



CASTLE POINT LOCAL HIGHWAYS PANEL MEETING AGENDA

Date: Time: Venue:	25 th January 2022 15:00 Microsoft Teams Video Call
Chairman:	ECC Member Andrew Sheldon
Panel Members:	Dave Blackwell, ECC Member Jill Reeves, ECC Member Peter May; ECC Member Beverly Egan (Vice Chairman) CPBC Member Simon Hart, CPBC Member Tom Skipp CPBC Member Alan Acott, Cllr John Anderson (CTC)
Officers:	Essex Highways Sarah Alcock - Highway Liaison Officer Essex Highways Param Kaur-Kingston - Highway Liaison Officer Essex Highways Brad Ellis - Design Engineer CPBC Trudie Bragg - Head of Environment CPBC Stuart Jarvis - Contracts Manager
Secretariat:	Loretta Hill - CPBC Civic Governance Officer

Page	ltem	Subject	Lead	Paper				
	1	Welcome & Introductions	Chairman	Verbal				
	2	Apologies for Absence & Declarations of Interest	ogies for Absence & Declarations of Interest Chairman					
2-7	3	Minutes of meeting held on 28 th September 2021 to be agreed as a correct record	Chairman					
	4	Matters Arising from Minutes of the previous meeting	Chairman	Verbal				
7-11	5	Report on Funded Schemes	HLO	Report 1				
12-15	6	Report on Schemes Awaiting Funding	HLO	Report 2				
	7	Any other business	Chairman	Verbal				
	8	Date of next meeting: Tuesday 22 nd March 2022	Chairman	Verbal				





CASTLE POINT LOCAL HIGHWAYS PANEL MINUTES

28 SEPTEMBER 2021 AT 15:00

Microsoft Teams Video Call

Chairman:	Cllr Andrew Sheldon (ECC)
Panel Members:	ECC Members Reeves, May and Egan (Vice Chairman)
	CPBC Members Acott, Dick, Hart and Skipp
	CITC Members Cllr Anderson
Officers:	ECC: Sarah Alcock - Highway Liaison Officer Sonia Church - Highway Liaison Manager Brad Ellis - Design Engineer
	CPBC: Trudie Bragg - Head of Environment Stuart Jarvis - Contracts Manager
Secretariat:	Loretta Hill – Civic Governance Officer

ltem		Owner
1.	Welcome and Introductions:	
	The Chairman welcomed all present and opened the meeting.	Chair
2.	Apologies for Absence & Declarations of interest:	Ohain
	Apologies were received from Cllr Anderson who will join the meeting late.	Chair
	There were no declarations of interest.	
3.	Minutes of meeting held on 6 th July 2021 to be agreed as correct record:	Chair
	The minutes of the last meeting, 6 th July were agreed as a correct record.	





4.	Matters Arising from Minutes of the previous me Roscommon Way	eeting:	Chair			
	SA informed a meeting is still to be arranged with th organisations in the Borough. Handing over to SER meeting as they are best placed to advise.		HLO			
	Cllr May reported the situation at Roscommon Way a meeting with Manager of Morrisons Stores, they h problem vehicles in the car park which they are take are also looking into locking up the car park at night	ave CCTV footage of en legal action on. They				
5.	VAS Presentation					
	SC updated panel members on changes being made Activated Signs and Speed Indicator Devices.	e to the Policy for Vehicle	HLM			
	Prices for the signs are being obtained and vary dep sign and the data that you want to display, there ar with the signs which can provide detailed data colled	re some apps associated				
	SA to send a list of locations to SJ to check if signs in Castle Point are rotational.					
	Cllr Anderson joined the meeting at 3.25pm.					
6.	Report on Funded Schemes – Report 1:					
	HLO provided an update on the current position of all the schemes which the Castle Point Local Highway Panel has recommended for inclusion in the 2021-22 programme.					
	Budget Summary 2020-21					
	Capital Budget	228,675				
	Additional Budget	200,000				
	Total Budget for 2021-22	£428,675				
	Safer Roads Schemes £1,500					
	Estimated Value of Commissioned Schemes £399,500					
	Estimated Total Value	£401,000				
	Balance remaining	£27,675				
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	as below: Budget Summ Scheme Type Total Safer Roads Traffic Management Walking	Estimated Costs £0 £25,000 £168,500	ng		
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	as below: Budget Summ Scheme Type Total Safer Roads	ary Estimated Costs £0	ng		
	as below: Budget Summ Scheme Type Total	ary	ng		
	as below:		ng		
	51	r consideration for future fundir	ng		
re ar Re the ca sc	 Members are asked to review these schemes and consider funding recommendations for those they wish to see delivered 2021-22 and remove any they would not wish to consider funding. Report 2 has been updated, as some validations have been completed after the original papers were sent out. As there is still budget remaining, the panel can consider these schemes for funding however, it should be noted any schemes commissioned today will not be delivered until after April 2022, but the funding will as advised at the last meeting roll into the next financial year. The breakdown of scheme types available for consideration for future funding is as below: 				
re Lo	ne following Schemes Awaiting Funding quests which have been received for the o ocal Highways Panel. embers are asked to review these so	consideration of the Castle Poi	nt		
	eport on Schemes Awaiting Funding – F				
	o further updates to report.		HLO		
	eference Numbers 13-16 were commissional vere commission of the second sec	oned at the previous meeting	in		
Th	The schemes in Green have been completed.				





