

HARLOW LOCAL HIGHWAYS PANEL MEETING AGENDA

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| Date: | Wednesday 24 th March 2021 |
| Time: | 10:00 hrs |
| Venue: | Video Conference Call due to current Covid19 restrictions |
| Chairman: | CC Member Eddie Johnson |
| Panel Members: | CC Member Mike Garnett, CC Member Clive Souter, CC Member Michael Hardware, HDC Member Tony Durcan, HDC Member Tony Edwards, HDC Member John Strachan, HDC Member Danny Purton |
| Officers: | Rissa Long – Highway Liaison Officer, (Essex Highways) Sonia Church - Highway Liaison Manager (Essex Highways) |
| Secretariat: | Lisa Thornett – (HDC) |

| Page | Item | Subject | Lead | Paper |
|------|------|---|------------|----------|
| | 1 | Welcome and Introductions | Chairman | Verbal |
| | 2 | Apologies for Absence | Chairman | Verbal |
| | 3 | Minutes of meeting held on 12 th January 2021 to be agreed as a correct record | Chairman | Verbal |
| | 4 | Matters arising from minutes of previous meeting | Chairman | Verbal |
| | 5 | Report on Funded Schemes | Rissa Long | Report 1 |
| | 6 | Report on Schemes Awaiting Funding | Rissa Long | Report 2 |
| | 7 | Any other business: | All | Verbal |
| | 8 | Date of next meeting: June 2021 (time and date TBC) | Chairman | Verbal |

**HARLOW LOCAL HIGHWAYS PANEL MINUTES – 12 JANUARY
2021 AT 10AM
ZOOM ONLINE**

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

| Item | | Owner |
|------|---|-------|
| 1. | Welcome and Introductions: The Chair welcomed all attendees to the meeting and invited Councillors and Officers to introduce themselves. | |
| 2. | Declarations of interest: None. | |
| 3. | Minutes of meeting held on 8 September 2020 to be agreed as correct record: | |
| 4. | Matters Arising from Minutes of the previous meeting: In response to a question by Councillor Edwards about Northgate Roundabout, the Chair said that it was Harlow Council's responsibility to maintain the roundabout. The scheme which the panel funded to restore the roundabout was a like for like replacement so should not have impacted the ability to maintain it. He would report the broken lamppost on Councillors Edward's behalf. In reply to a question by Councillor Edwards about the Momples Road junction with First Avenue, Rissa Long, Highways Liaison Officer, said that options were being explored and these included banning right turns. | |
| 5. | Presentations from Essex Highways and Essex County Council: Ian Henderson set out some of the requirements before casualty reduction schemes were considered. He then said that there had been a number of slight collisions at the Hamburger Roundabout caused by traffic not slowing sufficiently. To help rectify this, both | |

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| | <p>enhanced traffic lights and signs advising of queues were being explored as options.</p> <p>There had also been a number of collisions on Mowbray Road, which were often caused by parked vehicles creating poor visibility. They were looking to implement a no waiting at any time restriction on this junction.</p> <p>Matt Lane explained that his role was to respond to planning applications on behalf of Essex Highways. He said that Section 106 funding needed to be directly related to the impact of a scheme and be specific.</p> <p>Sonia Church, Highways Liaison Manager, said that Councillors could assist by identifying potential schemes in advance of applications being received. This meant that when applications were received, potential schemes could already be identified which would strengthen any request for Section 106 funding.</p> | |
| 6. | <p>Report on Funded Rissa Long said that due to savings on other schemes, the Muskham Road scheme was now able to progress.</p> | |
| 7. | <p>Report on Schemes Awaiting Funding Rissa Long explained that the allocation of funding would take place at the March meeting. She added that due to the current Covid-19 restrictions surveys couldn't be carried out.</p> | |
| 8. | <p>AOB None.</p> | |
| 9. | <p>Date of next meeting: 24 March 2021.</p> | |

REPORT 1 HARLOW LOCAL HIGHWAY PANEL 2020/21 FUNDED SCHEMES LIST

This report provides an update on the current position of all the schemes which the Harlow Local Highway Panel had recommended for inclusion in the 2020/21 programme.

