

HARLOW LOCAL HIGHWAYS PANEL MEETING AGENDA

Date:	Tuesday 10th January 2023
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 Kay Morrison, HDC Member David Carter, HDC Member Daniella Pritchard, HDC Member Bob Davis
Officers:	Dan Maclean – Highway Liaison Team Leader (Essex Highways) Sarah Tomlin – Highway Liaison Officer
Secretariat:	Adam Rees – (HDC)

Page	Item	Subject	Lead	Paper
	1	Welcome and Introductions	Chairman	Verbal
	2	Apologies for Absence	Chairman	Verbal
2 – 4	3	Minutes of meeting held on 6 September 2022 to be agreed as a correct record	Chairman	Verbal
	4	Matters arising from minutes of previous meeting	Chairman	Verbal
5 – 8	5	Report on Funded Schemes	Sarah Tomlin	Report 1
9 – 16	6	Report on Schemes Awaiting Funding	Sarah Tomlin	Report 2
	7	Any other business:	All	Verbal
	8	Date of next meeting: - March 21 st 2023 10am	Chairman	Verbal

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

6 September 2022

10.00 - 11.00 am

PRESENT

Committee Members

County Councillor Mike Garnett, Harlow North (Vice-Chair in the Chair)
County Councillor Eddie Johnson, Harlow South East
Councillor David Carter, Harlow District Council

Officers

Daniel MacLean, Highways Liaison Team Leader, Essex County Council
Adam Rees, Senior Governance Support Officer

Other Members

Councillor Tony Edwards
Councillor Stacy Seales

35. **WELCOMES AND INTRODUCTIONS**

The Chairman welcomed all attendees to the meeting.

36. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bob Davis, Michael Hardware and Clive Souter.

37. **MINUTES OF MEETING HELD ON 28 JUNE 2022 TO BE AGREED AS A CORRECT RECORD**

RESOLVED that the minutes be agreed as a correct record subject to the amendment of the penultimate paragraph of minute 33 to read:

“Councillor Tony Edwards also asked about Momples Road. It was explained that there was little the Highways panel could do, as it would mean interrupting the flow of traffic which Essex County Council would be reluctant to do.”

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

It was agreed that Dan MacLean, Highways Liaison Team Leader, would contact Councillor Garnett about Momples Road outside of the meeting.

39. **PUBLIC SPEAKING**

Sandra Norris spoke as a resident of Park Hill. She explained that the design of the road meant that many people did not see it as a road and walked in the middle. This created a safety risk. It was agreed that Councillor Garnett would visit the site with Dan MacLean.

40. **REPORT ON FUNDED SCHEMES**

The Panel received a report on funded schemes. It was explained that all funding for the year had been allocated.

It was agreed that the feasibility study for the review of the existing 20mph zone on Potter Street would be circulated to members.

It was also agreed that Dan MacLean would establish what issue had arisen with the 20mph signs on Churchgate Street.

41. **REPORT ON SCHEMES AWAITING FUNDING**

The Panel received a report on schemes awaiting funding.

It was agreed that the following schemes would be removed from the list as they didn't meet the criteria:

- i) Southern Way – VAS
- ii) Waterhouse Moor – Parking Improvements
- iii) Barn Mead – 20mph limit

It was agreed that the surveys for the zebra crossing and Kingsmoor Road and the dropped kerbs at Greygoose Park would be provided prior to the next meeting of the Panel.

42. **ANY OTHER BUSINESS**

None.

43. **DATE OF NEXT MEETING**

10 January 2023 at 10am.

CHAIR OF THE PANEL

HARLOW HIGHWAY PANEL REPORT 1 - FUNDED SCHEMES LIST

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

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

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

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

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

Funded Schemes 2022-23

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

Funded Schemes 2022-23

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

Funded Schemes 2022-23

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

HARLOW LOCAL HIGHWAY PANEL REPORT 2 - SCHEMES AWAITING FUNDING LIST

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

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

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

There are currently Schemes Awaiting Funding with an estimated cost of £255,000, as shown in the summary below -

Scheme Type	Estimated Scheme Costs
Traffic Management	£184,000
Walking	£71,000
Passenger Transport	£0
Total	£255,000

