

NORTH HERTFORDSHIRE HIGHWAYS PARTNERSHIP – JOINT MEMBER PANEL

Meeting held at The Main Hall, Hitchin Town Hall, Brand Street, Hitchin
at 7.30 p.m. on Monday, 19 April 2010

EXTRACT FROM MINUTES

73. ITEM REFERRED FROM SOUTHERN RURAL COMMITTEE – 18 MARCH 2010

The Panel considered the referral from the Southern Rural Committee which considered measures taken by Stevenage Borough Council to prevent parking on verges which was enforced by a Traffic Regulation Order that mitigated the need for bollards and could be more cost effective. The Committee also requested that three schemes be put forward for inclusion in the JMP Discretionary Programme for 2010 – 2011 i.e. Farriers Close, Codicote – parking issues, St Pauls Walden – lay by at St Pauls Walden School and the provision of a pedestrian safety crossing at the end of Whitehorse Lane, Great Ashby. In light of previous highway works in Great Ashby the Committee stressed the need for any amended plans for works to be notified to the Committee as soon as possible and before any works commenced.

The Panel reviewed the recommendations from the Southern Rural Committee and agreed that the NHDC Transport Policy Officer should undertake the necessary enquiries with Stevenage Borough Council and note the request concerning notification in advance of changes to schemes.

The Chairman proposed and it was agreed to discuss the additional schemes at Agenda Item 14 – JMP Discretionary Budget 2010 – 2011.

RESOLVED:

- (1) That the referral from the Southern Rural Committee be noted;
- (2) That the NHDC Transport Policy Officer be requested to discuss with officers at Stevenage Borough Council the methods used in the Borough to prevent verge parking and report back via the Community Development Officer to the next meeting of the Southern Rural Committee scheduled for 17 June 2010;
- (3) That the request for following schemes put forward by the Southern Rural Committee for inclusion in the JMP Discretionary Budget for 2010-2011 be noted:
 - a. Farriers Close – Codicote, car parking issues.
 - b. St. Pauls Walden – Lay by adjacent to St. Pauls Walden School.
 - c. Great Ashby – White Horse Lane, provision of an additional pedestrian crossing;
- (4) That the Joint Member Panel would discuss the proposals made at (3) above at Agenda Item 14 – JMP Discretionary Budget 2010 – 2011;
- (5) That the request by the Southern Rural Committee to be consulted on any amendments to any scheme (such as design or costings) prior to construction be noted.

REASON FOR DECISION

To prevent damage to verges in the interests of pedestrian safety and road safety management.

77. SECTION 106 CONTRIBUTIONS NETWORK

The Lead Assistant District Manager reminded the Panel of the factors to be considered when reviewing the Section 106 funds and referred the Panel to Appendix A which detailed the current status of Section 106 Contributions held by HCC appropriate to highway projects and schemes. The Panel noted with concern the four schemes (coloured red) that had expired and what was the likelihood of receiving such funds. The Manager confirmed that all developers (red) had been written to as to the availability of funds despite expiry and replies were awaited.

The Chairman thanked the officer for the report and requested that Members should contact the Lead Assistant District Manager with any specific comments or questions on the Section 106 Contributions as presented at Appendix A.

RESOLVED:

(1) That the actions and proposed use of Section 106 Funds as detailed at Appendix A be noted;

(2) That Members of the Joint Member Panel be requested to forward any comments and suggestions concerning the allocation of the Section 106 Funds to the Area Development Control Manager as soon as possible;

(3) That the Area Development Control Manager be requested to advise Members directly of progress in obtaining allocated monies that had not been taken up and had passed expiry date;

REASON FOR DECISION

To confirm the allocation of Section 106 contributions in an appropriate and timely manner.

78. PARKING IN NORTH HERTFORDSHIRE

The NHDC Transport Policy Officer advised the Panel that this report was for information and confirmed that the NHDC Cabinet had considered and approved a disabled parking bay policy on 30 March 2010 (Minute 144 refers) and formed another part of the NHDC Parking Strategy. The Officer was also pleased to advise the Panel that NHDC had launched a 'Pay by Phone' service on 15 March 2010 as part of improvements to the provision of car parking services in North Hertfordshire.

With reference to the referral from the Southern Rural Committee concerning on verge parking the Officer confirmed that he had been in contact with Stevenage Borough Council who had used a Traffic Regulation Order to control this bylaw infringement. Consultation was very important and that there had been good compliance although witnesses were needed to confirm damage to verges.

