

Castle Point Local Highway Panel Meeting Agenda

Date: Tuesday 13th September
 Time: 15:00 hrs
 Venue: Committee Room 1, Castle Point Council Offices.

Chairman Cllr Ray Howard

Panel Members ECC Member Dave Blackwell, ECC Member Jill Reeves, ECC Member Alan Bayley, ECC Member Jamie Huntman, CPBC Member Bill Dick, CPBC Member Simon Hart, CPBC Member Tom Skipp, CPBC Member Allan Taylor, CPBC Member Alan Acott

Other Attendees Essex Highways Officer Rissa Long- Highway Liaison Officer
 Essex Highways Officer Sonia Church- Highway Liaison Manager
 CPRP Officer Mark Evershed – Regeneration Delivery Manager
 CPBC Officer Trudie Bragg - Head of Environment
 CPBC Officer Stuart Jarvis – Contracts Manager
 CPBC Officer Cheryl Salmon- Civic Governance Officer

Page no		Item	Lead	Papers
	1.	Welcome and Introductions	Chairman	Verbal
	2.	Declarations of Interest	Chairman	Verbal
2-5	3.	Minutes of Meeting held on 28th June and Matters Arising	Chairman	Verbal
6-8	4.	Update on Capital and Revenue Schemes Approved		Report 1
9-15	5.	Potential Scheme List <ul style="list-style-type: none"> o Summary of Potential Schemes for 2017/18 	RL	Report 2
	6.	Ranger Update	SJ	Verbal
	7.	Any Other Business	Chairman	Verbal
	8.	Date of Next Meetings <ul style="list-style-type: none"> - 10th January 2017 - March 2017 date TBC 	Chairman	Verbal

CASTLE POINT LOCAL HIGHWAYS PANEL – MINUTES AND ACTIONS

	PRESENT:	
Date: 28 th June 2016	Panel Members: ECC Councillors Ray Howard (Chairman); Alan Bayley, Jamie Huntman and Jill Reeves; CPBC Councillors Alan Acott, Bill Dick; Simon Hart, Tom Skipp and Allan Taylor.	
Venue: Committee Room 1, Castle Point Council Offices, Benfleet		
Apologies: ECC Councillor Dave Blackwell	Other Attendees: Rissa Long – ECC Highways Liaison Officer, Sonia Church – Highways Liaison Manager; Mark Evershed - Regeneration Delivery Manager; Trudie Bragg – CPBC Head of Environment, Stuart Jarvis – CPBC Contracts Manager, Cheryl Salmon – CPBC Minute Taker	
Item:	Action:	Action Owner:
1.	Welcome and Introductions: In the absence of Councillor Howard at the start of the meeting it was agreed that Councillor Reeves would chair the meeting. Councillor Reeves welcomed everyone to the meeting including the two new CPBC Members.	
2.	Declarations of Interest: They were none.	
4.	Minutes of meeting held on 22nd March 2016 and Matters Arising Agreed. Benfleet Train Station - Congestion Discussion took place regarding the on-going problem of congestion at the station. The Panel requested that the use of the access at the bottom end of School Lane Car Park (on to the High Street) be investigated further as an option. The Leader of CPBC and Cllr Skipp to look at with Trudie Bragg. Councillor Howard joined the meeting and took over the Chair. It was understood that there were plans by C2C to improve the train	Skipp/Leader/TB

	<p>station and surrounding area and it was suggested that C2C be contacted and requested to consider the issue of congestion and any ways to alleviate the problem when looking at a re-development scheme.</p> <p>Lamp Columns</p> <p>The Chairman expressed his extreme disappointment that the disused lamp columns in the borough had still not been removed. Both the Chairman and Leader of CPBC had raised this at ECC.</p> <p>Site Visit to Link Road/Dinant Avenue</p> <p>The Chairman reported that he had undertaken a site visit to assess the traffic problems in the area particularly at the entrance to Cornelius Vermuyden School and the road leading to Northwick School which were heavily congested at times. Once a scheme had been validated it would be discussed further by the Panel.</p>	
5.	<p>Update on Capital and Revenue Schemes Approved</p> <p>The Panel noted the approved schemes update. During discussion the following points/issues were raised:</p> <p>Hadleigh – Removal of Bus Lane</p> <p>ME advised that the proposal to remove the bus lane was currently out for consultation. Objections had been received from the bus company. The ECC Cabinet Member for Highways and Transportation would make the final decision on whether to proceed with the closure.</p> <p>Mitchells Avenue, Canvey Island – Zebra Crossing</p> <p>The scheme required Cabinet Member approval as it was outside policy.</p> <p>Seaview Road junction High Street Canvey Island - Improvements</p> <p>The Panel had agreed a top up of £6,000 at the March 2016 meeting. The Panel would be informed once a date for the works had been set.</p> <p>Castle Point Schools 20mph Review</p> <p>The review would be undertaken towards the end of the financial year so that the Panel could decide which schools to fund for speed limits/zones in the next financial year.</p>	

