



ELSTREE and BOREHAMWOOD TOWN COUNCIL

Fairway Hall, Brook Close, Borehamwood, Herts. WD6 5BT
Tel: 020 8207 1382 Fax: 020 8953 7645



NOTICE is hereby given that the next meeting of the **TRANSPORT AND ROAD SAFETY FORUM**

will be held at Fairway Hall, Brook Close, Borehamwood, WD6 5BT
on **Wednesday 19 February 2020 at 7.00pm to 9.00 pm**
[Whilst the meeting will conclude at 9.00 pm – every effort will be made to
provide 20 minutes for the Open Session item on the agenda]

[Meeting Open to Press & Public]

AGENDA

1. **Apologies:** To receive any apologies for non-attendance. At the time of agenda despatch.
2. **Declarations:** To:
 - a) receive declarations of interest from Councillors on items on the agenda;
 - b) receive written requests for dispensations for declarable interests; and
 - c) grant any requests for dispensation as appropriate.
3. **Minutes:** To confirm and sign the Minutes of the Meeting held on 23 October 2019 (any update reports on issues discussed to be raised in the Public Session unless covered elsewhere on the agenda).

- Attached
4. **Bus Services in Elstree and Borehamwood:** To consider Operators' Reports and any matters concerning service changes particularly with regards to Public Consultation: 'Intalink Enhanced Partnership Plan and Scheme' (20 Minutes).
5. **Rights of Way:** Members to receive update report from Mr J Cartledge of al the "rights of Way" in Elstree and Borehamwood (20 Minutes).

- Attached

6. **Traffic and Road Safety Report: Hertfordshire Constabulary:** To receive an update report from Hertfordshire Constabulary, if available, on local traffic and road safety issues (20 Minutes).
7. **Train Services:** Members are asked to receive update statement, if available, from GTR - Elstree and Borehamwood railway station (20 Minutes).
8. **First Impressions:** To receive a verbal presentation about 'First Impressions' from Mr R Redman (20 Minutes).
9. **Open Session:** To consider items raised by attendees or items for further discussion by the Forum at a future meeting. To include response if any on items raised by L Stack brought forward from previous meetings.
- Attached

(Attendees are kindly asked to state their name and their interest in the Forum) (20 Minutes).
10. **Date of next meeting:** Wednesday 6 May 2020 at 7.00 pm (provisional date) at Fairway Hall, Brook Close, Borehamwood, WD6 5BT.
11. **Meeting Close:** To close meeting at 9.00 pm.

T Malton
Deputy Clerk
24 January 2020



Town Council Offices
Fairway Hall
Brook Close
Borehamwood
Hertfordshire
WD6 5BT

Tel: 020 8207 1382

Fax: 020 8953 7645

tmalton@elstreeborehamwood-tc.gov.uk

[Distribution List attached]

[NOTE: As a Council Policy to conserve paper and postage costs, hard copy agendas are not posted to those on the distribution list who have not attended at least one of the previous three meetings (unless requested to do so). It is understood that attendance at meetings will fluctuate as diverse topics are considered by the Forum]

[illegible]

ELSTREE AND BOREHAMWOOD TOWN COUNCIL (EBTC)

TRANSPORT FORUM

MINUTES of a meeting held at Fairway Hall, Brook Close, Borehamwood, WD6 5BT on Wednesday 23 October 2019 at 7.00pm

Present:

- Cllr Mrs R Butler (Transport Forum Chairman - EBTC)
- Cllr V Eni (Vice Chairman - EBTC)
- Cllr Mrs P Strack (EBTC)
- Cllr J Newmark (EBTC)
- Cllr A B Collins (EBTC)
- Cllr S Rubner (EBTC)
- D Sullivan (Sullivan Buses)
- S Simmonds (Sullivan Buses)
- A Chillingsworth (GTR)
- P Ladbury (GTR)
- G Brigden (HCC)
- J Wing (HCC)
- R Redman (Elstree Screen Heritage)
- S Alford (EBRA)
- M Lawson (Resident)
- R Barry (Resident)
- N Clark (Resident)
- P Rossney (Resident)
- L Hentage (Resident)
- A de Swart (Resident)
- S Hyman (Resident)
- R Barry (Resident)

[Only those residents wishing their names to be included in the Minutes are recorded above.]

09. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllr Mrs S Parnell (EBTC) (other Business), Cllr C Butchins (EBTC) (other Business) and J Cartledge.

10. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

11. TRANSPORT FORUM MINUTES

The Minutes of the meeting of the Forum held on 3 July 2019 were approved and duly signed as a true record by the Chairman subject to the following amendment:

- Minute 4, Page 03, Para 3: "*Steve Blackmore Department of Transport*"

12. BUS SERVICES IN ELSTREE AND BOREHAMWOOD

It was noted that information on new bus timetables could be found at:

Sullivan' Buses	www.sullivanbuses.co.uk
Metroline	www.metroline.co.uk
Uno	www.unobus.info

The Forum received an update report from Sullivan Buses and was alerted to the Hertfordshire County Council's public consultation on a proposed "Intalink Enhanced Partnership". The deadline for individual responses was 10 November 2019.

It was noted that in relation to the phrase "ON TIME" (paragraph 14 of the draft submission) that interpretations varied depending upon the service provider. For example, it was reported that for Thameslink "ON TIME" meant within 59 seconds of a scheduled arrival time and for Sullivan Buses it meant one minute early or five minutes late.

The Forum formally thanked Mr J Cartledge for preparing the comprehensive response to the consultation and approved its contents.

It was RESOLVED that:

The tabled response to the Hertfordshire County Council's public consultation on a proposed "Intalink Enhanced Partnership" be submitted to Hertfordshire County Council as set out.

13. TRAFFIC AND ROAD SAFETY REPORT

There was none.

14. TRAIN SERVICES

Responding to individual concerns of residents, GTR representatives agreed to provide written responses on the topics of ticket prices and stopping times.

GTR representatives reported:

- During period 7 GTR ran 4185 trains per day providing over 50,000 stops. GTR is now taking almost 500,000 extra passengers per day since the start of the franchise.
- Period 5 (21/7 – 17/8) and Period 7 (15/09 – 12/10) were particularly difficult performance periods due to a number of major Network Rail infrastructure issues: Period 5 – two main issues were a track failure at City Thameslink and overhead lines coming down at West Hampstead and Carlton Road Junction; and Period 7 – three main issues were track failures at Elstree and Farringdon and a pantograph fire in the core. These issues instigated a number of reviews into how GTR responds to major disruption with a particular focus on evacuation of trains and information provision.
- Timetable: The Winter timetable would be valid from 15 December 2019 and introduced a number of small changes to services to help improve the efficiency of the service. Most current train times remained unchanged but passengers were asked to check online journey planners as some services could provide additional journey options.
- Passenger Benefit Fund and station improvements: all those who took part in the engagement programme were thanked. The Department of Transport were conducting a thorough review of all the ideas submitted and discussing with stakeholders the suggested schemes put forward for each station. 60 schemes had been approved and details of which would be taken up at Elstree would be given as soon as possible. Defibrillators and water bottle refill taps would be added to every station where possible. Network Rail had been asked to remove the redundant blue signal boxes on Platforms 1 and 4 to provide additional seating on Platform 1 next to the accessibility access door on the train.
- SMART ticketing: To encourage customers to purchase season tickets on the Key Smartcard – 6 winners were being offered the opportunity to receive the value of

their season tickets. One winner would be chosen once per month at random from October 2019 to March 2020.

- **Community Work:** GTR was celebrating the 5 year anniversary of its partnership with the Princes Trust, helping young unemployed people (18-25) get into employment. A new CSR strategy was to be launched with a focus on upskilling people within communities as well as the three areas of focus, mental health, young people and homelessness. GTR launched its Charity delay repay scheme in September and passengers could donate their delay repay money to one of two charities – Samaritans or The Railway Children.

