

Committee: Transport & Highways
Date: 16 June 2005
Agenda Item No: 4
Title: Letter to Chairman from Councillor Hibbs
Author: Jeremy Pine (01799) 510460

Summary

- 1 This report recommends that the points made in a letter that Councillor Hibbs has sent to the Chairman be raised with Essex County Council for a response at the appropriate time.

Background

- 2 The Chairman of the Committee has received a letter from Councillor Hibbs about 3 matters that are of concern to him. These are:
 - surface water drainage in Saffron Walden High Street,
 - proposed parking restrictions in Little Larchmount and at the junction of Borough Lane / Debden Road / Mount Pleasant Road, and
 - consultation by the County Council on parking orders relating to Decriminalisation.
- 3 The Chairman has asked that Councillor Hibbs' letter be reported to the Committee, and a copy is attached to this report. In relation to the parking restrictions, objections to these are now due to be considered at the next meeting of the Committee on 8 September. Members are reminded that they should not make any comments at this stage that could be taken as prejudgement of objections

RECOMMENDED that the points in Councillor Hibbs' letter be raised with Essex County Council for a response at the appropriate time.

Background Papers: None

Mike Hibbs, 4 Mount Pleasant Cottages, Saffron Walden, Essex, CB11 4AE

Cllr Geoffrey Sell
4 Spencer Close
Stansted
Essex
CM24 8AN

Dear Geoffrey

I write to ask if you could raise two issues at the committee on the 16th.

The first item relates to the surface water drainage in Saffron Walden High Street. Unfortunately, the storm drain on the Eastern side of the road is blocked – permanently, according to the ECC video inspection. Consequently, when it rains, surface water comes up through the road drains and runs down the hill in a torrent, often contributing to serious flooding at the junction with George Street. In addition, the cover of the inspection chamber at the junction with Gold Street is lifted out of its housing by the pressure of the water. This then has to be replaced, as a 600mm diameter hole could cause a major road accident. Fortunately it doesn't happen every time it rains!

Over the last 5 or 6 years I have repeatedly reported this problem to Essex County Council, and have even emailed photographs showing the problem. I know that Phil Hunt has also raised the issue. Excuses such as 'unusual rainfall' and 'tree roots blocking the drains' have been made but cannot be sustained. What is needed is a new storm drain. Please can we have a time table as to when this will be done?

The second item relates to the recent traffic orders which I understand are up for discussion at your meeting. I should like to object most strongly to the proposed parking restrictions in Little Larchmount; and to the extension of the yellow lines at the junction of Borough Lane/Debden Road/ Mount Pleasant Road.

With regard to Little Larchmount; I fully understand the need to regulate parking in this road and sympathise with the residents. However, the road represents the only place for visitors to residents in London Road to park during the working day; in several cases these are carers or relatives of elderly people who need to park close to their dependants. If restricted parking is to be introduced then the needs of these people must be taken into account. I enclose letters received from some of the affected individuals. As part of the solution paid on street parking might be appropriate; in addition free passes for the Council car park on Saturdays would help.

With regard to the parking restrictions at Debden Road, I am concerned that their introduction will result in far higher road speeds. This was the case when the lines were first introduced. Vehicles approaching the junction travel far too fast (even at 30mph) and during the morning and evening peak periods it is

often chaotic. The presence of parked vehicles acts to slow the traffic and consequently makes the junction safer for motorists and pedestrians alike. As a local resident I am accustomed to the regular impacts and have cleaned up with my yard broom more than once. I understand nothing can be done to make the junction safer (apparently it's too small for a mini roundabout, not busy enough for traffic lights, and a yellow box would be too confusing.....). Please do not make it more dangerous by encouraging higher speeds. In my view the long term solution would be to institutionalise the parking with set out bays, and to give priority to traffic coming up the hill.

Finally may I ask you and your committee to take up the issue of parking orders with the County Council. When decriminalisation was introduced we were promised we would have control over parking orders. There was extensive debate over this issue and at the time the County accepted that if we were to be responsible for enforcement then we should also set the orders. I consider that this is still the case. In any event, it is wholly inappropriate for the County to go out to consultation on orders which have not been discussed with ourselves but which could result in financial or political implications for Uttlesford. To state that 'residents parking' is to be introduced is guaranteed to upset some parts of the community whilst falsely raising the hopes of others. I have had residents from New Road and Freshwell Street asking when they will be included in the scheme, and when I say there are no plans to do so they not unreasonably cite Little Larchmount. I hope you will take up the matter with the County in the strongest possible manner!

Yours sincerely

Michael Hibbs
Member for Audley Ward

Committee: Transport & Highways
Date: 16 June 2005
Agenda Item No: 5
Title: Hertfordshire Local Transport Plan 2 2006/7 – 2010/11 Consultation
Author: Jeremy Pine (01799) 510460

Summary

- 1 This report recommends that Members give their general support to the priorities set out in Hertfordshire's Local Transport Plan 2 (LTP2) Consultation. Members are also invited to make any other comments that they feel are appropriate, particularly in relation to the candidates for major scheme funding that Hertfordshire has identified.

Background

- 2 Hertfordshire's LTP2 is currently out on public consultation. LTP2 will run from 2006/7 – 2010/11 superseding the first LTP, which ran from 2001/2 – 2005/6. Although the consultation period expires on 3 June prior to the date of this Committee, Officers consider that Members might still wish to give their general support to the priorities set out in the LTP2 Consultation, which obviously will affect Uttlesford residents and workers who use Hertfordshire's public transport services and who drive on roads or walk or cycle within the County. Hertfordshire will be reporting the outcome of the consultation to its Members on 21 June and is able to take Uttlesford's comments for oral presentation at the meeting. Following this round of consultation, LTP2 will be submitted as a draft to the Department for Transport in July. There will be an opportunity to comment on the "full" LTP2 in early 2006.

Consideration

- 3 The 4-page LTP2 consultation summary document is attached to this report for Members' information. LTP2 is focussed on 5 priorities, which are:

Tackling congestion
Improving accessibility for everyone
Making roads safer
Improving air quality
Improving the quality of life in the county

These priorities are then translated into areas of work as set out under

the 8 headings on pages 2 & 3 of the summary document. These areas of work each cover one or more of the 5 priorities.