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	£184,000
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Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Southern Way - 40mph speed limit enhancement	Improve the size and frequency of the 40mph repeater signage	Harlow West	Feasibility	LHAR212003	£6,500	Validation recommends a route based study and outline design to identify any possible measures to enhance the 40mph speed limit.	G
2	First Avenue - Vehicular access to the skatepark	Vehicular access to the skatepark from First Avenue where Harlow District Council are making improvements for emergency vehicles	Harlow North	Total scheme	LHAR212005	£13,000	Validation recommends removing the PGR and installing a vehicle access. Harlow District Council may wish to install a lockable bollard to prevent unauthorised access if this scheme is approved.	G
3	Waterhouse Moor - No through traffic	Scheme to consider the possibility of closing Waterhouse Moor as a through route	Harlow South East	Validation	LHAR212006	TBC	In validation.	V
4	Traceys Road - School parking prevention	Scheme to prevent school themed parking from blocking residential properties during pick up times	Harlow South East	Validation	LHAR212007	TBC	In validation.	V
5	Fourth Avenue jct with North Gate - roundabout surface amendment	Change to the surface of the roundabout to illuminate the need to undertake vegetation maintenance	Harlow West	Total scheme	LHAR212009	£15,000	The validation recommends an asphalt surface for the top of the roundabout.	G
6	London Road btw Priory Avenue and Jocelyns - Traffic Calming	Measures to slow traffic and to deter cutting through on London Road	Harlow North	Validation	LHAR212010	TBC	In validation.	V
7	Broadfields - Safety improvements outside The Downs Primary School	Package of measures including improved signage, pedestrian dropped kerb and possible raised table.	Harlow North	Total scheme	LHAR212011	£11,500	Validation recommends design and installing one set of dropped kerbs and tactile paving outside house number 137.	G

Schemes Awaiting Funding

Traffic Management

Total Value of schemes	£184,000
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Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
8	Waterhouse Moor - Parking improvements	Implementation of parking places identified in the design	Harlow South East	Implementation	LHAR192006	£76,500	At the March 2022 panel members considered that this did not represent value for money as only 6 vehicles would be taken off the road.	R
9	Potter Street - Review of existing 20mph zone	Implementation of measures identified in the study to look at the existing 20mph limit	Harlow South East	Implementation	LHAR162014	£43,000		G
10	Barn Mead - 20mph limit	20mph limit on the Barn Mead estate	Harlow West	Validation	LHAR222002	TBC	Recorded vehicle speeds do not meet criteria for a 20mph speed limit.	R
11	Elmbridge, Harlow - Knee High Fence	Request to install knee high fence to protect the grassed area	Harlow North	Validation	LHAR222004	TBC	In validation - Highway boundary requested.	V
12	Upper Park, Harlow - Parking Provisions	Request to provide additional parking facilities.	Harlow West	Validation	LHAR222006	TBC		V
13	Malkin Drive, Church Langley	Request for No Through Road or signage to prevent HGV use - HGV's trying to reach the M11	Harlow South East	Validation	LHAR222007	£6,500	Design Team recommends Unsuitable for HGV's and No Through Road Signs are installed	G
14	Momples Road / First Avenue Safety Improvements	Momples Road junction with First Avenue - yellow box and parking restrictions	Harlow North	Validation	LHAR222008	£6,000	Unable to install a box junction as we need to have heavy traffic on all approaches to the junction. Can install a KEEP CLEAR marking and DYL here and also refresh other line markings	G

Schemes Awaiting Funding

Traffic Management

Total Value of schemes	£184,000
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Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
15	Altham Grove - junction safety improvements	Altham Grove into Howard Way - yellow box junction and parking restrictions	Harlow North	Validation	LHAR222009	£6,000	Unable to install a box junction as we need to have heavy traffic on all approaches to the junction. Can install DYL here to improve the road space and visibility	G

