

**TENDRING LOCAL HIGHWAYS PANEL MINUTES
THURSDAY 29 JUNE 2017 at 10.00AM**

**COUNCIL CHAMBER, COUNCIL OFFICES, THORPE ROAD,
WEELEY CO16 9AJ**

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| Chairman: | CC Member Andrew Erskine |
| Panel Members: | CC Colin Sargeant (Vice-Chair), CC Member Paul Honeywood, CC Member Mark Platt, CC Member Alan Goggin, CC Member Andy Wood, TDC Cllr Richard Everett and TDC Cllr Fred Nicholls |
| Officers: | TDC - Ian Davidson, Chief Executive TDC - Steve Gove, Task Force Manager Essex Highways - Sonia Church, Highways Liaison Manager Essex Highways - Joe Hazelton, Highways Liaison Officer |
| Secretariat: | TDC - Lizzie Ridout, Leadership Support Manager |

| Item | | Owner |
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| 1. | Welcome and Introductions The Chairman welcomed all those present to the meeting. | Chair |
| 2. | Apologies for absence Apologies for absence were submitted from CC Members Carlo Guglielmi and Ivan Henderson, and TDC Cllrs Stephenson and Turner. | Chair |
| 3. | Declarations of interest There were no interests declared. | Chair |
| 4. | Minutes of meeting held on Thursday 23rd March 2017 to be agreed as correct record: The minutes were agreed as a correct record. | Chair |
| 5. | Matters arising from Minutes of the previous meeting: Re Mr Carter's question. | Joe Hazelton |
| 6. | Public Questions (10 minutes): Tania Hart - When will the planned improvement works to Meadow way be implemented? Officers advised that contractors would be on site Monday 3 July 2017. Ms Hart further questioned why linesmen turned up too early to complete the works. Officers apologised and advised there had been a communications error. These officers were part of the Jaywick re-surfacing project. | Joe Hazelton |



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| | <p>Mr Carter, who was not in attendance at the meeting, questioned the impact of the Vehicle Activated Signs in Little Clacton Road. Officers advised they would need to retest the speed and volume by the implemented signage to ascertain if a positive impact has been made. This can be investigated 12 months after the signs have been implemented.</p> <p>In relation to Walton Road, Frinton, no official application has been received. Once the County Member for this particular electoral division has submitted a Local Highway Panel request and given their support, investigation to the speed and volume of vehicles can be obtained.</p> | |
| 7. | <p>Approved Works Programme 2017/18 update</p> <p>Officers advised the Panel of the available updates on individual schemes contained in Report 1.</p> <ul style="list-style-type: none">• Vista Road / Skelmersdale Road – TMI – Completed 08/06/2017• Frinton Road, Kirby Cross - Zebra upgrades – Completed 11/05/2017• Wignall Street, Lawford - Bus pole and flag – Completed 30/05/2017• Footpath 41 Lawford - Surface upgrade – Completed 24/04/2017 <p>Updates were provided and Members asked questions on the following schemes:</p> <p>Ref 7 - Harwich Road jw Frating Road, Great Bromley - Study due to complete within two weeks.</p> <p>Ref 9 - Peter Bruff Avenue, Great Clacton - Bus cage - Location of cage needs to be checked and increased cost needs to be agreed.</p> <p>Ref 10 - Gorse Lane, Clacton-on-Sea - Additional signage - design complete and due to complete in quarter 3.</p> <p>Ref 11 - Wix Road jw Tinker Street, Ramsey - Awaiting video survey results.</p> <p>Ref 15 - Cllr Goggin highlighted the length of time some schemes take to go through process.</p> <p>Ref 17 - A120 Harwich Gateway signage - design complete and awaiting target cost information.</p> | Joe Hazelton |

