



Highways Committee

Thursday 11 October 2012 at 7.00 pm

Committee Rooms 1, 2 and 3, Brent Town Hall, Forty Lane, Wembley, HA9 9HD

Membership:

Members

Councillors:

J Moher (Chair)
Powney (Vice-Chair)
Beswick
Jones
Long

alternates

Councillors:

Butt
Crane
Hirani
R Moher
Arnold

For further information contact: Joe Kwateng, Senior Democratic Services Officer
020 8937 1354, joe.kwateng@brent.gov.uk

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The press and public are welcome to attend this meeting

Agenda

Introductions, if appropriate.

Apologies for absence and clarification of alternate members

Item	Page
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1	Declarations of personal and prejudicial interests	
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Members are invited to declare at this stage of the meeting, any relevant financial or other interest in the items on this agenda.

2	Minutes of the previous meeting	1 - 8
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3	Matters arising (if any)	
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4	Deputations (if any)	
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5	Petitions	
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The following petitions have been verified and contained in excess of 50 names:

- (i) Petition from residents of the Harlesden area via Brent Association of Disabled People stating the following:

'Harlesden is a busy shopping area. It is used by local people and also many people with disabilities. We do not support a traffic scheme that stops us being able to park outside our shops. Disabled people want to be able to shop in Harlesden. We say no to Plan B'

A report regarding this item appears under item 6 in the agenda.

- (ii) Petition from residents of the Harlesden area stating the following:

'We live in Harlesden Ward but we were not consulted on the changes to traffic in the town centre. Our views count as much as anyone else's. We demand to be consulted on the proposed changes to Harlesden Town Centre'

A report regarding this item appears under item 7 in the agenda

6 Petition - parking for the Disabled in Harlesden 9 - 14

This report informs the Committee of a petition seeking to keep parking spaces for disabled people in Harlesden Town Centre.

Ward Affected: Harlesden **Contact Officer:** Paul Chandler, Head of Transportation
Tel: 020 8937 5151
paul.chandler@brent.gov.uk

7 Petition - request to be consulted by group of Harlesden residents 15 - 20

This report informs the Committee of a petition stating that areas of the Harlesden ward were not consulted on the proposed highway improvement scheme in Harlesden town centre. It seeks that those excluded are consulted on the proposals separately.

Ward Affected: Harlesden **Contact Officer:** Paul Chandler, Head of Transportation
Tel: 020 8937 5151
paul.chandler@brent.gov.uk

8 Travel plans and parking permits for schools 21 - 26

This report provides the Committee with a progress report for the development of STPs (School Travel Plans) including the current position regarding the issue and renewal of special "School Parking Permits" and, as determined by the Executive Committee on 19 September 2012, their phased withdrawal.

Ward Affected: All Wards **Contact Officer:** Paul Chandler, Head of Transportation
Tel: 020 8937 5151
paul.chandler@brent.gov.uk

9 Any Other Urgent Business

Notice of items to be raised under this heading must be given in writing to the Democratic Services Manager or his representative before the meeting in accordance with Standing Order 64.

10 Date of Next Meeting

The next meeting of the Highways Committee is scheduled for 18 December 2012



Please remember to **SWITCH OFF** your mobile phone during the meeting.

- The meeting room is accessible by lift and seats will be provided for members of the public.
- Toilets are available on the second floor.
- Catering facilities can be found on the first floor near The Paul Daisley Hall.
- A public telephone is located in the foyer on the ground floor, opposite the Porters' Lodge



LONDON BOROUGH OF BRENT

MINUTES OF THE HIGHWAYS COMMITTEE Tuesday 17 July 2012 at 7.00 pm

PRESENT: Councillor J Moher (Chair), and Councillors Beswick, Jones and Long

Also present: Councillors Cheese, Chohan, Hashmi, Kansagra and BM Patel

Apologies for absence were received from: Councillor Powney

1. **Declarations of personal and prejudicial interests**

None declared.

2. **Minutes of the previous meeting**

RESOLVED:-

that the minutes of the previous meeting held on 20 March 2012 be approved as an accurate record of the meeting subject to the following corrections:

Item 7, fourth paragraph, eighth line – amend the word ‘compromising’ to read ‘comprising’,

Item 11, fourth paragraph, first sentence to read “In relation to the shared space element within option B, the Chair invited Mr Tom Reid to speak on behalf of the Brent Association of Disabled People. He highlighted traffic movement, including bicycles.