15. LEEMING ROAD BUSINESSES

The Transport Forum formally thanked Cllr A Collins for conducting a comprehensive survey of local businesses in the Leeming Rid area on transport (and wider) concerns. The report was duly noted and received. Particular areas of concern included:

- The s.60 and s.35 stop and search powers and drug dealing at the Champions (separately discussed by the Town Council's Community Safety Meeting).
- The need for long term development for the most deprived ward in Hertfordshire and involvement with the Leecliffe Big Local initiative.
- Parking problems (especially by the shops on Leeming Road and the potential hazard of cars reversing onto the pedestrian crossing). It was suggested that HCC be asked to consider removing the two spaces nearest to the crossing.
- The need for disabled parking.
- Anti-social behaviour by young people on bicycles (cycling on pavements and frightening pedestrians and other road users).

16. OPEN SESSION

[For clarity and context, questions raised in the Open Session but relating to other agenda items are recorded in the text of the relevant number above]

Issues and matters raised included:

- The need to repaint the roundabout by the railway station (junction between Theobald Street and Shenley Road) and the possible confusion and obstruction caused by excessive temporary signage at this site during works.
- A suggestion to open the back road behind the shops in the Business Park to ease traffic congestion. Some Members felt that such a proposal would pose a nuisance to residents whose properties bordered the park.
- Concerns that the new supermarket at the Business Park was causing increased traffic congestion.
- Car owners with excessively load exhausts. It was suggested that PCSOs are contacted if it was appropriate to do so.
- Vandalised signage on the bus stop at Leeming Road. It was noted that HCC should be contacted using the fault reporting system.
- Electric cars and the possibility of the Town Council considering a car sharing project and a bike hire scheme.
- The need for a bus stop and shelter at Farriers Way.
- The potential hazard of visibility on the downwards ramp exiting the car park by the cinema on Furzehill Road.
- Unfair penalties for disabled parkers at Elstree station. GTR representatives agree to resolve outstanding issues.
- The nuisance and pollution caused by stationary cars with motors running and the possibility of introducing "Do not Idle" stickers by PCSOs and/or local schools and encouraging parents not to drive children to school, where possible.
- The possibility of designated ambassadors on trains to provide information to passengers about services.
- The possibility of the new coffee shop at the railway station housing an ATM.
- The possibility of oyster card users accessing the train service at an earlier time of day.

17. CLOSURE AND DATE OF NEXT MEETING

The meeting closed at 8.40pm.

It was noted that the next meeting was scheduled for Wednesday 19 February 2020 at 7.00pm at Fairway Hall, Brook Close, Borehamwood, WD6 5BT.

Date:..... CHAIRMAN.....

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

TRANSPORT AND ROAD SAFETY FORUM

RIGHTS OF WAY REPORT 2019

1 Purpose of report

- 1.1 To acquaint members of the forum with the findings of a condition survey of the rights of way in Elstree and Borehamwood parish, and to brief them on related issues.

2 Recommendations

- 2.1 That the report be received for information.
- 2.2 That the advice of Hertfordshire county council be sought on appropriate action to be taken to secure the status of footpaths within Elstree and Borehamwood which are not currently registered as rights of way.

3 Rights of way

- 3.1 In common with virtually all of Hertfordshire's 145 civil parishes, Elstree and Borehamwood benefits from an extensive network of rights of way (ROWs). As the term implies, ROWs are routes which all - or certain categories of - members of the public have a right to use for passage on foot and (in some cases) by other means of transport. But they are not public highways, and the land over which they pass is not necessarily in public ownership.
- 3.2 The law governing ROWs in England and Wales is complex, and continues to evolve. But the principal relevant statute is the Wildlife & Countryside Act 1981. ROWs are broadly of five types, which can be distinguished in Hertfordshire by the colour of the arrows used on signs and marker posts :
 - (a) Public footpaths (PFs) : open to anyone to use on foot (and with dogs or other small animals, provided these are kept under proper control) – yellow.
 - (b) Public bridleways (PBs) : also open to people on horseback or on cycles (not motorcycles) – blue.
 - (c) Restricted byways (RBs) : also open to other specified categories of user, typically those in horse-drawn vehicles – plum.
 - (d) Byways open to all traffic (BOATs) : also open to motor vehicles (including motorcycles), though there may be restrictions on their weight or size – red.
 - (e) Unclassified county roads (UCRs) : usually unsurfaced country lanes, and often indistinguishable from BOATs – white.

