

# CHELMSFORD CITY LOCAL HIGHWAYS PANEL MINUTES

15 June 2023

at the Civic Centre, Chelmsford

<b>Chairman:</b>	Councillor Bob Massey
<b>Panel Members:</b>	Chelmsford City Council – City Councillors Stephanie Scott and Kieron Franks  Essex County Council – County Councillors Marie Goldman, Ian Grundy, Anthony McQuiggan, and Mike Steel
<b>Officers:</b>	Jon Simmons and Dan McClean – Essex Highways Michael Adewole – Chelmsford City Council
<b>Secretariat:</b>	Jan Decena - Chelmsford City Council

Item		Owner
1.	<b>Welcome and Introductions</b>  The Chairman welcomed those present.	
2.	<b>Apologies for Absence</b>  Apologies for absence were received from County Councillors Jude Deakin, Mike Mackrory, Stephen Robinson, and John Spence.	
3.	<b>Minutes of Previous Meeting</b>  The minutes of the meeting on 20 <sup>th</sup> April 2023 were agreed as a correct record.	

4.	<p><b>Matters Arising from Minutes of the Previous Meeting</b></p> <p><i>LCHE182006 – Savernake Road</i> – the scheme was to be removed from the Schemes Awaiting funding List due to the high cost required.</p> <p><i>LCHE192040 – A414 Danbury – Rout Based Strategy</i> – the scheme is now at the Transportation Planning Team and the final report would be provided to the Members soon.</p> <p>Cllr Grundy enquired progress regarding <i>LCHE155026/ LCHE175010/ LCHE15001 – Bus shelters at various locations</i>. Dan Mclean stated that a proposal was forwarded and ten out of the twelve districts signed up to the proposal. The contract was with the legal team and it was expected that the tender would be at the end of June before entering a three-month mobilisation period. Cllr McQuiggan asked if letters could be sent out regarding the state of the bus shelters and advised that he would be happy to distribute them. Essex Highways officers advised that parish councils would be provided with a brief update of where they are currently and these would be sent soon.</p> <p>The panel then discussed the list of footways and carriageways that were to be prioritised. It was observed that small roads with many defects were not included to be prioritised. Cllr Steel observed that long roads such as Broomfield Road were listed but smaller roads with much significant defects, like Paradise Road, were not. Cllr Goldman added that whilst Southborough Road was on the list, York Road was not despite having many defects. She also advised that Roman Road suffered from defects as well. Cllr McQuiggan advised that he is experiencing similar issues. Cllr Steel queried how the list was formulated and Cllr Goldman suggested that the methodology could be adjusted. Both Cllr Steel and Cllr Goldman queried regarding the extent of the works, i.e. whether the works will extend to the long roads listed. Cllr McQuiggan added that a review of the list would be welcome.</p> <p>Dan Mclean advised that they need to ask the asset team for clarity regarding the substitutions. He informed that there was only a limited budget and Essex Highways would try to stretch it as far as possible and, in result, there would be some roads that are in worse condition. The panel was assured that minor works would be underway to address the areas. He added that the list should reflect to make good of the areas and what could be achieved. He reassured the members that they will feedback the issues raised and ensure that this would be addressed.</p> <p>Cllr McQuiggan noted on the frustration that all the defected roads that residents have reported were sitting on the database and not shortlisted on the list. He stated that the money needed to be put</p>	DM
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	<p>where the need is greatest and reiterated the need for prioritisation. Dan Mclean advised that the list is different to the Member led pothole scheme and it was not proposed to put together a programme with member-specific issue. He advised that they would feed this back. Cllr Massey advised the panel that Cllr Steel stated that there was a potential to swap out roads and collated a list of roads from the members. Cllr Steel advised Broomfield Road to be swapped to Paradise Road. Cllr Goldman advised that as Essex Highways progressed on Southborough Road, they could include York Road at the same time. She suggested for Roman Road to be included in the list.</p> <p>Jon Simmons then updated the panel regarding the pedestrian walkway on Pump Lane. Also Dan McClean was to update Cllr Mackrory directly on the matter.</p> <p>(13:02 – 13:21)</p>	
5.	<p><b>Report on Funded Schemes 2022/23</b></p> <p>The panel received a report providing an update on the current position of all the schemes which the panel has recommended for inclusion in the 2023/24 programme. The members were also informed that a decision on by ECC Finance on the 2022/23 Carry forward scheme funding was expected in the month of June.</p> <p>Essex Highways officers updated the members on the following schemes:</p> <p><i>LCHE152104 – Well Lane to The Heights – Service Road, Danbury – One way</i> – the design would be released soon and sent to the relevant panel members.</p> <p><i>LCHE154009 – Princess Road – Footway/Cycleway</i> – the scheme would need to be programmed during the school holidays. In the 6-week period, they would be liaising with the schools regarding this scheme.</p> <p><i>LCHE202010 – Bulimers Way, Ongar Road &amp; Lordship Road, Writtle – 7.5T weight limit</i> – the review and design of the Writtle 7.5T weight limit signage including TRO is underway.</p> <p><i>LCHE202036 – Littley Park Cottages, Littley Park Lane, Hartford End – Road markings</i> – bird nesting season delayed the vegetation removal and implementation of the scheme. This has now moved to Quarter 3.</p> <p><i>LCHE202038 – Maltese Road, Chelmsford – Traffic management improvements</i> – the TRO is progressing however some objections have been received.</p>	JS

