

## CHELMSFORD CITY LOCAL HIGHWAYS PANEL MINUTES

7 December 2023

at the Civic Centre, Chelmsford

<b>Chairman:</b>	Councillor Bob Massey
<b>Panel Members:</b>	Chelmsford City Council – City Councillors Kieron Franks and Stephanie Scott  Essex County Council – County Councillors Jude Deakin, Marie Goldman, Mike Mackrory (Vice-Chairman), Anthony McQuiggan, Stephen Robinson, John Spence, 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 and City Councillor Ian Grundy.	
3.	<b>Minutes of Previous Meeting</b>  The minutes were amended to show the correct meeting date. Subject to this, the minutes of the meeting on 14 <sup>th</sup> September 2023 were agreed as a correct record.	

4.	<p><b>Matters Arising from Minutes of the Previous Meeting</b></p> <p>The panel considered an update regarding the following matters arising from the previous minutes below:</p> <p><i>LCHE192040 – A414 Danbury – Route-Based Study</i>– Cllr Spence challenged the completion of this scheme and advised that the two junctions were over capacity. It was suggested that the resulting actions were not identified and there were no proposals even for minor remedial works. The importance of safety was highlighted especially with regards to children travelling to and from the school as this was seen as a busy road.</p> <p>Jon Simmons advised that a study had been undertaken and this was shared for configuration of the study. They would come back to the ECC Transportation Planning &amp; Infrastructure Team for further updates.</p> <p><i>LCHE155026/ LCHE175010/ LCHE15001 – Bus shelters at various locations</i> – Cllr Deakin queried whether there would be an update regarding the Essex-wide audit for bus shelters. Dan Mclean advised that there had been progress and that the contract would be subject to an approval process. It was advised that the process would be completed at the start of the financial year. It was also advised that the schemes would be subject to the funding.</p> <p>Jon Simmons had also advised that <i>LCHE224005 – Nr 94 Broomfield Road, Chelmsford – Junction improvements</i> had been included in the schemes awaiting funding. This was now with the ECC Transportation Planning &amp; Infrastructure Team and awaiting further information regarding long-term improvement and the bigger package. Cllr Robinson emphasised his safety concern and that the scheme should be given priority in that regard. It was suggested that the red box for waiting cyclists on Broomfield Road should be extended. Jon Simmons advised that Essex Highways officers would refer this back to the ECC Transportation Planning &amp; Infrastructure Team.</p> <p>Cllr Steel and Essex Highways officers confirmed that <i>LCHE182009 – B1008 Ford End – kerbing improvements</i> was now completed.</p> <p><i>(Cllr Franks entered 13.14)</i></p> <p><i>(13:05 to 13:15)</i></p>	JS
5.	<p><b>Report on Funded Schemes 2023/24</b></p> <p>The panel received a report regarding an update on the funded schemes list for 2023/24. It was advised that the budget for LHP</p>	