	Costs supplied are estimates only and there is the possibility that a final scheme cost can change significantly dependant on issues which may arise during detailed design and construction.	HLO
	Traffic Management	
	It was agreed that RED - References 1, 2 and 4 could be removed.	
	<u>LCAS202002 - New Road jw Long Road, Canvey Island – Signage</u> Request for review of signage and measures to highlight the No Entry into New Road from Long Road. The missing no entry sign is in the process of being replaced by Maintenance. Suggest situation is monitored to see if new signage resolves the issue.	
	Cllr May informed this is a very dangerous junction, cars are going the wrong way out of the one-way road. SA and BE will look into this and report back to Cllr May.	HLO
	Reference 5 and 9 – 13 are all in validation. SA will advise county members accordingly for next year's programme.	
	Panels members agreed the items in GREEN could all be put forward, which total £31,000.	HLO
	Walking	
	LCAS193004 - Furtherwick Road j/w Foksville Road, Canvey Island - Zebra	
	<u>crossings</u> Replacement/extension of the existing raised tables to increase vertical deflection and reduce vehicle speeds on the approaches to the crossings. Consideration could be given to providing Halo belisha beacons to improve	
	conspicuity of the crossing to approaching motorists.	HLO
	Due to the cost of this scheme, £162,500.00 it was agreed that it could be linked with Castle Point's regeneration, town centre fund.	
7.	AOB	
	Chairman is submitting scheme requests for a zebra crossing, issue along the A13 and a stop sign along the High Road.	Chair
	Cllr Skipp has sent through pictures of problematic areas. SA informed scheme requests need to be submitted for each.	HLO
	Cllr Hart mentioned a zebra crossing is required at Rayleigh Road / Deerhurst (near Stadium Way). SA informed a scheme request needs to be submitted.	





	 Cllr Egan reported that people have reported difficulties in trying to cross the road at Stadium Way. Cllr Skipp also reported that there was a fatality along the High Road. A scheme request is required. SA has the report for the casualty reduction programme and will give support to put them through at the January/March meeting. Chairman and Cllr Skipp to meet and discuss. Cllr Acott reported a problem near Castleview School on the one-way system. Cars trying to overtake buses at the zebra crossings. SA informed a scheme request needs to be submitted via Cllr Blackwell. Leigh Beck Road Footpath, Cllr Acott to submit a scheme request to Cllr Blackwell. 	HLO Chair
8.	Date of next meeting: Tuesday, 25 th January 2022 at 3pm The meeting ended at: 3.50 pm	Chair

CASTLE POINT LOCAL HIGHWAY PANEL REPORT 1 - 2021/22 FUNDED SCHEMES LIST

This report provides an update on the current position of all the schemes which the Castle Point Local Highway Panel has recommended for inclusion in the 2021-22 programme.

Budget summary 2021-22				
Capital Budget	£228,675			
Additional Budget	£200,000			
Total Budget for 2021-22	£428,675			
Safer Roads Schemes	£1,500			
Estimated Value of Commissioned Schemes	£423,000			
Estimated Total Value	£432,000			
Balance remaining	£5,675			

Members are reminded that the costs supplied are budget estimates only and there is the possibility that a final scheme cost could change dependant on issues which may arise especially during detailed design and construction. The panel will be informed of any budget adjustments required.