Item 11, fourth paragraph, second sentence – amend the word ‘bends’ to read ‘benches’,

Item 11, fifth paragraph, first sentence to read ‘Mr Paul David, representing the National Federation of the Blind, also opposed and other objects’,

Item 11, ninth paragraph to read – ‘Councillor Beswick welcomed the proposals, a view shared by Councillor Jones. Councillor Powney also welcomed the proposals but requested officers to revisit the use of dog mess bins specifically and rubbish collection in the town centre in general. Councillor Long stated that officers had not consulted the Brent Association of Disabled People (BADP) on option B, which consisted of a shared space/pedestrian priority area in the High Street, Harlesden between Jubilee Clock and Tavistock Road. John Dryden referred to the key comments and engineer recommendations and added that further dialogue on the design of the scheme would continue with all interested parties, including BADP. The Chair reiterated that the design of the shared space/pedestrian priority had not

been decided on as yet and that should option B be progressed, the design would be finalised with the Town Centre Team and disability groups. Councillor Long moved to formally instruct officers to carry out further consultation on the disabled parking provision and the shared space element within option B. This was voted upon and declared lost. Councillor Long asked for her dissent to be recorded’.

3. **Matters arising**

Willesden Junction station access road and Wembley Central station issues

David McKibbin, Interim Head of Highways and Transportation, stated that, whilst Willesden Junction access road was not in Brent, it affected many Brent residents walking to and from the station. The Council had offered to contribute towards the funding of a much larger scheme and Transport for London was expressing some optimism that a scheme could be agreed, but this was still a matter for on-going negotiation.

David McKibbin reported that he understood the problem of water egress onto the station platforms at Wembley Central Station had been solved. He hoped this was a permanent solution but would continue to monitor the situation.

4. **Deputations (if any)**

None.

5. **Petitions**

5.1 Petition: parking controls outside Islamia School, Salusbury Road

Representatives of the school outlined the main issues behind the petition submitted which expressed how unhappy parents were regarding the parking problems outside the school. It was felt that, on a daily basis parents had to go through a challenge to find parking in order to get their children to school. Assurances were given that the school was prepared to continue to work on producing a school travel plan but parents were feeling that their needs were not being met. It was pointed out that the Parent School Association did not condone illegal parking but they were asking for limited dispensation from parking restrictions around the school during the time that parents collected their children. Mrs Nur Enver, PSA chairperson, added that many parents had 3 or 4 children they needed to drop off and collect and many had to use their cars because they did not live close to the school. She pointed out that the school did not have the usual yellow zig zag markings outside it and this created a danger to the safety of the children.

David McKibbin, Interim Head of Highways and Transportation, responded that some of the points raised at the meeting went beyond the content of the petition. The zig zag markings were a safety issue rather than a traffic management issue and would be considered separately. He submitted that the issues facing the school were not unusual for many schools in Brent and one of the many reasons why efforts were made to encourage sustainable transport. In the meantime it had been identified that there was a serious problem with illegal parking taking place around the school. Parking was available on a paid basis. He referred to the request for assistance in purchasing a school bus for which the Council did not

have the funds but, as part of the school travel plan process, may be able to provide the school with some advice. He hoped the plan could be more strongly supported by the school.

David McKibbin introduced the report submitted to the Committee that responded to the issues raised in the petition.

Members of the committee asked about the prospects for the school purchasing a bus, car sharing, walking buses and public transport links. It was recognised that whilst it might not be commercially viable for one school to purchase a bus, it might be possible to work with other schools in the area to raise funds and share costs. There appeared scope to increase the amount of car sharing and walking buses had proved successful with some schools. The public bus links were good and cycling could be more actively encouraged.

David Thrale, Head of Service, Safer Streets, responded to accusations that parking restrictions around the school were being over-zealously enforced. He explained that between 15 June and 6 July, 20 schools had been visited and 1276 vehicle movements recorded, of which 1120 were compliant. Only two parking tickets had been issued but he stated such surveys would continue around the borough in order to deter illegal parking.

RESOLVED:

- (i) that the petition and issues raised be noted;
- (ii) that the course of action taken so far by officers from the Environment and Neighbourhood Services Department, as outlined in the report submitted, be noted and continue to be pursued.

5.2 Petition: footpath in Regal Way rather than only the section between Preston Hill and Westward Way

Councillor Kansagra spoke on behalf of Councillors Colwill and BM Patel in supporting the views of some local residents in Regal Way who had petitioned the Council for the pavements along the whole length of the road to be upgraded. Whilst understanding the rationale used to prioritise highway repairs, he asked whether, if the condition survey had treated the whole of Regal Way as one section, it would have scored high enough to be included in this year's programme. If not, he urged that the remaining length of Regal Way be included in next year's programme because where the upgraded length joined the length not upgraded it created an unsightly street scene.

David McKibbin, Interim Head of Highways and Transportation introduced the report submitted which responded to the points raised in the petition. He drew attention to how the extremely limited funds available for footpath upgrades were allocated following a rigorous assessment of priority areas within the borough. If the whole of Regal Way was now to be upgraded this would approximately double the amount spent on the footway and funds for other schemes of a higher priority would consequently have to be withdrawn. In answer to a question from a member of the committee, David McKibbin confirmed that following inspection of the length

of Regal Way between Westward Way and Shaftesbury Avenue, a number of potential trip hazards had been repaired.

