

NORTH HERTFORDSHIRE HIGHWAYS PARTNERSHIP – JOINT MEMBER PANEL

Meeting held at the Council Offices, Gernon Road, Letchworth Garden City
at 7.30 p.m. on Monday, 23 April 2007

MINUTES

PRESENT: **Representing North Hertfordshire District Council:**
Councillors: A. Ashley, J. Cunningham, Mrs F. Hill and M. Kirkland.

In Attendance: Committee and Member Services Officer.

PRESENT: **Representing Hertfordshire County Council:**
County Councillors: D. Drake (Chairman), Dr. N. Agar, D. Ashley, D. Billing,
K. Emsall, A.F. Hunter and M.R.M. Muir.

*Note: County Councillor A.F. Hunter joined the meeting at 8.05 p.m.
County Councillor D. Billing left the meeting at 8.45 p.m.*

In Attendance: North Herts District Manager – Hertfordshire Highways.
North Herts Lead Assistant District Manager – Hertfordshire Highways
Strategy Development Manager – Hertfordshire Highways

40. **APOLOGIES FOR ABSENCE**

An apology for absence had been received from County Councillor Nigel Brook and District Councillors P.C.W. Burt, L. Kercher, D. Proudlove and A.D. Young.

41. **SUBSTITUTION**

Having given due notice County Councillor D. Ashley advised the Chairman that he attended the meeting as a substitute for County Councillor N. Brook.

42. **MINUTES – 29 JANUARY 2007**

RESOLVED: That the Minutes of the meeting held on 29 January 2007 be approved as a true record of the proceedings and be signed by the Chairman.

MINUTE 31 – TRAFFIC MANAGEMENT AT JUNCTION 9 A1(M)

At the request of the Chairman the North Herts District Manager provided an update on measures taken to alleviate traffic management issues at the junction of the north bound off slip lane road and the A505 Letchworth Gate. The JMP agreed that the various attempts to alleviate the problems at this road junction had not been successful (and the length of tail back onto the A1(M) had increased) and the North Herts District Manager was requested to enter into discussions with the Strategic Client's road safety engineers concerning the installation of traffic lights at the junction of the north bound slip road and A505 Letchworth Gate west bound.

43. **NOTIFICATION OF OTHER BUSINESS**

There were no items of other business.

44. **DECLARATION OF INTERESTS**

No declarations of interest were made.

45. **RECEIPT OF PETITIONS SINCE THE LAST MEETING OF THE JOINT MEMBER PANEL**

The North Herts District Manager confirmed that one petition had been received for presentation to the Joint Member Panel (JMP). This petition concerned a request for traffic management issues to be addressed in Ickleford Road, Hitchin.

The lead petitioner thanked the Chairman of the JMP for the opportunity to address the panel and wished to advise Members of the problems in Ickleford Road for residents and that the problems caused by large volumes of traffic was making life very unpleasant.

The lead petitioner advised the Committee that in the last four years there had been a large increase in the traffic using Ickleford Road and the residents had become very concerned with parking issues in this residential road. The lead petitioner gave examples of the problems: 1. Volume of traffic – noise and pollution; 2. Traffic congestion, lines of vision obscured for residents leaving or entering Ickleford Road; 3. Excessive speed of vehicles; 4. Increase in the number of lorries in excess of 7.5 tons that are not loading or loading in Ickleford Road, damage to road surface and houses; 5. Lack of spaces for residents to park their own vehicles close to their home. The lead petitioner on behalf of the residents believed that the above problems had been the result of: the opening of Sainsburys, new residential flats in Bancroft Road/Ickleford Road, affordable housing and traffic diversions had made Ickleford Road a 'rat run' and made worse by the recent closure of Starlings Bridge and a recent religious festival. Ickleford Road was congested from Monday to Saturday each week and even Sunday was noticeably more busy. Residents often had to wait a considerable time to cross this road, park their own vehicle.

The lead petitioner advised the JMP that one resident who had been very ill had been unable to park near her home and had been unable to walk from her car to her home and required assistance from a resident of Baliol Road.

The lead petitioner stated that approximately 8000 motor vehicles used Ickleford Road each day and that the above issues caused great distress for Ickleford Road residents. The JMP noted the possible solutions raised by the Resident's Association:

1. Make Ickleford Road one way to all traffic;
2. Allow residents' parking on both sides of Ickleford Road;
3. Implement permit parking on one or preferably both sides of Ickleford Road;
4. Install 'pinch points' in Ickleford Road to slow traffic and provide more space for waste bins on collection days.