Funded Schemes 2021-22

Total Value of	C422.000	
Schemes	£423,000	

Completed Update

Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
1	Castle Point Borough Post Construction Audits	Road safety audits post scheme installation	Various	Various	Safer Roads	Surveys	RSA3LCAS	£1,500		Q4
2	Falbro Crescent - 20mph and signing	To complete detailed design with target costs and CMA required to advertise. TRO consultation to implement 20mph speed limit along the roads in the Westwood Estate	Hadleigh	Non Parished	Traffic Management	Design	LCAS192026	£7,000	Objections received following consultation, This will require Cabinet Member approval to proceed.	Q4
3	Third Avenue, Northwick Park School - Traffic management improvements	The existing informal crossing points to be converted into raised crossing points. Extend existing SCHOOL KEEP CLEAR restriction	Canvey Island West	Canvey Island	Traffic Management	Total scheme	LCAS192027	£42,000	Design work completed and Traffic Regulation Order to be completed by the end of Q4. Implementation of physical measures will be delayed until the new financial year.	Q4
4	Thorney Bay Road, Canvey Island - Footway	Installation of footway and dropped crossing point	Canvey Island West	Canvey Island	Walking	Total scheme	LCAS203001	£25,000	Completed October 2021.	COMPLETED
5	Leigh Beck Lane, Canvey Island - Footway	Installation of footway at the back entrance of Leigh Beck Infant School	Canvey Island East	Canvey Island	Walking	Total scheme	LCAS203003	£25,000	Completed August 2021.	COMPLETED
6	Mayflowers jw Rushbottom Lane, Thundersley - Traffic management improvements	Formalised crossing point with tactile paving further into Mayflowers and away from the junction	Thundersley	Non Parished	Traffic Management	Validation	LCAS202012	£12,500	Completed August 2021.	COMPLETED
7	Borrett Avenue, Canvey Street lighting	Installation of new lighting column	Canvey Island West	Canvey Island	Traffic Management	Total scheme	LCAS192017	£12,500		Q4
8	A13 j/w Rushbottom Lane & Church Road, Thundersley - Traffic management improvements	Installation of Traffic Island, improve lining and installation of small section of pedestrian guard railing	Thundersley	Non Parished	Traffic Management	Total scheme	LCAS192024	£20,000		Q4

Funded Schemes 2021-22

Total Value of Schemes	£423,000		Comple
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mpleted Update

Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
9	Saxon Way, South Benfleet - Drainage	Design and target cost to install gullies	South Benfleet	Non Parished	Traffic Management	Design	LCAS202018	£500	The issue with flooding will not be resolved adding Highway drainage gullies along Saxon Way. As the issue is there is no Anglian Water surface water main running along Saxon Way for properties to discharge into. Therefore £9,000 will be returned to the Capital Budget.	CANCELLED
10	Footpath 11, Lakeside Path and parklands, Canvey Island - Bollards	Install two lockable bollards to stop vehicles from accessing footpath 11 via Lakeside Path and Parklands	Canvey Island West	Canvey Island	Public Rights of Way	Total scheme	LCAS208001	£5,500	Completed July 2021.	COMPLETED
11	St Michaels Road, Hadleigh - Signage	Improve existing chevron signage and lay high friction surface around the bend, refresh all lining and install verge marker posts and centre line reflective road studs	Hadleigh	Non Parished	Traffic Management	Total scheme	LCAS202019	£32,500	Work due to commence 28th February 2022.	Q4
12	Point Road, Canvey Island - Buildouts	To convert the nose of the island into an over-run area with rumble effect block	Canvey Island East	Canvey Island	Traffic Management	Total scheme	LCAS192004	£20,000	Completed July 2021.	COMPLETED
13	Parkfields, Hadleigh - Parking bays	Installation of perpendicular parking area within the layby, giving 10 parking spaces	Hadleigh	Non Parished	Traffic Management	Implementation	LCAS162063	£75,500	Scheme recommended by panel at the July 2021 meeting. Scheme funded as part of the additional 21/22 LHP funding, scheme may slip into 22/23.	2022-23
14	Watlington Road jw Loten Road, Benfleet - Kerbing	Realign carriageway to include dropped crossing with tactile paving, refresh lining	South Benfleet	Non Parished	Traffic Management	Total scheme	LCAS202001	£30,000	Scheme recommended by panel at the July 2021 meeting. Scheme funded as part of the additional 21/22 LHP funding, scheme may slip into 22/23.	2022-23