- 4 LTP2 will also set out details of 2 major schemes (narrowed down from 5 candidate schemes) that the Government will consider for funding. Major schemes are defined as those costing more than £5m. 2 of the 5 candidate schemes are the dualling of the A120 bypass around Bishops Stortford in both directions and a Little Hadham A120 bypass. Hertfordshire justify these schemes for reasons of congestion on the A120, increasing pressure as a result of airport expansion and the completion of the A10 Wadesmill bypass. Members will recall that software improvements to the traffic lights at Little Hadham were recently made as a result of S106 obligation funding from BAA Stansted.
- 5 In relation to the dualling of the A120 bypass around Bishops Stortford, Hertfordshire offer this as an option to building a new route, which it claims would be extremely costly and damaging to the environment. From the B1383 westwards, the A120 bypass is entirely within Hertfordshire. East of the B1383, the bypass is within Essex / Uttlesford, running through a section of Birchanger Wood and within designated Metropolitan Green Belt close to both Bishops Stortford itself and Birchanger.
- 6 The Strategic Environmental Assessment (SEA) of LTP2 indicates possible significant biodiversity impacts on SSSIs from the A120 dualling. Less congestion, better air quality and improved safety for road users are likely positive outcomes, balanced against the resources used to construct the dualling, including land take. Inevitably, improved traffic flow is likely to encourage more traffic so improvements could be short-lived. Further work on the impacts on biodiversity and green spaces are critical and are recommended in the SEA. It is unclear from the text of LTP2 or the SEA whether it is Hertfordshire's aspiration that the dualling would also relate to the section east of the B1383. Clarification is being sought.
- 7 At the same time and to the same timescale, Hertfordshire is consulting upon its LTP2 rail and bus strategies. Of particular relevance in the rail strategy is the West Anglia route strategy, a copy of which is also attached. In relation to buses, these provide the main means for local public transport travel within the County. On rural themes, the key elements of the bus strategy are:

Maintaining a network of services similar to the present that meets local needs

Integrate home to school transport to ensure core rural bus network is cost effective

Investigate demand responsive schemes where demand is low and where the pattern of demand is suitable for this approach

Support other community schemes where conventional bus services

are not justified

Improve vehicle quality

A range of information in appropriate forms – web based, electronic, printed, and specifically information about local services

Work with District and Parish Councils in developing schemes and assessing demand.

The bus strategy also expects BAA to use funding to support the airport's surface access strategy as well as Hertfordshire's own. This recognises that the airport also serves as a transport interchange for local needs.

RECOMMENDED that:

1) Members give their general support for the priorities set out in Hertfordshire's new Local Transport Plan (LTP2) Consultation.

2) Members make any other comments that they feel are appropriate, particularly in relation to the candidates for major scheme funding that Hertfordshire has identified.

Background Papers: Hertfordshire Local Transport Plan 2 Consultation and rail and bus strategies.

DECRIMINALISATION OF PARKING ENFORCEMENT TASK GROUP held at COUNCIL OFFICES SAFFRON WALDEN at 4.00 pm on 10 MAY 2005

Present: - Councillors M A Hibbs - Chairman.
Councillors R M Lemon and A M Wattebot

Officers in attendance: - M Cox, T Halford, J G Pine, S Mclagan and A Stewart.

DPE45 APOLOGIES

An apology for absence was received from Councillor J P Murphy.

DPE46 MINUTES

The Minutes of the meeting held on 15 March 2005 were received, confirmed and signed by the Chairman as a correct record subject to the words "in regular" being substituted for "irregular" in the third line of minute DPE42(i).

DPE47 BUSINESS ARISING

i) Minute DPE32 – Progress towards implementation

The vacant post of parking attendant had now been filled and the section was currently fully staffed. Members sent their best wishes to Les Scott who was now serving in Iraq

ii) Minute DPE42 (iii) - Fly parking in Takeley and surrounding areas

It was reported that the residents' questionnaire had now been prepared and would be circulated by the Parish Council later this month.

DPE48 REVIEW OF DECRIMINALISATION

Further to the last meeting, officers had now prepared a report based on the areas that the Task Group had asked to be investigated as part of the parking review. Members considered a table, which set out what had happened to date and gave an indication of the work that would be required to undertake a thorough review.

The Task Group discussed the document in detail and highlighted the areas that should be given priority for further investigation.

- **The making of TRO's** - A meeting to be arranged with Essex County Council to clarify which aspect of TRO's could be taken over by the District Council and the practical and financial implications of this.
- **Clarify the financial arrangements with ECC in relation to decriminalisation**
-
- **Agree a systematic approach to fees and charges, including season tickets, and investigate the feasibility of a voucher system.**
- **Review and update agreements with John Lewis, the Coop and Boots.**
- **Devise appropriate criteria for whether to introduce residents parking schemes**
- **To take action in respect of fly parking**
- **To agree a policy for the use of car park spaces for school parking.**
- **Devise a consultation strategy.**
- **To clarify responsibility for coning.** If this was to be the District Council, investigate how this could be done, either in house or outsourced and the financial and staffing implications.

The Task Group commented on the wide scope of the review and the amount of officer time that would be required. It was clear that there were not currently sufficient resources within the Section. The Task Group felt that Les Scott's temporary replacement should be offered a 1 year contract regardless of Les returning before the contract expired. It was also noted that the role of the Task Group had widened from its original remit of implementing decriminalisation and revised terms of reference were required.

RECOMMENDED that the Transport and Highways Committee

- 1 be asked to clarify the role of the Task Group and agree a revised terms of reference.

- 2 make funding available for a 1 year temporary post to assist with the review
- 3 Be asked to approve the priority areas for review as highlighted above.

DPE49 **DATE OF NEXT MEETING**

The next meeting would be held on Tuesday 26 July 2005 at 4.00pm in the Committee Room, Saffron Walden

DPE50 **TRICIA HALFORD**

The Chairman informed the Group that Tricia Halford, Carparks/Consessionary Fares Officer would be retiring at the end of May. She had worked within the parking section for 10 years and had been an invaluable member of the team that had been involved in the introduction of Decriminalisation. The Task Group thanked her for all her hard work and wished her well for her retirement.

The meeting ended at 5:30pm.