	<p><i>LCHE212012 – A1245 Rettendon RAB, j/w Hawk Hill, Rettendon – Signing</i> – due to permits that still needed to be acquired from Network Rail and Traffic Management requirements, the scheme is now due to be delivered in 2023/24.</p> <p><i>LCHE182053 – Milburn Crescent Chelmsford – Layby</i> – this is in implementation stage.</p> <p><i>LCHE212034 – Little Waltham – Traffic review</i> – the ANPR survey was completed in June 2023 and the data is now under review.</p> <p><b>AGREED</b> that the Funded Schemes List be noted.</p> <p>(13:21 – 13:25)</p>	
6.	<p><b>Report on Schemes Awaiting Funding</b></p> <p>The panel received the report for the Schemes Awaiting Funding List which identified scheme requests received for consideration. It was noted that it was agreed at ECC Full Council on February 2023 that the 2023/24 Capital Budget for the twelve Local Highways Panels would remain the same as 2022/23.</p> <p>A Sub-Group of the Panel met in January 2023 to consider the list and recommendations that were identified in this report were listed as P1/P2. The Panel was then asked to prioritise these additional schemes they would like to see delivered in 2023/24 and they may also choose to remove any schemes they would not wish to consider. The funding for these schemes is £237,500.00.</p> <p>The panel <b>APPROVED</b> the recommended schemes for prioritisation. Further comments were given by the panel regarding the schemes below:</p> <p><i>LCHE152057 – Old Moulsham, Chelmsford – 20mph zone</i> – Cllr McQuiggan queried when the report regarding the 20mph zone be released. Jon Simmons advised that this would be available by the end of the summer. Surveys requested would have to wait until the end of the school holidays. The speed data could be shared as well. – this was a replacement requested by Cllr Goldman. The panel approved to replace LCHE152095 to fund this scheme.</p> <p><i>LCHE152115 – Admirals Park Estate, North-West Chelmsford (Boarded Barns) – 20mph zone</i> – Cllr Steel noted that the cost of the scheme is cheaper than the estimated cost for <i>LCHE152057</i>. Jon Simmons advised that the cost covers the signage and TRO and implementation would be for next year.</p>	

	<p><i>LCHE203005/LCHE203006 – Southern end of Hillside Grove and Cherry Garden Lane j/w Writtle Road, Chelmsford – Salt bins – Cllr McQuiggan advised that there was an unused salt bin in his ward and queried if this can be moved elsewhere where there is a need. Jon Simmons advised that this could potentially be more expensive as it would end up being another scheme. The panel was also noted that local residents would spread the salt.</i></p> <p>The pane also <b>AGREED</b> to delay <i>LCHE152095 – 29-59 North Avenue, Chelmsford – Parking improvements</i> as it was seen as a lower priority. The scheme’s funding was replaced by <i>LCHE212032 – Margaretting C of E Primary School, B1002 Main Road, Margaretting – School warning sign improvements</i> - and <i>LCHE212023 – O/s Moulsham Infant &amp; Junior School, Princes Road, Chelmsford – Traffic management improvements</i> as requested by Cllrs Grundy and Goldman respectively.</p> <p><b>AGREED</b> that the Schemes Awaiting Funding List be noted, subject to the comments and amendments above.</p> <p>Cllr McQuiggan informed the panel that <i>LCHE212024 – B1007 Stock Lane north of j/w Bakers Lane, Galleywood – Pedestrian refuge island improvements</i> was paid for recently and the scheme was to be taken offline. He also queried regarding the date of the validation of being completed concerning <i>LCHE223007 – Chelmer Park entrance, Beehive Lane, Galleywood – Pedestrian crossing</i>. It was advised that revenue funding was still being discussed.</p> <p>(13:25-13:55)</p>	
7.	<p><b>Report on Revenue Funding 2023/24</b></p> <p>The panel was presented with the Revenue Funding and Traffic Survey Requests 2023/24. The funding cost for the schemes totalled around £5,524.00 for the year. Cllr Steel suggested for schemes <i>LCHE22027</i> and <i>LCHE222037</i> to be taken off the list.</p> <p><b>AGREED</b> that the Revenue Funding and Traffic Survey Requests 2023/24 list be <b>APPROVED</b>, subject to the amendments above.</p> <p>(13:55-14:05)</p>	
8.	<p><b>OTHER BUSINESS</b></p> <p>There were no other business.</p> <p>(14:05-14:06)</p>	

9.	<b>Date of the Next Meeting</b>  The next meeting date was <b>AGREED</b> to be on <b>14 September 2023</b> . The date for the December meeting was changed from 14 December 2023 to <b>7 December 2023</b> .  (14:06-14:06)	
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The meeting closed at 14:06

Chair