In addition to the traffic issues the lead petitioner advised the Committee that many residents were of the opinion that it would be appropriate to request an embargo on the granting of residential planning applications within a half mile radius of Ickleford Road, as this would stop an escalation of residents seeking parking places away from their own road or street.

The Chairman thanked the lead petitioner for the presentation and the JMP agreed that the North Herts District Manager be requested to look at the residents' proposals and report back to the next meeting to be held on 25 June 2007 with a written assessment of the viability of the Ickleford Road residents' proposals for traffic management.

RESOLVED:

- (1) That the representatives of the Ickleford Road Residents' Association be thanked for the presentation;
- (2) That the North Herts District Manager be requested to make an analysis of the traffic management proposals made by the Ickleford Road Residents' Association and report back to the next meeting of the JMP to be held on 25 June 2007 with a feasibility assessment of the proposals.

46. ITEMS REFERRED FROM NHDC AREA COMMITTEES

The North Herts District Manager advised that there were two items for consideration by the Joint Member Panel i.e.

- a. Feedback from Hertfordshire Highways and NHDC officer liaison process;**
- b. Introduction to proposed joint funded NHDC/JMP joint funded schemes.**

a. The North Herts District Manager advised the JMP that there was now a very effective ongoing liaison between Hertfordshire Highways and North Herts District Council officers on all highway issues and that all items discussed were presented at Agenda Item 9.

b. The North Herts District Manager advised the JMP that there had been considerable dialogue and exchange of information between Hertfordshire Highways and the five NHDC Area Committees concerning projects and schemes via NHDC officers. The JMP noted that these schemes would be presented for discussion and endorsement at Agenda Item 9.

47. LETCHWORTH AND BALDOCK URBAN TRANSPORTATION PLAN

The Strategy Development Manager (SDM) reminded the JMP that the process for the endorsement of the Urban Transport Plan had been agreed at the meeting held on 29 January 2007 (Minute 35 refers). The consultation process identified ten themes as follows: 1. Walking, 2. Cycling, 3. Passenger Transport, 4. Private car use, 5. Traffic management, 6. Car Parking, 7. Transport to schools, 8. Accessibility, 9. Safety and security and 10. Environment and the SDM confirmed that all these items had been addressed and that the Letchworth and Baldock and District Area Committee had reviewed the final plan at their meetings held on 18 April 2007 and 2 April 2007 respectively. Members of both Committees had met prior to the April meetings on 15 March and the outcomes of were presented at Appendix 1. Members stressed the need for the improvement of cycling facilities and it was agreed that this plan would constantly change and that a steering Group should be set up as a link with the JMP to monitor individual schemes within the plan.

The JMP noted that all schemes would be assessed by HCC and compete with other schemes in Hertfordshire for target led LTP2 funding in the first instance.

RESOLVED:

- (1) That the contents of the report be noted;
- (2) That the final draft of the Letchworth and Baldock Urban Transportation Plan – with amendments proposed by Letchworth and Baldock District Councillors on 15 March 2007 as detailed at Appendix 1 be endorsed;
- (3) That the Strategy Development Manager be requested to set up a Member Steering Group that would review specific schemes within the Letchworth and Baldock Urban Transportation Plan;
- (4) That the Member Steering Group should consist of two District Councillors and three County Councillors.

REASON FOR DECISION

To provide the Joint Member Panel with details of the proposed amendments to the draft Letchworth and Baldock Urban Transportation Plan.

48. HERTFORDSHIRE HIGHWAYS INTEGRATED WORKS PROGRAMME AND FORWARD WORKS PROGRAMME

The Principal Strategy Development Manager (PSDM) reminded the JMP that the first draft of the IWP and FWP were presented at the meeting held on 16 October 2006 (Minute 24 refers) and the second draft presented at the meeting held on 29 January 2007 (Minute 38 refers).

The PSDM referred the JMP to Appendix 1 – Schemes delivered by Herts Highways in 2006-2007 and Appendix 2 0 Schemes delivered by Highways Extra in 2006-2007 and advised that these appendices contained the most up to date information subject to last minute changes to the works programme.

