

Epping Forest District LOCAL HIGHWAYS PANEL MINUTES

22 FEBRUARY 2023 AT 17:30

Virtual Meeting on MS Teams

Chairman:	Councillor S Kane (ECC)
Panel Members:	Councillor C Whitbread (ECC) Councillor J McIvor (ECC) Councillor C Pond (ECC) Councillor M Vance (ECC) Councillor H Whitbread (ECC) Councillor I Hadley (EFDC) Councillor H Kane (EFDC) Councillor A Lion (EFDC) Councillor D Wixley (EFDC)
Other Councillors:	Councillor Lee Scott (ECC)
Other:	Daniel Maclean – Highways Liaison Team Leader (Essex Highways) Jennifer Boxall – Highways Liaison Officer (Essex Highways) Jake England – North Essex Parking Partnership
Officers:	Mandy Thompson – Service Manager, Technical (EFDC)
Secretariat:	Therese Larsen – Democratic Services Officer (EFDC)

Item		Owner
1.	Welcome and Introductions The Chairman, Cllr S Kane, welcomed Members, Officers and Guests present, and let them know the meeting would be recorded for the purpose of minute taking. Cllr S Kane informed the Panel he is standing down as Chairman and as agreed with the Leader of Essex it has been decided he is handing over to Cllr Lee Scott. Cllr Lee Scott thanked Cllr S Kane for all his hard work.	SK/LS

2.	<p>Apologies</p> <p>Apologies had been received from: Cllrs H Whitbread, C Whitbread & K Williamson</p> <p>Declarations of Interest</p> <p>There were no declarations of interest pursuant to the Council's Code of Member Conduct.</p>	LS
3.	<p>Minutes</p> <p>RESOLVED:</p> <p>That the minutes of the meeting held on 11th September 2023, be agreed by the Panel as a true record.</p>	All
4.	<p>Matters Arising from Minutes of the previous meeting.</p> <p>LEPP222032 Smarts Lane The HLO confirmed speed humps are not being removed. Damaged humps will be repaired once funding has been agreed. Consultation was carried out by HLO and she is happy that all residential properties were picked up for the consultation.</p> <p>Bus Shelter Tender HLO confirmed that the contract has been awarded. Daniel Maclean can arrange for the March meeting to receive more up to date information as it has moved on since the report for this meeting.</p> <p>Public Right of Way Local Highways Panel does not deal with Public Rights of Ways. The LHP only deal with railings for footpaths to stop vehicles using them. Daniel Maclean confirmed that on some occasions extra signage can be put up to support a Public Right of Way.</p> <p>Roding Valley High School Councillor Pond raised an issue with the safety with crossing the roads in this vicinity. HLO will take this away and get further information.</p> <p>Lee Scott requested the March meeting be held early in March shortly after the new LHP agenda, rules and money are signed off. 11th March has been booked provisionally. Daniel Maclean confirmed the sign offs would have happened by then. Meeting in March will be on Teams, but Cllr Scott wants an in person meeting to be arrange soon.</p>	HLO
5.	<p>Report on Funded Schemes</p> <p>Cllr Vance asked for clarity on the Funded Schemes Budget Summary. Daniel MacLean explained: Carried forward 22/23 £111,565 = Slipped scheme from last year to be delivered this year Footway improvement 23/24 £174,800 = Additional schemes</p>	HLO