Committee: Transport and Highways
Date: 16 June 2005
Agenda Item No: 7
Title: Parking – Strategic Policy Review
Author: Sarah McLagan (01799) 510560
Alex Stewart (01799) 510555

Summary

- 1 The purpose of this report is to update members on the work that is being undertaken by the Decriminalisation of Parking Enforcement Task Group (the Task Group) to review parking arrangements in Uttlesford. It recommends that the Committee consider the work of the Task Group to date and confirm the priorities identified by the Task Group for further, immediate consideration. It also recommends that officers be given delegated authority to provide parking places for schools involved in the Safer Journeys to School initiatives.

Background

(a) Planning Policy Guidance

- 2 Vehicle ownership has increased enormously in the last 25 years. In response to the many problems that this has created, central government has encouraged Local Authorities to use restriction of parking provision as a tool to reduce traffic levels. This policy direction has been carried through the Local Transport Plan system as guidance to Highways Authorities (Essex County Council – ECC) and to Planning Authorities (UDC) through Planning Policy Guidance.
- 3 In the latter case, Planning Policy Guidance has had the effect of giving strong encouragement to Planning Authorities that they should impose maximum parking standards on new developments, and that guidance has been adopted by ECC and UDC.
- 4 However, it is overwhelmingly clear that requests from both residents and motorists alike are concerned to make driving conditions (and associated parking provision) for motorists more rather than less convenient. The Council has hitherto, responded to these demands, and there is therefore still something of a policy contradiction.

(b) Previously Agreed General Principles

- 5 The former Parking Strategy Working Party agreed a number of general principles. The principles were a combination of what was originally proposed by RTA Consultants together with the additional areas that were identified during a consultation process with a myriad of organisations in 1999.

There were six overarching principles:

- Each of the four main population centres in the district should be treated individually to enable the particular needs of each to be taken into account and ensure adequate and appropriate car parking facilities which could cater for the diverse needs of the shoppers, residents, visitors and business people in the district, and at the same time, encourage growth, vitality and viability in the district's commercial centres.
 - Car parking policy, should, as far as was possible, meet demand and encourage regeneration of the Town Centres through appropriate charging structures.
 - The needs of each client group should be taken into account as far as was possible and be reflected in the charging structures for each car park, e.g., short stay for shoppers and visitors and long stay for businesses etc.
 - Charges should control the use of the car parks and as far as was possible encourage people to utilise the car parks rather than park on street.
 - The status quo to be maintained in Thaxted and the Coach Park (for four coaches) should remain free of charge.
 - Sign posting to all car parks needed to be improved and coincide with the introduction of any new policies – new signage was introduced across the district in 2001/02.
- 6 In addition, it was agreed that free parking across the district was not an option because it was prohibitively expensive and the means to control where and for how long people parked would be lost. Trials were undertaken in Great Dunmow but the decision to revoke free parking was agreed in 2002.

(c) Decriminalisation of Parking Enforcement

- 7 Decriminalisation of Parking Enforcement (DPE) was introduced into the District in October 2004. In essence, the Council undertook the responsibility of "policing" all parking restrictions, which hitherto, had been the responsibility of the Police Authority. The internal structure inevitably had to change; new Parking Attendants had to be employed along with a new Parking Enforcement Manager.

- 8 Members established a Task Group to monitor the implementation of DPE and any associated problems that may have arisen following its implementation. The impact of the introduction of DPE and the subsequent impact of the Traffic Management Act are all playing a part in the future provision of parking in the District.

The Review

- 9 The Decriminalisation Parking Enforcement Task Group were asked by the Transport and Highways Committee to undertake a strategic review of parking in the district.
- 10 The objective of the review is to establish detailed policy against which parking is provided now and in the future.
- 11 The areas, and associated issues and implications that flow from them, that the Task Group feel should be investigated are as follows -
- Decriminalisation
 - Car Parks
 - On-street parking
 - Consultation
 - Performance
 - Staffing
 - Implications of the Traffic Management Act
 - Future Land purchase for off street provision
 - Housing developments and associated impact
 - Airport expansion
 - Possible introduction of Park and Ride
 - M11 expansion
 - Environmental implications/impacts
- 12 The table that follows sets out what has happened to date and gives an indication of review work that needs to be undertaken to establish a policy position for each of the areas and their associated issues.
- 13 The areas that are highlighted in the table are considered to be urgent priorities as they have serious implications or a clear policy is required to enable more effective and efficient management of the services. The Task Group recommends that these are given immediate consideration by officers and the Task Group and that reports be provided with findings and associated policy recommendations to the September and November meetings of this Committee. The remaining areas will be considered during the latter part of the year.

ISSUE	ACTION TO DATE	REVIEW WORK	CRIME & DISORDER ACT IMPLICATIONS	TRAFFIC MANAGEMENT ACT IMPLICATIONS	COMMENT
Decriminalisation of Parking Enforcement					
Implications of introduction	Introduced in October 2004. Smooth transition from Police. Public well informed through extensive press coverage. Working to model formula produced by RTA Associates for ECC.	Monitor the model and consider what adjustments are required to ensure compliance with the ECC Agreement. Discuss with ECC as necessary.	Staff sometimes abused by general public.	Being undertaken according to the letter of the law (Traffic Management Act 2004). However, amendments to Act will have implications (see below).	Concern that we may not reach the targeted expectations, ergo re-negotiation will be required with ECC.
Traffic Regulation Orders	Currently managed by ECC in consultation with UDC.	Determine whether to buy in service from ECC or carry out in-house	None	None	Expectation that UDC will undertake all future TRO Developments. UDC staff do not have an engineering background, ergo, will need to call-in for specialist advice and guidance.
Staff communications/ Equipment	All staff fully trained and training needs identified are on-going.	Need to consider options and purchase new communications equipment as appropriate	Section 17 – awareness as to the potential problems experienced by staff and dealt with accordingly.	On-going training will be required.	Staff recruitment is difficult due to nature of post. Parking Enforcement Manager seconded to Tour of Duty in Iraq by MOD