The Chairman invited comments directly to the Transport Policy Officer with one particular enquiry by a District Member concerning parking proposals for Knebworth adjacent to Library and Church.

RESOLVED:

(1) That the NHDC Parking Strategy as presented at Appendix A be noted;

(2) That the NHDC Transport Policy Officer be requested to provide regular updating to the JMP on parking issues which would include progress with the NHDC Parking Strategy;

(3) That the proposal for the JMP to take into account the Hertfordshire County Council Parking Controls Ranking System (Appendix C) when setting priorities for parking schemes at the January and April meetings each year of the JMP be agreed;

(4) That should any parking proposals not be taken forward they should be referred to the appropriate NHDC Area Committee via the Community Development Officer as part of the NHDC Parking Strategy delivery;

(5) That the proposal for HCC and NHDC to keep an up to date record of parking proposal requests, prepare standard acknowledgement letters identifying how requests would be taken forward including a standard response for the management of such requests be agreed;

(6) That the NHDC Transport Policy Officer be requested to contact Knebworth P.C.C. to discuss the current arrangements for parking at Knebworth Church in light of parking proposals for Knebworth.

REASON FOR DECISION

To ensure that the JMP are kept up to date on parking issues as a key aspect of highway management and to ensure that requests for proposals are dealt within a consistent co-ordinated manner by HCC and NHDC.

79. WINTER SERVICE UPDATE

The Assistant District Manager provide a short but concise update on the activities of Hertfordshire Highways in the winter recovery programme for road repairs following the severe winter conditions and the damage caused by snow, frost and ice expansion in weak surfaces and existing pot holes. The Panel noted the hard work done by the repair teams but several Members questioned the viability and effectiveness of jet patching and whether it was 'fit for purpose'. (one County Member opined that jet patching had worked well in some areas). As part of this discussion the Highways Service Manager confirmed that jet patching was a very quick process and meant only to be a temporary repair and a monitoring scheme was in place to assess the success or otherwise of this process. It was agreed that the concern of the Panel should be forwarded to the HCC Highways Transport Panel and the JMP Vice – Chairman agreed to do this.

The Manger referred the Panel to Appendices A and B which gave the criteria for the provision of salt bins and the grit bins allocated throughout North Hertfordshire. The Manager expected that the demand for salt bins and salt would increase following the two severe winters but unfortunately the budget (£350 per bin with replenishment on demand) had been exceeded.

RESOLVED:

(1) That the information on the Winter Recovery Plan for 2009 and the Winter Recovery Plan issued on 18 January 2010 with some 19,000 faults be noted;

(2) That the information provided at Appendices A and B on the provision of Salt Bins and the liability of the Highways Authority be noted;

(3) That the North and East Area Service Manager and the JMP Vice Chairman be requested to take forward to the next meeting of the Highways Transport Panel the concerns of the Joint Member Panel regarding quality control on jet patching in different parts of North Hertfordshire following the severe winter weather.

REASON FOR DECISION

To ensure that the JMP receives regular updates on the Hertfordshire Winter Recovery Service and operations.

80. JOINT MEMBER PANEL DISCRETIONARY BUDGET 2009 – 2010

Declaration of interest

Paragraph 3.3 Item xiii – Farriers Close, Codicote – Parking Issues
County Councillor R.A.C. Thake declared a personal interest as a relative lived in Farriers Close and that he would remain in the room for the duration of this item, take part in the debate and vote if appropriate.

APPENDIX 2

The Lead Assistant District Manager provided a summary update on: Approved schemes for 2009-2010 with Traffic Regulation Orders, and when each key stage was due to be completed; The highway schemes and projects approved for 2009-2010; and the nineteen schemes to be considered by the Panel for implementation in 2010-2011. The Panel noted the financial contributions by Area Committees (£36,275) and HCC Locality Budget (£15,900) for the previous year.

Led by the Chairman the Panel reviewed each scheme in turn and Members advised of matched funding from NHDC Area Committees via Ward Budgets or HCC Locality Budgets where possible. As part of the discussions and debate the Panel agreed not to proceed with financial support for works at the junction of the A505 and Station Road, Odsey or the new footpath on the A507 Baldock to Radwell. With regard to the new footpath the Manager confirmed that he would contact the Rights of Way Department at HCC with a view to an alternative surface such as crushed stone. During these discussions the Chairman suggested that perhaps budget might be reserved for Traffic Regulation Orders to restrict parking on verges but after a short discussion this proposal did not receive sufficient support.

