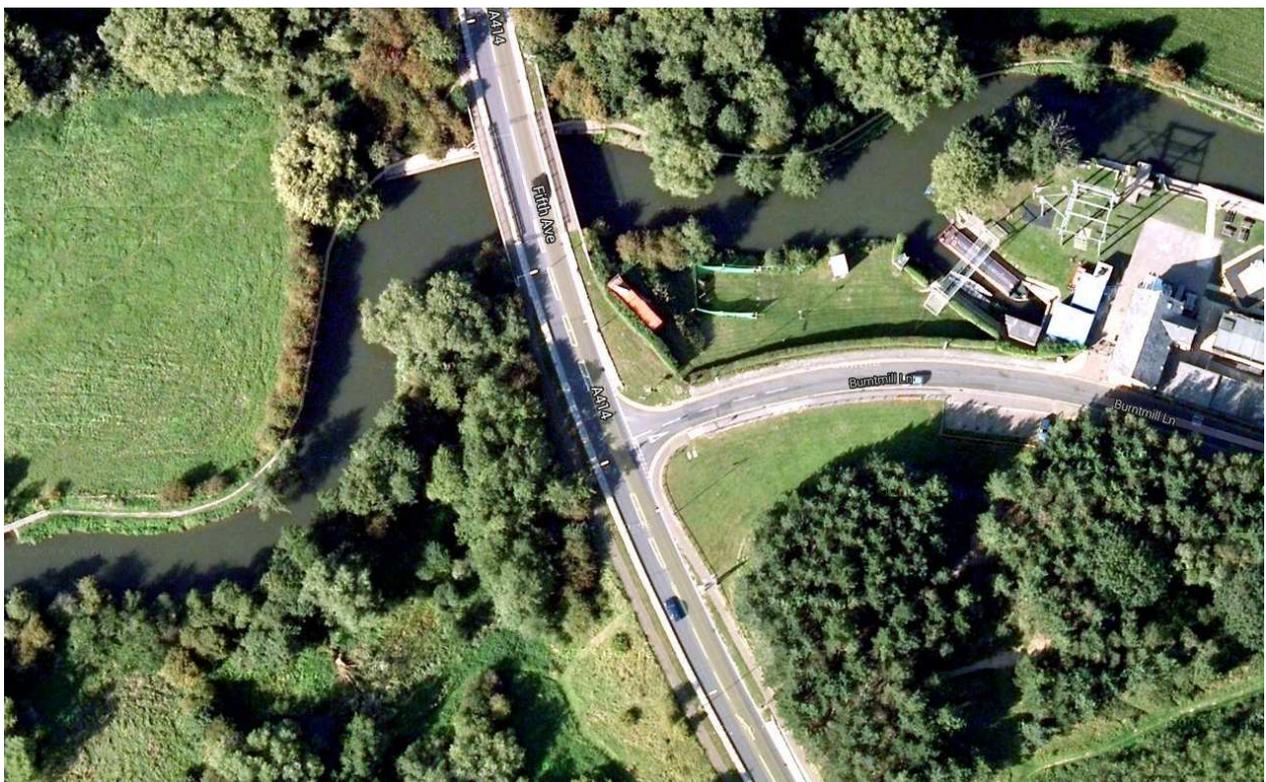
APPENDIX 2

ECC Casualty Reduction Site Investigation 2014/15
Location: A414 Fifth Avenue J/w Burntmill Lane, Harlow
District: Harlow
Investigation Period: 01/05/2008 to 30/04/2013 Grid Reference: 544301 211265