RESOLVED:

- (i) that the petition and the issues raised be noted;
- (ii) that it be noted that the Highways Major Works programme was approved by the Executive on 23 April 2012;
- (iii) that the methodology used to determine which streets are prioritised and the reasons why the whole of Regal Way was not included be noted;
- (iv) that the decision not to include the whole of the footway in Regal Way in this year's highways programme be confirmed;
- (v) that it be noted that the condition of the section of footway in Regal Way from Westward Way to Shaftesbury Avenue will be included in the next annual condition survey for consideration to be included in a future programme and that the Council will continue to maintain this footway in a safe condition, in accordance with the Council's intervention levels.

5.3 Petition: parking restrictions and arrangements on Ealing Road

Linda Parmar introduced herself as representing businesses in Ealing Road. She presented the petition submitted by residents and traders concerning the level of charges imposed for parking and seeking more free parking. Linda Parmar submitted that the parking restrictions in the area were having a detrimental effect on businesses which were already struggling to survive. They relied on visitors being attracted to the area but due to the lack of parking and high charges for what parking was available, people were shopping elsewhere. She urged the Council to work with businesses and residents to address what she considered to now be a very grave situation before more businesses chose to close down and move elsewhere. She asked for a reduction in parking charges, the lifting of event day parking restrictions, dual use of parking bays, Sunday free parking, provision of a car park and lifting of the maximum two hour stay.

David McKibbin, Interim Head of Highways and Transportation, responded by saying that some of the points raised at the meeting went beyond the terms of the petition submitted. He stated that the Council was aware of the many difficulties facing traders across the borough which were caused by many factors. David McKibbin introduced the report submitted which explained the background to the introduction of the controlled parking zone (CPZ) and responded to the points made in the petition. He reminded the committee that this was primarily a residential parking scheme that had been introduced following extensive consultation back in the 1990's. The charging levels were comparable to other areas of the borough and he was reluctant to suggest changes in response to the views of just the petitioners, hence the recommendation to review the zone by carrying out a full consultation exercise in about 18 months' time.

Councillor Beswick recognised that the petitioners would consider 18 months a long time to wait. He felt the situation in Ealing Road was in need of review both from

the trader's and resident's points of view and asked if the consultation could be brought forward. The Chair referred to a meeting he had attended to hear the concerns of local people and asked if any progress had been made on identifying a site for parking. In response David McKibbin stated that consideration could be given to bringing the consultation forward to the beginning of the 2013/14 programme. It was put to the meeting that a prime site for parking had been identified but that it was occupied by two properties which the Council would first need to buy.

RESOLVED:

- (i) that the petition and the issues raised be noted and the lead petitioner informed of the decision of the Committee set out in (ii) below;
- (ii) that the response to the petition set out in the report submitted be noted and a review of the E CPZ operational hours be considered for inclusion in the 2013/14 CPZ work programme to be submitted for approval in due course.

5.4 Petition: 20mph zone into the Harrowdene Road area

Sue Saville, representing residents from the Harrowdene Road area, spoke in support of the petition submitted which objected to the proposed traffic plans for Harrowdene Road, Sudbury Avenue, Sylvester Road, Crawford Avenue and Copland Avenue. She submitted that the consultation carried out by the Council and detailed in the report submitted addressed two issues but only allowed residents to comment on one. She stated that a majority of residents were in favour of the proposed 20mph zone and vehicle weight restrictions but did not support the proposed number or positioning of speed reduction measures. She questioned the accident statistics used and said that details had not been sent to her as requested. As local residents, they were not aware of the number of accidents as presented. It was submitted that many householders had claimed not to have received the consultation documents and were not aware of what was proposed for the area. Whilst appreciating that the number of road humps had been reduced from that set out in the original proposals, it was felt that there were still too many. Sue Saville also stated that she was concerned that from the feedback she had received when discussing the proposals with the fire service and the ambulance service it appeared they were not aware of the proposals.

David McKibbin, Interim Head of Highways and Transportation, confirmed that the emergency services were always consulted on such road safety schemes but undertook to check this had been done. He introduced the report submitted which informed members of the proposal to extend the existing 20mph zone to include the Harrowdene Road area and responded to the points raised in the petition. David McKibbin explained that there were stringent rules around introducing 20mph zones. Recent changes to these rules had allowed for a reduction in the number of road humps proposed for this scheme but any further reduction would lead to the scheme not being self-enforceable and therefore not viable. In light of the significant majority of residents responding to the consultation being in favour of the scheme, it was proposed to proceed with it.

In response to questions concerning the accident figures used, David McKibbin referred to the figures shown in paragraph 3.3 of the report submitted, although he

acknowledged that the measures now proposed may not have prevented the one fatality from occurring.