For 2020-21 the Harlow LHP had commissioned 6 schemes in total. The Fawbert and Barnard school scheme was removed, to be funded by S106 contributions and the Muskham Road footway and dropped crossing scheme was brought forward into the programme from the Priority 2 list.

The remaining Priority 2 schemes will now form part of the 2021-22 programme.

| Budget summary 2020/21 | |
|--|----------|
| 1. Commissioned schemes – Budget £243,500 | |
| Priority 1 Commissioned Schemes 2020/21 | £242,000 |
| Priority 2 Schemes identified | £42,500 |
| | |

Funded Schemes 2020-21

| | |
|------------------------|-----------------|
| Total Value of Schemes | £249,000 |
|------------------------|-----------------|

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|-----------|--------|
| Completed | Update |
|-----------|--------|

| Ref | Scheme name | Description | Division | Scheme Category | Scheme stage | Cost Code | Allocated Budget | Comments | Est Completion |
|-----|---|---|-------------------|--------------------|----------------|------------|------------------|---|----------------|
| 1 | Church Langley Way - Signalised crossing conspicuity | Improvements to the conspicuity of the signalised crossing | Harlow South East | Traffic Management | Total scheme | LHAR192011 | £10,000 | Scheme completed in October 2020. | COMPLETED |
| 2 | Church Langley Way - between Minton Lane and Tickenhall Drive - Parallel crossing | Implementation of parallel crossing | Harlow South East | Walking | Implementation | LHAR192001 | £134,000 | Works commenced on the 1st March and are estimated to be concluded by the 19th March. | Q4 |
| 3 | Tawney's Road close to the shops - Zebra crossing | Implementation of zebra crossing | Harlow South East | Walking | Implementation | LHAR173005 | £84,000 | Works commenced on the 1st March and are estimated to be concluded by the 19th March. | Q4 |
| 4 | Waterhouse Moor - 20mph zone | Design and consultation for a 20mph zone | Harlow South East | Traffic Management | Design | LHAR182008 | £6,500 | Objections were received during the formal consultation period and this now requires a CMA to be approved by the Cabinet Member before it can proceed to installation in 2021-22. | Q4 |
| 5 | Muskham Road outside the Museum - Dropped crossing and footway surfacing | Dropped crossing outside the Museum and the resurfacing of a short section of footway | Harlow North | Walking | Total scheme | LHAR163032 | £14,500 | Works are scheduled to commence on the 24th March. | Q4 |

HARLOW LOCAL HIGHWAY PANEL REPORT 2 – SCHEMES AWAITING FUNDING

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

The Panel had already agreed a Priority 2 list of schemes to come forward into the programme if additional monies were available in 2020/21. These schemes are identified within the report in bold text and it is recommended that these are now approved for the 2021/22 programme.

There are currently schemes awaiting funding with an estimated cost of £440,000.

The breakdown of scheme types is as below.

| | Total Estimated Costs |
|--------------------------------|------------------------------|
| Safer Roads | £32,500 |
| Traffic Management | £112,000 |
| Walking | £167,000 |
| Cycling | £96,500 |
| Passenger Transport | £16,500 |
| School Crossing Patrols | £19,500 |
| | £440,000 |

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

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

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

Schemes Awaiting Funding

Safer Roads

| | |
|-------------------------------|----------------|
| Total Value of schemes | £32,500 |
|-------------------------------|----------------|

| Ref | Scheme name | Description | Division | Scheme stage | Cost Code | Estimated Cost | Comments | RAG |
|-----|---|-------------------------------|--------------|--------------|------------|----------------|---|-----|
| 1 | A414 j/w A1169 Hamburger RAB - Casualty Reduction scheme | Minor signage on the approach | Harlow West | Total scheme | LHAR200101 | £19,500 | Scheme as discussed with County Member. | G |
| 2 | Mowbray Rd j/w Howard Way - Casualty Reduction scheme | Junction protection markings | Harlow North | Total scheme | LHAR200102 | £11,500 | Scheme as discussed with County Members. | G |
| 3 | Post construction safety audits | | | | | £1,500 | | |