[Note : potentially confusingly, white arrows are also commonly used to identify "permissive" footpaths and bridleways. These routes have no legal status, and have simply been established on an ad-hoc basis by agreement with landowners, sometimes in order to offer a more convenient alternative to an ROW. Owners' consent to their use can be withdrawn at any time.]

- 3.3 Responsibility for registering and managing ROWs is vested in highway authorities, i.e. (where they exist) in county councils. Each relevant authority is required to maintain and publish "definitive statements" listing and describing all of the ROWs in its area, on a parish-by-parish basis, together with a "definitive map" showing their locations. Adding a new ROW, or modifying or deleting an existing one, requires the passage of delegated legislation known

as a “definitive map modification order” (DMMO). Where the change proposed is contested, this can be a lengthy and time-consuming process.

- 3.4 The definitive statements for Hertfordshire can be found at <https://www.hertfordshire.gov.uk/services/recycling-waste-and-environment/countryside-access/rights-of-way/current-rights-of-way/definitive-statements.aspx>. A version of the definitive map can be found at [https://webmaps.hertfordshire.gov.uk/row/row.htm?layers=\[1:0,1,2,3,4](https://webmaps.hertfordshire.gov.uk/row/row.htm?layers=[1:0,1,2,3,4) (this is not technically the map itself, as for legal reasons that exists only in hard copy). ROWs are shown in red on Ordnance Survey maps at 1:50,000 scale (Landranger), and in green at 1:25,000 scale (Explorer).

4 ROWs in Elstree and Borehamwood

- 4.1 There are currently 68 registered ROWs in Elstree and Borehamwood, of which all but four are public footpaths.
- 4.2 About half of these are cross-country routes linking to neighbouring communities, and are concentrated in the west and north of the parish. They are usually signed by green “finger posts” where they meet public roads, and by waymark discs at intervals elsewhere. Some are up to a mile in length.



The number 7 on this sign, and numbers 7 and 8 on these waymarks, refer to the official numbering of the path(s) on the definitive statements and map. They are likely to convey little or no meaning to most users. More usefully, though possibly ambiguously, the number 1/2 refers to the distance (in miles) to the stated destination.

- 4.3 The other half of the ROWs are concentrated in the urban areas in the east and south of the parish, and are not generally signed as such. They are usually much shorter, and can have a length of as little as 50 yards. Most are alleyways providing short cuts between roads in residential areas, but some are named paths leading to the fronts of residential properties (e.g. Reston Path, Ayot Path, Goodwood Path). Probably the best known and most used but least typical is the short boulevard linking Borehamwood Shopping Park with Shenley Road in the town centre.
- 4.4 There are two restricted byways in the parish, Edwarebury Lane (linking Barnet Lane with Edware) and Woodhall Lane (linking Theobald Street with Shenley). The former has a made-up surface, the latter does not. There is one byway open to all traffic, Tykeswater Lane (linking Theobald Street with Watling Street). This passes through a ford, and it remains unsurfaced although its continuation in Aldenham parish has been made up by Hertfordshire county council (HCC) in recent years. The sole local example of an unclassified county road is something of an anomaly, as it is actually a tarmac footpath paralleling a section of Torworth Road.
- 4.5 HCC also maintains a public register of routes which are or have been the subject of DMMO applications. Currently there are three open cases in Elstree and Borehamwood. One relates to the registration of an alleyway between Barton Way and Chandos Road, one to the registration of the perimeter path around the western side of Aldenham Reservoir, and one to the diversion of a path between Barnet Lane and Allum Lane which traverses the applicant's property.