RESOLVED:

- (i) that the results of the public consultation showing strong support for the proposals, the petition submitted against the proposals and the views expressed at the meeting be noted;
- (ii) that the review of the original proposals and the response to the concerns of the petitioners, as set out in the report submitted, be noted and the lead petitioner be informed of the exact accident statistics used to justify the scheme;
- (iii) that implementation of the amended proposals be approved, subject to confirmation that the emergency services were consulted;
- (iv) that subject to (iii) above, the advertising of the necessary traffic management orders towards implementing the amended proposals be approved;
- (v) that the Head of Transportation be delegated authority to consider objections and representations to statutory and other consultations undertaken on the scheme and to report back to Committee if those objections are substantial but otherwise implement the scheme with minor modifications if appropriate.

6. **Recent success and future direction of cycling in Brent**

David McKibbin, Interim Head of Highways and Transportation, introduced the report before the committee which outlined what the Council had achieved in relation to cycling, current work being carried out and proposals for the future. Whilst pleased to report the progress made, David McKibbin recognised there was still much to do.

The issue of the provision of cycle stands was raised and although new-build developments could insist on the provision of cycle stands it was pointed out that most people lived in properties that did not have any storage for cycles and this put them off buying one. The Chair stated that although more cycle stands were being provided the thrust of the programme was to reduce cycle related accidents.

RESOLVED:

- (i) that the overarching approach taken to improve the attractiveness and safety of cycling across Brent be noted;
- (ii) that the significant achievements the Council has made in reducing cycling related serious injuries and deaths on Brent roads be noted;
- (iii) that the details relating to three key cycling programmes in Brent; Brent Biking Borough, Bike-it and Cycle Training/Travel Awareness be noted.

7. **Any Other Urgent Business**

None.

8. **Date of Next Meeting**

Noted on 11 October 2012.

The meeting closed at 8.35 pm

J MOHER
Chair

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 Brent	<p style="text-align: center;">Highways Committee 11 October 2012</p> <p style="text-align: center;">Report from the Head of Transportation</p>
For Action	Wards Affected: Harlesden
Petition to keep parking spaces for disabled people in Harlesden Town Centre	

1.0 Summary

- 1.1 This report informs the Committee of a petition seeking to keep parking spaces for disabled people in Harlesden Town Centre.
- 1.2 The results of a public consultation on proposals to improve Harlesden Town Centre were presented to the Highways Committee on 20th March 2012.
- 1.3 Two options were consulted on and the committee resolved to proceed with Option B, including changes that were recommended in the report. These changes included the provision of additional dedicated disabled bays throughout the town centre.
- 1.4 This report advises that the detailed design is currently underway and the provision of dedicated disabled bays is being included in the design.
- 1.5 This report seeks approval to continue with the current course of action.

2.0 Recommendations

- 2.1 That the committee noted the contents of the petition and the issues raised.
- 2.2 That the Committee notes the course of action agreed at the Highways Committee on 20 March 2012 and the action taken by officers and that additional dedicated disabled bays will be incorporated into the detailed design to be implemented in 2013/14.

3.0 The Petition

3.1 A petition has been received from residents of the Harlesden area via Jimmy Telesford of the Brent Association of Disabled People. The petition has been verified in accordance with the council's procedures and has 115 signatures.

3.2 The full wording of the petition is:

' Harlesden is a busy shopping area. It is used by local people and also many people with disabilities. We do not support a traffic scheme that stops us being able to park outside our shops. Disabled people want to be able to shop in Harlesden. We say no to Plan B'

Existing Situation

3.3 Harlesden Town Centre is at the centre of a diverse community, yet like many places its status has been progressively reduced so that it has increasingly become a place of motor traffic domination, broken pedestrian routes, limited investment, road danger and declining areas of public space.

3.4 Over the last couple of years, Brent Council have been working closely with the Harlesden Town Team 2010, a local community group set up to help promote positive change in Harlesden.

3.5 The Council's vision for Harlesden is to bring about a major shift in the commercial ranking and quality of Harlesden town centre, enabling it to better serve and contribute to the regeneration of its residential and industrial hinterland, and to become an attractive place that people will want to visit, linger, socialise and spend money.

3.6 Harlesden town centre has many parking problems. Currently permit holders are allowed to park in the 'pay and display' parking bays in the town centre, meaning that some residents and illegally parked vehicles are reducing the availability of short term visitor parking and people legitimately loading and unloading. This contributes to double parking and illegal parking on yellow lines.

3.7 Disabled badge holders are able to park in any of the existing bays, however due to the existing parking problems they would currently experience difficulty finding a space close to the town centre.

3.8 There is currently only one dedicated disabled bay located on Tavistock Road, which has been provided for a residential property.

