

## Epping Forest District LOCAL HIGHWAYS PANEL MINUTES

11 September 2023

6.10pm – 7.25pm

### Virtual Meeting on MS Teams

<b>Chairman:</b>	Cllr S Kane (ECC)
<b>Panel Members:</b>	Cllr C Whitbread (ECC) Cllr C Pond (ECC) Cllr M Vance (ECC) Cllr H Whitbread (ECC)  Cllr H Kane (EFDC) Cllr A Lion (EFDC) Cllr D Wixley (EFDC)
<b>Officers:</b>	J Boxall – Highways Liaison Officer (Essex Highways)  M Thompson – Service Manager, Technical (EFDC)  G Woodhall – Democratic & Electoral Services Team Manager (EFDC)
<b>Secretariat:</b>	

Item		Owner
1.	<p><b>Welcome and Introductions</b></p> <p>The Chairman welcomed the Members and Officers present.</p>	
2.	<p><b>Apologies</b></p> <p>Apologies had been received from:</p> <ul style="list-style-type: none"> <li>• Cllr I Hadley;</li> <li>• Cllr J McIvor;</li> <li>• Cllr K Williamson; and</li> <li>• D MacLean.</li> </ul> <p><b>Declarations of Interest</b></p> <p>There were no declarations of interest pursuant to the Council's Code of Member Conduct.</p>	

3.	<p><b>Minutes</b></p> <p><b>RESOLVED:</b></p> <p>That the minutes of the meeting held on 3 July 2023, be agreed by the Panel as a true record.</p>	
4.	<p><b>Matters Arising from Minutes of the previous meeting</b></p> <p><u>LEPP192041 – Grange Crescent j/w Manor Road</u></p> <p>This scheme had been missed off the list for technical reasons but hopefully would get funded going forward. No design or feasibility had yet to be performed on this scheme.</p> <p><u>LEPP222017 – Coopersale Street, Fiddlers Hamlet</u></p> <p>Cllr H Whitbread confirmed that this scheme could be removed from the list as it was being directly funded. The scheme could be reviewed in the future depending upon its impact.</p> <p><u>LEPP202046 – Upshire Road, Waltham Abbey</u></p> <p><del>This scheme</del><u>This scheme</u> should be funded.</p> <p><u>LEPP212013 – Vicarage Lane, Chigwell</u></p> <p>It was confirmed that this scheme had been promoted to the new Panel of LHP Chairmen.</p> <p><u>LEPP193006 – Oak Hill Road</u></p> <p>Cllr J McIvor had requested that this scheme remain on the list.</p> <p><u>Panel of LHP Chairmen</u></p> <p>Cllr S Kane reported that no decision-making was undertaken at the first meeting of the new Panel, as some of the Local Highways Panels (LHP) had not met to promote any schemes. There was a separate budget for this higher Panel, so any schemes progressed by it would not be paid for out of this Panel's budget.</p>	JB
5.	<p><b>Report on Funded Schemes</b></p> <p>The HLO updated Members on the funded schemes. The HLO advised that the funding should be rolling over on 25 September 2023, which would enable the funded schemes rolled over from 2022/23 to be progressed. There would be £111,656 available when the monies were received, and the Panel could make suggestions for the schemes that they wished to be progressed to the design and validation stage.</p> <p><u>LEPP193016 – Rectory Lane, Loughton</u></p> <p>It was noted that this was a slipped scheme and it had been progressed to the design stage.</p>	JB