Schemes Awaiting Funding

Traffic Management

| | |
|-------------------------------|-----------------|
| Total Value of schemes | £112,000 |
|-------------------------------|-----------------|

| Ref | Scheme name | Description | Division | Scheme stage | Cost Code | Estimated Cost | Comments | RAG |
|-----|--|---|--------------|--------------|------------|----------------|--|-----|
| 1 | Maddox Road - Traffic calming amendments | Request to look into the existing traffic calming measures | Harlow North | Feasibility | LHAR162015 | £5,500 | | G |
| 2 | Maddox Road - Layby improvements | Request for layby improvements to accommodate echelon parking | Harlow North | Design | LHAR162016 | £5,500 | The validation has recommended proceeding to a feasibility study to identify possible improvements. | G |
| 3 | Kingsland outside 149 and 91, Harlow - Parking | Measures to improve the congestion issues caused by parked vehicles | Harlow West | Feasibility | LHAR162018 | £6,500 | The validation has identified verge areas within Kingsland which could be converted to improve parking. The land however is not highways so land acquisition would be required in addition to the feasibility study. | G |
| 4 | Opposite Bushey Croft, Harlow - Parking | Measures to improve the congestion issues caused by parked vehicles | Harlow West | Feasibility | LHAR162020 | £5,500 | The validation has recommended proceeding to a feasibility study. | G |
| 5 | Water Gardens junction with Third Avenue - Feasibility study | Feasibility to look at improving the exit from the Water Gardens for traffic wanting to turn right | Harlow West | Feasibility | LHAR172007 | £6,500 | The validation has been completed and has recommended proceeding to a feasibility study to look at options. | G |
| 6 | Paringdon Road - Route study | Request to review Paringdon Road in its entirety to assess the existing traffic calming and junction arrangements where safety concerns have been raised | Harlow West | Feasibility | LHAR192012 | £5,000 | The validation has recommended undertaking a route study of the length of Paringdon Road. Members agreed for this to be progressed as a Priority 2 scheme. | G |

Schemes Awaiting Funding

Traffic Management

| | |
|------------------------|-----------------|
| Total Value of schemes | £112,000 |
|------------------------|-----------------|

| Ref | Scheme name | Description | Division | Scheme stage | Cost Code | Estimated Cost | Comments | RAG |
|-----|--|--|-------------------|--------------|------------|----------------|--|-----|
| 7 | Waterhouse Moor - Parking improvements | Request to consider amending off road land for parking spaces in the vicinity of Waterhouse Towers | Harlow South East | Design | LHAR192006 | £5,500 | The validation has identified that it would be feasible to look at converting the grassed area to enable vehicles to be moved from the sharp bend. | G |
| 8 | Willowfield - Layby improvement | Feasibility study to look at either widening the existing layby to better facilitate echelon parking or look to introduce a one way system | Harlow West | Design | LHAR162010 | £6,500 | | G |
| 9 | Potter Street - Review of existing 20mph zone | Request to look into the existing 20mph zone and improving existing traffic calming measures | Harlow South East | Feasibility | LHAR162014 | £5,500 | | G |
| 10 | London Road jct with Church Langley Way review | Request to review the arrangement at the junction | Harlow North | Design | LHAR182004 | £4,000 | The validation has identified that a design can be progressed for improving the surface and the lining at this location | G |
| 11 | Churchgate Street - 20 when lights flash | Advisory 20 when lights flash outside the school | Harlow North | Total scheme | LHAR182003 | £12,000 | The validation has recommended progressing an advisory 20 when lights flash scheme outside Churchgate Street School. | G |
| 12 | Hare Street Springs - Traffic management | Request to look at improving the existing traffic calming arrangement | Harlow West | Design | LHAR182005 | £6,500 | The validation has recommended proceeding to the design works for improving the existing traffic calming. | G |
| 13 | Tye Green Village - Playground warning signage | Playground warning signage | Harlow South East | Total scheme | LHAR192004 | £5,000 | Members agreed for this to be progressed as a Priority 2 scheme. | G |