ISSUE	ACTION TO DATE	REVIEW WORK	CRIME & DISORDER ACT IMPLICATIONS	TRAFFIC MANAGEMENT ACT IMPLICATIONS	COMMENT
Marketing/Public Relations	Initial marketing of DPE undertaken – considered to be successful.	Draft a Marketing strategy to improve the publics understanding of the roles and responsibilities of PAs	None	None	Need to ensure that linkages are made with ECC in relation to cross Essex marketing/PR work due to be undertaken and to UDC's Communication & Consultation Strategy
Financial Arrangements/ Agreement with ECC	<p>Have entered into an agreement with ECC. Agreed that UDC will pay 0% if there are any increases in car park usage</p> <p>Agreement been in place for 6 months Awaiting reply from ECC as to time-scales of 1st review of agreement</p>	<p>Monitor car park usage</p> <p>Monitor the Agreement and consider what adjustments are required to ensure compliance with the ECC Agreement. Discuss with ECC as necessary.</p>	None	None	
Car Parks					
Adequate off street provision	Considered that there is adequate off street provision at present.	Expansion of housing in Great Dunmow area etc. will necessitate the need to increase parking provision in this area.	Adequate security will need to be considered when introducing any new car parking provision.	None	Likely to be a problem in 5 years time. Could consider the Sworders site in Stansted for potential expansion

ISSUE	ACTION TO DATE	REVIEW WORK	CRIME & DISORDER ACT IMPLICATIONS	TRAFFIC MANAGEMENT ACT IMPLICATIONS	COMMENT
Introduction of Voucher System/alternative payment methods Continuation of Pay and Display ?	Alternative P&D options considered by Decrim. Task Group in 2004/05. Considered that current methods most appropriate but requested Officers investigate possibility of introducing a Voucher System.	Voucher system to be investigated	Could be C&D implications	None	
Fees and Charges	Reviewed annually, charges increased for first time since 1994 in 2003. Increased again in 2005.	Establish criteria to the making of fees and charges.	None	None	
Season Tickets	Reviewed annually, charges increased for first time since 1994 in 2005.	Establish criteria to ensure that Season Ticket prices are sensitive to economic needs	None	None	
Signage	Reviewed and changed in 2002.	Review signage, including Disabled Parking signage in Restricted Zones, and report on options for change	None	None	

ISSUE	ACTION TO DATE	REVIEW WORK	CRIME & DISORDER ACT IMPLICATIONS	TRAFFIC MANAGEMENT ACT IMPLICATIONS	COMMENT
Other Council owned/managed car parks	Catons Lane and Debden Road	Consider options and implications of introducing charging	Ensure adequate security and lighting	None	
Marketing	No action to date apart from advertising them via the TIC and the Council Website	Update website Produce leaflets for TIC to distribute	None	None	
Station Car Parks	No action to date	Investigate possibilities of partnership working with Audley End and other stations			
Review of Agreements with Waitrose, Boots, the Coop and Stansted Mountfitchet PC	Longest agreement been in situ since 1984, others have followed	Review and recommend options for updating	None	None	
On-Street Parking					
Criteria for considering introduction of On-street Parking	No formal criteria as such – introduction is subject to demand, public consultation and agreement	Consider appropriate criteria and associated cost implications of any new schemes	Safety an issue in certain areas, e.g., Catons Lane/Little Walden Road Junction, Freshwell St/Gardens & Station Rd, Newport	None	Danger of District becoming a RPS Zone. Need to be wary of introducing schemes ad hoc

ISSUE	ACTION TO DATE	REVIEW WORK	CRIME & DISORDER ACT IMPLICATIONS	TRAFFIC MANAGEMENT ACT IMPLICATIONS	COMMENT
Fly Parking	Survey being undertaken in affected area	Actions to be determined once the survey has been completed and analysed	To be determined	To be determined	
Fees and Charges	Reviewed annually	Establish criteria to the making of fees and charges.			
School Parking	Number of schools have addressed issue via the RS Officer which has resulted in a number of Walking to school buses	Need to encourage schools to participate in scheme by providing appropriate parking in partnership with each school	To be determined	To be determined	See Paragraph 15 of report with proposed recommendation
Disabled Parking	Reviewed by Uttlesford Access – blue badge holders able to park virtually anywhere	Need to consider how to raise awareness and improve signage (especially in Restricted Zones)	None	None	
ECC Parking Policy	Awaiting copy of Parking Policy	To be determined once implications of policy understood.	TBC	TBC	

ISSUE	ACTION TO DATE	REVIEW WORK	CRIME & DISORDER ACT IMPLICATIONS	TRAFFIC MANAGEMENT ACT IMPLICATIONS	COMMENT
Consultation					
<p>The following groups are considered consultees -</p> <ul style="list-style-type: none"> • Uttlesford Transport Forum • Uttlesford Futures • Road Safety Working Group • Saffron Walden Initiative • Great Dunmow Chamber of Trade and Commerce • Stansted Breakfast Club • DTSG • Strategic Development Advisory Group • Town and Parish Councils • Partners, e.g., Waitrose, Boots and Co-op • PCT/ECC 	<p>Consultation takes place on an ad hoc basis with the groups listed</p>	<p>Formulate an appropriate Consultation Strategy/protocol</p>	<p>Issues may arise following consultation</p>		<p>Needs to be balanced according to need</p> <p>Needs to be cognisant with UDC's new Communications & Consultation Strategy</p>

ISSUE	ACTION TO DATE	REVIEW WORK	CRIME & DISORDER ACT IMPLICATIONS	TRAFFIC MANAGEMENT ACT IMPLICATIONS	COMMENT
Performance					
Customer Satisfaction	Last Customer Satisfaction Survey specifically of car parks undertaken in 1999 – levels of satisfaction was high. Shoppers Survey been undertaken by the English Tourist Board in 2004 re-iterated levels of satisfaction.	Determine how frequency and extent of Customer Satisfaction Surveys	Could be implications subject to outcome of any future consultations		Needs to be cognisant with UDC's new Communications & Consultation Strategy
PCN Issuing	Staff fully conversant in use of ticket machines. Low levels of spoilt ticket issues	Monitor standard of Issues and consider, on a regular basis, any implications	None	Unsure at present as guidelines confusing	
Recovery Rates	Consistently high – above the national average expectancy levels	Monitor levels to ensure they remain consistent. Determine targets for recovery	None	None	
Benchmarking	Limited comparisons made with other neighbouring authorities	Seek comparative information visa vies charging, complaints, compliments etc.	None	None	
Staff					
Training	Staff are fully trained and considered to be extremely effective and adept in their respective roles	Monitor training needs via the appraisal system	None	Could be implications once the guidelines to the Act become clarified.	Training must be on-going in order to keep up with the growing demands of the service

