

HARLOW LOCAL HIGHWAYS PANEL MEETING AGENDA

Date:	Tuesday 28 th June 2022
Time:	19:00 hrs
Venue:	Committee Room 2A, 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:	Rissa Long – Highway Liaison Officer, (Essex Highways) 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
	3	Minutes of meeting held on 22 nd March 2022 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: - September 6 th 10am - January 10 th 2023 7pm - March 21 st 2023 10am	Chairman	Verbal

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

22 March 2022

10.00 - 10.50 am

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 Tony Edwards, Harlow District Council

Officers

Rissa Long, Highways Liaison Officer, Essex County Council
Adam Rees, Senior Governance Support Officer
Justin Styles, Design Manager, Essex Highways

Other Members

Councillor Alastair Gunn

18. **WELCOMES AND INTRODUCTIONS**

The Chairman welcomed all attendees to the meeting.

19. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Eddie Johnson.

20. **MINUTES OF MEETING HELD ON 11 JANUARY 2022 TO BE AGREED
AS A CORRECT RECORD**

Agreed.

21. **MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING**

None.

22. **QUESTIONS FROM COUNCILLORS**

Councillor Alastair Gunn asked the following question:

“We (Cllr Leppard and Cllr Gunn) have met with residents living on or near Commonsides Road who have longstanding and deeply held concerns about speeding on the road.

Residents wish to see a range of options considered to tackle this problem. These include the introduction of a speed camera, improved markings on the road, and parking restrictions which we appreciate are not a matter for the Panel.

What steps can the Local Highways Panel take or recommend to the Essex County Council Cabinet Member for Highways and Transportation, to ensure that speeding on Commonside Road is at long last addressed?"

In response, Rissa Long, Senior Highways Liaison Officer, said that an action study could be carried out on the road to identify possible traffic calming measures. The study could be considered at the June Highways Panel meeting.

23. **REPORT ON FUNDED SCHEMES**

Rissa Long said that delivery on the funded schemes was good. All schemes had been completed apart from the following:

- a) Churchgate Street – 20 when lights flash – The posts had been installed and were awaiting installation of the signage
- b) Kingsmoor Road – Dropped kerbs – Scheme is to be progressed in 2022/23
- c) Woodward's dropped crossing – Scheme is to be progressed in 2022/23
- d) School Lane, outside Freshwaters School – Bollards – Scheme is to be progressed in 2022/23.

24. **REPORT ON SCHEMES AWAITING FUNDING**

The Panel agreed to fund the following schemes:

- a) Maddox Road – Traffic calming amendments - £5,500
- b) Maddox Road – Layby improvements - £5,500
- c) Opposite Bushey Croft, Harlow – Parking - £97,000
- d) Latton Bush Centre – Mini roundabout improvements - £37,500
- e) Hare Street Springs – Traffic management - £67,500
- f) Hare Street junction with Spring Close – Dropped crossings - £5,500
- g) Helions Road junction with Harberts Road – Dropped crossings - £5,500
- h) Willowfield junction with Tendring Road – Dropped crossings - £9,500
- i) Maunds Hatch junction with Maunds Hatch – Dropped crossings - £5,500
- j) Tendring Road junction with Partidge Road – Dropped crossings - £5,500
- k) Tawney's Road junction with the Fairways – Dropped crossings - £6,500

- l) Paringdon Road – Dropped kerbs - £34,000

It was agreed that the following schemes would be reconsidered at the next meeting:

- a) First Avenue – Vehicular access to the skatepark - £13,000
- b) First Avenue jct with North Gate – roundabout surface amendment - £15,000
- c) Finchmoor – Dropped crossings - £30,000

It was agreed that the following schemes would not be progressed:

- a) Kingsland, outside 149 and 91, Harlow – Parking - £6,500
- b) Waterhouse Moor – Parking improvements - £76,500.

25. **ANY OTHER BUSINESS**

Rissa Long said that the process for requesting schemes was being changed. She would provide more details to the Panel at a later date.

26. **DATE OF NEXT MEETING**

The dates were still being finalised. It was agreed that meetings would alternate between the morning and the evening. Meetings would revert to being back in-person.

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		£519,500
	Remaining budget to allocate	£86,466

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	£519,500
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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		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		Q2
3	Willowfield junction with Tendring Road - Dropped crossings	2 pairs of dropped crossings	Harlow West	Non-Parished	Walking	Total scheme	LHAR163015	£15,000		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		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		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		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	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		Q3
10	Barn Mead - Dropped crossings	Request for dropped crossings around the whole Barn Mead estate	Harlow West	Non-Parished	Walking	Total scheme	LHAR163020	£52,000		Q2

Funded Schemes 2022-23

Total Value of Schemes	£519,500
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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	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
12	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	The posts have been installed and awaiting the installation of the signage. Delays have been experienced with the supplier of the wig wags.	Q2
13	Kingsmoor Road - Dropped kerbs	Pedestrian dropped crossings	Harlow South East	Non-Parished	Walking	Total scheme	LHAR213001	£32,500		Q3
14	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		Q3
15	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		COMPLETED
16	Paringdon Road - Dropped kerbs	Dropped kerbs to facilitate easier movement from Milwards	Harlow West	Non Parished	Walking	Total scheme	LHAR213009	£34,000		Q3
17	Opposite Bushey Croft, Harlow - Parking	Implementation of measures identified in the design	Harlow West	Non-Parished	Traffic Management	Implementation	LHAR162020	£97,000	Objection received regarding tree removal. FOI request to be resolved.	Q3
18	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
19	Hare Street Springs - Traffic management	Implementation of measures identified in the design.	Harlow West	Non-Parished	Traffic Management	Implementation	LHAR182005	£67,000		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 £86,466.