1.0 Site Location Plan



2.0 Aerial Photograph

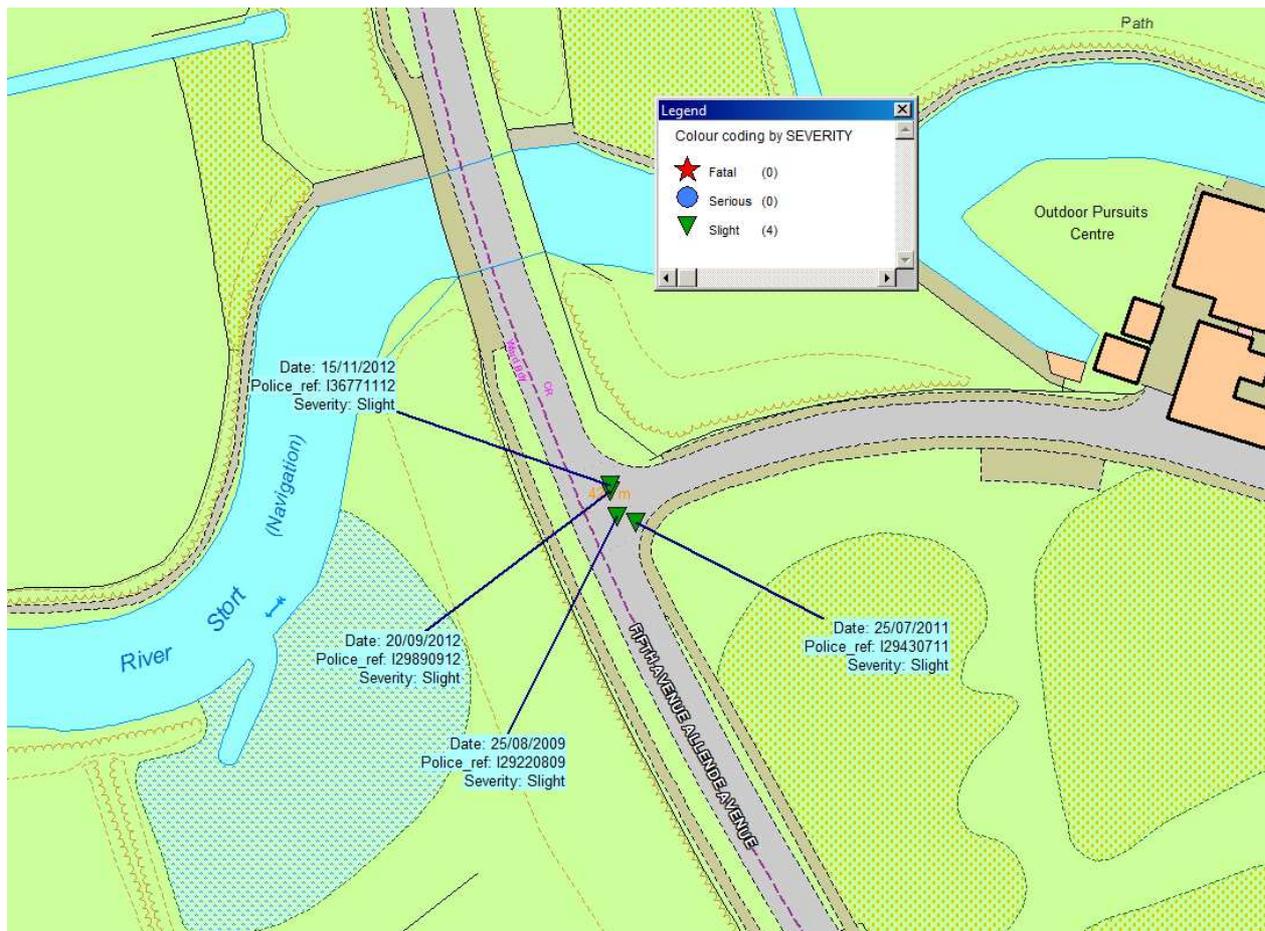


3.0 Site Description

The site under investigation is the junction of A414 Fifth Avenue with Burntmill Lane in Harlow.

A414 Fifth Avenue with Burntmill Lane are both single carriageway roads. A414 Fifth Avenue is subject to a speed limit of 40mph through this section. There are no speed limit terminal signs or repeater signs present on Burntmill Lane but it is assumed that this section is subject to a speed limit of 30mph by way of the presence of a system of street lighting.

4.0 Personal Injury Collision Analysis (see AccsMap Data & attached stick diagrams)



A study of the Personal Injury Collision (PIC) data for the period from 01/05/2008 to 30/04/2013 at this location shows a pattern of collisions involving motorists failing to give way to southbound traffic on A414 Fifth Avenue as they turn out of Burntmill Lane.