ISSUE	ACTION TO DATE	REVIEW WORK	CRIME & DISORDER ACT IMPLICATIONS	TRAFFIC MANAGEMENT ACT IMPLICATIONS	COMMENT
Interaction of PAs and Public	Few complaints.	Monitor regularly and act accordingly to ensure that complaints stay at a minimum level	None	None	Parking Attendants and back office staff are frequently abused as people are frustrated at the penalty of the parking fine
Staffing Levels	Considered to be satisfactory at present	Review and evaluate as a result of impending legislation			
Safety	Staff fully trained	Introduce new telephone monitoring system for PAs. Consider options for ongoing training	Abuse of PAs	None	
Traffic Management Act – Some details are set out below but the full implications are not yet understood and will need to be considered in detail as part of the Review					
Obstruction	No action to date but we are aware that there is an expectation that the Council will undertake this responsibility	Determine cost and personal protection implications			Proposal that the Council undertakes dealing with obstruction on street – previously dealt with by Police. Would potentially require extra staffing levels and more flexible rota systems.

ISSUE	ACTION TO DATE	REVIEW WORK	CRIME & DISORDER ACT IMPLICATIONS	TRAFFIC MANAGEMENT ACT IMPLICATIONS	COMMENT
Coning	No action to date but we are aware that there is an expectation that the Council will undertake this responsibility UDC has not got the power to enforce cones	Determine what Police are going to do and the cost of providing cones in-house or contracting out. Ensure appropriate provision of cones is made immediately available for Audley End concerts, Thaxted Ring, Saffron Walden Carnival and the Remembrance Sunday Service in November. Criteria to be determined for charging			Previously undertaken by Police – now the responsibility of the LA – cost and staffing implications See Minute DPE 43 of the meeting of the Task Group held on 10 May 2005
Traffic Regulation Orders	No action to date but we are aware that there is an expectation that the Council will undertake this responsibility	Determine whether to buy in service from ECC or carry out in-house			Previously undertaken by Highways Authority (ECC) – Members have indicated that they wish Council to undertake responsibility. Caveat that staff do not have engineering background which is required in order to undertake this role proficiently

ISSUE	ACTION TO DATE	REVIEW WORK	CRIME & DISORDER ACT IMPLICATIONS	TRAFFIC MANAGEMENT ACT IMPLICATIONS	COMMENT
Footway Parking – parking on verges, pavements etc.	Guidance unclear	Seek clarification			Bearing in mind the number of verges, byways etc, this too could prove extremely costly to administer
Moving Traffic Offences	Guidance unclear	Seek clarification			
Zig Zag Lines	Guidance unclear	Seek Clarification			This would link with Schools initiatives and general PA patrolling of Town Centres
Transport Officer	Guidance Unclear	Seek clarification			There is a suggestion being floated that each District will be expected to have a dedicated transport officer which would have revenue implications
Other Issues					
Land Purchase for future off street provision	No Action to date	Considered whether opportunities to pursue via Section 106 Agreements	None	None	
Future Housing developments	No action to date	Consider the infrastructure implications for on and off street	Street design – liaison with architectural police officer		Increased provision maybe required in the 4 major towns as housing develops in the district

ISSUE	ACTION TO DATE	REVIEW WORK	CRIME & DISORDER ACT IMPLICATIONS	TRAFFIC MANAGEMENT ACT IMPLICATIONS	COMMENT
Airport Expansion	No action to date	Work with Planners and the Airport consider how to ensure that demand for passenger parking is met	Potential trafficking of narcotics/stolen goods etc	To be determined	Unsure how best to progress with this concept!
M11 Expansion	No action to date	Work with Planners to ensure demand for parking is met	Implications of trafficking of illegal goods through district	To be determined	If the M11 is to expand that there will be increased car usage throughout the district.
Introduction of Park and Ride	No action to date	Consider appropriate site e.g. Swan Meadow	None	None	Would alleviate problems of parking at Audley End and surrounding railway stations
Environmental Implications	No action to date	Any new parking provision will require an Environmental Impact Assessment	None	None	
Local Transport Plan	Awaiting copy	To be determined	None	To be determined	

Conclusions

- 14 Members of the Task Group considered that the areas highlighted on the attached table require immediate attention with a further reports being provided to the Transport and Highways Committee meetings in September and November 2005. In addition, they considered that some of the issues would take longer to resolve such as the full implications of the Traffic Management Act and these would be reported back to the Committee at an appropriate time.

Safer Journeys To School

- 15 Members of the Task Group reflected on the impact that the Safer Journeys to School initiative was having and some of the issues that some schools were facing to implement the scheme where there was little or no parking available for parents wishing to patronise the scheme. Use of the Chequers Lane car park was given as an example of where the council had made parking spaces available for the periods at the start and end of the school day for parents, thus enabling a Walking Bus scheme to be successfully implemented in cooperation with St. Mary's Primary School, Great Dunmow.
- 16 The Task Group considered that to encourage introduction of the scheme at schools the council should seek to provide both on and off street parking in places where the Safer Journeys to School initiatives could be implemented. To this end it agreed that it would be appropriate to recommend to this Committee that officers be given delegated authority to provide both on and off street parking spaces in areas where a could be scheme implemented.

Relationship of Task Group to Transport & Highways Committee

- 17 At its last meeting the Task Group discussed its relationship with that of the Transport & Highways Committee. It considered that, if the Committee were in agreement that the Task Group should continue to provide advice to it on parking matters, clear lines of responsibility and delegation should be established between the Committee and the Task Group.
- 18 The Task Group concluded that, as a result of the work on the priority review areas set out in the table attached to this report, the future requirement for a Task Group (or equivalent) would become clearer. The Committee would be asked to formally consider this matter further at its November meeting.

RECOMMENDED that

- (a) The Committee consider the work of the Task Group to date and confirm the priorities identified by the Task Group for further, immediate consideration.
- (b) Officers be given delegated authority to provide relevant and appropriate parking places for schools involved in the Safer Journeys to School initiative.

