

MEETING OF THE CHELMSFORD LOCAL HIGHWAYS PANEL

30TH JUNE 2016
COUNCIL CHAMBER, CHELMSFORD CITY COUNCIL
COMMENCING AT 13.00

There will be a buffet lunch available for Panel Members and officers from 12.30

AGENDA

- 1. Apologies for absence**
- 2. Minutes of the Local Highways Panel meeting held on 23rd March 2016**
- 3. Matters arising**
- 4. Approved works programme updates** Jon Simmons (ECC)
 - 4A. Schemes in progress
 - 4B. Design & Feasibility
 - 4C. Appendix 1
- 5. Potential Schemes List V28** Jon Simmons (ECC)
 - 5A. Appendix 2
- 6. Highway Rangers** Jon Simmons (ECC)
- 7. Section 106 updates** Jon Simmons (ECC)
 - 7A. Schemes in progress
 - 7B. Funding held by CCC
- 8. Any other business** Chairman
 - 8A. Local Highways Panel Terms of Reference Consultation

Date of the next meeting: 28th September 2016; 13.00 with buffet lunch from 12.30;
Council Chamber, Civic Centre

MINUTES

of the

CHELMSFORD LOCAL HIGHWAYS PANEL

30 June 2016

Present:

Councillor Richard Ambor	Chelmsford City Council
County Councillor Jenny Chandler	Essex County Council
Councillor John Galley	Chelmsford City Council
Councillor Michael Holoway	Chelmsford City Council
County Councillor Mike Mackrory	Essex County Council
County Councillor Dick Madden (Chairman)	Essex County Council
Councillor Jean Murray	Chelmsford City Council
County Councillor Stephen Robinson	Essex County Council

In attendance:

Marcin Binkowski	Chelmsford City Council
Sonia Church	Essex County Council
Stuart Graham	Chelmsford City Council
Ann James	Essex County Council
Derek Latimer	Chelmsford City Council
Averil Price	Chelmsford City Council
Jon Simmons	Essex County Council
Rosa Tanfield	Chelmsford City Council

1. **Apologies for Absence**

Apologies for absence were received from Councillor Bob Shepherd (Chelmsford City Council) and Councillor John Galley was attending as his substitute and from County Councillor John Aldridge. The Chairman agreed that County Councillor Stephen Robinson should take part in the meeting as a substitute for County Councillor Aldridge.

2. **Minutes of the Chelmsford Local Highways Panel Meeting on 23 March 2016**

The minutes of the Chelmsford Local Highways Panel meeting held on 23 March 2016 were approved as a correct record and signed by the Chairman.

3. **Matters Arising****Traffic Management**

Watchouse Road (Skinners Lane to Pipers Tye) Galleywood – Speed Reduction measures – VAS Sign – LCHE 142003

Jon Simmons reported that further information on this scheme would be provided under Minute 4A of these Minutes.

O/S 140-147 Forest Drive, Chelmsford - to construct lay-by within available verge – LCHE142004

Jon Simmons reported that he had advised County Councillor Deakin of the current status of the layby requested in Forest Drive.

Writtle Road junction with A1016 Westway, Chelmsford – Additional Pedestrian Guard Rail – LCHE152103

Jon Simmons confirmed that he had met County Councillor Deakin on site on 22 April 2016, following a separate meeting with a Safety Engineer.

4A. 2016/2017 Financial Position

Councillor Holoway asked whether there was any information as to where the budget from Essex County Council would be spent on potholes and pavements. The Chairman confirmed that this was a matter he would be raising with County Councillor Johnson when he met him in the near future. Sonia Church reported that a draft schedule of road and pavement resurfacing for the current financial year had been prepared,

ACTION: Sonia Church to supply the Chairman with the draft schedule of roads and pavement resurfacing prior to his meeting with County Councillor Johnson and then to the rest of the Chelmsford Local Highways Panel.

Main Road near junction with Erick Avenue, Broomfield – improvements to pedestrian crossing – LCHE 142081

Jon Simmons confirmed that he had informed County Councillor Aldridge of the progress on the design of the pedestrian crossing improvements.

Regency Close, Chelmsford – resurface over old tree pit – LCHE152092

Jon Simmons confirmed that he had contacted the Highway Rangers requesting them to visit and maintain the area regularly.

Old Moulsham, Chelmsford – 7.5 tonne environmental weight limit – LCHE152091

Jon Simmons confirmed that this line had been deleted from the future schedule.