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| <p>Ref 19 - B1027 Flag Hill, St Osyth - Wildlife signage - Parish Council has indicated they are happy to proceed.</p> <p>Ref 20 - Bar Corner, St Osyth - Design expected to be complete by end of July. Cllr Goggin spoke of the recent fatality at this location and requested that this work be brought forward with immediate effect. Cllr Erskine suggested making the Cabinet Member aware of the position. Officers advised that the design is complete and everything is progressing as quickly as possible.</p> <p>Cllr Everett asked if different priority could be given to different scheme categories, and if so could the scheme's category be changed. Officers advised schemes needed to meet KSI (Killed or Seriously Injured) criteria. Cllr Goggin requested that the KSI criteria be circulated to members.</p> <p>Ref 21 - Pathfields Road, Clacton - Cllr Wood questioned the length of time to progress. Cllr Wood advised he would discuss with officers separately.</p> <p>Ref 22 - Kingsman Drive / Hudson Close, Clacton - Dropped kerbs - Cllr Wood questioned the delay. Officer advised that the scheme is to be implemented in quarter 3.</p> <p>Ref 23 - B1027 Alresford - VAS - Documents sent to the Cabinet Member and waiting for sign off before, works can commence. The Chief Executive of TDC, Ian Davidson, suggested the sign-off process to be clarified to members. Officers also advised they would arrange additional training for Members and District officers.</p> <p>Ref 31 - Little Clacton Road, Clacton - Cllr Wood asked if the developer could be involved with the increased use of road. Officers advised they were not aware of any S106 monies available but would explore. Cllr Everett asked how approved schemes and S106 monies dovetail together. Officers advised a piece of work was being undertaken surrounding S106 agreements. Information rested with ECC but was not currently forwarded to Ringway Jacobs. LHP lists were however being sent to ECC's Planning Department asking them to consider any schemes.</p> <p>Ref 33 - Steam Mill Road, Bradfield - New footway - Mr Davidson requested an update on the scheme. Officers advised they expected a cost increase in order to implement, which would be</p> | |
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| | <p>more than the £130,000 currently allocated and they were attempting to resurrect scheme and were awaiting costs. Officers estimated at least £160,000 in addition to the £12,000 of staff time already expended. If it were to come out of this financial year's budget, it would require a further allocation of funds. Officers advised that once costs had been received they would speak to residents, Parish Council and County Member.</p> <p>Ref 34 - Shop Road, Bentley Road, Little Bromley - 2 x VAS - Officers advised that the scheme was yet to be signed off with the Cabinet Member, following a request for the Parish Council to contribute towards maintenance. Ian Davidson advised discussions had taken place with the Chair of Little Bromley Parish Council to that effect.</p> <p>Ref 35 - Wix Road, Ramsey - Playground warning signs - scheme cancelled due to duplication.</p> <p>Ref 37 - Little Clacton Road, Clacton - New footway - Cllr Wood questioned why the developer had not been requested to contribute towards the scheme. Officers advised that this scheme is part funded by Casualty Reduction and part Section 106.</p> <p>Ref 39 - A137 Lawford Manningtree - Shuttle signals - Officers advised they would be speaking to Cllr Guglielmi separately about this scheme. Studies had indicated that two supporting anchors were due to be implemented to support the retaining wall. It would then be monitored for 2-3 months. Following successful completion, the wall would receive further supporting anchors; the scheme is to be placed on hold until confirmation from the Structures Team had been received.</p> <p>Cllr Honeywood asked why Golf Green Road scheme was not on the list, to which Officers advised it would be on the next potential schemes list.</p> <p>Ref 55, 56, 57 and 58 - Cllr Platt requested details of the schemes to be sent to him. Officers undertook to have a separate meeting to advise Cllr Platt of all schemes under his division.</p> | |
| <p>8.</p> | <p>Potential Schemes List for consideration of Panel in 2017/18:</p> <p>Officers reported that since the 2017/18 capital recommendations and prioritisation at the March 2017 Panel meeting, Officers had been working to set the programme for the 2017/18 financial year, and that this would now be in two parts; those schemes that would be delivered in 2017/18, and those schemes that would form the 2018/19 rolling programme.</p> | <p>Joe Hazelton</p> |

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| | <p>There were currently potential schemes with an estimated cost of £103,500.</p> <p>Cllr Everett asked if there were any details available where S106 monies might be used in conjunction with the list of potential schemes.</p> <p>Members requested that the Chairman obtain details of the S106 monies directly from ECC that might be available to use with these schemes.</p> <p>Ref 5 - B1029 Brightlingsea Road, Brightlingsea - Haunching - Cllr Goggin asked what else could be done to resolve the problem. Officers advised there were land issues and that the scheme was too costly. Cllr Goggin to meet separately with officers.</p> <p>Ref 13 - Jaywick Lane, Jaywick Sands - Cllr Wood queried the results of the speed survey. Cllr Honeywood raised issue of speeding and the increase of the speed limit past the school. Officers advised there may be an option to introduce variable speed limits.</p> <p>Ref 14 - Brickman's Hill, Bradfield - Officers advised that the validations team had recommended a refresh of all road markings, with additional SLOW carriageway markings on both approaches; replacement of chevreflex signs with larger yellow backed versions; replacement of missing and add additional verge marker posts as necessary; installation of yellow-backed bend warning signs with max. speed sub-plate; and undertaking of SCRIM test analysis to test the road surface. The Road Safety Team was also to implement a temporary 40mph speed limit restriction with effect from 17 July 2017 for a minimum of 18 months, from Shop Lane to Brickman's Hill.</p> <p>Cllr Goggin queried how a similar positive response could be implemented in other areas where a serious or fatal accident has occurred, and how he could potentially be involved in such a matter.</p> <p>Cllr Wood spoke regarding the S106 monies for Little Clacton Road and advised he would forward an email he had regarding it.</p> <p>Ref 20 - Boley Drive, Holland Park, Clacton - Cllr Sargeant spoke regarding un-adopted roads and how safety concerns are dealt with. Officers advised that public money could not be spent on roads owned by residents. Cllr Everett requested some legal advice to clarify safety on the highway's network.</p> | |
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| | <p>Officers to circulate clarification to Members.</p> <p>Ref 21 - Church Road, Thorrington - Cllr Goggin to discuss results with officers separately.</p> <p>Walking Schemes: Ref 1 - St Osyth Road, Clacton - Officers to summarise for Cllr Wood.</p> <p>Ref 6 - The Esplanade, Holland - Request for a concrete bollard to prevent parking on footway. Officers advised that the request is currently awaiting to be validated.</p> <p>Cllr Everett requested a copy of the process to request schemes to be added to the list.</p> <p>Cllr Goggin voiced support for the Rangers Service across Tendring, and queried whether the Rangers might be able to assist with installation of a bollard. Steve Gove, TDC's Task Force Manager, advised the Rangers had capability of digging on TDC land and had scanners to safely undertake this work. Cllr Sargent requested clarification on works which could be undertaken quicker via the Rangers instead of the Highways Panel.</p> | |
| <p>9.</p> | <p>Appendix Tendring Rangers Report</p> <p>Members and officers had a discussion around the new Rangers process. Concern was raised that TDC would be delivering a lesser service now that there was no support from ECC in terms of inspections and that all job requests were sent direct to the Rangers instead of being assessed at ECC. Steve Gove advised that TDC would now need to pay for a support service out of its ECC funding, and that unless some extra funding that would cover the inspections could be allocated, a lesser service would be delivered. Essex Highways Liaison Manager, Sonia Church, advised that whatever the service cost the Rangers to deliver, then this should be invoiced to ECC.</p> <p>Cllr Wood queried the site photographs on St Johns Road and the works that were involved. JH advised Cllr Wood that the full scope of works could be found within the appendix.</p> | <p>Joe Hazelton</p> |