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 £314,000, as shown in the summary below -

Scheme Type	Estimated Scheme Costs
Traffic Management	£189,000
Walking	£125,000
Total	£314,000

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	£189,000
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Ref	Scheme name	Description	Division	Parish	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	Non-Parished	Validation	LHAR212003	TBC	In validation.	V
2	Southern Way - VAS	VAS sign	Harlow West	Non-Parished	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	Non-Parished	Total scheme	LHAR212005	£13,000	In validation.	G
4	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	Total scheme	LHAR212008	£26,000	The validation has recommended raising the kerbs to deter footway parking and to progress parking restrictions.	G
5	Waterhouse Moor - No through traffic	Scheme to consider the possibility of closing Waterhouse Moor as a through route	Harlow South East	Non Parished	Validation	LHAR212006	TBC	In validation.	V
6	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	Non Parished	Total scheme	LHAR212009	£15,000	The validation recommends an asphalt surface for the top of the roundabout.	G
7	London Road btw Priors Avenue and Jocelyns - Traffic Calming	Measures to slow traffic and to deter cutting through on London Road	Harlow North	Non Parished	Validation	LHAR212010	TBC	In validation.	V

Schemes Awaiting Funding

Traffic Management

Total Value of schemes	£189,000
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Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
8	Broadfields - Safety improvements outside The Downs Primary School	Package of measures including improved signage, pedestrian dropped kerb and possible raised table.	Harlow North	Non Parished	Validation	LHAR212011	TBC	In validation.	V
9	Paringdon Road - Route study	Implementation of measures identified in the study	Harlow West	Non-Parished	Design	LHAR192012	£7,500	The completed feasibility study has identified a package of measures with the proposal that these are now designed up.	G
10	Waterhouse Moor - Parking improvements	Implementation of parking places identified in the design	Harlow South East	Non-Parished	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
11	Potter Street - Review of existing 20mph zone	Implementation of measures identified in the study to look at the existing 20mph limit	Harlow South East	Non-Parished	Implementation	LHAR162014	£43,000		G
12	Peldon Road - HGV deterrent measures	Measures to deter HGV from accessing the Pinnacles via Peldon Road	Harlow West	Non Parished	Total scheme	LHAR222001	£8,000	The validation recommends unsuitable for HGV signage and also positive route signage	G
13	Barn Mead - 20mph limit	20mph limit on the Barn Mead estate	Harlow West	Non Parished	Validation	LHAR222002	TBC	In validation.	V
14	Commonside Road - Traffic calming improvements	Improvements to existing traffic calming features	Harlow West	Non Parished	Validation	LHAR222003	TBC	In validation	V

Schemes Awaiting Funding

Walking

Total Value of schemes	£125,000
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Ref	Scheme name	Description	Division	Parish	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	Non-Parished	Total scheme	LHAR163026	£15,000		G
2	Finchmoor - Dropped crossings	Request for additional dropped crossings down Finchmoor	Harlow West	Non-Parished	Total scheme	LHAR163028	£30,000		G
3	Abercrombie Way junction with Woodcroft - Dropped crossings	1 pair of dropped crossings	Harlow West	Non-Parished	Total scheme	LHAR163029	£11,000		G
4	Entrance to Church Gate School - Dropped crossings	1 pair of dropped crossings	Harlow North	Non-Parished	Total scheme	LHAR163003	£9,500		G
5	Miles Close junction with Herbert's - Dropped crossings	1 pair of dropped crossings	Harlow West	Non-Parished	Total scheme	LHAR163004	£9,500		G
6	Shawbridge junction next to sign for houses 132-152 - Dropped crossings	1 pair of dropped crossings	Harlow West	Non-Parished	Total scheme	LHAR163008	£9,500		G

Schemes Awaiting Funding

Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
7	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 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
8	Kiln Lane - zebra crossing	Zebra crossing in the vicinity of Fenton Grange and Belfield Gardens	Harlow South East	Non Parished	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
9	Abercrombie Way / Southern Way - Dropped crossings	Improvements to the dropped crossing facilities all around the Staple Tye shopping centre	Harlow West	Non Parished	Total scheme	LHAR213007	£28,000	The validation recommended installing dropped kerbs at all approaches to Staple Tye shopping centre.	G
10	Ryecroft jct with Cannons Brook - Dropped crossing	Dropped crossing at the junction to better facilitate the mobility impaired	Harlow West	Non Parished	Total scheme	LHAR213008	£12,500	The validation recommends progressing dropped kerbs and possible bollards where vehicles are parking.	G
11	Kingsmoor Road - Zebra crossing	Formal crossing point close to the Pyenest Road junction	Harlow West	Non-Parished	Validation	LHAR213010	TBC	In validation.	V