

<u>MEETING</u> HENDON AREA COMMITTEE
<u>DATE AND TIME</u> THURSDAY 2ND JULY, 2015 AT 7.00 PM (OR AT THE CONCLUSION OF THE HENDON RESIDENTS' FORUM BY 8.30PM, WHICHEVER IS EARLIER)
<u>VENUE</u> HENDON TOWN HALL, THE BURROUGHS, LONDON NW4 4BQ

Dear Councillors,

Please find enclosed additional papers relating to the following items for the above mentioned meeting which were not available at the time of collation of the agenda.

Item No	Title of Report	Pages
7.	REVIEW OF AREA COMMITTEE OPERATIONS AND DELEGATED BUDGETS	1 - 4

Jan Natynczyk jan.natynczyk@barnet.gov.uk 020 8359 5129

This page is intentionally left blank

APPENDIX D

AGENDA ITEM 7

Subject / Title: Environmental Improvement Schemes - Delivery Process & timescale
Date: 17 th June 2015

INTRODUCTION

Area Committees have in the past provided information suggestions and recommendations regarding the development of the Highways Infrastructure and localised parking issues. This paper seeks to build on the wealth of local knowledge within the committees and clarify the process by which those initiatives are taken forward.

CURRENT POSITION

There is at present a backlog of historic “schemes” which were identified through member correspondence and Area Committees. Many of these schemes have been programmed as part of the 2015/16 Highways Investment Programme and officers are currently collating the costs associated with delivering the remaining schemes and will present a report to the Environment Committee in July with recommendations as to a possible way forward.

In anticipation of future projects officers have provided a list of activities, in Table 1, below together with timescales and indicative costs associated with scheme planning and delivery. Committee members will be able to prioritise initiatives and allocate funding to individual schemes / issues, which can then form part of future committee work plans.

SCHEME DEVELOPMENT PROCESS

Scheme development process involves the following stages:

- Data Collection
- Feasibility
- Detailed Design
- Consultation
- Implementation

These activities are further described in table 1 below.

TABLE 1

ACTIVITIES	TIMESCALE	INDICATIVE COSTS*
<u>Data Collection:</u> <ul style="list-style-type: none"> • Speed survey • Vehicular / Pedestrian counts • Topographical survey • Collision data analysis • Report production 	<p style="text-align: center;">4 - 6 Weeks</p>	<p style="text-align: center;">£1,000 – £5,000</p>
<u>Feasibility</u> <ul style="list-style-type: none"> • Background review • General Design • Outline Drawings • Options consideration • Indicative cost estimates • Initial consultation with Stakeholders (TfL, neighbouring boroughs, umbrella Groups etc.) • Feasibility report production 	<p style="text-align: center;">6 to 8 weeks</p> <p style="text-align: center;">Major Schemes will take considerably longer dependent on complexity</p>	<p style="text-align: center;">Up to £10,000</p>
<u>Detailed Design</u> <ul style="list-style-type: none"> • Progress agreed preferred option to detailed design (consider other factors e.g. lighting, landscaping, drainage, materials selection etc., maintenance considerations) • Detailed drawings • Road Safety Audits • Detailed cost estimates 	<p style="text-align: center;">6 to 8 weeks</p> <p style="text-align: center;">Major Schemes will take considerably longer dependent on complexity</p>	<p style="text-align: center;">Up to £ 20,000</p>
<u>Consultation</u> <ul style="list-style-type: none"> • Member consultation on proposals and obtain approval • Develop Consultation material (with options if any) • Undertake public consultation (this process includes stakeholder consultation) • Report Consultation results to Environment Committee with officer recommendations and obtain approval 	<p style="text-align: center;">Informal (public consultation) – 3 weeks followed by report to Committee.</p> <p style="text-align: center;">Statutory – 21 days (may result in objections which must be resolved before Traffic Orders are made).</p>	<p style="text-align: center;">Up to £10,000</p>

<p><u>Implementation</u></p> <ul style="list-style-type: none"> • Traffic Management Orders (if required) • Permit to work (Street works notification requirement) • Communication (Information letters to residents advising of work starting) • Contractor mobilisation • Work supervision • Defects / remedial work • Payment 	<p>Minor schemes- up to three weeks</p> <p>Medium sized schemes – 10-12 weeks</p> <p>Major Scheme (Regeneration , major project schemes) form part of multi-year delivery programme</p> <p>Note: Implementation timescale is dependent on scheme content, weather condition, work load, road space availability (to avoid clash with other works on the network and minimise disruption), lead time for delivery of materials, 3rd Party works e:g electrical supply, traffic signals, availability of specialist sub-contractors</p>	<p>Implementation cost will depend on scheme content and complexity –</p> <p>Examples:</p> <p>Zebra Crossing - £ 47,500</p> <p>Speed Zone with (VAS) Vehicle Activated Sign £22,500 (per Street – 2 VAS)</p> <p>New illuminated Sign £1,300</p> <p>Uncontrolled crossing with pedestrian refuge £20,500</p> <p>Fully signalised Pedestrian Crossing - £76,500</p>
---	--	---

***Costs are indicative only and can vary considerably dependent on a number of factors.**

This guidance note provides a broad indication of the process and timescale required for the delivery of Environmental improvement schemes. It is therefore important to note that while the process will not change time scales and cost will vary from scheme to scheme as explained above.

This page is intentionally left blank