Match-funding

Officers reported that ECC had offered TDC the option to match-fund up to the sum of £50,000, which TDC had agreed. This now gives the Panel an additional £100,000 to spend on schemes.

The financial overview was explained as follows:-

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| Approved Works Programme for 2017/18 (this included the scheme for Steam Mill Road, Bradfield at £130,000) | £346,350 |
| Casualty Reduction Schemes | £58,650 |
| Overall cost of service | £43,000 |
| Total | £448,000 |

The Budget for the financial year was £398,000 so there was over commissioned by £83,000, as movement of schemes were expected.

With the addition of match-funding of £100,000, officers had proposed a list of schemes for completion, for ease of delivery.

Officers reminded the Panel that it was already over-commissioned by £83,000 and that the scheme at Steam Mill Road was predicted to incur increased costs significantly.

Cllr Everett questioned if TDC Cllrs were able to vote on decisions, to which officers advised they were not voting members.

Cllr Erskine, as Chairman of the Panel, pointed out that the decision to be taken was only a recommendation, and he was happy for the TDC Cllrs to take part in the vote.

Cllr Honeywood questioned that if TDC Cllrs were allowed to vote, could the decision taken today be blocked in the future if it was felt that the vote had not been in accordance with Local Highway Panel.

Cllr Erskine reiterated that the Panel was only voting for a recommendation.

Steve Gove advised he had been under the impression that the match-funding from ECC needed to be spent on equipment; to which officers advised that it was a Panel decision to take.

Mr Gove went on to say that the funding had come from his department and it was thought that it would be spent on the Highways Rangers in order to provide a better service across Tendring.

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| | <p>Mr Gove further advised that should the funds be for the use of the Highways Rangers that he would be purchasing a side-arm cutter and other updated equipment, and would like to have more staff to be able to respond to requests.</p> <p>Officers advised that the funds could not be for staff as that was not deemed a capital expense; however, Mr Gove stated that the TDC funding could be spent on what it chose. It was clarified that the Panel could choose to do what it wanted with the funding, however Officers advised that staffing costs were payable from revenue, not capital budget.</p> <p>Officers advised the three options the Panel needed to decide upon were:-</p> <ol style="list-style-type: none"> 1. Support the Highways Rangers service; 2. Support the list of schemes proposed by officers; or 3. Support the increased costs of the Steam Mill Road scheme. <p>Cllr Everett asked if part of the Steam Mill Road scheme could be scheduled for this financial year, and part for the next financial year, to which officers advised that was possible.</p> <p>Cllr Erskine proposed that support be given to the Highways Rangers service, with a business case submitted from the Task Force Manager to state what the additional funds would be used for; and that a review be undertaken of the timing of the Steam Mill Road scheme so that it spanned two financial years.</p> <p>Members voted unanimously on Cllr Erskine's proposal.</p> | |
| <p>10.</p> | <p>AOB None</p> | <p>Joe Hazelton</p> |
| <p>11.</p> | <p>Date of next meeting:</p> <p>Members discussed the potential future time(s) and venue(s) of the Highways Panel. It was agreed that future meetings would alternate between 10am and 5pm</p> <p>Next meeting - Tuesday 19th September 2017 Pre-meeting is at 4pm and main meeting starts at 5pm. Council Chamber, Council Offices, Thorpe Road, Weeley CO16 9AJ</p> | <p>All</p> |