Longmeads Avenue junction with Meadgate Avenue, Chelmsford – parking and traffic management improvements – LCHE 152121

Jon Simmons confirmed that the description site had now been amended to refer to Great Baddow.

S/o Vita Bella, The Tye, East Hanningfield – Footway widening works – LCHE152015.

Jon Simmons confirmed that the Highways Rangers had been contacted to carry out vegetation work to free up more footway width and he had also contacted the Local Councillors.

Mayes Lane, Sporhams Lane and Butts Green Road, Sandon – Horse and Rider Signs – LCHE 152081

Jon Simmons confirmed that this line had been deleted from the future schedule.

Springfield Green, Springfield – pedestrian crossing facility – LCHE 142060

Councillor Murray asked where the pedestrian facility was to be sited as if it was too near the bridge there were likely to be visibility problems. Jon Simmons reported that the scheme was still being designed and there would be a road safety audit of the sight lines as part of that process. County Councillor Mackrory emphasised that the additional lighting and signage would be needed.

B1007 east of junction with Downham Road, Stock – speed reduction from 60 mph to 30 mph – LCHE 142087

Jon Simmons reported that the Validation Team would consider a 40 mph buffer when Scheme LCHE 142087 is reviewed after completion of the development.

Bus Stop opposite Hylands School, Chelmsford Road, Writtle – pedestrian crossing improvements – LCHE 152008

Jon Simmons confirmed that this line had been deleted from the future schedule.

Ongar Road junction with Eastview, Writtle – feasibility study into junction carriage way improvement – LCHE 152085

Lordship Road/Ongar Road/The Green/ Mayfield Road/Orchard Close, Writtle – feasibility study into junction improvement – LCHE 152086

Schemes LCHE 152085 and LCHE 152086 had been combined and would incorporate a crossing.

Passenger Transport

(1) Stop Name, Chelmsford Prison, Springfield Road, Chelmsford – real-time passenger information

Jon Simmons and Sonia Church reported on the status of the real time information available at this location. It was noted that currently it would be based on electronic timetables rather than actual “real time” which would require the use of additional technology which was being trialled elsewhere in the county.

AGREED that this scheme be deferred until the results of the trials of the real-time equipment were known.

(4) Havengore, (s/o 2 Wallasea Gardens to s/o 104 Falmouth Road), Springfield - to relocate bus stop

County Councillor Mackrory asked whether consultation of local residents on the relocation had taken place, Sonia Church confirmed the scheme design was in progress and any consultation needed would take place in due course.

Additional Funding for Equipment/Training

Councillor Holoway asked if the brush-cutter/flail mower for use by the Highways Rangers had been purchased yet.

ACTION: Jon Simmons to advise the Chairman about progress with the acquisition of the brush-cutter/flail mower.

Statutory Undertakers

The Chairman advised that the response received from County Councillor Johnson had not answered the questions being asked and therefore, the Chairman with Rosa Tanfield would meet with County Councillor Johnson to discuss this issue further.

ACTION: The Chairman, Rosa Tanfield and County Councillor Johnson meet to discuss this issue further.

Capital Allocations to local roads and footways

As discussed in 4A above, the Chairman confirmed that he would be discussing this matter with Councillor Johnson.

4. Approved Works Programme Updates

(A) Schemes in Progress

Jon Simmons reported that the following schemes had been completed –

2. Main Road (at southern Broomfield Parish Boundary), Broomfield – village gateway treatment – design – LCHE142002
5. Avon Road, Chelmsford – Parking Improvements along whole length of road (1377m) – measures to prevent parking on verges combined with creation of parking laybys – LCHE142031. (photographs of the completed scheme were distributed at the meeting)
7. Dyers Hall to Cricket Ground, Mashbury Road, Chignal – creation of three passing places on narrow road – LCHE142032
18. Public Right of Way Footpath 33, Downham Road, South Hanningfield – surface improvements – laying road planings – LCHE 158009

It was noted that –

1. Parkway A1060/Odeon RAB Traffic Management Improvements were scheduled for completion in August 2016.
9. Sandon Hill, Ford End – Traffic Management Improvements through the Village – the terminal signs/ VAS's/warning signs had been completed. Alternative measures to the mini-roundabout were now being considered as new potential schemes.
15. Melbourne Avenue – Cycling – Scheme CH17 – convert southern footway to cycleway/footway – Following detailed design, as possible £41,593 is required. This will be confirmed once scheme target costs are complete.
16. Princes Road – Cycling – Scheme CH34 – convert and widen footway – Phase between Moulsham Junior School and Chelmsford College is planned for the summer holidays 2016.
10. A1060 Maldon Road jw Molrams Lane, Sandon – remedial works to S278 highway work – the design was now complete and was included at Appendix 1 to this report.
45. Survey Works – Ad hoc Survey Works – automatic Traffic Counts/Degree of Pedestrian Conflict Surveys/ Road Safety Assessments – To date, six automatic traffic counts had been completed at a cost of £1,500.