4.0 Detail

4.1 In January 2012 a consultation was undertaken in the area involving a letter drop to over 11,000 businesses and residential properties. Two options for improvements to the town centre were presented. The results of this consultation were presented to the Highways Committee on 20th March 2012.

- 4.2 The committee resolved to proceed with option B, including changes that were recommended in the report. A copy of the recommendations from the report on 20th March 2012 is contained in Appendix A.
- 4.3 The agreed option consists of:
- Wider footways to provide more room for pedestrians and small areas of public space with seating and greenery.
 - Removal of unnecessary signs and guardrails, and replacing improving other items, which will make the street more attractive, less cluttered and safer for pedestrians.
 - New cycle parking and more accessible bus stops to encourage people to use public transport.
 - New litter and recycling bins put in better places that will mean they are used more.
 - High-quality paving.
 - Safer and more accessible crossing points for pedestrians.
 - Raising carriageways to footway level across side roads to help pedestrians cross.
 - More tree planting to make the street more attractive.
- 4.4 Option B also includes proposals for a pedestrian priority area on Harlesden High Street between the Jubilee Clock and Tavistock Road, as well as changing the section between Park Parade and the Jubilee clock from one way to two way. This will result in all parking bays being removed along these sections.
- 4.5 To counteract the loss of parking all remaining bays along a short section of the High Street and Craven Park Road will be dedicated to Pay and Display only and loading and unloading. This will provide a regular supply of short term parking for passing trade during throughout the day.
- 4.6 To help with these changes and to make sure there is adequate space for permit holders in the area, the existing controlled parking zone boundaries are to be amended and more permit holder only bays will be provided in neighbouring residential roads.
- 4.7 Improved enforcement by CCTV cameras will reduce the level of indiscriminate and illegal parking.

5.0 Discussion

- 5.1 One of the concerns raised during the consultation process was the lack of disabled parking in the town centre. Officers acknowledged that, whilst those with disabled badges could park in any of the available bays in the area, this would not guarantee them a space within a reasonable distance from the shops.

- 5.2 It was therefore recommended that dedicated disabled parking bays be provided throughout the area. The Highways Committee agreed with this recommendation and these are to be included in the detailed design.
- 5.3 As parking will not be permitted along High Street Harlesden between Manor Park Road and Tavistock Road the detailed design will ensure that dedicated disabled bays are in close proximity to these areas, ensuring there is only a short walk required for those accessing shops on the High Street.
- 5.4 It is considered that the provision of dedicated disabled bays is an improvement to the current situation as it ensures that there are spaces available closer to the town centre.

6.0 Financial Implications

- 6.1 There are no financial implications arising from the report at this time.

7.0 Legal Implications

- 7.1 There are no legal implications arising from this report and its recommendations.

8.0 Diversity Implications

- 8.1 Aside from the issues of disabled person's accessibility and facilities within the Town Centre, there are no other equalities implications arising from this report. An EIA has been carried out as part of the scheme. This was presented to the Highways Committee as an attachment to the main report in March 2012. The assessment will continue to be reviewed throughout the detailed design.

Appendices

Appendix A – Copy of the recommendations from the committee report presented to the Highways Committee on 20th March 2012.

Background Papers

None

Contact Officers

Naomi Barnes – Transportation Unit 2nd Floor West, Brent House, 349-357 High Road, Wembley, Middlesex, HA2 8TT. Telephone: 020 8937 5132. Email: naomi.barnes2@brent.gov.uk

H Amir Hosseini – Transportation Unit 2nd Floor West, Brent House, 349-357 High Road, Wembley, Middlesex, HA2 8TT. Telephone: 020 8937 5188. Email: hossein.amirhosseini@brent.gov.uk

Appendix A

MARCH HIGHWAYS COMMITTEE – HARLESDEN REPORT


2.0 Recommendations

- 2.1 That Committee notes the results of the recent consultation into options for the Harlesden Town Centre Project and instructs officers to proceed with Option B, including recommendations identified within section 6.10 of the report, subject to confirmation of funding from Transport for London and completion of the necessary statutory consultation.
- 2.2 That Committee authorises the Head of Transportation to consider any objections and representations to the statutory consultation and to report back to Committee if there are significant or substantial objections or concerns raised, otherwise to implement option B.
- 2.3 That a progress report will be prepared and reported back to Committee during the autumn prior to commencement of the works on site.

Decisions:

- (i) Noted the results of the recent consultation into options for the Harlesden Town Centre Project and instructed officers to proceed with option B, including recommendations identified within section 6.10 of the report, subject to confirmation of funding from Transport for London and completion of the necessary statutory consultation;
- (ii) Authorised the Head of Transportation to consider any objections and representations to the statutory consultation and to report back to Committee if there are significant or substantial objections or concerns raised, otherwise to implement option B.
- (iii) Agreed that a progress report be prepared and reported back to Committee during the autumn prior to commencement of the works on site.