5 ROW volunteers

- 5.1 Primary responsibility for maintaining paths and ensuring that they are usable rests with the owners of the land over which they run. For example, farmers are legally required to reinstate paths in fields if they are ploughed, and to leave corridors through standing crops. Owners are expected to remove obstructions and ensure that gates, stiles, steps, etc are safe to use. HCC provides and maintains signs, and has a limited budget to assist with (e.g.) surface drainage improvements and the provision and upkeep of bridges and other structures. Over time, it has sponsored the removal of stiles, because these can present obstacles to less-agile users, and there is now only one remaining stile in this parish, on a footpath running from Elstree Hill North to Aldenham Road. It also funds the cost of mowing or strimming some paths which are liable to become overgrown. Where a barrier to entry is still required, usually because of the presence of livestock or to deny access to off-road motorcyclists, it installs kissing gates instead. The council's Countryside and ROW (CROW) team includes a number area officers, each of whom has responsibility for overseeing the condition of ROWs in a particular group of parishes. The officer responsible for (inter alia) Elstree and Borehamwood publishes a monthly list of problems reported and action taken or proposed, which is circulated to anyone interested in receiving it.
- 5.2 But the CROW's resources are very thinly spread over a large countywide network of paths, and budgetary restrictions mean that it does not have the resources actively to monitor their condition and that of associated structures and equipment (such as signage). So it has recently recruited a team of ROW volunteers, each of whom is responsible for a particular parish (or group of parishes). These volunteers are provided with basic training in ROW law, health and safety, etc, and equipped with a toolkit which includes a saw, secateurs, a hammer, nails, waymark discs, a clipboard, protective gloves and glasses, etc. Their role is to carry out periodic inspections of all of the routes in their respective parishes, tackle small-scale maintenance tasks such as pruning of intruding vegetation or renewal/upgrading of waymarks, and submit reports of any more substantial issues requiring action to HCC.
- 5.3 Problems reported are graded according to the severity of the issue. Those categorised as being of severity 1 are obstructive or dangerous, severity 2 are of high priority, severity 3 are of moderate priority, and severity 4 are not urgent. They are also listed according to the nature of the problem, i.e. access furniture (stiles, gates), surface furniture (bridges, steps), signage, vegetation, obstructions, and "other". The reports are processed by another group of volunteers recruited by CROW, so that a prioritised programme of remedial action can be drawn up and implemented.

6. Elstree and Borehamwood ROW survey findings

- 6.1 All of the registered ROWs in Elstree and Borehamwood were surveyed during September-November 2019. After any necessary running repairs had been completed, a small majority (35) of the 68 routes had no issues which required reporting to HCC. The nature and severity of the 77 issues found on the remaining 33 routes was as shown in this table.

Severity → Subject ↓	Obstructive / dangerous	High priority	Moderate priority	Not urgent	Totals
Access furniture	0	6	4	1	11
Surface furniture	0	2	2	1	5
Signage	0		13	19	32
Vegetation	0	1	7	10	18
Obstructions	0	1	1	0	2
Other	0		4	5	9
Totals	0	10	31	36	77

- 6.2 Fortunately, no dangerous or seriously obstructive issues were identified. The only potential candidate for this classification was the stile mentioned in paragraph 5.1, which was in a

semi-derelict state and liable to collapse in use. This was reported to HCC, which notified the occupier of the fields concerned, and it was reconstructed before the survey had been completed. It is still not wholly satisfactory, because the supporting bricks are loose and the upper rail is high, but it is a considerable improvement. In the longer term, replacement by a kissing gate remains desirable.



Before



After

- 6.3 Of the ten reported items in the “high priority” category, the majority relate to issues with defective gates. There are also two footbridges with handrails that require stabilising, one badly leaning fence which is at risk of collapsing across the path, and one large fallen tree which requires power tools in order to reduce it to moveable lengths.
- 6.4 Of the 67 reported items categorised as being of moderate priority or not urgent, all but 18 relate to signage. Commonly these are cases where signs or marker posts are loose or missing, or where additional, re-sited or reworded signs would be helpful to unfamiliar users.
- 6.5 There are nine items in the miscellaneous category of “others”. Three of these relate to the accuracy or currency of entries on the definitive statements and map, three to drainage and/or surface condition, one to fencing, one to fly tipping, and one to the legal classification of part of the route.
- 6.6 In order to track changes in the overall condition of the path network over time, a condition scoring system has been devised. Ten points are awarded to a path with no reported problems. Four points are deducted if there are one or more problems of severity 1, three if any are of severity 2, two if they are of severity 3, and one if they are of severity 4. Thus a path with a reported problem of each of these four levels of severity would score zero. Expressed as a percentage of the possible maximum, the average score for all of the routes in Elstree and Borehamwood in 2019 was 88%. This result provides a baseline with which scores in future surveys can be compared.