Funded Schemes 2021-22

Total Value of	C422
Schemes	£423,

8,000

Completed Update

Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
15	Manor Road, Thundersley - Signing	Review of signage to the Manor Trading Estate	Thundersley	Non Parished	Traffic Management	Design	LCAS202007	£7,500	Scheme recommended by panel at the July 2021 meeting. Scheme funded as part of the additional 21/22 LHP funding, scheme may slip into 22/23.	2022-23
16	Long Road jw Thorney Bay Road, Canvey Island - Traffic management improvements	Feasibility to investigate junction improvements	Canvey Island West	Canvey Island	Traffic Management	Feasibility	LCAS202014	£6,500	Scheme recommended by panel at the July 2021 meeting. Scheme funded as part of the additional 21/22 LHP funding, scheme may slip into 22/23.	2022-23
17	Knightswick Road jw Elder Tree Road, Canvey Island - Traffic management improvements	Detailed design for junction improvements	Canvey Island East	Canvey Island	Traffic Management	Design	LCAS202016	£9,500	Scheme recommended by panel at the July 2021 meeting. Scheme funded as part of the additional 21/22 LHP funding, scheme may slip into 22/23.	2022-23
18	Thelma Avenue, Canvey Island - Footway	Installation of footway on Thelma Avenue the area between Waarem Avenue and Lionel Road	Canvey Island West	Canvey Island	Walking	Total scheme	LCAS193005	£59,000	Scheme recommended by panel at the July 2021 meeting. Scheme funded as part of the additional 21/22 LHP funding, scheme may slip into 22/23.	2022-23
19	Broughton Road, Hadleigh - Traffic management	Introduce width restriction at the junction.	Hadleigh	Non Parished	Traffic Management	Total scheme	LCAS212002	£14,000	Scheme recommended by panel at the September 2021 meeting. Scheme funded as part of the additional 21/22 LHP funding, scheme may slip into 22/23.	2022-23
20	Greenacres, Hadleigh - Traffic management	Design only scheme be carried out to determine the extent of kerb adjustment that can be achieved.	Hadleigh	Non Parished	Traffic Management	Design	LCAS212003	£3,500	Scheme recommended by panel at the September 2021 meeting. Scheme funded as part of the additional 21/22 LHP funding, scheme may slip into 22/23.	2022-23

Funded Schemes 2021-22

Total Value of Schemes	£423,000	Completed	Update
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Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
21	Rushbottom Lane, South Benfleet - Pedestrian guard rail	Installation of pedestrian guard rail	Thundersley	Non Parished	Walking	Total scheme	LCAS213001	£6,000	Scheme recommended by panel at the September 2021 meeting. Scheme funded as part of the additional 21/22 LHP funding, scheme may slip into 22/23.	2022-23
22	St Michael's Road j/w Bramble Road, Hadleigh - Traffic management improvement	Design only scheme to replace the existing Bennet junction type arrangement with a more standardised 'T' type junction	Hadleigh	Non Parished	Traffic Management	Design	LCAS212004	£7,500	Scheme recommended by panel at the September 2021 meeting. Scheme funded as part of the additional 21/22 LHP funding, scheme may slip into 22/23.	2022-23

CASTLE POINT LOCAL HIGHWAY PANEL REPORT 2 – SCHEMES AWAITING FUNDING

The following Schemes Awaiting Funding list identifies all the scheme requests which have been received for the consideration of the Castle Point Local Highways Panel.

Members are asked to review these schemes and consider funding recommendations for those they wish to see delivered and remove any they would not wish to consider funding.

The breakdown of scheme types available for consideration for future funding is as below:

Budget Summar	y
Scheme Type	Total Estimated Costs
Safer Roads	£0
Traffic Management	£6,500
Walking	£162,500
Passenger Transport	TBC
Public Rights of Way	£0
	£169,000

Costs supplied are estimates only and there is the possibility that a final scheme cost can change significantly dependent on issues which may arise during detailed design and construction.

On the Schemes Awaiting Funding List, the RAG column acknowledges the status of the scheme request as shown below:

G	The scheme has been validated as being feasible and is available for consideration
Α	The scheme has previously been approved for a feasibility study and the results are awaited before the scheme can be fully considered
R	A scheme request has been received but is against ECC policy or there is no appropriate engineering solution
v	A scheme request has been received and is in the initial validation process