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 Brent	<p style="text-align: center;">Highways Committee 11 October 2012</p> <p style="text-align: center;">Report from the Head of Transportation</p>
For Action	Wards Affected: Harlesden
Petition by residents of Harlesden Ward to be consulted on proposed highway scheme	

1.0 Summary

- 1.1 This report informs the Committee of a petition objecting stating that areas of the Harlesden ward were not consulted on the proposed highway improvement scheme in Harlesden town centre. It seeks that those excluded are consulted on the proposals separately.
- 1.2 The report outlines the extent of the consultation area, why that area was chosen and how the extents went beyond the statutory consultation procedures.
- 1.3 This report seeks confirmation that the consultation that was undertaken was comprehensive and that no further consultation is required.

2.0 Recommendations

- 2.1 That the Committee note the contents of the petition and the issues raised.
- 2.2 That the Committee approve the consultation process undertaken and agree that it met and exceeded the statutory consultation process and that no further action is required.

3.0 The Petition

- 3.1 A petition has been received from residents of the Harlesden area via Cheryl Henasy. The petition has been verified in accordance with the council's procedures and has 50 signatures. The area of the petition is shown on Appendix A.

3.2 The full wording of the petition is:

'We live in Harlesden Ward but we were not consulted on the changes to traffic in the town centre. Our views count as much as anyone else's. We demand to be consulted on the proposed changes to Harlesden Town Centre'

4.0 Existing Situation

4.1 In January 2012 a consultation was undertaken on two options for a major highway improvement scheme for the town centre, the results of which were presented to the Highways Committee on 20th March 2012.

4.2 The committee resolved to proceed to undertake detailed design and implement a preferred option with associated amendments to the scheme that were recommended in the report. A copy of the recommendations from the March 2012 Committee report is attached in Appendix B.

5.0 Detail

5.1 The scheme consists of improvements to High Street Harlesden, Manor Park Road, Tavistock Road and Crownhill Road in the town centre as well as amendments to the adjacent controlled parking zone boundaries.

5.2 In January 2012 consultation packs were delivered to over 11,000 business and residential properties in the area. Residents and traders were consulted on two scheme options along with proposed changes to the controlled parking zone boundaries.

5.3 It is normal procedure to consult frontages directly affected by the proposals i.e. those within the limits of the works. However, the area covered can sometimes be extended to the immediate surrounding roads.

5.4 As amendments were being proposed to Controlled Parking Zone boundaries as part of the scheme, it was decided to extend the limits of the consultation to incorporate all residents within the Zones affected (as shown in the drawing contained in Appendix B).

5.5 As well as the normal letter drop there was extensive publicity on the scheme proposals for those that did not receive consultation packs, including:

- Information on the local radio;
- In local papers and in Brent magazine;
- A permanent exhibition was erected in the local library;
- Notification of the consultation was posted on lamp columns throughout the town centre;

- Information was posted on the Council website with a rolling message on the front page throughout the consultation period; and
- A manned exhibition was undertaken at the Salvation Army in the town centre.

Every effort was therefore made to ensure that individuals located outside of the immediate “letter drop” area were made aware of the proposals and invited to comment.

5.6 In addition the local Town Team campaigned in the town centre trying to advise people of the proposals and where they could find more information.

5.7 904 questionnaires were returned as a result of the consultation giving a response rate of 8% which is not an unusual return for a consultation of this size. The responses were well distributed between the four zones and town centre. 55% of respondents favoured Option B.

6.0 Discussion

6.1 It is difficult to know where to draw the boundary line in any direct consultation, but there has to be a boundary. It is considered that, even for a scheme of this size and importance, the catchment area and scale of the consultation exercise was large. In addition, by externally advertising the proposals in the local press and other sources, information was made available to a much wider audience.

6.2 In conclusion, the consultation process went beyond statutory requirements and was extensive in scope and coverage.

7.0 Financial Implications

7.1 There are no financial implications arising from the report at this time.

8.0 Legal Implications

8.1 There are no legal implications arising from this report and its recommendations.

9.0 Equalities Implications

9.1 There are no equalities implications arising from this report.

Appendices

Appendix A – A plan showing the area of the petition, the area of the consultation and the extent of the proposed highway scheme.

Appendix B – Copy of the recommendations from the committee report presented to the Highways Committee on 20th March 2012.

