

# Report 1

## LOCAL HIGHWAY PANEL – MINUTES AND ACTIONS

**Date:** 10<sup>th</sup> January 2017

**Present:** County Councillor Anne Brown (Chairman), Colchester Cllr Lyn Barton (Vice), County Councillor Kevin Bentley, County Councillor Sue Lissimore, County Councillor Julie Young, Cllr Brian Jarvis and Parish Cllr John Gili-Ross.

**Apologies:** County Councillor Anne Turrell and Cllr Dennis Willetts

**Other Attendees:** Sonia Church - SC (Highway Liaison Manager), Joe Hazelton - JH (Highway Liaison Officer), Jasmine Wiles (Highway Liaison Apprentice), Anne James (Project Manager)

Item	Action	Action Owner
1.	<b>Welcome and Introductions</b>  Cllr Brown welcomed everyone to the meeting. All present introduced themselves.	
2.	<b>Declarations of Interest/ Election of Chairman and Vice Chairman</b>  Nothing raised.	
3.	<b>Minutes of Meeting held on 10<sup>th</sup> October 2016 and 8<sup>th</sup> November 2016</b>  The minutes of Colchester Local Highway Panel meeting held on 10 <sup>th</sup> October and 8 <sup>th</sup> November 2016 were approved as a correct record following changes to:  LCOL155004 – 14012003 St. Ives Road, Malting Road changed to Malting Road, Peldon. LCOL162019 – Halstead Road, Stanway to be changed to Halstead Road, Lexden. LCOL162032 – Tollgate Roundabout, Stanway changed to Villa Road Roundabout, Stanway to reflect the location.	



	<p>Councillors voiced that either, the Head Teacher of the Schools or the chair of governors should be involved within the 20mph, 20's plenty policy across the County.</p> <p><i>A - SC to arrange a meeting with all Chairmen of the 12 districts, NEPP, SEPP and also a Policy Manager to discuss.</i></p>	<p><b>JH</b></p>
<p>5.</p>	<p><b>RANGERS UPDATE with Anne James</b></p> <p>Concerns had been raised about the time taken to undertake work following a request being raised for Rangers activity and the reporting back to the LHP's regarding work that had been undertaken. The process for managing the requests has been reviewed as part of the overall review of the LHP processes.</p> <p>While requests were being received and action was being taken, it was very difficult for the Highway Liaison Officers (HLO's) to get information back to update the LHP's accurately about what had been completed or reported back with regards to requests that were either not suitable for Rangers to undertake or where requests for action on private land was not possible.</p> <p>A new process is being finalised that ensures that the HLO's will be aware of all requests that arrive from the LHP's and enable them to monitor the progress of the requests.</p> <p>From April the LHP reports will include a section providing Members with an update on the number of LHP requests and the outcome together with a list of additional work that has been identified and undertaken by the Rangers.</p> <p>The Rangers working for Essex Highways are dedicated 2 person gangs. As they are working remotely on the highway they are required to work as a pair for safety reasons. The non EH Ranger Services are also requested to work as 2 person gangs.</p> <p>Essex Highways does not have any involvement in managing the non EH Services.</p> <p>Essex County Council is currently reviewing its Public Realm Agreements with the Boroughs, City and Districts and formalising the Highway Ranger processes within the agreements where the Ranger Services is managed locally. This will include formalising the management process that will be required by the individual authorities.</p> <p>The Members' Guide has been updated and included a revision of the Section covering Highway Rangers. This will help LHP Members to understand the work that can be carried out by the Highway Ranger Gangs.</p>	

	<p>Cllr Barton questioned if one of the rangers is ill, can the other ranger still carry out works. Anne James explained that due to the lone working policy that this is not possible.</p> <p><i>A - JH to make Panel Members aware of the Ranger's remit.</i>  <i>A - JH to make Panel Members aware of the channels that Parish Councils should be going through to report Ranger's works.</i>  <i>A - Essex County Councillors and Colchester Borough Council (CBC) to sit down and discuss the rangers work as CBC could consider the possibility of zone wardens completing some of the works.</i></p> <p><b>Panel unanimously agree to fund the Ranger's service for one more year.</b></p> <p><i>A - Cllr Bentley and Cllr Brown to organise a meeting with Cllr Johnson to discuss the ranger's works.</i></p> <p>Cllr Bentley suggested that the parishes could receive training on how to report a ranger request.</p>	<p><b>JH</b>  <b>JH</b>  <b>Cllr Brown</b>    <b>Cllr Bentley/</b>  <b>Cllr Brown</b></p>
5.	<p><b>Approved works programme</b></p> <p><b>Cllr Lissimore and Cllr Young enter after attending the Scrutiny committee.</b></p> <p>Joe Hazelton reported that the following schemes had been completed but awaiting UKPN:</p> <p><i>LCOL001005 - A137 Harwich Road j/w Goring Road, Colchester.</i>  <i>LCOL161004 - CR Scheme – Hawthorn Avenue, Magnolia Drive, Colchester.</i></p> <p><i>LCOL142010 - Mill Road, outside school, Colchester.</i>  Scheme to be completed by the middle of February.</p> <p><i>LCOL142005 - Berechurch Road, Bus shelter opposite Charriot Drive, Colchester.</i>  Design Only scheme to be completed by the end of January.</p> <p><i>LCOL155004 - 14012003 St. Ives Rd, Malting Road.</i>  Cllr Bentley voiced that he is unsure on the name of the scheme and the location of the bus stop.  <i>A - JH to communicate with the Passenger Transport team on precise location and to send response to Cllr Bentley, also to update the paperwork for the next meeting.</i></p> <p><i>LCOL142075 - Severalls Lane near the Honorius Drive bus stops, Colchester.</i>  Programmed for completion on 20/01/2017.</p>	<p><b>JH</b></p>