Schemes Awaiting Funding

Walking

Total Value of schemes	£77,500
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Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Waterhouse Moor - Dropped crossings	Request for 2 pairs of dropped crossings down Waterhouse Moor	Harlow South East	Total scheme	LHAR163026	£6,500	Dropped crossings can be implemented.	G
2	Finchmoor - Dropped crossings	Request for additional dropped crossings down Finchmoor	Harlow West	Total scheme	LHAR163028	£30,000	Dropped crossings can be implemented.	G
3	Miles Close junction with Herbert's - Dropped crossings	1 pair of dropped crossings	Harlow West	Total scheme	LHAR163004	£9,500	Dropped crossings can be implemented.	G
4	Little Parndon School, Hodings Road - Zebra crossing	Investigations into possible zebra crossing in the vicinity of the school	Harlow West	Validation	LHAR203001	TBC	The PV2 assessment indicated readings outside the required level to qualify for a zebra crossing. Cllr Souter has requested that a CMA is progressed for the Cabinet Member for Highways to make a decision outside of policy.	R
5	Kiln Lane - zebra crossing	Zebra crossing in the vicinity of Fenton Grange and Belfield Gardens	Harlow South East	Validation	LHAR213006	TBC	The PV2 assessment has now been completed with the returned readings being outside the required level to qualify for a zebra crossing. A CMA will need to be progressed if a zebra is to be considered.	R
6	Ryecroft jct with Cannons Brook - Dropped crossing	Dropped crossing at the junction to better facilitate the mobility impaired	Harlow West	Total scheme	LHAR213008	£12,500	The validation recommends progressing dropped kerbs and possible bollards where vehicles are parking.	G
7	Kingsmoor Road - Zebra crossing	Formal Crossing point close to junction of Pyenest Road	Harlow West	Validation	LHAR213010	TBC	In validation.	V

Schemes Awaiting Funding

Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
8	Greygoose Park, Harlow - Dropped Kerbs	Request for dropped kerbs at three locations throughout Greygoose Park to assist wheelchair users.	Harlow West	Validation	LHAR222005	TBC	In validation - Highway boundary requested.	V
9	Park Hill, Old Harlow - Pedestrian Safety	Request to consider options to improve safety for children in the road.	Harlow North	Total scheme	LHAR223011	£6,500	Design recommends pedestrians likely to be in road ahead sign and renew No Through Road signage	G
10	Gilden Way - pedestrian guardrail	Request for pedestrian guardrail to be installed around the controlled crossing due to increase in traffic following junction 7a - close to junction with Mulberry Green	Harlow North	Validation	LHAR223012	TBC	In Validation	V
11	London Road, Harlow - Pedestrian Guardrail	Request for Pedestrian Guardrail outside Fawbert and Barnards Primary School to channel pedestrians toward the zebra crossing	Harlow North	Total scheme	LHAR223013	£12,500	Design Team recommends extending the length of pedestrian guard railing	G
12	Water Lane School - footpath upgrade	Footpath upgrade rear of Water Lane School	Harlow West	Validation	LHAR223014	TBC	In validation	V

Schemes Awaiting Funding

Passenger Transport

Total Value of schemes

£0

Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Peterswood School (S-bound) - Replacement bus shelter	Replacement bus shelter	Harlow West	Total scheme	LHAR175006	TBC	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
2	Peterswood School (NW-bound)	Replacement bus shelter	Harlow West	Total scheme	LHAR175007	TBC	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
3	Fir Park	Replacement bus shelter	Harlow West	Total scheme	LHAR175010	TBC	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
4	Pollards Hatch (NW Bound)	Replacement bus shelter	Harlow West	Total scheme	LHAR175011	TBC	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
5	Ladyshot (opp)	Replacement bus shelter	Harlow North	Total scheme	LHAR175012	TBC	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
6	Barley Croft (N Bound)	Replacement bus shelter	Harlow West	Total scheme	LHAR175013	TBC	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
7	Barley Croft (S Bound)	Replacement bus shelter	Harlow West	Total scheme	LHAR175014	TBC	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
8	Three Horseshoes	Replacement bus shelter	Harlow West	Total scheme	LHAR175015	TBC	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A

Schemes Awaiting Funding

Passenger Transport

Total Value of schemes	£0
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Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
9	Salvation Army (o/s)	Replacement bus shelter	Harlow West	Total scheme	LHAR175016	TBC	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A
10	The Hornbeams (adj)	Replacement bus shelter	Harlow West	Total scheme	LHAR175017	TBC	The progression of bus shelters in Essex is currently on hold until the conclusion of a countywide audit.	A