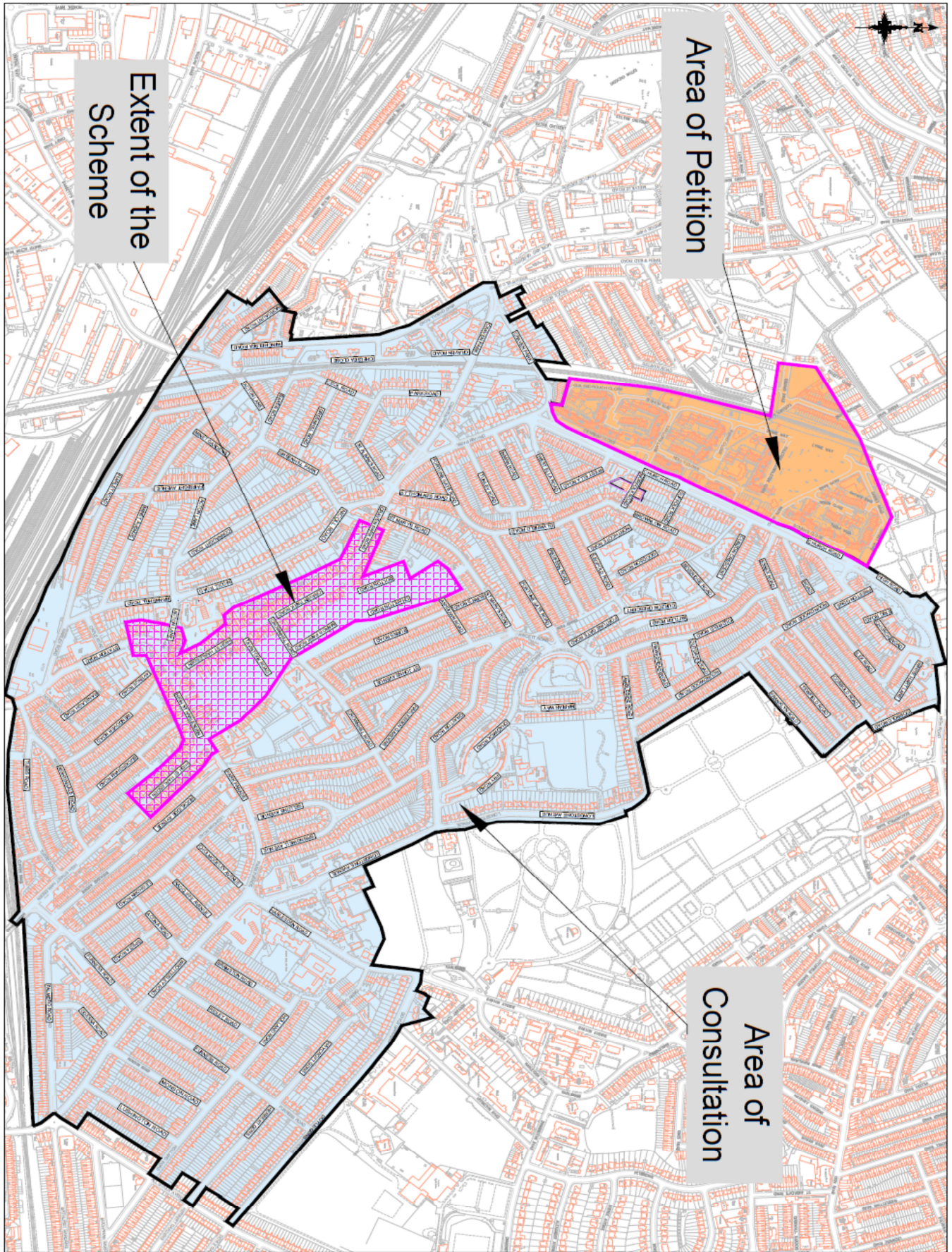
Background Papers

None

Contact Officers

Naomi Barnes – Transportation Unit 2nd Floor West, Brent House, 349-357 High Road, Wembley, Middlesex, HA2 8TT. Telephone: 020 8937 5132. Email: naomi.barnes2@brent.gov.uk

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Appendix B


MARCH HIGHWAYS COMMITTEE – HARLESDEN REPORT

2.0 Recommendations

- 2.1 That Committee notes the results of the recent consultation into options for the Harlesden Town Centre Project and instructs officers to proceed with Option B, including recommendations identified within section 6.10 of the report, subject to confirmation of funding from Transport for London and completion of the necessary statutory consultation.
- 2.2 That Committee authorises the Head of Transportation to consider any objections and representations to the statutory consultation and to report back to Committee if there are significant or substantial objections or concerns raised, otherwise to implement option B.
- 2.3 That a progress report will be prepared and reported back to Committee during the autumn prior to commencement of the works on site.

Decisions:

- (i) Noted the results of the recent consultation into options for the Harlesden Town Centre Project and instructed officers to proceed with option B, including recommendations identified within section 6.10 of the report, subject to confirmation of funding from Transport for London and completion of the necessary statutory consultation;
- (ii) Authorised the Head of Transportation to consider any objections and representations to the statutory consultation and to report back to Committee if there are significant or substantial objections or concerns raised, otherwise to implement option B.
- (iii) Agreed that a progress report be prepared and reported back to Committee during the autumn prior to commencement of the works on site.