The data shows there have been 4 PIC's at this location, all Slight, resulting in 5 Slight casualties.

25% of the PIC's occurred in 'Wet/Damp' conditions and 25% occurred during the hours of darkness.

5.0 Site Observations

5.1 There are no 40mph speed limit repeater signs present on A414 Fifth Avenue to remind motorists of the speed limit.

- 5.2 There is no 'Side road ahead' warning sign present on the A414 Fifth Avenue south-bound approach to the junction to warn motorists of the potential hazard ahead.
- 5.3 The visibility splay for motorists waiting to enter A414 Fifth Avenue from Burntmill Lane is slightly restricted in both directions due to the presence of a bridge parapet/safety barrier to the north of the junction and overgrown vegetation to both sides of the junction.
- 5.4 Where there are local directional sign present opposite the junction they are very small and are in a poor state of repair.

6.0 Recommendations

Following the site inspection and an analysis of the previous Personal Injury Collisions, it is recommended that the following measures are undertaken:

- 6.1 Provide a yellow backed 'Side road ahead' warning sign and distance to hazard supplementary plate on the A414 Fifth Avenue southbound approach to the junction.
- 6.2 Provide new larger local directional signs opposite the junction including a road name sign to further highlight the presence of the junction to approaching motorists.
- 6.3 Provide 40mph speed limit repeater signs at appropriate intervals throughout A414 Fifth Avenue.
- 6.4 Review the requirement for a 30mph or other appropriate speed limit terminal signs at the entrance(s) to Burntmill Lane.
- 6.5 Investigate the possibility of relocating the bridge Parapet/safety barrier further back from the edge of the carriageway to improve the visibility splay.
- 6.6 Cut back all overgrown vegetation within the visibility splay to either side of Burntmill Lane.
- 6.7 Cut back all overgrown vegetation to the eastern side of A414 Fifth Avenue to improve forward visibility for southbound motorists, including the section to the north of the bridge over the river.

7.0 Economic Analysis

<i>Preliminary Design and Investigation Costs Estimate</i>	<i>£3,000</i>
<i>Detailed Design and Scheme Build Cost (Estimated value which is subject to change once the design is finalised)</i>	<i>£10,000</i>

HARLOW DISTRICT COUNCIL WITH ESSEX COUNTY COUNCIL LOCAL HIGHWAY PANEL – 28th NOVEMBER 2013 HIGHWAY RANGERS AND REVENUE EXPENDITURE

As with previous years the figure that has been allocated for the provision of the Highways Rangers is £129,000 with the surplus monies after Harlow District Council have taken £85,000 to operate the service being made available to reinvest.

The type of items that this money can be utilised for is speed surveys and minor signage works.

Revenue Expenditure

The information below indicates the revenue money which the panels have allocated this financial year with an update on the current position.

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Location	Scheme	Cost	Date Recommended by LHP	Approved by Cabinet member	UPDATE
Hamstel Road	PV2 assessment for potential pedestrian crossing	£890	04/07/2013	10/07/2013	<p>PV² assessment took place on the 26th September and returned a score of 0.17x 108. The ECC policy states:</p> <p><i>Where the value of CDPV² is between 0.2 and 0.7 x 108, then a controlled crossing would not be recommended and alternatives such as a pedestrian refuge or zebra crossing should be considered.</i></p> <p>On the basis of the hospital location it is recommended that this scheme proceeds to feasibility and design (report 3 for potential schemes)</p>

District wide	funding to allow for 5 x speed surveys to be undertaken	£1,050	04/07/2013	10/07/2013	Money is available if members offer sites that require checking ahead of a potential scheme coming forward
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Rangers work update

The information below relates to the requests for work which have been submitted to the Rangers since September. Works listed here have been specifically requested by local councillors and there will be other works which the Rangers have independently identified whilst patrolling Harlow such as with minor cycleway maintenance.