Report 2: Schemes Awaiting Funding

Traffic Management

Total Value of	CC E00	
schemes	£6,500	

Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	New Road jw Long Road, Canvey Island - Signage	Request for review of signage and measures to highlight the No Entry into New Road from Long Road	Canvey Island West	Validation	LCAS202002	TBC	In validation.	v
2	Oak Road South - Traffic calming	Request for some form of traffic calming to slow traffic down	Hadleigh	Validation	LCAS212001	TBC	Awaiting speed and volume survey data.	V
3	Daws Heath Road, Hadleigh - Traffic calming	Request for traffic calming	Hadleigh	Validation	LCAS212005	TBC	Awaiting speed and volume survey data.	v
4	West Crescent, Canvey Island - Grasscrete	Request for the verge/grass areas to have grasscrete to prevent the areas being churned up by cars parking on them	Canvey Island West	Design	LCAS212006	£6,500	Validation completed - Due to the size and nature of the work required, it is recommended that a design only scheme be undertaken in the first instance to ensure a robust design is produced that takes into account existing drainage and level requirements. A detailed set of scheme costs will also be obtained as part of the design process.	G
5	Church Road, Hadleigh,- Traffic calming	Request for traffic calming	Hadleigh	Validation	LCAS212007	TBC	Awaiting speed and volume survey data.	v
6	Link Road, Canvey island - Traffic calming	Request for traffic calming	Canvey Island West	Validation	LCAS212008	TBC	Awaiting speed and volume survey data.	V
7	Bramble Road - Traffic calming	Request for traffic calming and measures to prevent rat running through especially HGV from the A127. To also investigate if a footway can be installed	Hadleigh	Validation	LCAS212009	твс	Awaiting speed and volume survey data.	v

Report 2: Schemes Awaiting Funding

Traffic Management

Total Value of	CC 500	
schemes	£6,500	

Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
8	A13 High Street Hadleigh - Signage	Request for signage to alert vehicles leaving the McDonalds car park that they can't turn right	Hadleigh	Validation	LCAS212010	TBC	In validation.	v
9	A13 London Road, jw Rectory Road ,Hadleigh - Traffic calming	Request for traffic calming measures	Hadleigh	Validation	LCAS212011	TBC	Awaiting speed and volume survey data.	v
10	Church Road, Thundersley - Bollards	Request for bollards to prevent parking on footway	Thundersley	Validation	LCAS212012	TBC	In validation.	V
11	Lakeside Path, Canvey Island - Signing	Request for sign to highlight vehicle access to cyclists	Canvey Island East	Validation	LCAS212013	TBC	In validation.	V
12	Harvest Road, Canvey Island - Traffic calming	Request for measures to slow traffic speeds such as a VAS	Canvey Island East	Validation	LCAS212014	TBC	Awaiting speed survey results.	V
13	Western Road jw Daws Heath Road, Hadleigh - traffic calming	Request for traffic calming measures	Hadleigh	Validation	LCAS212015	TBC	Awaiting speed survey results.	V
14	A13 jw Homefields Avenue, Benfleet - Keep Clear	Request for a yellow box to keep the junction clear for vehicles exiting and entering Homefields	South Benfleet	Validation	LCAS212016	TBC	In validation.	V
15	Southview Road jw Cumberland Avenue & Oakfield Road - Traffic calming	Request for improved signage and any further suitable measures to slow down traffic on junction approaches along South View Road.	South Benfleet	Validation	LCAS212017	TBC	Awaiting speed and volume survey data.	v
16	Clifton Avenue, Benfleet - Drainage	Installation of drainage to catch southbound surface water runoff from Holtynge	South Benfleet	Validation	LCAS212018	TBC	In validation.	v
17	Grove Road, Benfleet - Drainage	Request for installation of footway drain or alteration to camber of footpath to prevent flooding into residential property	South Benfleet	Validation	LCAS212019	TBC	In validation.	V

Report 2: Schemes Awaiting Funding

Walking

Total Value of £162,500 schemes

Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Furtherwick Road j/w Foksville Road, Canvey Island - Zebra crossings	Replacement/extension of the existing raised tables to increase vertical deflection and reduce vehicle speeds on the approaches to the crossings. Consideration could be given to providing Halo belisha beacons to improve conspicuity of the crossing to approaching motorists	Canvey Island East	Canvey Island	Total scheme	LCAS193004	£162,500		G
2	Benfleet High Road Rileys Snooker Hall, Benfleet - Pedestrian crossing	dangerous crossing from the car park and a request for a	South Benfleet	Non Parished	Validation	LCAS213002	TBC	Awaiting Pedestrian v Vehicle Conflict survey data	V
3	Benfleet High Road near Croft Road, Benfleet - Pedestrian Crossing		South Benfleet	Non Parished	Validation	LCAS213003	TBC	Awaiting Pedestrian v Vehicle Conflict survey data	V