	<p>High Road, Benfleet – Improvements to Pedestrian Crossing</p> <p>A meeting had recently been arranged to discuss the appropriate specification of the road surface. This was a priority scheme and it was expected that the works would be completed sooner rather than later.</p>	
6.	<p>Potential Scheme List</p> <p>The Panel noted the report. The Chairman encouraged Panel Members to submit new schemes for the next financial year.</p> <p>During discussion the following points were raised:</p> <p>Poor Condition of Footpaths</p> <p>Members of the Panel took opportunity to raise the poor condition of footpaths generally in the borough. It was stated that this was considered a maintenance issue and therefore not a matter for the Panel. The Chairman stated that any footpaths not repaired should be reported to ECC Members to follow up.</p> <p>Essex Way, Benfleet – Bus stops</p> <p>Cllr Bayley questioned whether the bus route along Essex Way was due to be reinstated as the bus stop markings had recently been repainted. Cllr Reeves explained that this had been done in error as part of resurfacing works to the road and she had complained to ECC. The bus route was not being reinstated.</p> <p>Somnes Avenue, Canvey Island - Bus Stop by Waterside Roundabout</p> <p>Cllr Taylor questioned why the bus stop was positioned so close to the roundabout. SC to raise concerns with Passenger Transport.</p> <p>London Road, West of Kents Hill Road, Benfleet – Yellow Sign on Island</p> <p>It was reported that the sign, just past the bus stop was repeatedly being hit by vehicles. It was suggested that either the island or bus stop should be moved/removed. This was a scheme that could be considered further by the Panel.</p>	ECC Members

7	<p>Ranger Update</p> <p>Stuart Jarvis reported that the Rangers had been keeping on top of the vegetation in the borough. It was suggested that the Rangers could also undertake some of the weed spraying in the borough.</p> <p>Cllr Acott commended the Rangers on their work in clearing the pavements outside Castle View School for the recent Armed Forces Parade.</p>	
	<p>Any Other Business:</p> <p>Bread and Cheese Hill, Benfleet – Road Markings</p> <p>Cllr Bayley reported that the road markings on the hill were incorrect as there was no right turn into Catherine Road. Cllr Hart stated that he had also raised this matter and it would be raised at the CP Regeneration Partnership meeting. It was also suggested that Cllr Bayley raise the matter through the ECC Member Enquiries system.</p> <p>Downer Road – Speeding</p> <p>Cllr Skipp stated that a local resident had reported to him an issue with speeding in the area. The Chairman stated that he could agree a speed survey in the location but would require further evidence before he could give it serious consideration.</p> <p>Villa Road/Merton Road – Road Markings</p> <p>Cllr Skipp stated that a resident had reported that there were no road markings at this junction or signs to indicate priority. It was explained that there were not generally markings at these types of junctions. It should be evident to drivers that a vehicle already on the road would have priority over joining traffic which Villa Road would be.</p> <p>Terms of Reference</p> <p>Sonia Church agreed to send a copy of the Terms of Reference to members of the Panel.</p>	Cllr Bayley
	<p>Date of next meeting - Tuesday 13th September 2016 at 3pm.</p>	

Chairman

**CASTLE POINT BOROUGH COUNCIL
WITH ESSEX COUNTY COUNCIL
LOCAL HIGHWAY PANEL – 13th SEPTEMBER 2016
REPORT 1 – APPROVED SCHEMES UPDATE**

At the panel meeting on the 22nd March the Castle Point Members recommended the entire budget of £228,675 following the budget amendments for the 2016/17 financial year.