REF	ROAD NAME	LOCATION	TYPE OF WORK REQUIRED	Date Requested	Date works completed	ACTION
H09-01	Second Avenue	North side of road (eastbound carriageway) Outside Leisurezone complex	Displaced iron roadside drain grill	12/09/2013		New drain grill ordered odd size
H09-02	The Hides	the underpass from The Hides through to Post Office Road (The High)	loose paving slabs throughout. Please reset them	12/09/2013	07/10/2013	to be invoiced
H09-03	Lane End	The junction between Elwood and Lane End	re-erect the clearways end sign	12/09/2013	23/08/2013	

REF	ROAD NAME	LOCATION	TYPE OF WORK REQUIRED	Date Requested	Date works completed	ACTION
H10-01	Burley Hill	Located between 54 -55 Burley Hill	dislodged kerbstone needs to be reset	03/10/2013	12/11/2013	
H10-02	Templefields	the whole length	substantial facing back of overhanging the footway abd reducing the width for pedestrians. Some trees will require lopping back near the street lighting	23/10/2013		
H10-03	Spencers Croft	168 Spencers Croft Cycle way	Gate Repair	14/10/2013	17/10/2013	invoiced
H10-04	West Square	The High	Envirochannel	ADHOC WORK	30/10/2013	invoiced
H10-05	Barn Mead	Play Barn	Insert bollard	ADHOC WORK	26/10/2013	to be invoiced
H10-06	Latton Hall Close	Entrance	Reinstate Cyclist dismount sign	ADHOC WORK	09/11/2013	to be invoiced
H10-07	Wayre Street	opposite the bus stop outside The Wayre	combined works with HDC to deal with a tree issue which is lifting the footway	01/10/2013		

RANGERS REQUESTS

Members are encouraged to continue to submit requests for the Highways Rangers as per the instructions below.

Pothole fixing does not fall within the remit of the Highway Rangers, but the types of minor maintenance works that can be undertaken are:

- **Cleaning and minor repairs to non-electrical road signs**
- **Cleaning and minor repairs to street furniture**
- **Reinstatement of posts and bollards (minimal excavation)**
- **Trimming of vegetation and removal of cuttings**
- **Adhoc grass cutting and strimming**
- **Localised cleaning and minor excavation of roadside water channels**
- **Removal of weeds or vegetation from pavements**
- **Clearing roadkill/removal of litter and small fly tips from highway land**
- **Removal of illegal signs and fly posting**
- **Minor block/flag paving repairs**

Requests for the services of the Highway Rangers should be made by email to highway.enquiries@essex.gov.uk with **HIGHWAY RANGERS** in caps written in the **Subject** box.

If more than one request is made at any one time, please number each one rather than use bullet points, as this makes it easier to track what has, or has not, been done.

Exact locations need to be provided together with a contact name and tel/mobile number so, if need be, the Rangers Team can call a specific person for clarification of the work requested.

Each email will automatically receive a **standard acknowledgement** (please ignore the text directing you to website), and then it will be forwarded to the Highway Ranger section for action.

**HARLOW DISTRICT COUNCIL WITH ESSEX COUNTY COUNCIL
LOCAL HIGHWAY PANEL – 28th NOVEMBER 2013
CAPITAL MAINTENANCE**

The following is a list of the Capital maintenance schemes being undertaken this financial year. This list is still subject to change unless a date has been specified. Some schemes as indicated below have needed to be postponed but will be resurrected in the new financial year

At the bottom of the page is a reminder of the different types of surfacing works which Essex Highways use.

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Capital Programme HARLOW 2013/14

CARRIAGEWAYS			
Principal Carriageways			
SITE	LOCATION	TREATMENT	ESTIMATED START DATE
A1025 Third Ave	From Harberts Road to Roundabout	Inlay	Removed from Programme
A1169 Elizabeth Way Harlow	Burnt Mill Roundabout to Roydon Road Roundabout	Surface Dressing	Works cancelled due to improvement scheme at Burnt Mill Roundabout
A414 Harlow	Between Southern Way & Second Avenue	Surface Dressing & Joints	Works cancelled

A414 Harlow	Between Second Avenue & Church Langley Way	Surface Dressing & Joints	Works cancelled
A414 Harlow	Between First Avenue & Edinburgh Way	Surface Dressing & Joints	Works cancelled
A414 Harlow	Between Church Langley Way & First Avenue	Surface Dressing & Joints	Works cancelled

