

**Epping Forest LOCAL HIGHWAYS PANEL MINUTES – 16th March  
2017 – 18:00 – 19:30pm**

**Council Chamber, Civic Offices, High Street, Epping**

<b>Chairman:</b>	Cllr J Knapman
<b>Panel Members:</b>	Councillors Mrs R Gadsby, A Jackson, Mrs V Metcalfe, Mrs M McEwen, C Pond and J M Whitehouse. Councillors R Bassett, C Roberts, G Chambers, K Chana, P Keska, N Avey, E Webster.
<b>Officers:</b>	M Valentine (HLO - Ringway Jacobs   Essex County Council) S Alcock (HLO - Ringway Jacobs   Essex County Council), S Church (Highways Liaison Manager – Ringway Jacobs   Essex County Council) and K Durrani (Assistant Director (Technical Services)).
<b>Secretariat:</b>	Anthony-Louis Belgrave (Chigwell Parish Council)

Item		Owner
1.	<p><b>Welcome and Introductions:</b></p> <p>The Chairman; Councillor J Knapman welcomed those Members present and those attending in an observational role.</p> <p>The Highways Liaison Officer (HLO) advised Members that this would be his last meeting in the post and that a replacement had been appointed, who was also present at the meeting, in an observational role.</p>	
2.	<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 of meeting held on 13<sup>th</sup> December 2016 to be agreed as correct record:</b></p> <p>That the minutes of the meeting held on Tuesday 13<sup>th</sup> December 2016 be taken as read and signed by the Chairman as a correct record.</p>	
4.	<p><b>Matters Arising from Minutes of the previous meeting:</b></p> <p align="center">N/A</p>	

<p>5.</p>	<p><b>Approved Works Programme Update 2017/18:</b></p> <p>The HLO updated members on the schemes approved and delivered from 2012/13 to 2016/17. After discussion it was moved by the Chairman and <b>RESOLVED</b>.</p>	
<p>6.</p>	<p><b>Potential Schemes List for consideration of Panel in 2017/18:</b></p> <p>The HLO advised members of the possibility of match-funding from Epping Forest District Council becoming available, however the decision was very much in the initial stages and a decision would be made on 6<sup>th</sup> April.</p> <p>The Chairman, HLO, and Local Highway Panel members considered the 2017/18 Scheme list to determine which potential schemes should be commissioned within the 2017/18 financial year's budget and those to be removed.</p> <p><b>(1) Passenger Transport</b></p> <p>Item 1 – Bus Stop IM379b Brook Parade, Chigwell – PT Relocate and re-mark bus cage. After discussion it was agreed that this project would be removed from the potential schemes list.</p> <p><b>(2) Public Rights of Way</b></p> <p>Item 4 – Footpath 3 – Theydon Bois – PROW Improvements; The embankment to be shored up with concrete bag work then infilling with concrete and plannings and compacting firmly. After a full and in-depth discussion it was agreed that this project would be progressed.</p> <p><b>(3) Traffic Management</b></p> <p>Item 1 – Pyres Lane, Chester Road, Hillyfields – After a full discussion it was agreed that a formal decision with regards to this project would be deferred because of the anticipated changes to the 167 Bus route.</p> <p>Item 3 – B181/Upland Road – After a discussion with regards to the missing items not picked up in the feasibility study, it was agreed that the recommendations should be progressed.</p> <p>Item 6 – Tidy's Lane, Epping - After discussion it was agreed that this project should be supported by the LHP and progressed.</p>	

	<p>Item 7 - Pump Hill, Loughton – After discussion it was agreed that this project should be supported by the LHP and progressed.</p> <p>Item 14 – Forest Lane, Chigwell – After a full and in-depth discussion it was agreed that a second survey should be conducted in the furtherance of this project. To be progressed.</p> <p>Item 20 – The Campus j/w Boarders Lane, Loughton - After a full discussion it was agreed that this project should be supported by the LHP and progressed.</p> <p>Item 21 – Brooklyn Avenue j/w Churchfields, Loughton - After a full discussion it was agreed that this project should be supported by the LHP and progressed.</p> <p>Item 34 – HGV Routing for Lea Valley Glasshouses – After a full discussion it was agreed that this project should be supported by the LHP and progressed.</p> <p><b>(4) Walking</b></p> <p>No Change</p> <p><b>RESOLVED:</b></p> <p>That the 2017/18 Scheme Recommendation list be altered in compliance with the suggestions from the Local Highways Panel, and possible future schemes be proposed by members at subsequent meetings.</p>	
7.	<p><b>RANGERS/S106</b></p> <p>The HLO advised members of the task specifications and responsibilities of the Highway Rangers, and the respective procedures for their assignment to these tasks. After a full and in-depth discussion it was agreed that the possibility of having the Highway Rangers undergo supplementary training to further expand their expertise would be investigated. The HLO further advised members on the completed schemes and those presently being undertaken by the Highway Rangers. The HLO and Sonia Church also explained the new Rangers process from 1<sup>st</sup> April of which a correspondence is to be circulated to all LHPs across the County, guiding members of the new process. After discussion it was moved by the Chairman and <b>RESOLVED.</b></p>	

<p><b>8.</b></p>	<p><b>AOB</b></p> <p>(1) Maintenance of Signposts</p> <p>A full and in-depth discussion took place concerning the apparent lack of progress of the aforementioned project. It was then moved by the Chairman and <b>RESOLVED</b>:</p> <ul style="list-style-type: none"> <li>• That this information be <b>NOTED</b>.</li> <li>• The allocated budget in the furtherance of this project be £9,000.</li> </ul> <p>(2) Road Traffic Collision Reporting</p> <p>An in-depth discussion took place concerning the aforementioned subject, during which it was generally acknowledged that the procedures and categorisations for the reporting of road traffic collisions was highly misrepresentative of what transpires in actuality. After further discussion it was then moved by the Chairman and <b>RESOLVED</b> that:</p> <ul style="list-style-type: none"> <li>• This information be <b>NOTED</b>.</li> <li>• A relevant representative from the Safer Essex Road Partnership would advise and explain the observed shortcomings in the reporting procedures as they now exist.</li> </ul>	
<p><b>9.</b></p>	<p><b>Date of next meeting:</b></p> <p>Members agreed that an exceptional meeting of the LHP would be held at the Civic Offices in April 2017 at a date to be determined by the HLO. The primary purpose of this meeting would be to re-confirm approved schemes after the budget has been more accurately established.</p> <p><b>RESOLVED:</b></p> <p>(1) That the next meeting of the Local Highways Panel would be held at the Civic Offices in April 2017, during normal working hours. The specific date and time is to be determined by the HLO.</p> <p style="text-align: right;"><b>CHAIRMAN</b></p>	

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