7 Unregistered paths

- 7.1 In addition to those which appear on the ROW definitive map and statements and were covered by the survey, several alleyways in the urban areas of the parish are included on the (separate) “list of streets” maintained by HCC under the Highways Act 1980. Somewhat superfluously, a number of them appear on both. But there are also more than 30 paths in regular use which are not currently included on either list. Most of these are short cuts between residential roads, but they include some in parks and several in relatively open countryside (mainly west of the railway), at least three of which – including one bridleway - are waymarked as “permissive” paths .
- 7.2 Adding paths to the statutory register of ROWs ensures their continuing availability in the future, and prevents them from being closed without the approval of the relevant authority (which in the case of Elstree and Borehamwood is HCC). But this can be a time-consuming process (unless the owner(s) of the land over which they pass is/are supportive), requiring the collection and submission of evidence to show that they were already in existence in

1949, or that they have been in continuous unchallenged use by the public for at least 20 years. And under the Countryside and Rights of Way Act 2000 this right to inclusion on the basis of a specific path's historic existence will lapse on 1 January 2026 if no application has been made in respect of it by that date.

- 7.3 In 2015 the Transport and Road Safety Forum received a presentation on urban footpaths in the parish, which drew its attention to 33 paths which did not appear on either the definitive map and statements or the list of streets, plus a further 10 which - although they were included in the list of streets - were recorded as not being maintainable by HCC. It was noted that if action was not taken to regularise the status of these paths, they might be at greater risk of closure in or after 2026 without HCC's consent being required. It was therefore agreed by the forum *"That the Town Council makes a formal approach to the rights of way team at HCC to seek its advice and assistance in securing any necessary upgrading to the statutory protection afforded to urban footpaths in the parish."*
- 7.4 On contacting HCC, the council was advised that while it would be advantageous to seek to register these routes in order to secure their future availability to the public, it was anticipated that a more streamlined registration process would shortly be introduced under the provisions of the Deregulation Act 2015. Rather than embarking upon immediate applications, therefore, the council was advised to stay its hand until this new procedure was in place.
- 7.5 Four years have since elapsed, during which nothing further has been heard from HCC on this matter, and the 2026 registration deadline is drawing closer. It is therefore recommended that, if the forum agrees, contact with HCC on this matter should be reactivated and its advice sought on the most appropriate action to be taken now.

67 Croxdale Road
Borehamwood
Herts
WD6 4QE
lawrencestack28@gmail.com

12th May 2019

Elstree and Borehamwood Transport Forum

Public Question

What is the latest update on these four issues that have been asked many months ago and which were to be looked into by the Transport Forum?

1. Bus shelter at Morrisons at Sterling Corner which was supposed to be replaced when the footpath was raised.
2. Leeming Road parking spaces at the shops.
At the moment cars reverse out onto the zebra crossing and the drivers' vision is obscured by vehicles parked next to them and any buses passing behind. I proposed that the parking be changed to reversing in and driving forward out. Drivers would then have a clear view of vehicles approaching to their right.
3. Shenley Road motorbike Parking by the Iceland shop.
There is a large parking space allocated but there are no posts or rails to which the bike wheel security chains can be attached.
4. Pavement Parking of Delivery Lorries on Shenley Road between Greggs and the Halifax Bank.
Because the heavy delivery lorries park on the pavement there is extensive cracking as a result. This cracking increases the risk of slipping on the tiles when it rains. This can be avoided if there is a loading bay made out of 2 parking spaces and the disabled space nearby. The disabled parking space could be relocated. This would enable the lorries to drive straight into the space and later simply drive out.

Yours faithfully,

Lawrence Stack
Vice Chair of EBRA