The JMP noted that Cabinet at HCC had endorsed the 2007-2008 final draft of the IWP/FWP on 19 March 2007 and was presented at Appendix 3. The JMP also noted the proposed programme of works for Highways Extra in 2007-2008 as presented at Appendix 5.

The JMP also noted the updated version of the FWP for 2008-2009 as presented at Appendix 6 and the PSDM advised the JMP that in order to allow more time for consultation and preparation of IWP schemes the timetable had been brought forward for discussion on the 2008-2009 IWP at this meeting with an update for endorsement at the meeting to be held on 15 October 2007. The PSDM also advised the JMP that a five year Rolling Forward Works Programme had been introduced to provide a more defined IWP part of which would include 'Preparation Programme (Design and Consult) and Delivery Programme (Build the following year) which would assist Hertfordshire Highways meet the demands of the Traffic Management Act. The PSDM confirmed that following representations made from Joint Member Panels in Hertfordshire the April 2007 meeting would:

- Receive a review of the previous year's Delivery Programme including a report on key performance indicators (KPI's);
- Receive details of the current year's Delivery Programme agreed by Cabinet;
- Receive details of, and comment on the current Section 106 portfolio;
- Make final comments on the current year's Preparation Programme;
- Comment on the remaining 5 year Forward Works Programme.

and at the meeting to be held in October 2007 the JMP would:

- Receive a report on progress of scheme development within the Preparation Programme;
- Receive details of, and comment on the current Section 106 portfolio;
- Identify the schemes within the Preparation Programme that they would like to see delivered as a top priority the following year;
- Make final requests that schemes emerging as urgent for delivery the following year that are not within the Preparation Programme are included. These requests will need to be justified by special circumstances and the proposed schemes will need to be prioritised against the other schemes already in the Preparation Programme;
- Review the Forward Works Programme, paying particular attention to, and making comments on, the proposals for the following Year's Preparation Programme.

The JMP expressed broad agreement with the proposals for advanced discussions on the IWP and FWP and particular mention was made concerning works at Cadwell Lane, Hitchin; Ridge Avenue, Letchworth Garden City and Nortonbury Lane Baldock/Letchworth Garden City which the North Herts District Manager was requested to report back on at the meeting to be held on 27 June 2007. General comment was made on the maintenance of estate roads and the necessity for a rigorous inspection of all highway surfaces and that it should not be left to Councillors to provide information on poor/bad road surfaces. The North Herts District Manager confirmed that there was an inspection programme and that traffic on suburban roads was increasing. Roads must be classified as dangerous which would cause accidents and an assessment as whether the road would fail. Representations (not suggestions) from Councillors was of great assistance and aesthetics were not usually considered to be of great importance.

RESOLVED:

- (1) That the out turns from the 2006-2007 Hertfordshire Highways IWP and Highways Extra work be noted;
- (2) That the contents of the finalised Hertfordshire Highways IWP and Highways Extra 2007-2008 delivery programmes be noted;

- (3) That the North Herts District Manager be requested to take note of the comments and suggestions made by the Joint Member Panel:
 - a. Ridge Avenue, Letchworth. Carriageway resurfacing to be moved from reserve to main programme of Highways Extra 2007-2008;
 - b. That a bid be made to add a scheme to the 2008-2009 preparation programme of the Forward Work Programme for unfunded aspects of the GAF funded project at Cadwell Lane, Hitchin;
 - c. Undertake both sections of Nortonbury Lane, Letchworth/Baldock listed in the 2008-2009 Scheme Delivery Plan at the same time to improve co-ordination and minimise disruption;
- (4) That the North Herts District Manager be requested to present a report to the next meeting of the JMP to be held on 25 June 2007 which would address the issues listed at Appendix 4: Feedback from the two meetings held on 16 October 2006 and 29 January 2007 on a line by line basis.

REASON FOR DECISIONS

To allow the JMP be regularly updated of the programme of works in North Hertfordshire and provide the opportunity to contribute to the developing programme.

49. JOINT MEMBER PANEL DISCRETIONARY BUDGET

The North Herts District Manager (NHDM) referred the JMP to Section 5 of his report which gave details of the approved schemes for 2006-2007 where £88,750 had been allocated to approved schemes and £13,400 allocated to final design fees.