<p><b>6.</b></p>	<p><b>Report on Schemes Awaiting Funding</b></p> <p>The Panel considered the schemes that were currently awaiting funding and decided to move some of these schemes forward to feasibility or design.</p> <p><u>LEPP202019 – Middleboy, Abridge</u> The Panel agreed to leave this scheme on the list for consideration at the next meeting.</p> <p><u>LEPP212039 – Hemnall Street, Epping</u> Cllr H Whitbread stated that she was happy for the proposed informal public consultation to be progressed, to make residents aware of the potential implications from the scheme. The HLO added that it was unlikely that a 20mph speed limit would be agreed for this location.</p> <p><u>LEPP222032 – Smarts Lane, Loughton</u> The Panel agreed to leave this scheme on the list. The HLO added that an informal public consultation would be required before the safety audit and CMA was undertaken; it was not policy to remove speed humps once they had been installed.</p> <p>The Panel then considered the Traffic Management Schemes that were currently awaiting funding and had already progressed beyond the design or feasibility stages. The Chairman stated that these schemes were liable to be in hiatus until April 2024.</p> <p><u>LEPP172026 – Bell Common Road</u> The HLO advised that this scheme could be in situ for 18 months before public feedback was sought. Cllr H Whitbread agreed to liaise further with the residents and inform them of the situation.</p> <p><u>LEPP152086 – The Broadway Central Reservation</u></p> <p>The HLO undertook to email the current proposals for this scheme to Cllr C C Pond, and to schedule a meeting between Cllr C Pond and the designers. The current recommendation was to install a turning point for buses. M Thompson added that a road safety audit had been undertaken at this location and there was some funding available to progress this scheme; M Thompson would liaise further with Cllr C Pond.</p> <p><u>LEPP222025</u> The HLO advised the Panel that the average cost of a salt bin was £500, but each individual location needed to be surveyed and an exact cost could not be given until the validation was complete.</p> <p>Following the decisions agreed by the Panel (see below), the HLO advised that there was approximately £59,000 available in the Panel’s budget. Cllr M Vance requested that decisions regarding the remaining funding be deferred to the next meeting, as he had some new issues / schemes to be added to the list. The Chairman agreed that the Panel needed to leave some funding available for the remainder of the financial year.</p>	<p><b>JB</b></p>
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	<p><b>RESOLVED:</b></p> <p>(1) That the following Traffic Management schemes awaiting funding be progressed to the design stage:</p> <ul style="list-style-type: none"> <li>• LEPP202030 – High Street j/w Harlow Road &amp; Epping Road, Roydon;</li> <li>• LEPP202025 – Langley Green, Nazeing;</li> <li>• LEPP192041 – Grange Crescent j/w Manor Road, Chigwell;</li> <li>• LEPP202043 – Lindsey Street j/w Maltings Lane, Epping;</li> <li>• LEPP212031 – Hamlet Hill, Roydon;</li> <li>• LEPP212040 – Clarks Lane j/w Hemnall Street, Epping;</li> <li>• LEPP222018 – St James Avenue j/w Coopers Hill;</li> <li>• LEPP222029 – Clays Lane j/w Goldings Hill;</li> </ul> <p>(2) That the following Traffic Management Schemes awaiting funding be progressed to the feasibility stage:</p> <ul style="list-style-type: none"> <li>• LEPP192049 – Limes Avenue j/w Fence Piece Road;</li> <li>• LEPP202016 – Church Lane j/w Whitehills Road &amp; Wellfields, Loughton;</li> <li>• LEPP202024 – Lambourne Road j/w Romford Road &amp; Gravel Lane, Chigwell;</li> <li>• LEPP212003 – Traps Hill j/w A121 High Road, Loughton;</li> </ul> <p>(3) That the following Traffic Management Schemes awaiting funding be removed from the list:</p> <ul style="list-style-type: none"> <li>• LEPP202042 – Church Lane, Loughton;</li> </ul> <p>(4) That the following Walking schemes awaiting funding be progressed to the design stage:</p> <ul style="list-style-type: none"> <li>• LEPP203006 – Broomstick Hall Road, Waltham Abbey;</li> </ul> <p>(5) That the following Traffic Management Schemes awaiting funding be progressed to implementation:</p> <ul style="list-style-type: none"> <li>• LEPP202026 – Meridian Park Estate, Waltham Abbey;</li> <li>• LEPP222005 – York Hill;</li> <li>• LEPP222006 – Betts Lane / Back Lane;</li> <li>• LEPP222027 – The Crescent j/w High Street;</li> <li>• LEPP222025 – Tycehurst Hill;</li> </ul>	
<p>7.</p>	<p><b>Any Other Business</b></p> <p><u>Implementation of new Reporting Scheme</u> The HLO advised that a new reporting system was being implemented for County Councillors to monitor the progress of schemes. The new system was only just being used to produce reports, and County Councillors would shortly be offered training on using the new dashboard and be granted access to it. The Chairman undertook to send the link to the new dashboard to all members of the Panel.</p> <p><u>Cost of Bus Shelters and Salt Bins</u> The HLO advise the Panel that the County Council had gone out to tender for the installation of bus shelters. This process was due to finish at the end of October, and an indication of the cost of bus shelters could not be given until then. The comments made at the last meeting of the Panel regarding the cost of salt bins was re-iterated.</p>	

	<p><u>PROWS</u> Cllr A Lion requested the Panel to have an in-depth look at Public Rights of Way (PROW), as he felt there were a number of outstanding issues.</p> <p>The HLO counselled the Panel that the PROW Team dealt with these, and the Maintenance Team dealt with maintenance issues related to PROWs. The Highways Team only dealt with PROW issues such as additional signage.</p>	
8.	<p><b>Date of Next Meeting</b></p> <p>The Panel was advised that its next meeting was scheduled for 15 January 2024, but this clashed with a District Council Cabinet meeting and therefore would need re-scheduling. Once a new date had been agreed then the Panel would be informed.</p>	