B & C Carriageways			
SITE	LOCATION	TREATMENT	ESTIMATED START DATE
Second Avenue/Tripton Roadroundabout	Roundabout	Inlay	Programmed for 21/11 to 26/11

Unclassified Carriageways			
SITE	LOCATION	TREATMENT	ESTIMATED START DATE
Carters Mead Harlow	Balance of Road	Inlay	Programmed for 26/11 to 04/12
Garden Terrace Road	wayrest to o/s health centre	Inlay	COMPLETE
Northbrooks Harlow	All	Inlay	Works cancelled
The Fairway	All	Inlay	Extensive machine patching works completed by revenue

			team
River Way Harlow	From Roundabout to Bridge	Inlay	COMPLETE
Willowfield Harlow	Main Loop	Inlay	COMPLETE
Hobbs Cross Road	Elmbridge to Hubbards Hall Fm	Inlay	COMPLETE

FOOTWAYS

Cat 1 & 2 Footways

SITE	LOCATION	TREATMENT	
Elizabeth Way Harlow	Burnt Mill Roundabout to Roydon Road Roundabout	Reconstruction	Works cancelled due to improvement scheme at Burnt Mill Roundabout
Howard Way Harlow	From River to Second Ave Roundabout	Reconstruction	Works cancelled

Cat 3 & 4 Footways

SITE	LOCATION	TREATMENT	
Carters Mead	Balance	Reconstruction	Currently underway – started 14/10 to target completion 22/11

TYPES OF TREATMENT

Surface dressing - Surface Dressing is a relatively low cost road maintenance process which involves the spraying of bitumen onto the road surface and then covering it with a layer of stone chippings.

Initially the chippings are simply held in place by the fresh bitumen. The new chippings are then rolled into the bitumen but only become fully embedded under the action of vehicle tyres. The action of traffic soon begins to embed the chips, forming a stable and hard wearing new surface.

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Initially the chippings are simply held in place by the fresh bitumen. The new chippings are then rolled into the bitumen but only become fully embedded under the action of vehicle tyres. Traffic is allowed onto the new surface, at a reduced speed, to help to push the chippings into the road. The action of traffic soon begins to embed the chips, forming a stable and hard wearing new surface thus extending the life expectancy of the road and refreshing the skid resistance.

Joint sealing

The process of joint and crack sealing will seal the surface layers of a road against the entry of water and should repair the surface material against any further deterioration.

Joint and crack sealing/over banding should be regarded as a preventative measure, NOT a remedial process, it will not restore strength to a road pavement that has already been lost through water action.

It is normal practice to seal the cracks with a hot bituminous material poured into and screeded over the crack, having first prepared the area by removing loose material and dirt, usually by blasting with hot compressed air.

Basic crack sealing in bituminous surfacing is an extremely cost effective way of preserving a road surface that apart from isolated cracks or failing joints is in good condition, with remaining life, before overlaying.

Slurry sealing

Slurry sealing is regarded as a preventative maintenance process which will prolong the life of a footway or road that is in sound structural condition, it is not able to strengthen a surface which has failed structurally.

When used on a footway this is in effect a thin layer of material that is evenly distributed over the top of a surface which then protects the under-surface from the effects of aging and the environment.

Micro-surfacing

One of the most versatile tools in the road maintenance arsenal, Micro Surfacing is a polymer-modified cold-mix paving system that can remedy a broad range of problems on today's streets, highways, and airfields.

Like its parent product, slurry seal, Micro Surfacing begins as a mixture of dense-graded aggregate, asphalt emulsion, water, and mineral fillers. While conventional slurry seal is used around the world as an economical treatment for sealing and extending the service life of both urban and rural roads, Micro Surfacing has added capabilities, thanks to the use of high-quality, carefully monitored materials, including advanced polymers and other modern additives and is a slightly more advanced option than slurry sealing.

Machine – surfacing

This is a complete refurbishment of a road involving removing the existing road surface and replacing it with a newly laid surface thus addressing structural and textural issues. This will extend the life expectancy of a road and restore the quality of the drive for road users. Resurfacing treatment is also referred to as inlay and overlay.