The NHDM advised the JMP that the total budget allocated for the 2007-2008 discretionary budget was £100,000 which must include the costs of all approved schemes and any design costs, and that there would be no additional budget for design works. The JMP reviewed the proposed schemes for 2007-2008 and agreed to reduce the budget item (d) by £500 and include a new item (k) Extension of waiting restrictions in Rock Road, Royston =£3,000 which gave a final agreed expenditure to date of £68,750. The JMP also agreed to a budget of £40,000 (included in the total of £68,750) for works to verges subject to repeated damage

There ensued a short debate on the locations of Vehicle Activated Signs in Hitchin, the need for repeater speed restriction signs in town centres, waiting restrictions in various Hitchin Roads and the maintenance of Vehicle Activated Signs.

RESOLVED:

- (1) That the information provided as a summary of the 2006 – 2007 schemes be noted;
- (2) That the funding of schemes by the JMP in the year 2007-2008 be agreed as follows:
- (3) That funding for the following schemes in 2007-2008 be agreed:

(a)	A10 London road, Royston – VA sign (design fee).	£2,000
(b)	Verge protection works:	£40,000
	1. Clothall Road, Baldock (bird beak fencing).	£4,000
	2. Burford Way, Hitchin (wooden bollards)	£2,800
	3. Nine Springs Way, Hitchin (wooden bollards).	£1,500
	4. The Crescent, Hitchin (wooden bollards).	£1,000
	5. Wymondley Road, Hitchin (wooden bollards).	£3,000
	6. Baldock Road, Letchworth GC (wooden bollards)	£1,100
	7. Icknield Way, Letchworth GC (bird beak fencing).	£3,600
	8. Pixmore Way, Letchworth GC (wooden bollards)	£1,500
	9. Fourth Avenue, Letchworth GC (wooden bollards).	£6,600
	10. Lankester Road, Royston (verge hardening).	£14,900
(c)	Jacksons Lane, Reed – new footway.	£8,250
(d)	Maintenance of VA signs (Wymondley Road, Hitchin and Willian village only).	£1,000
(e)	Norton Road/Pond Lane, Baldock – waiting restrictions.	£1,000
(f)	Evaluation of VA sign sites, Stevenage Road, Old Hale Way and St. Michaels Road, Hitchin.	£500
(g)	The Maples, Hitchin - waiting restrictions.	£3,000
(h)	A602/Sunnyside Road, Hitchin – right turn ban.	£3,000
(i)	Briary Lane/sun Hill, Royston – waiting restrictions.	£5,000
(j)	B656 Codicote – speed limit extension.	£2,000
(l)	Rock Road, Royston – extension of waiting restrictions.	£3,000
	Total cost estimate of schemes	£68, 750

- (4) That the North Herts District Manager be requested to provide details at the next meeting of the JMP to be held on 25 June 2007 of a programme of deliverable schemes for the current year to ensure that any un-allocated funds (currently £31, 2500) from the JMP Discretionary Budget for 2007-2008 would be transferred to for example maintenance works under the Highways Extra programme currently identified as reserve schemes;

- (5) That the North Herts District Manager be requested to provide details and costings at the next meeting of the JMP to be held on 25 June 2007 of schemes currently on the Highways Extra reserve list including footway repairs.

REASON FOR DECISIONS:

To ensure that the JMP are able to allocate funds from the JMP Discretionary Budget for 2007-2008 in an effective manner.

50. OPERATIONAL PERFORMANCE INDICATORS

The JMP noted that the performance indicators for Hertfordshire Highways Work were presented at Appendices A and B for District and Countywide respectively with the Area office performance presented at Appendix C.

With reference to Potholes the number of reported 'holes' had doubled in January and February 2007 (performance fell to below 95 per cent in December 2006); Performance had fallen to 93-94 per cent in the last three months for repairs to hazardous pavements; Performance was at 100 per cent for the repair to exposed wiring in street lighting units with the repair of reported street lighting faults at a consistent 95 per cent level.

The JMP noted the delay to the provision of data on disabled facilities at signal controlled pedestrian crossings which was collected on countywide.

RESOLVED: That the data supplied on the Operational Performance Indicators for the inclusive period September 2006 to February 2007 be noted.

REASON FOR DECISION:

To ensure that the JMP are regularly updated on the performance on key service activities.

The meeting closed at 9. 40 p.m.

.....
Chairman