Background Papers: Minutes of the Decriminalisation of Parking Enforcement Task Group

**UTTLESFORD TRANSPORT FORUM
MINUTES OF MEETING HELD ON 20 APRIL 2005 AT DISTRICT COUNCIL
OFFICES, HIGH STREET, GREAT DUNMOW, ESSEX**

THOSE PRESENT

District Councillors Catherine Dean, David Gregory and Jan Menell, Elizabeth Blackie, Sue Locke and Jeremy Pine (UDC), Laura Chalkley, Nick Roberts and Chris Stoneham (ECC), Liz Baker and Andre Morris (Stansted Transit), Peter Blanchard (Walden Travel and CPT Essex), Mark Evans (One West Anglia), Sue Mayer (UALC), George Moseley (UCT/CVSU) and Kris Radley (ERTP).

1 APOLOGIES FOR ABSENCE

1.1. Apologies were received from District Councillor Bill Bowker, Eric Carter (First Group), Graeme Clark (RPC), Murray Hardy (UDC), Richard Walker (SRA) and John Wells (UCT).

1.2. Catherine Dean chaired the meeting in the absence of Bill Bowker. Councillor Bowker was now home following his long illness and was making steady progress. He hoped to be able to resume his public duties on a managed basis at the Full Council meeting in May. The Forum extended its best wishes to him.

2. MINUTES OF PREVIOUS MEETING ON 19 JANUARY 2005

2.1. These were received, confirmed and signed by the Chairman as an accurate record.

3. ACTION ARISING FROM PREVIOUS MEETING

3.1. On Minute 3.2, Jeremy Pine confirmed that he had spoken to the County Council, asking that the County liaise with Peter Blanchard. On Minute 3.3, copies of the leaflet were now being sent to UDC Members but it was not evident that the information was on the ECC website.

3.2. On Minute 5.4, it was not known whether Catherine Gaywood had provided the information that Daniel Kemish required as neither were in attendance. **Nick Roberts would check this.** On Minute 5.5, all comments had been passed to Laura Chalkley.

3.3. On Minute 6.1, Catherine Dean confirmed that prosecutions had resulted following the recent incidences of vandalism.

3.4. On Minute 9.3, the letter had not been sent due to some confusion over who was to draft the letter. **Peter Blanchard would provide the appropriate wording for Jeremy Pine to send the letter.**

3.5. Jan Menell asked to be informed of the outcome of the meeting this Friday between UDC Councillors and officers and Nigel Brigham of Sustrans. **Jeremy Pine would do this.**

3.6. Peter Blanchard asked if the UDC office had copies of bus timetables. Elizabeth Blackie said they were difficult to obtain and you had to go to the airport. The Forum

felt this was not satisfactory and would act as a discouragement to using buses.

Nick Roberts would discuss this matter back at his office.

3.7. Jan Menell asked about the make-up of the Audley End Task Group. Laura Chalkley confirmed that it was ECC, UDC, One Railway and WAPC. On request, locals were welcome to join the Group. **Jeremy Pine would provide the contact details of a local resident who had expressed an interest in attending.**

4. WEST ESSEX AREA REVIEW

4.1. In lieu of a PowerPoint presentation, handouts were provided.

4.2. Nick Roberts informed the Forum that the review had looked at all aspects of public transport in the West Area, starting in September 2004. WSP had been appointed to carry out the review, which was intended to be ongoing and implementable and not “stuck on a shelf”. In respect of Uttlesford, the level of local participation had been encouraging.

4.3. Essex was a diverse county, where there were differing issues. In respect of Uttlesford, discussions had been realistic about what could be achieved and there was as much criticism about buses running empty as when there was no service at all. There was a high level of subsidised services off the main road routes.

4.4. It was clear that the local bus network failed in the evenings and at weekends. As routes were historic and complex there was a tendency just to let things run. Demand Responsive Transport could be the way forward, getting away from specific timetables on isolated, lightly used routes. There was a large network of school buses and one aim would be to ensure that buses didn't run dead back to depots. Uttlesford gave a complex series of movements, with focus points being Cambridge, Harlow and Chelmsford depending upon where one lived.

4.5. There was often intense frustration at the lack of ticket integration, but there were commercial reasons for this. There was an issue with vehicle utilisation, which was high during the school peaks but very slack at other times. Staggering of journey times (i.e. achieved by staggered school opening) was difficult because schools were unclear what the benefit was to them. Mobilisation of underused vehicles countywide via Community Link was proving successful. Community transport had high demand levels, but the resources weren't there.

4.6. The review was only a starting point. It was notable that the views of young people about public transport were the same as those of elderly people. ECC were anxious to carry out a youth pilot scheme in the District focussing, may be, on the summer holiday period. Parish meetings were proving popular and links with the Local Strategic Partnership were sought. It was vital that communication was focussed to avoid duplication of work.

4.7. Jan Menell welcomed the review and asked that ECC contact names etc be provided. **Jeremy Pine would provide a list for distribution at the next meeting.**

4.8. George Moseley also welcomed the review and said that anything that could be done to reduce dead mileage would be useful. He highlighted the situation in Norfolk where return journeys from schools were utilised on a community transport basis.

4.9. Sue Locke asked whether it would be possible for route numbers to go on bus stop flags. Elizabeth Blackie agreed, but felt route details were also needed especially to help tourists. Peter Blanchard pointed out that ECC had just spent money on flags and there wasn't room to carry service numbers on them. Jeremy Pine mentioned the uncertainty that passengers faced in rural areas where there was no real time information – was the bus cancelled or was it just late. This was not an easy issue to solve.

4.10. David Gregory felt there should be a bus timetable at every stop, and wanted a bus based forum for the local area around Dunmow – Felsted – Rayne. **Nick Roberts to raise with Wendy Jackson as part of next month's Parish meeting.** Kris Radley said that ERTF do carry out transport need analysis surveys, working with Wendy Jackson. Nick Stanaway from ECC would also be involved.

4.11. Catherine Dean mentioned Councillor Corke's study work on buses around the Saffron Walden area and also asked whether the needs of commuters and other rail passengers at stations other than Audley End would be considered at a later date. Nick Roberts confirmed that they would.