	<p><i>LCOL152002 - A134 Roundabouts x3 Great Horkesley.</i> Design has been completed and awaiting target costing information.</p> <p><i>LCOL152065 - Tollgate Roundabout, Stanway.</i> Scheme to be completed by the middle of January.</p> <p><i>LCOL152136 - Maldon Road/ Butts Road/ Ladder Road, Colchester.</i> Design has been completed and the Traffic Regulation Order at formal consultation. . <i>A - JH to forward Cllr Lissimore the 20mph guidelines.</i></p> <p><i>LCOL161002 - CR Scheme - Service Road access for Colne View Retail park, Cowdray Avenue, Abbey.</i> JH requested a top up of £18,000 for this scheme. Cllrs voiced concern over the increase of traffic due to the new Aldi within the retail park.</p> <p><b>Majority of Panel Members agreed the top up.</b></p>	<p><b>JH</b></p>
<p>6.</p>	<p><b>Potential Schemes List</b></p> <p>JH explained the estimated budget to the Panel and the rolling programme.</p> <p><b>Safer Roads</b></p> <p>SC explained that the Road Safety Team cluster runs have been undertaken and a report has been created to present to Cllr Johnson who will make a decision on how to they are to be funded.</p> <p><b>Traffic Management</b></p> <p><i>LCOL162023 - Dunthorne Road jw St Johns Road, Colchester.</i></p> <p><i>A - JH to remove scheme from the list due to poor visibility for a mini round about, lack of equal traffic flows and the relocation of stats would be too costly.</i></p> <p><i>LCOL163006 - School Road, Monkwick - Additional Railings.</i> <i>A - JH to have a separate discussion with Cllr Harris on the possibility of a larger scheme at this location.</i></p> <p><i>LCOL162050 - The Commons and Church Lane, Prettygate.</i> Cllr Lissimore asked JH for the criteria of a VAS on a 30mph route, he explained that a speed survey will need to be conducted to</p>	<p><b>JH</b></p> <p><b>JH</b></p>

	<p>which the 7 day average speed will need to be calculated at 35mph or above.</p> <p><i>LCOL162062 - Blackheath, Colchester.</i>  SC explained that the speeds did not meet criteria however the southbound location was only 0.5mph outside of the criteria.  <i>A - JH to create a Cabinet Member Briefing note to present to Cllr Johnson for consideration. The average speeds were recorded at 34.5mph for vehicles travelling southbound.</i></p> <p><i>LCOL162065 - Warren Lane, Stanway 40mph to 30mph.</i>  Cllr Bentley stated that speeds only decrease when vehicles reach the roundabout and explained the possibility changing the speed limit to 30mph or looking at extending the existing 40mph further away from the roundabout.  <i>A - JH to add a speed survey to the list for funding next financial year.</i></p> <p><b>Walking</b></p> <p><i>LCOL163009 - Stable Road, Colchester - Bollards.</i>  Cllr Lissimore explained that she understood the reasons that the scheme could not proceed further.  <i>A - JH to remove scheme from the potential schemes list.</i></p> <p><b>Passenger Transport</b></p> <p>JH explained that if panel members required any further information on the Passenger Transport schemes they can contact him directly.  <i>A - Cllr John Gilli-Ross to email JH on the ownership of bus stops. JH to relay information back to Passenger Transport.</i></p> <p><b>PROW</b></p> <p>SC explained that there may be additional funding for a quick win PROW scheme. She explained to the Panel that she is going to look at Monks Lane if the Panel are happy to agree.  <i>A - JH to contact the Panel Member directly to get a final decision.</i></p>	<p><b>JH</b></p> <p><b>JH</b></p> <p><b>JH</b></p> <p><b>JH</b></p> <p><b>Cllr John Gilli-Ross</b></p> <p><b>JH</b></p>
7.	<p><b>AOB</b></p> <p><b>Terms of Reference</b></p> <p>Cllr Brown to contact Cllr Johnson and request that substitutes are allowed to attend the Colchester LHP due to them having to travel quite far, some members cannot always make the journey.</p>	
8.	<b>Date of next meeting – 30<sup>th</sup> March 2017</b>	