 Brent	<p style="text-align: center;">Highways Committee 11 October 2012</p> <p style="text-align: center;">Report from the Head of Transportation</p>
For Action	Wards Affected: All
Travel Plans and Parking Permits for Schools	

1.0 Summary

- 1.1 This report provides the Committee with a progress report for the development of STPs (School Travel Plans).
- 1.2 This report also informs the Committee of the current position regarding the issue and renewal of special “School Parking Permits” and, as determined by the Executive Committee on 19 September 2012, their phased withdrawal.

2.0 Recommendations

- 2.0 That the Committee notes the progress made on developing School Travel Plans.
- 2.1 That the Committee notes the decision by the Executive Committee on 19th Sept 2012 to adopt a phased withdrawal of School Parking Permits.

3.0 Background

- 3.1 Although school travel plans are not a mandatory requirement, Brent Council actively supports and encourages all schools to produce a travel plan to encourage more walking, cycling, car sharing and public transport use and to review their plan on an annual basis.
- 3.2 A school travel plan must contain information about the school’s location and public transport availability, along with a survey that identifies pupil’s modes of travel to school. Through their travel plan the school is asked

to identify any problems outside the school and set targets to promote sustainable travel and reduce congestion.

- 3.3 Officers encourage all schools to annually review their travel plan and particularly target schools that participate in a WoW (Walk once a Week) scheme; have appointed JRSO's (Junior Road Safety Officers) or; that request parking permits or engineering measures.
- 3.4 As these initiatives are funded by the Council's capital budget from TFL we stipulate that participating schools must review their travel plan if the schemes are to continue.

4.0 Progress on School Travel Plans (STP)

- 4.1 This year, 43 schools submitted a travel plan and, of these, five will receive outstanding (gold) accreditation, two higher (silver), and 38 sustainable (bronze). Compared to last year's 25 schools this is an improvement of two outstanding, one higher and 17 sustainable.
- 4.2 Currently 90% of Brent schools have a travel plan approved by TFL but unfortunately they do not all review their plans annually. However, compared to last year, there has been a 5% increase in schools with active travel plans.
- 4.3 At the beginning of this school year, a new online system was introduced, which has produced time savings and has helped simplify the process. Officers are still available to support schools and provide guidance relating to their travel plan development and implementation.
- 4.4 In order to encourage more schools to review their STP, the Schools Safer Roads scheme (subject to the confirmation of funding) will only be available to schools that have carried out an approved plan review. The scheme aims to make the area outside the school safer for pupils by targeting parking issues which are a major problem outside some Brent schools. This is achieved by incorporating education and enforcement.
- 4.5 Also, officers are working closely with Brent's Healthy Schools Co-ordinator to potentially award a small grant to schools that both review their STP & achieve Healthy School status. This initiative is at an early stage but the target is to have this in place by April 2013

5.0 An Update on School Parking Permits

- 5.1 Special Parking Permits have been issued by Brent since 2008. They were originally introduced to those schools that:
 - Were experiencing difficulties recruiting teachers;
 - Have a current approved travel plan at bronze or higher standard;
 - Lie within a CPZ area; and
 - Do not have sufficient on site or local parking for staff needs.

- 5.2 Currently 157 permits are in circulation within 12 schools and the number of individual permits issued for a school ranges between 5 and 20.
- 5.3 The schools are responsible for the £75 charge per permit and for issuing individual permits. These permits are valid for one year, are for use by specific vehicles only, are restricted to the CPZ in which the school is located, and are not transferable.
- 5.4 At their meeting on 19th Sept 2012, the Executive Committee considered proposals to rationalise and simplify permit charges and issuance throughout the Borough. The availability of school permits was considered as part of this process and, as a result, Members resolved to withdraw the current school permit scheme in a phased manner.
- 5.6 To incentivise travel plan improvements and provide an opportunity for schools to “phase out” their use of special school permits, it is proposed that if a school with existing permits achieves Silver STP standard by October 2013; that school will be allowed to renew two-thirds of their existing permits for a further 24 months. After that period, any schools that achieve Gold STP standard by October 2015 will have a final option to renew one half of any remaining permits for a further 12 month period. This reduction is intended to reflect the schools commitment to sustainable travel and reduce the number of journeys using private cars.

6.0 Financial Implications

- 6.1 The approval of the recommendations set out in this report would see a loss of £12,000 to the parking account, however it is difficult to predict when this loss will occur as it will be dependant on schools decisions between now and 2016. Other than minor resourcing changes, there are no financial implications arising from this report.

7.0 Legal Implications

- 7.1 There are no legal implications arising from this report.

8.0 Diversity Implications

- 8.1 This report is for information only. Members are not being asked to make any decisions therefore there are no diversity implications.

9.0 Background Papers

None

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