AGREED all the comments above were noted

Watchouse Road (Skinners Lane to Pipers Tye) Galleywood – Speed Reduction measures – VAS Sign

Jon Simmons reported that Galleywood Parish Council had asked for VAS units that record data using a memory card and for an additional five poles so that the signage could be rotated. As this was in effect a new scheme, it would again need to go through the validation process. Councillor Galley suggested that the Parish Council consider having speed guns under the Community Speed Watch scheme as an alternative to the proposal. Sonia Church explained that due to the budget restrictions the current policy was not to rotate VAS signs as Essex County Council could not maintain them. As the revised scheme could cost around £30,000, it was agreed that this scheme not be progressed until further discussions with the Parish Council had been held.

ACTION: Jon Simmons to write on behalf of the Chairman of the Panel to the Parish Council requesting them to consider funding the additional signs as well as the possibility of liaising with the Police for speed guns under the Community Speed Watch scheme.

A132 Burnham Road, South Woodham Ferrers – extension of 40 mph speed limit, reposition Town nameplate, SLOW road markings – LCHE152079

Jon Simmons reported that following the design works a 40 mph extension was found not to be feasible. Consideration had then been given to a 50 mph limit and this was also found not to be feasible. The police did not support the reduction to 50 mph as it could create speeding by motorists when there was already good compliance with the current limits.

ACTION: Jon Simmons to write on behalf of the Chairman of the Panel to the South Woodham Ferrers Town Council indicating that the proposal was not supported by the Police and asking the Town Council for their comments.

Springfield Library, New Bowers Way, Springfield – Directional Signs to Library

County Councillor Mackrory asked about progress with this scheme and Sonia Church confirmed that after it was approved in March 2016, it had been included in an Engineer's workload and would be progressed.

(B) Design & Feasibility Studies

The Panel noted that the LCHE142014 (Ongar Road/Lordship Road, Writtle - layby at Doctor's Surgery) had been completed.

Chelmsford – Feasibility Study to consider a cycle route through Chelmsford on a south-north alignment but avoiding the High Street

Jon Simmons advised the Panel that a lengthy report had been prepared and would be circulated to the Panel in time for the next meeting. He confirmed that a number of route options had been considered. It was discussed that a meeting had been scheduled shortly in relation to a Chelmsford Cycling Action Plan, but members and officers had little information about this. The Panel discussed the importance of understanding the strategy or action plan before making decisions on cycling schemes.

AGREED: That a sub-group of the Panel, including the Chairman, Vice Chairman

and Councillor Mackrory would meet with officers to discuss the feasibility of such a route further.

ACTION: Jon Simmons to provide the report in advance to the sub-group for consideration and if appropriate a summary of the schemes also be provided to the next meeting.

(C) Appendix 1

The Panel received updates on Feasibility and Designs for the following schemes:

- LCHE152075 (Waterhouse Lane, Chelmsford – design of junction improvements at Beeches Road and Forest Drive)
- LCHE154001 (Lawn Lane/Waveney Drive, Chelmsford – design of improved cycle crossing point and continuity of cycle network to Springfield)
- LCHE155013 (Opposite the Railway Station, Hullbridge Road, South Woodham Ferrers – design of raised kerbs at bus stop)
- LCHE154004 (Springfield Green/Timson's Lane, Springfield – feasibility study to consider connection of existing cycle route)

The Panel also received an update on the scheme in progress for LCHE142021 (A1060 Maldon Road j/w Molrams Lane, Sandon – design of signing/lining improvements)

5. Potential Schemes List V28

Jon Simmons introduced the current potential schemes list, which had an estimated cost of £1,746,988. He explained that the list included all schemes that were being validated or had already been validated and reported on those schemes currently either at “amber” or “red” status.

Traffic Management

(6) Copperfield Road, junction with Dickens Place, Chelmsford – traffic management improvements – LCHE 162143

Jon Simmons reported that the results of speed surveys at two locations indicated good compliance with the posted 30 mph speed limit. As Copperfield Road, was a Priority Route 2, traffic flow priority would be on that road. County Councillor Robinson considered that the present location of the crossing was obscured by vegetation during the growing season and that with the removal of the School Crossing Patrol, there were serious safety issues. The Chairman suggested that a meeting be arranged with the Road Safety Team before deciding further action.