Schemes Awaiting Funding

Traffic Management

| | |
|-------------------------------|-----------------|
| Total Value of schemes | £112,000 |
|-------------------------------|-----------------|

| Ref | Scheme name | Description | Division | Scheme stage | Cost Code | Estimated Cost | Comments | RAG |
|-----|--|--|-------------------|----------------|------------|----------------|--|-----|
| 14 | Latton Bush Centre - Mini roundabout improvements | Improved visibility and possible deflection on the mini roundabout to encourage vehicles heading North on Southern Way to give way | Harlow South East | Design | LHAR192007 | £5,000 | The validation has concluded that the scheme can progress to detailed design for moving the stop lines and to also look at introducing deflection on Southern Way to encourage vehicles to give way. Members agreed for this to be progressed as a Priority 2 scheme. | G |
| 15 | Churchgate Street - Gateway treatment | Gateway treatment to reinforce the speed limit as you enter Churchgate Street from the Epping direction | Harlow North | Total scheme | LHAR192010 | £8,000 | | G |
| 16 | Junction in between 171 and 100 Abbotsweld - Road markings | Request to look into give way road markings at the junction | Harlow West | Total scheme | LHAR162008 | £3,000 | Members agreed for this to progress as a Priority 2 scheme. | G |
| 17 | Pittmans Field - Verge protection | Measures to protect the verge where large vehicles regularly mount it | Harlow North | Design | LHAR20001 | £5,000 | The validation has identified that there would be a number of possible issues with widening the road at this location. The recommendation is to proceed to design with the understanding that a resulting scheme is likely to be expensive. | G |
| 18 | Waterhouse Moor - 20mph zone | Implementation of 20mph zone on Waterhouse Moor, Westfield and Church Leys | Harlow South East | Implementation | LHAR182008 | £11,500 | Awaiting the conclusion of the CMA element of the consultation process before this can proceed to installation. | A |

Schemes Awaiting Funding

Cycling

| | |
|------------------------|----------------|
| Total Value of schemes | £96,500 |
|------------------------|----------------|

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

Schemes Awaiting Funding

School Crossing Patrols

| | |
|------------------------|----------------|
| Total Value of schemes | £19,500 |
|------------------------|----------------|

| Ref | Scheme name | Description | Division | Scheme stage | Cost Code | Estimated Cost | Comments | RAG |
|-----|---|--|-------------|--------------|------------|----------------|--|-----|
| 1 | Longwood Academy, Paringdon Road - Safety improvements | Pedestrian guard rail and general safety improvements outside the school | Harlow West | Total scheme | LHAR206001 | £19,500 | The validation has concluded that pedestrian guardrail could be installed together with a red route restriction in the vicinity of the school. | G |

Schemes Awaiting Funding

Walking

| | |
|-------------------------------|-----------------|
| Total Value of schemes | £167,000 |
|-------------------------------|-----------------|

13

| Ref | Scheme name | Description | Division | Scheme stage | Cost Code | Estimated Cost | Comments | RAG |
|-----|--|--|-------------------|--------------|------------|----------------|----------|-----|
| 1 | Hare Street junction with Spring Close - Dropped crossings | 1 pair of dropped crossings | Harlow West | Total scheme | LHAR163013 | £5,500 | | G |
| 2 | Helions Road Junction with Harberts Road - Dropped crossings | 1 pair of dropped crossings | Harlow West | Total scheme | LHAR163014 | £5,500 | | G |
| 3 | Willowfield junction with Tendring Road - Dropped crossings | 2 x pairs of dropped crossings | Harlow West | Total scheme | LHAR163015 | £9,500 | | G |
| 4 | Maunds Hatch junction with Maunds Hatch - Dropped crossings | 1 pair of dropped crossings in the vicinity of the Co-Op | Harlow West | Total scheme | LHAR163019 | £5,500 | | G |
| 5 | Tendring Road junction with Partridge Road - Dropped crossings | 1 pair of dropped crossings | Harlow West | Total scheme | LHAR163021 | £5,500 | | G |
| 6 | Tawney's Road junction with The Fairways - Dropped crossings | 1 pair of dropped crossings | Harlow South East | Total scheme | LHAR163023 | £6,500 | | G |