Priority for delivery this year has been given to schemes which have previously been subject to a detailed design or which can proceed straight to implementation and it is the intention that the first batch of schemes will be delivered by the end of Quarter 3. Specific dates will be provided when schemes have been formally programmed and road space booked.

The target for the remaining schemes will be Quarter 4 so that all feasibility studies and designs are complete and ready for Members to consider for funding within the 2017-18 financial year.

**REPORT 1 - 13th SEPTEMBER 2016
APPROVED WORKS PROGRAMME**

Key:

Completed schemes
Cancelled schemes
For Discussion

ref	Scheme	Finish	CMA approved	Cost Code	Works Description	Allocated Budget	Comments
2014/15 Budget							
1	Roscommon Way, Canvey	ON HOLD	10/06/2014	LCAS142012	HGV signing scheme. (NOW DESIGN ONLY)	£35,000	A meeting involving Castle Point and EH officers has taken place and a way forward has been agreed. A subsequent site assessment has also happened whereby all of the signage on the approach to Roscommon Way has been plotted and will be now used to identify amendments that need to be made to ensure a consistent approach.
2	Hadleigh Bus Lane	Quarter 4	23/07/2014	LCAS142022	Detailed design works for the removal of bus lane and replacement with a general traffic lane.	£37,500	The formal consultation relating to the removal of the bus lane has taken place. Objections have been received and are now being dealt with before a decision is made by the Cabinet Member.

2015/16 Budget							
ref	Scheme	Finish	CMA approved	Cost Code	Works Description	Allocated Budget	Comments
3	London Road Hadleigh, outside Lidl (No Right Turn)	Quarter 3	14/04/2015	LCAS152004	1)No right turn TRO with relevant signage 2)Increase the taper on the island when exiting Lidl.	£16,000	The detailed design is complete and the installation is on target to be completed by the end of quarter 3.
4	New Road, Hadleigh, Build out Removal	2017-18	14/04/2015	LCAS152007	Removal of build out at Rectory Road end of road.	£18,000	
5	Castle Point Schools 20mph Review	Quarter 4	14/04/2015	LCAS152024	Study/Review to explore suitable locations for 20mph speed limits/zones/variable limits outside Castle Point schools. To be modelled on Basildon study, except with addition of variable limits.	£20,000	
6	Essex Way Cycle Lane	2017-18	14/04/2015	LCAS154001	Detailed design and risk assessment (RSA2) to confirm safety and costs of option 3 in Essex Way cycle lane feasibility study.	£3,000	
7	Furtherwick Road Bus Stop Delivery	Quarter 3	14/04/2015	LCAS155004	Installation of new bus stop with raised kerbs etc. outside Connexions if study shows that it is feasible.	£6,500	The lining element of the works have been completed. The removal of the bollards is to be undertaken by the end of October.
8	Essex Way, close to Norwood Drive	COMPLETED	15/07/2015	LCAS151001	Delivery of Measures recommended in Casualty Reduction Report and subsequent designs.	£10,000	
9	Eastern Esplanade /Furtherwick Road	COMPLETED	15/07/2015	LCAS1512002	Delivery of Measures recommended in Casualty Reduction Report and subsequent designs.	£4,000	
10	Seaview Road junction with High Street	Quarter 3	15/07/2015	LCAS151003	Delivery of Measures recommended in Casualty Reduction Report and subsequent designs. Works include formally constructing mini roundabout dome and amending bus stops and markings on the approach to the junction.	£26,000	Members agreed to a £6,000 top up at the March 2016 meeting. Works to relocate bus stops to be undertaken before end of September. A road closure is required for the dome works and has been booked in for overnight works on the 18th Sept.

2016/17 Budget

REPORT 1 - 13th SEPTEMBER 2016
APPROVED WORKS PROGRAMME

Key:

Completed schemes
Cancelled schemes
For Discussion

ref	Scheme	Finish	CMA approved	Cost Code	Works Description	Allocated Budget	Comments
11	All routes surrounding Manor Trading Estate	Quarter 3	30/03/2016	LCAS162050	Feasibility Study and Detailed design to provide full review of HGV signage on routes leading to and from Manor Trading estate as recommended in report HI4130.	£5,000	
12	High Road, Benfleet	Quarter 4	30/03/2016	LCAS161006	Delivery of the following measures: Zebrite belisha beacons, internally illuminated modular posts, refreshing high friction surfacing, footway improvements.	£70,000	A meeting involving the Design Engineers and the Street Lighting team has taken place. The initial street lighting analysis shows that the internally illuminated posts would not be a safe measure to install at this location so the design is being drawn up to concentrate on upgrading the current arrangement with more visible beacons and street lighting that better illuminates the crossing carpet. The resurfacing requirements on the approach to the zebra crossing area have been established and arrangements will be made to undertake these works with as minimal disruption as possible.
13	Mornington Road	Quarter 4	30/03/2016	LCAS162027	Delivery of scheme to remove build out and replace with speed hump or other suitable traffic calming measure.	£30,000	The detailed design is underway.
14	Mitchells Ave	Quarter 4	30/03/2016	LCAS162022	Installation of zebra crossing.	£45,000	As the PV2 assessment of this site indicated that it was falling short of meeting the Essex criteria for a zebra crossing it was necessary to seek approval from the Cabinet Member for this to proceed. Approval has been granted and works will now progress to detailed design which will include the public consultation.
15	111 Church Rd, Hadleigh	Quarter 3	30/03/2016	LCAS152059	Request for removal of bollards which are restricting parking.	£1,500	
16	Zelham Drive	Quarter 3	30/03/2016	LCAS162049	Request for no through road sign.	£500	
17	44 Mornington Crescent	Quarter 3	30/03/2016	LCAS162043	Design works for the installation of a new box section drainage grid and connect to existing drainage system to prevent flooding on footway and property.	£12,500	
18	Deepwater Road, Canvey	Quarter 3	30/03/2016	LCAS162040	No through road sign.	£1,000	
19	Strasbourg Road	Quarter 3	30/03/2016	LCAS162037	No through road sign.	£500	
20	Hart Road outside Cedar Hall School	Quarter 4	30/03/2016	LCAS162051	feasibility and detailed design of variable 20 with wigwags.	£5,000	

2016/17 Revenue Schemes

21	Six months of additional ranger funding	Ongoing	30/03/2016	LCAS 152026		£10,000	
22	Borough Wide Survey Funds	ongoing	30/03/2016	LCAS 152026	Funds to enable the undertaking of surveys between meetings	£10,000	

CASTLE POINT BOROUGH COUNCIL WITH ESSEX COUNTY COUNCIL LOCAL HIGHWAY PANEL – 13th SEPTEMBER 2016 REPORT 2 – POTENTIAL CAPITAL SCHEMES

As the Local Highways Panel capital budget for 2016-17 has been recommended and signed off by the Cabinet Member, the potential schemes list represents the projects which the panel can consider for funding in 2017-18.

The value of the schemes currently on the potential list stands at £195,000 with further value set to be added to this once the feasibility studies and designs currently in progress have been returned.

The following list identifies all of the scheme requests which have fed into the Castle Point LHP. The RAG column acknowledges what the status of the scheme request is as below:



= The scheme has been validated as being feasible and is available for consideration



= The scheme has previously been approved for a feasibility study and the results are awaited before the scheme can be fully considered



= A scheme request has been received and is in the initial validation process or is against ECC criteria

Safer Roads

Total Value of schemes	£60,000
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Ref	Location	Description	Requested by	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	RAG
1	Essex Way junction with Vicarage Hill	Road Safety Improvements as outlined in Casualty Reduction Site Report. To include additional signage and road markings.	Road Safety Team	Safer Roads	Implementation	LCAS 161001	£35,000	Scheme currently being designed. Estimated budget subject to change.	G
2	A130 Canvey Way/B1014 Canvey Road Waterside roundabout, Benfleet	Road Safety Improvements as outlined in Casualty Reduction Site Report. To include visibility screens, review of speed limits and signage in the area.	Road Safety Team	Safer Roads	Implementation	LCAS 161002	£25,000	Scheme currently being designed. Estimated budget subject to change.	G