4.12. Andre Morris asked whether tenders for school runs and mainstream services could be integrated to save money. Nick Roberts confirmed that they could and suggested that an appropriate tender be submitted for consideration. He confessed that ECC didn't have suitable IT software to plot integration at the moment, so everything came down to maps and pens.

5. NEW ONE WEST ANGLIA DRAFT RAILTIMETABLE

5.1. Mark Evans explained that the One franchise had been let for 7 years from 2004 with the possibility of a 3-year extension assuming performance targets had been met. The relevant target was 88% of trains on time by 2008. Currently, the percentage was 90-95%, up by 15% or so from 2 years ago. Timetabling was a difficult science as there were a number of constraints. The basics were an 8-car railway with 2 tracks and only limited scope for overtaking. Station dwell times were now 0.5 mins longer than previously due to levels of patronage, and heavier trains accelerated more slowly, making it impossible to make trains faster and faster. Junctions are also a constraint, requiring train arrival times to be carefully plotted.

5.2. Liverpool Street looked big, but One WA was confined to only 2 of the 6 tracks in and out of the station. There were 16 trains / hour in each direction off peak and 22 on peak, with little scope to increase this frequency. The new draft timetable did not change this frequency, but attempted to reduce the potential for delay by retiming and reducing turn around times where possible.

5.3. It was difficult to thread the Stansted Express services through the domestic network and BAA was pressing for it to be an exclusive service for the airport. To integrate the Express services more effectively, alternate trains would stop at either Harlow Town or Bishops Stortford in addition to Tottenham Hale. This should improve accessibility to the airport from Harlow and, hopefully, the public transport modal share. Negotiations were ongoing with Network Rail to make the Express

service 24 hrs, but this was subject to maintenance considerations. The Express service would be every 15 mins throughout the day, including on Saturdays.

5.4. Train vandalism was an issue, especially when cars were cascaded to other lines. It is now the intention that cars will be captive to individual routes, with only First Class on the Cambridge line where there would be no stops between Cheshunt and Tottenham Hale. Stansted Express would be 8-car, but with the option to go to 12-car as the airport expands. The Express would contain one First Class compartment per train.

5.5. The service to Stratford was new, aiming to link in with Eurostar in the fullness of time.

5.6. The consultation process had been extensive and would be concluded on Sunday 24 April. Over 500 representations had been received, and this was the first time that a draft timetable had been made available on the Web.

5.7. Jeremy Pine pointed out that it appeared that the last all Uttlesford station stopper during the week would be over half an hour earlier out of Liverpool Street, which would be a retrograde step. Mark Evans said he thought, in fact, the last train would now be later. Jeremy Pine said the timetable didn't show this. **Mark Evans to check this and reply.** A UDC Councillor had also asked whether later trains could be run on an experimental basis to see how well used they were.

5.8. Jan Menell raised the issue of track quality and bumpy rides. Mark Evans explained that these were regularly measured but admitted that the trains weren't the smoothest and this wasn't a high speed railway in any event. She also asked about provision under the Disability Discrimination Act. Mark Evans explained that lifts were being considered at Tottenham Hale, and with 24 hrs notice northbound trains at Audley End could be diverted onto the southbound platform.

5.9. Catherine Dean said there was a perception that local services had deteriorated to accommodate Stansted Express. Mark Evans recognised this, but said that One had taken some criticism from BAA especially over the extra stops that were being proposed to promote integration.

5.10. David Gregory asked about capacity to deal with airport G2 growth. Mark Evans explained that capacity was being reached now and that a minimum of 4 tracks would be required with a second rail tunnel under the runway. A single tunnel limited trains to 6 per hour in each direction (4 St Ex, 1 local stopper and 1 Central).

5.11. Elizabeth Blackie was concerned that visitors didn't associate Audley End with Saffron Walden and asked whether the town name could be bracketed on the existing station nameplates. She also asked about extending service to run all night. Mark Evans explained that all night running brought about maintenance difficulties, especially over-runs into commuter services in the mornings.

6. INTEGRATED TRANSPORT PACKAGE FOR AUDLEY END STATION

6.1. Laura Chalkley explained that 2 meetings of the Working Group had been held so far, looking into all aspects of travel at the station. Some useful information was emerging.

6.2. Catherine Dean asked about contact with LA21, who were offering resources to carry out station surveys. **Laura Chalkley to contact Daniel Kemish.** Jan Menell asked about any planning application to extend the station car park. Jeremy Pine explained that this had been mentioned by One, but he felt it would need to be submitted as part of a package of measures at the station, perhaps those medium and longer term measures that would come out of the Working Group.

7. BUS / COACH STATION AT STANSTED AIRPORT

7.1. Jeremy Pine set out the current position following the granting of planning permission earlier this year. The Section 106 Agreement allowed a 2 year construction period, but this was unlikely to be required. Much of the structure would likely be fabricated off-site and BAA was anxious to reduce disruption to passengers. BAA had confirmed that it would put a revised construction timetable to UDC for consideration.

8. ANY OTHER BUSINESS

8.1. Sue Locke asked that the Forum be thanked for its help in the past with pedestrian access initiatives within Saffron Walden.

8.2. Sue Mayer asked about the Uttlesford Cycle Network Plan, and whether there could be research into a better footpath /cycle link from Little Hallingbury to Bishops Stortford. **Jeremy Pine to send her a copy of the Plan and to raise the link idea at Friday's meeting with Sustrans.** She also asked about whether local funding of safety cameras was possible. Chris Stoneham explained that they were operated by the Essex Safety Camera Partnership and that the Police were reluctant to see local involvement because of public safety. The trial period for Variable Message Signs was to be extended.

8.3. Sue Mayer asked whether Little Hallingbury qualified for a fixed camera. Chris Stoneham said the guidelines were set by DfT and were quite rigid.

9. DATE AND TIME OF NEXT MEETING

9.1. Tuesday 19 July 2005 at 10.00am at the UDC Great Dunmow offices.

**SAFFRON WALDEN LOCAL ROAD SAFETY ADVISORY
COMMITTEE held at COUNCIL OFFICES LONDON ROAD
SAFFRON WALDEN on 2 MARCH 2005 at 7.30pm**

Present:-

In the Chair Councillor Mrs C Bayley – Audley Ward Saffron Walden -

Mrs E Sanders – Littlebury Parish Council
Mr D Richardson – Little Chesterford Parish Council
Councillor R F Freeman – Uttlesford District Council
Mrs M McDonald – Wendens Ambo Parish Council

Officers in attendance:-

Mrs R Johnson – Road Safety Officer
Mrs C Roberts – Secretary.