<p>funding was £250,000. The Subgroup met in November 2023 and agreed on additional schemes to a value of the remaining 2023/24 Capital Budget.</p> <p>Essex Highways officers provided the panel members further updates to the panel regarding the following schemes:</p> <p><i>LCHE152057 – Old Moulsham, Chelmsford – 20mph zone remedial works</i> – it was advised that traffic calming features might still be required and the scheme was added to the 2023/24 Works Programme following the November 2023 Subgroup meeting. It was estimated that this would be completed in Quarter 4.</p> <p><i>LCHE202041 – Ferrers Road nr Benbow Drive, South Woodham Ferrers – Signalised crossing</i> – this scheme was added to the 2023/24 Works Programme following the November 2023 Subgroup meeting.</p> <p><i>LCHE152104 – Well Lane to The Heights – Service Road, Danbury – One-Way</i> – this scheme was added to the 2023/24 Works Programme following the November 2023 Subgroup meeting.</p> <p><i>LCHE182053 – Milburn Crescent, Chelmsford – Layby</i> – this was due to be completed in Quarter 4 due to the delay regarding land acquisition from CCC.</p> <p><i>LCHE212012 – A1245 Rettendon RAB, j/w Hawk Hill, Rettendon – Signing</i> – it was advised that the Design Team was currently arranging permits to allow works to be carried out. It was estimated that this would be completed in Quarter 4.</p> <p><i>LCHE202010 – Bulimers Way, Ongar Road &amp; Lordship Road, Writtle – 7.5T weight limit signing</i> – this was completed in Quarter 3 in 2023/24.</p> <p><i>LCHE202036 – Little Park Cottages, Little Park Lane, Hartford End – Road markings</i> – the works were completed in September 2023.</p> <p><i>LCHE212034 – Little Waltham – Traffic review</i> – it was advised that the traffic review had been completed but data needed to be reviewed with the parish council.</p> <p><i>LCHE226001 – School Lane, Broomfield – SCP</i> – it was recommended for the addition of wig wags and the scheme was now added to the 2023/24 Works Programme following the November 2023 Subgroup meeting.</p> <p>Regarding the funding for the next financial year, it was advised that this would be agreed at February 2024 ECC Full Council meeting.</p>	<b>JS and DM</b>
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	<p>Dan Mclean advised that there were still no indication of the budget for next year and an update regarding the scope of LHP would hopefully be shared panel members following the February ECC Full Council meeting.</p> <p>The panel was also updated regarding the footways and carriageways improvements. Dan Mclean advised that the list of roads for improvements were circulated, and that completion would be delivered in Quarter 4. An update would be shared to panel members via email/ Footways would also be flagged for March 2024.</p> <p>Cllr Steel queried on the definitions between large-scale footway schemes and small-scale footway schemes. Dan Mclean advised that large-scale footway schemes involved small amount of work and treatment to bring up the whole road to a suitable standard. The entire footway would also be eligible for slurry seal treatment. Small-scale footway schemes focused on certain defects on roads but would not be covering the whole footways.</p> <p><b>AGREED</b> that the Funded Schemes List be noted.</p> <p>(13:15 – 13:35)</p>	
6.	<p><b>Report on Schemes Awaiting Funding</b></p> <p><i>This report was not discussed in the meeting.</i></p>	
7.	<p><b>Report on Revenue Funding 2023/24</b></p> <p><i>This report was not discussed in the meeting.</i></p>	
8.	<p><b>ANY OTHER BUSINESS</b></p> <p>Cllr Robinson reported issues with regards to emails not being received by Essex Highways as it was noted that these and the chasers were not being acknowledged. Dan Mclean advised that the online portal should be used and that this would generate an email reply . Regarding the management of the inbox, it was advised that Essex Highways officers would investigate and address any issue. The details of the portal would also be circulated around the panel.</p> <p>Cllr Scott updated the panel on the site visit for <i>LCHE192024 – A414 Main Road nr The Bell P/H, Danbury – zebra crossing improvements</i> – with a fellow city and ward councillor, Cllr Julia Jeapes, and other members of the community. It was emphasised that the signage, zebra crossing, and beacon lights would need improvements. It was</p>	

	<p>also advised that more SIDs would be needed as well. It was reported that the lights were dirty and therefore were very dim. It was reiterated that A414 was a busy road and cars were frequently observed to be speeding. Cllr Spence also emphasised the speeding issues and traffic volume that the A414 road was experiencing. It was suggested that school signs to be erected and other short-term fixtures pending the schemes such as improving the lines. Cllr Scott also advised that alterations to the fencing to allow school drop to off/pick up.</p> <p>Cllr Massey commented that the carriageway lines were a maintenance issue, and these would need to be requested to be repainted. It was also advised that any scheme under <i>LCHE192024</i> could be discussed within the Sub-Group as priority. Cllr Goldman also stated that there were many other such examples in all divisions competing for funding. Cllr Steel advised to push for maintenance and get the lines repainted. It was also advised that Chelmsford LHP do not handle highway maintenance.</p> <p>Cllr Steel queried regarding the progress on using lampposts for VAS/SID units. Dan Mclean advised that a trial was progressing and would be live very soon. Parish councils could be able to purchase their own VAS/SIDs if they have CIL funding. Currently, there were eight lampposts needing to be assessed, as part of the trial. It was also advised that the schemes would need LHP validation. It was however advised that there was a backlog on validations.</p> <p>(13:35 -13:54)</p>	
9.	<p><b>Date of the Next Meeting</b></p> <p>The next meeting date would be moved from 14<sup>th</sup> March 2024 to <b>13<sup>th</sup> March 2024.</b></p> <p>(13:54-13:54)</p>	

The meeting closed at 13:54

Chair