Traffic Management

Total Value of schemes	£45,500
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Ref	Location	Description	Cost Code	Estimated cost	Comments	RAG
1	St Johns Road, Benfleet	Review of signs on and around St Johns Rd involving removal of redundant posts and re-siting/re-positioning of those signs which are currently incorrectly located.	LCAS 162052	£15,000		G
2	St Michaels Road, Hadleigh	Addition of a chevron sign on bend.	LCAS 162053	£6,000		G
3	Kents Hill Road North junction with A13	Relocating stop marking at junction back to provide more space for traffic turning in to Kents Hill Road.	LCAS 162055	£4,500	Scheme to include swept path analysis. No guarantee that traffic will adhere to markings.	G
4	Kents Hill Rd North traffic lights	Request for review of traffic signal timings.	LCAS 162057	TBC	Awaiting information from Cllr Hurrel.	R
5	Kents Hill Rd North	Parking review.	LCAS 162058		Awaiting information from Cllr Hurrel.	R
6	Church Road/ Spencer Road outside Robert Drake School	Installation of bollards and reinstatement of a newly designed raised table as per the recommendations of the feasibility study.	LCAS 162003	£20,000		G
7	Broughton Road, Hadleigh	Reversal of one way system.	LCAS 162012	TBC	Feasibility study is complete and has previously been distributed to members. A decision on the preferred option will need to be made prior to future scheme progression.	A
8	Central Wall Road, Canvey Island	Request for crossing.	LCAS 162028	TBC	Clarification needed as to the location of concern so that the necessary investigations can be undertaken.	R
9	Link Rd/Dinant Ave/Third Ave	Request for safety improvements in vicinity of Northwick and Cornelius Vermuyden Schools.	LCAS 162060	TBC		R

Traffic Management

Total Value of schemes	£45,500
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Ref	Location	Description	Cost Code	Estimated cost	Comments	RAG
10	Parkfields, Hadleigh	Feasibility study to look at possibility of converting grassed areas into parking bays to remove vehicles from the road where they are currently creating an obstacle for the refuse vehicles.		TBC	The land required is not within the highway boundary so confirmation of land owner is required. If the panel do wish to consider this as a scheme then the legal process surrounding the land acquisition would need to be undertaken in the first instance.	R
11	Hope Road/ Hall Farm Road, Benfleet	Speeding concerns.		TBC	Speed surveys to be undertaken at locations to be agreed by the panel.	R
12	Maurice Road, Canvey Island	Speeding concerns.		TBC	Speed surveys to be undertaken at locations to be agreed by the panel.	R
13	Chapel Lane, Hadleigh	Concerns over the speed and behaviour of traffic on the approach into Hadleigh Park.		TBC	Speed surveys to be undertaken at locations to be agreed by the panel.	R
14	The Avenue, Hadleigh	Request to look at ways of controlling the footway parking.		TBC	In validaiton.	R
15	Kents Hill Road, Benfleet	Replacement VAS for the existing malfunctioning VAS.		TBC	Site will have a new speed survey completed to ensure that it still meets the criteria.	R
16	Elsinor Avenue junction with Somnes Avenue	Request to look at improving the visibility of vehicles existing Elsinor.		TBC	In validation.	R

Passenger Transport

Total Value of schemes	£4,500
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Ref	Location	Description	Requested by	Cost Code	Estimated cost	Comments	RAG
1	Southwold Crescent, Tarpots	New bus shelter for Canvey and Basildon bound traffic.	Passenger Transport	LCAS 165001	£4,500		G
2	Somnes Avenue	Request to consider relocating the bus stop so as to avoid the conflict of vehicles overtaking when a bus is stopped.	Cllr Taylor		TBC	In validation	R

Public Rights of Way

Total Value of schemes	£30,000
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Ref	Location	Description	Requested by	Scheme stage	Cost Code	Estimated cost	Comments	RAG
1	Footpath 10, Canvey	New footpath edging and surface.	PROW team	Total scheme	LCAS 168001	£15,000	The current surface has deteriorated and fallen away. This footpath provides a very important link to Benfleet for commuters and the general public.	G
2	Footpath 15 and 17, Benfleet	New footpath edging and surface.	PROW team	Total scheme	LCAS 168002	£15,000	The current surface has deteriorated and fallen away. This footpath provides a very important link to Benfleet for commuters and the general public.	G

Cycling

Total Value of schemes	£45,000
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Ref	Location	Description	Requested by	Scheme stage	Cost Code	Estimated cost	Comments	RAG
1	Essex Way	Installation of cycle lane.	Castle Point LHP	Implementation	LCAS 164001	£45,000	Scheme is still being designed, but we have been provided with this indicative cost which is subject to change.	A