	<p>Additional 23/24 £174,800</p> <p>LHP funding 23/24 £174,800 = Capital schemes Countywide CRS £ 51,129 = Contribution to the Casualty Reduction Council Wide programme.</p> <p>Carriageways improvements £123,671 = Carriage way improvements</p> <p>The question asked was: is the £111,565 funded out of the £123,671? And the remaining money is left to be allocated?</p> <p>Daniel Maclean confirmed 'Carried forward' is secure funding for schemes approved, but not carried out in that financial year. The £111,656 does not come out of the £123,671. Number 1 on the report had been allocated money but they were not delivered due to slippage. The funding however is still available for the scheme to be delivered. HLO will explain more about the schemes still to be completed this financial year later in the meeting.</p> <p>The HLO updated Members on the following schemes and advised that:</p> <p>Slipped schemes: All schemes apart from one, were design or implementation and have been completed or will be completed this financial year.</p> <p>Funded Schemes: As above, all apart from one are to be completed.</p> <p><u>LEPP152086 - The Broadway</u> It was noted that there is a design issue due to Gas Syphons located in the central reservation, and any form of excavation would be dangerous. This was a Total Scheme, however due to the issues this will now become a design only scheme. Only turning points will be looked at now. The HLO will send further information to Cllr Scott. The design is to look at preventing U-turns and the implementation of a Traffic Regulation Order to stop people parking and causing problems when buses are trying to make a turn.</p> <p>The HLO will send out design information to Cllr Wixley. The full budget has not been spent; current spend is around £5,000. There is a request to transfer £2,000 from the remaining budget to the, LEPP193016 Rectory Lane Scheme. The Members approved the request.</p> <p>Cllr Wixley wanted to know what work will be done to the central reservation. When the new plans come through. Cllr Scott will bring them to this panel.</p> <p><u>LEPP193016 Rectory Lane</u> Cllr Pond noted that this scheme seems to be an expensive one that might need to be referred to the Chairmans Panel. Cllr Scott confirmed it almost certainly will when the changes are announced.</p> <p>The HLO raised an issue with a scheme which took place back in 2021 for the implementation of two VAZ signs in Goldings Hill. The issue was that the</p>	<p>DM</p> <p>HLO</p> <p>HLO</p> <p>HLO</p> <p>HLO/DM</p>
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	<p>supplier, Westotec were not paid out of the funding at that time and an invoice is outstanding for £10,000. The issue has only become known in the last week. Daniel Maclaren confirmed that colleagues in Finance are looking into this. Under the assumption this is correct, Cllr S Kane stated that it was on our reports and budgets back then as spent. If it sits in accounting unpaid, then it is an accounting issue. Cllr Scott supported this – if it was not paid it should be sitting with accounting to be allocated. Daniel Maclean confirmed that Finance is looking into it, before bringing suggested solutions back to the panel.</p> <p><u>LEPP222014 – Burney Drive/Mannock Drive</u> Most recent reports state completed today 22/02/2024.</p> <p><u>LEPP232008 – Dobbs Weir</u> Scheme completed.</p>	
<p>6.</p>	<p>Report on Schemes Awaiting Funding</p> <p>The Panel considered the schemes that were currently awaiting funding.</p> <p>Passenger Transport:</p> <p>Bus Shelters – cannot do anything with those schemes at the moment, until the contract to start.</p> <p>Schemes Awaiting Funding. The HLO suggested waiting until the next panel meeting when the new budget has been decided before deciding to move some of these schemes forward to feasibility, design or implementation. Cllr Scott also pointed out that by the next meeting we will know which schemes will have been signed off and will need to go to the Chairmans Panel.</p> <p>Cllr Vance queried any remaining money in the budget, believing there could be up to £50,000 left to allocate. HLO confirmed the budget has all been allocated.</p> <p>North Essex Parking Partnership (NEPP) Cllr Scott thanked Jake England for attending the meeting to give an update. Councillor Scott went on to talk about Grange Farm where NEPP assistance is needed. The consultation did not go to the correct residents, so will need doing again. Jake England will take this away as an Action and bring the information back.</p> <p>High Road Chigwell, Mander Lane, Grange Farm Lane – Cllr Lion asked if EFDC or NEPP undertook the consultation. Jake England will clarify what has taken place for that particular location. Cllr Lion also wants visibility that NEPP, to compare with what LHP do. Action -Cllr Scott requested NEPP is put at the top of next meeting’s agenda.</p> <p>Cllr S Kane reminded the panel that we do have EFDC representation at NEPP meetings and concluded that it might be an action for the representative to put together a summary for the LHP, rather than waiting for minutes to be shared. Jake England agreed that the channel of communication should be retained. He suggested that at the next LHP meeting NEPP can provide an update on their policy and governance procedures. Several Cllrs agreed this will help in managing residents’ expectations.</p>	<p>JB</p> <p>NEPP</p> <p>NEPP</p>

	<p>to be had with the network assurance team to work out the legality. Action – Daniel Maclaren will take this away and bring back at the next meeting.</p> <p><u>Signage along Woodgreen Road, Waltham Abbey</u> Cllr S Kane wanted permission for the British Horse Society to pay for temporary, advisory signs (made of Corix) to be attached to existing posts. Daniel Maclean expressed concern about maintenance or if this would dilute the effectiveness of Highways signage. He will take this away as an action and get back to the panel with more information. HLO advised that there is currently an LHP scheme for the same road, where feasibility is being considered, and we have to be mindful of this other scheme. Jake England advised against images that can be seen as a compliance sign.</p>	HLO
8.	<p>Date of Next Meeting</p> <p>The next meeting of the Epping Forest District Local Highways Panel would be on 21 March 2024.</p>	