With regard to the referrals from Area Committees and Public Participation the Panel agreed to include the following schemes in 2010 – 2011: Parking Bays in Cemetery Road, Hitchin with the proviso that the CPZ scheme in the Standhill Road would be implemented at the same time; Traffic Regulation Order in The Broadway; Parking Issues in Farriers Close, Codicote and Lay by at St Pauls Walden School. (See Resolution (5) below). With regard to the request by petition from Ashwell concerning works at the junction of Station Road and Lucas Lane the Panel agreed that Option 2 – thermostatic painted 'island' (and not Option 1 – lighted island) should proceed. The Panel also proposed that Ashwell Parish Council should be appraised of the petition and that if Option 2 proved to be inadequate Option 1 should be revisited.

The Panel considered the proposal made in the report by the Lead Assistant District Manager for a more precise timetable to be agreed in the promotion of highways schemes and projects by Area Committees. The Panel discussed this request and it was agreed that the proposal had merit and that the five Community Development Officers should be advised of this decision and note for discussion in future Champion News.

RESOLVED:

- (1) That the current status of Traffic Regulation Orders as presented at Paragraph 3.2 be noted;
- (2) That the progress of approved schemes for 2009-2010 as detailed at Paragraph 3.2 a) to w) be noted;
- (3) That the possible schemes to be progressed in 2010-2011 listed at Paragraph 3.3 i) to xix), together with the additional schemes proposed by NHDC Area Committees be noted;
- (4) That the ranked list of Safety Related Parking Restrictions in Kerr Close, Knebworth, and Broadway, Letchworth be noted and approved for consideration as approved schemes for 2010-2011;

(5) That the list of possible schemes for 2010 – 2011 and remainder of 2009-2010 as presented at Paragraph 5.5 (with amendments) be agreed and subject to matched funding where appropriate from the respective NHDC Area Committee and contributions from a HCC Locality Budget or an allocation of Section 106 Contributions as follows;

i Maintenance of VA signs. (£1,000).

JMP = £1,000

ii Angel Pavement, Royston (39,000)

JMP = £0. Royston Bid = £39,000

iv Cemetery Road, Hitchin - parking bays (£15,500).

JMP = £13,500. Highbury Ward Members Budget = £2,000

vi St. Michaels Church, Broadway, Letchworth – TRO = £6,300.

JMP = £4,000. From other sources = £2,300

vii Weston Way, Baldock – pedestrian footway feasibility study (£6,600)

JMP = £5,000. Baldock Committee = £1,000. HCC Locality Budget = £500.

x A10 South of Royston – Gateway Feature = (£4,100).

JMP = £2,050. Royston Committee = £2,050.

xii Kerr Close/Westland Road – junction protection = (£5,500).

JMP = £3,500. Southern Rural Committee = £2,000.

xiii Farriers Close, Codicote – Parking issues – feasibility study (£8,000)

JMP = £5,000. Southern Rural Committee = £3,000.

xv Westmill Road, Hitchin – verge protection (£2,000)

JMP = £1,300. Oughton Ward (Hitchin Committee) £700 – to be confirmed.

xvi Junction of Lucas Lane/Station Road, Ashwell (Option 2) = (£6,000)

JMP = £6,000.

xvii Spring Road, Letchworth (Option 2) £15,000.

JMP = £10,000. From other sources £5,000.

xviii Junction of Letchworth Lane/William Road Traffic Safety design and works £23,500

JMP = £20,000. From other sources £3,500.

xix Junction of A507/Bygrave Road – pedestrian crossing (£21,300)

JMP = £19,300. Baldock East Ward Members Budget = £500. HCC Locality Grant = £1,500.

New xx St. Pauls Walden – Lay By at St Pauls Walden School (£12,000)

JMP = £6,000. From other sources £6,000;

(6) That a suggestion by the Chairman to reserve budget for the restriction of verge parking using Traffic Regulation Orders was not supported;

(7) That item **iii Further improvements to the A505 Junction with Station Road, Odsey** be removed from the list of schemes for 2010-2011;

(8) That item **viii New footpath on A507 between Baldock and Radwell** be removed from the list due to this project being beyond the scope of the JMP, also that the Lead Assistant District Manager be requested to obtain costs of alternative material such as crushed stone as used on other Rights of Way and present a cost estimate for the footway at the next meeting of the JMP to be held on 26 July 2010;