ACTION: Jon Simmons to arrange a meeting with a Road Safety Engineer for County Councillor Robinson to assess the need for improvements.

AGREED that the scheme become a “white” scheme as it was to be re-validated.

(7) Gunson Gate, off Loftin Road, Chelmsford – improvements to bus gateway and bus stops – LCHE142054

Jon Simmons reported that the bus operator had advised that although the bus stops were opposite each other only one service operates on this route and the problem of buses stopping opposite each other would not arise.

AGREED that the scheme be deleted from the list.

(30) Main Road near jw Church Road, East Hanningfield – Walkable verge – LCHE162141

County Councillor Chandler at the request of County Councillor Grundy asked about the walkable verges which were part of this scheme.. Jon Simmons reported that the Panel would be able to make a recommendation for funding later in the year for the 2017/2018 programme.

(31) Stock Road/Watchouse Road, Galleywood – Signs to Heritage Centre - LCHE142067

Jon Simmons reported that this scheme did not meet DfT Guidance on Sign Clutter and would need specific Cabinet Member approval to proceed. The Panel noted that this scheme should be progressed.

AGREED that the Cabinet Member be asked to approve this scheme.

(35) Church Street, Great Baddow – Traffic calming/wider footways – LCHE152099

Jon Simmons reported that the traffic surveys had indicated good compliance with the current speed limits and as there was no available width to widen the footway, land would need to be acquired. He suggested that the Community Speed Watch scheme might be an alternative. County Councillor Chandler reported that there was local concern about car mirrors clashing due to the lack of width in the road but the Panel considered that this scheme was not supportable.

AGREED that the scheme be deleted from the list.

ACTION: Jon Simmons to advise the Councillor who requested that the proposal be investigated of the reasons why action is not feasible.

(36) Longmeads Avenue j/w Meadgate Avenue, Great Baddow – parking and traffic improvements – LCHE152121

Jon Simmons reported that the traffic surveys had indicated good compliance with the current speed limits and that any junction parking issues would need to be addressed by the South Essex Parking Partnership.

AGREED that the scheme be deleted from the list.

(44) Dowsetts Lane (Norton Place to Woodside) Ramsden Heath – LCHE 162138

Jon Simmons reported that the traffic surveys had indicated good compliance in the section with a current 40 mph speed limit. An Automatic Traffic Count could be carried out in the 30 mph section to assess speed there as well. It was noted that a further survey would cost about £250.

AGREED that an Automatic Traffic Count be carried out in the section of road with a current 30 mph speed limit.

(47) The Street j/w Vicarage Road, Roxwell – traffic management improvements – Parish Council suggestions of speed humps, red surfacing or VAS signs) – LCHE152109

Jon Simmons reported that after validation, it had been established that this road was a Priority Route 2 which meant that it would not be suitable for physical measures such as speed humps. Additionally, red surfacing was against policy due to the limited life span of the surfacing. A bend warning VAS could only be considered as part of a Safer Roads Scheme but the current accident records would not support this. Chevron signs might be possible but would require consultation with residents.

ACTION; Jon Simmons to request Roxwell Parish Council to assess local views about the installation of chevrons. If there were to be no local support for chevrons at this location, the scheme should then be deleted from the list.

(50) Ferrers Road j/w A132/B1012 RAB, South Woodham Ferrers - Junction Improvements – LCHE152128

Jon Simmons indicated that the validation of the proposals had shown that as the A132 is a Priority Route 1 and Ferrers Road is a Priority Route 2, the traffic flows on the A132 would need to be prioritised. Any proposal for the slip road would not be feasible due to the cost and the need to acquire land. Future housing development on Ferrers Road might relate to the junction improvements.

AGREED that this scheme be held in abeyance until the impact of the future development in the vicinity is known.

(54) New Dukes Way near j/w Montrose Road, Springfield – bollards to prevent parking on verges – LCHE162135

Jon Simmons reported on the background to this proposal and it was noted that local businesses had raised concerns about parking on the verges by travellers. A plan of the proposal was circulated at the meeting. It was reported that the cost of installation of the bollards would be between £17,000 and £24,000.

AGREED that this scheme be retained as an “amber” scheme for future consideration.

(56) Cuton Hall Lane, Springfield – Measures to prevent U-turns – LCHE 162145

Jon Simmons reported that there was no history of accidents and injuries at this particular location.

AGREED that the scheme be deleted from the list.