Schemes Awaiting Funding

| Ref | Scheme name | Description | Division | Scheme stage | Cost Code | Estimated Cost | Comments | RAG |
|-----|---|---|-------------------|--------------|------------|----------------|----------|-----|
| 7 | Waterhouse Moor - Dropped crossings | Request for 2 x pairs of dropped crossings down Waterhouse Moor | Harlow South East | Total scheme | LHAR163026 | £11,000 | | G |
| 8 | Finchmoor - Dropped crossings | Request for additional dropped crossings down Finchmoor | Harlow West | Total scheme | LHAR163028 | £30,000 | | G |
| 9 | Abercrombie Way junction with Woodcroft - Dropped crossings | 1 pair of dropped crossings | Harlow West | Total scheme | LHAR163029 | £11,000 | | G |
| 10 | Entrance to Church Gate School - Dropped crossings | 1 pair of dropped crossings | Harlow North | Total scheme | LHAR163003 | £4,000 | | G |
| 11 | Miles Close junction with Herbert's - Dropped crossings | 1 pair of dropped crossings | Harlow West | Total scheme | LHAR163004 | £5,500 | | G |
| 12 | Shawbridge junction next to sign for houses 132-152 - Dropped crossings | 1 pair of dropped crossings | Harlow West | Total scheme | LHAR163008 | £5,500 | | G |
| 13 | Barn Mead - Dropped crossings | Request for dropped crossings around the whole Barn Mead estate | Harlow West | Total scheme | LHAR163020 | £52,000 | | G |

Schemes Awaiting Funding

| Ref | Scheme name | Description | Division | Scheme stage | Cost Code | Estimated Cost | Comments | RAG |
|-----|---|---|--------------|--------------|------------|----------------|--|----------|
| 14 | Station Road / Priory Avenue Harlow - Dropped crossing | Dropped crossing to link both sides of the Road | Harlow North | Total scheme | LHAR193001 | £10,000 | Members agreed for this to be progressed as a Priority 2 scheme. | G |
| 15 | Little Parndon School, Hodings Road - Zebra crossing | Investigations into possible zebra crossing in the vicinity of the school | Harlow West | Validation | LHAR203001 | TBC | A speed survey and PV2 for the formal validation will need to be undertaken but currently cannot happen due to covid restrictions. | V |

Schemes Awaiting Funding

Passenger Transport

| | |
|------------------------|---------|
| Total Value of schemes | £16,500 |
|------------------------|---------|

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

Schemes Awaiting Funding

Passenger Transport

| | |
|------------------------|----------------|
| Total Value of schemes | £16,500 |
|------------------------|----------------|

| Ref | Scheme name | Description | Division | Scheme stage | Cost Code | Estimated Cost | Comments | RAG |
|-----|------------------------|-------------------------|-------------|--------------|------------|----------------|---|-----|
| 6 | Barley Croft (N Bound) | Replacement bus shelter | Harlow West | Total scheme | LHAR175013 | £0 | The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit. | A |
| 7 | Barley Croft (S Bound) | Replacement bus shelter | Harlow West | Total scheme | LHAR175014 | £0 | The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit. | A |
| 8 | Three Horseshoes | Replacement bus shelter | Harlow West | Total scheme | LHAR175015 | £0 | The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit. | A |
| 9 | Salvation Army (o/s) | Replacement bus shelter | Harlow West | Total scheme | LHAR175016 | £0 | The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit. | A |
| 10 | The Hornbeams (adj) | Replacement bus shelter | Harlow West | Total scheme | LHAR175017 | £0 | The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit. | A |

Schemes Awaiting Funding

Passenger Transport

| | |
|------------------------|----------------|
| Total Value of schemes | £16,500 |
|------------------------|----------------|

| Ref | Scheme name | Description | Division | Scheme stage | Cost Code | Estimated Cost | Comments | RAG |
|-----|--|---|-------------|--------------|------------|----------------|---|-----|
| 11 | The Herald o/s | Replacement bus shelter | Harlow West | Total scheme | LHAR175018 | £0 | To be completed by the PT team | R |
| 12 | Partridge Road, close to Five Acres - Dropped crossing | Dropped crossings to allow bus users to access the bus stop | Harlow West | Total scheme | LHAR195001 | £16,500 | The validation has concluded that 2 x pairs of dropped kerbs can be designed and installed. | G |