(9) The JMP noted that regarding Newmarket Road, Royston the Lead Assistant District Manager advised that following a site visit he considered that there was sufficient signage with a 40mph speed restriction before the 30 mph limit and that it would be very expensive to replace the current road surface and there was no existing evidence that road surfaces could reduce noise levels;

(10) The JMP requested that the Lead Assistant District Manager should investigate the cost and viability of a replacement road surface and report back to the next meeting of the JMP to be held on 26 July 2010;

(11) That the Lead Assistant District Manager be requested to notify the Community Development Officers of the five NHDC Area Committees with the schemes ((5) above) appropriate to that Committee in order to confirm and or seek matched funding to progress these schemes;

(12) That the proposal made by the Area Service Manager to request that all five NHDC Area Committees identify schemes and projects during the December cycle of meetings for referral to the JMP at the January meeting be agreed;

(13) That following receipt of these proposed schemes Hertfordshire Highways should assess the referrals, prepare cost estimates of the schemes and submit a table to the NHDC Transport Policy Officer for onward referral via the Community Development Officers to each Area Committee during the March cycle of meetings;

(14) That each Area Committee be requested to indicate which scheme could be supported by matched funding or Section 106 contributions or financial support from a parish council and refer such decisions back to the Lead Assistant District Manager for inclusion in the report for the following year Discretionary Budget at the April meeting of the JMP;

(15) That the NHDC Transport Policy Officer be requested to advise each CDO and Area Committee that any scheme subject to a feasibility study would be prepared and complete consultation by the end of November for consideration by each Area Committee during the December Cycle for possible inclusion as a scheme in the following financial year.

REASON FOR DECISION

To ensure the effective deployment of the 2010-2011 JMP Discretionary Budget, maintain scheme delivery progress, develop a procedure for future allocation of funds to schemes and projects and mitigate financial risks.

81. INTEGRATED WORKS PROGRAMME 'FINAL DRAFT' DELIVERY PROGRAMME 2010-2011, DRAFT 1 PREPARATION PROGRAMME 2011-2012 AND FORWARD WORKS PROGRAMME 2011-2012 TO 2014-2015

The Assistant District Manager provided the Panel with scheme proposals for delivery of the Integrated Works Programme for 2010-2011, indicative proposals for 2011-2012 and an outline of the IWP for the five year programme to 2014 – 2015.

The Panel welcomed and noted the presentation and the Chairman requested that all Members should review the proposals and make any comments or suggestions to the Assistant District Manager no later than 30 April 2010.

RESOLVED:

(1) That the 'Final Draft' 2010-2011 Delivery Programme be noted;

(2) That the allocation of an additional £6 Million for the Integrated Works Programme 2010-2011 be noted and welcomed;

(3) That the additional list of Winter Damage Recovery Sites added to the IWP be noted and that these works were under development which could affect this part of the IWP;

(4) That the details of the Draft Preparation Programme for the 2011-2012 IWP be noted;

(5) That the details of the 5 Year Works Programme Index of IWP and FWP schemes for the period 2010-2011 to 2014-2015 as presented at Appendix B be noted;

(6) That all Members of the JMP be requested to forward any comments and or suggestions on the above Integrated Working Programmes to the Assistant District Manager no later than 30 April 2010.

REASON FOR DECISION

To ensure that the JMP are regularly updated on the performance and delivery of the Integrated Work Programme for 2010-2011 and the proposals for the next five years.

82. 2009 – 2010 INTEGRATED WORK PROGRAMME DELIVERY UPDATE

The Assistant District Manager provided an update on the delivery of the 209-2010 Integrated Work Programme to the Panel who noted the achievements made in the preceding 12 months despite the set backs due to the severe winter weather.

The Chairman on behalf of the JMP thanked all officers for the exceptional reporting on the Integrated Works Programme and should any Members have any comments or suggestions on the delivery of this IWP which was soon to be completed they be passed to the Assistant District Manager no later than 30 April 2010.

RESOLVED:

(1) That the information provided on the delivery of the 2009-2010 Integrated Work Programme be noted;

(2) That all Members of the JMP be requested to forward any comments and or suggestions on the delivery of the Integrated Working Programme 2009-2010 to the Assistant District Manager no later than 30 April 2010.

REASON FOR DECISION

To ensure that the JMP are updated on the performance and delivery of the Integrated Work Programme for 2009 – 2010.

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Chairman