(59) Bakers Lane, West Hanningfield – 30 mph repeater signs – LCHE 152122

Jon Simmons reported as there was a system of street lighting in Bakers Lane, West Hanningfield, the DfT guidance was that it was not possible to install repeater signs.

AGREED that the scheme be deleted from the list.

Cycling

County Councillor Mackrory asked how realistic were the schemes outlined in the Appendix for cycling, which totalled £1,207,459. Jon Simmons confirmed that many could be beyond the ambit of the Chelmsford Local Highways Panel. Sonia Church advised that it might be possible to batch them together so that they could become major schemes, which would be a more strategic way of dealing with the proposals. In answer to a question from the Chairman, Sonia Church confirmed that the threshold for major schemes for the Chelmsford City Council area was £500,000.

It was noted that there was a Chelmsford Cycling Action Plan meeting on 11 July 2016. Averil Price asked if any Section 106 funding could be applied to the cycling schemes and this was to be investigated.

ACTION: Rosa Tanfield to liaise with Hannah Neve about representation at the Chelmsford Cycling Action Plan meeting

AGREED that following the Chelmsford Cycling Action Plan meeting, the Chairman, Vice-Chairman and County Councillor Mackrory meet to assess the possible batching of the cycling schemes in the Panel's programme.

6. **Highways Rangers Summary**

The Panel considered an updated summary of the Chelmsford City Highways Rangers work programme. The Panel expressed its appreciation of the work carried out by the Rangers.

AGREED that the report be noted.

7. **Section 106 Updates**

The Panel received Schedule 7A on Schemes in Progress and Schedule 7B on Funding held by Chelmsford City Council.

Stuart Graham reported that the schedules did not include some £300,000 being transferred to Essex County Council. He emphasised that how Section 106 funds could be spent depended on the agreements made and that with the advent of CILs Section 106 funding would diminish. The Chairman asked whether there were any current delays in delivery and Stuart Graham confirmed that delivery dates were being kept under continuous review.

Sonia Church asked whether CIL schemes would be coming forward to the Chelmsford Local Highways Panel and Stuart Graham explained that they were being progressed as part of the Annual Infrastructure Plan for Chelmsford which had been agreed recently and which would show what monies were earmarked for education, highways etc. He suggested that CIL was not generating as much in funding as had been expected earlier.

County Councillor Robinson asked how the Section 106 funds would be spent and Stuart Graham explained that once Essex County Council identifies a scheme appropriate for the use of such funding, the money is then transferred.

County Councillor Mackrory asked whether all Section 106 schemes were being reported to the Chelmsford Local Highways Panel as the new controlled crossing in Victoria Road, Chelmsford currently in construction had not been reported to

the Panel. The Chairman agreed that when such schemes were being delivered by developers the Panel needed to be advised.

Sonia Church advised that when Map Essex which was being developed by Ringway Jacobs was fully operational, it would be possible to identify what schemes including Section 106 funded ones were being implemented in particular roads.

8. **Any Other Business**

(A) Local Highways Panel Terms of Reference Consultation

The Panel received the response to the consultation on the terms of Reference of Local Highways Panels (LHPs) and a copy of the covering email.

The Chairman asked about the deliberations of the Task and Finish Group in this case and Ann James reported that all the responses had been added to a table and considered by the Task and Finish Group. County Councillor Mackrory stated that he had understood that the Task and Finish Group was not going to proceed and that there would be a “workshop” instead. Sonia Church explained that the meeting she had attended just prior to this meeting had been an “informal lead into the Scrutiny Committee”. She also confirmed that the updated Members Guide would be given to all LHPs. County Councillor Robinson understood that all members of the Scrutiny Committee would be receiving the new Terms of Reference and the new Members Handbook in draft.

The Chairman advised the Panel that he would raise the matter of the consultation responses with County Councillor Johnson when he met him about LHP matters, to ensure that all the matters raised would be addressed. He considered that how accident reduction schemes were dealt with was a fundamental issue. Ann James confirmed that there was a need to provide LHPs with prioritised casualty reduction schemes. Averil Price expressed concern if the accountability arrangements were being changed. The Chairman confirmed that it was essential that the responsibility of the Essex County Council was maintained and that it was made clear that Chelmsford Local Highways Panel were not and could not be held liable for these schemes. The Panel considered that as it was an advisory body, it should not have any liability in casualty reduction schemes and noted that the wording should be amended to make that clear.

ACTION: The Chairman discuss Chelmsford LHP response to the consultation with County Councillor Johnson

The meeting closed at 3:02 p.m.

Chairman