SW251 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor W F Bowker, Miss K Barwood, Mr C Clarke, Mr P Hardy, Inspector M Harman, Mr P Hughes, Mrs A Midgley and Mr C Stoneham.

SW252 **MINUTES**

The Minutes of the meeting held on 5 January 2005 were received, confirmed and signed as a correct record.

SW253 **SECRETARY'S REPORT**

**(i) Saffron Walden Local Road Safety Advisory Committee
Chairman**

Councillor Mrs C A Bayley informed the meeting that Councillor Bowker who was being looked after again temporarily in Addenbrookes Hospital, by reason of their better facilities, but that he expected to return to Saffron Walden shortly and would welcome visitors at either hospital.

(ii) Provisional meeting dates for 2004/5

The Committee agreed to accept the following provisional meeting dates for 2005/6.

Wednesday 1 June 2005
Wednesday 5 October 2005
Wednesday 4 January 2005

Wednesday 1 March 2006

Liaison meeting on Local Service Agreement – 24 January 2005

The Secretary informed the meeting that the Essex County Council officer had not wished to accommodate Advisory Committee representation at the liaison meeting on the LSA which it appeared was exclusively an officer meeting.

(iv) Transport and Highways Committee

The Secretary informed the meeting that the next meeting of the Transport and Highways Committee would be held on 10 March 2005.

SW254

ROAD SAFETY OFFICER'S REPORT

The Road Safety Officer described delivery of Road Safety Resources to Chrishall, Debden, Howe Green, St Mary's Dunmow and Henham & Ugley Primary Schools despite the snow. Road Safety Walks had also been taken with Reception, year 1 and Year 2 pupils from St Mary's Stansted, St Mary's Dunmow, Howe Green and Hatfield Heath, weather notwithstanding.

She continued that Road Safety education in secondary schools had continued as an option for a six-week period with seventeen SWCH 6th Form students on a driving safety course. Once this course was completed a similar course would be started at Newport Free Grammar.

She described the excellent progress made since the last meeting with the two new walking buses at Dame Bradbury Saffron Walden and Felsted County Primary School.

She had also given a successful talk to the Over 60's Club, whose meetings were held in the Saffron Walden Day Centre, and had also enjoyed tutoring the teaching staff for a government funded organisation for after-school clubs about the ways of getting road safety in to the classroom.

Much of the Road Safety Officer's day was currently taken up by seeking funds for Motorwise 2005., Unfortunately the High Sheriff's Award had been missed this year due to notification of grant deadline not being received.

The planned further speed enforcement exercise would take place, this time by the Rodings School. This was a repeat of the very successful event held at Great Easton Primary School, where the pupils worked towards producing posters and pieces of written work on the theme of 'Kill Your Speed'

Councillor Mrs C Bayley mentioned the subject of driving whilst 'phoning and asked for a campaign to discourage this.

She thanked the Officers for their reports.

SW255 POLICE REPORT

Inspector Mark Harman's updated report on road fatalities and injuries in the District was circulated at the meeting for information..

The much improved KSI's were noted with the reduced number of Christmas drink/drivers, although it was also appreciated that both sets of statistics would probably show increases in the summer months.

Members were concerned about the effect on KSIs of failure to use seatbelts. It was suggested that a national campaign should be employed to convince drivers and passengers of the importance of seatbelts.

SW256 AREA TRANSPORTATION MANAGER'S REPORT

Members considered the Essex County Council Area Manager's report to the meeting held on 5 January, which was annexed to the Minutes, and his report to the current meeting, which was put round the table.

It was noted that further letters had been received about the traffic problems at the Borough Lane /Debden Road junction.

Members were aware that options included yellow lines at Mandeville Road to which some residents objected. The fact that Borough Lane was a County Primary HGV route offended other residents and it was difficult to appease all those concerned.

Councillor R Freeman suggested that since all Borough Lane houses had off-road parking, it would be best to enable trucks to travel on it without the noise and pollution caused by them stopping and starting. He also mentioned the under-usage of Swan Meadow Car Park and the hopes of the Town Council that a crossing would be obtained near the top of Chater's Hill.

SW257 CONGESTION – EFFECTS IN SAFFRON WALDEN

Councilor Bayley reported receipt of various correspondence requesting weight restrictions and a by-pass to reduce effects of traffic; disturbance, pollution and physical damage to ancient buildings.

Suggestions were made by Mrs E Sanders that variable message signs would be useful to control traffic and that a park for large lorries should be provided at Stump's Cross, so that deliveries were only by small lorries.

Members were generally agreed that all children should be compelled to travel to school by state-provided yellow school buses

RESOLVED

That the road safety issues and other issues be referred to the Transport and Highways and the Environment Committees with a request that the traffic problem be investigated with a view to making the environment more healthy and safe, and that in particular the lorry route through Saffron Walden be re-examined.

SW258

TRAFFIC MANAGEMENT STRATEGY

The Secretary informed Members of the urgent deadline for observations on this Strategy to be submitted to the Essex County Council, and outlined aspects of the document which seemed relevant.

Members discussed possible responses

RESOLVED

That the Essex County Council be replied to as follows:-

This Strategy has been considered by the Saffron Walden Local Road Safety Advisory Committee which asks for two points to be seriously considered:-

(i) The proposed Travel Plans for schools (page 26) are to be applauded, but the problems of congestion and safer journeys to school would be dramatically reduced if all children were obliged to travel to school by 'bus. This system ("yellow 'buses") is understood to be used in America. The recent reductions in provision of transport to school are therefore counterproductive to the general aims of the Strategy and should be reversed.

(ii) The extension of Local Councils' duties re parking restrictions, enforcement etc, (referred to on page 28) will require funding. Please explain where this funding will be provided from.

SW259

DATE OF NEXT MEETING

The date of the next meeting would be 1 June 2005, unless a suitable date could be found for a meeting in May instead.

The meeting ended at 8.35 pm.