

**ROCHFORD DISTRICT LOCAL HIGHWAYS PANEL
NOTES OF MEETING HELD 26 JUNE 2014**

County Councillors: Cllrs, K Gibbs, M Hoy and C G Seagers

District Councillors: C I Black, B T Hazlewood, K H Hudson, Mrs G A Lucas-Gill and M J Steptoe

Visiting Councillors: Cllr R Howard (Deputy Cabinet Member for Highways), Cllr T Mountain (Rochford District Council)

Officers: S Scrutton (RDC Head of Planning & Transportation), A Buston (ECC Senior Transport Strategy and Engagement Officer), P Wright (Essex Highways - Highways Improvement Design Team Manager), M Valentine (Essex Highways - Highways Liaison Officer) and M Power (RDC Minutes)

Agenda Item	Key observations	Decision/Action
Apologies for Absence	Apologies were received from Cllrs T C Cutmore and M Maddocks.	
Declarations of Interest	Cllr M J Steptoe declared an interest in Item 11 of the Agenda, Indicative Programme list for Schemes Approved and Delivered 'Barling Road Village Gateways', by virtue of being a Barling Parish Councillor and living in Barling village.	
Notes of the meeting on 17 April 2014	The notes of the meeting of 17 April 2014 were agreed as a correct record, with the following amendment:- Page 4.7 DC1660 Barling Magna Village gateways should state that the works have not yet been completed.	
Rochford LHP 2014/15 Budget Summary	Total costs related to cancelled schemes currently contained within the Approved Scheme List are as	

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	<p>follows:-</p> <p>Southend Road j/w Ravenswood Chase, Rochford: £20,000</p> <p>Anne Boleyn – Southend Road: £7,460</p> <p>Lower Road – between Abbey Road and Burnham Road: £1,790</p> <p>London Road j/w Vernon Avenue: £7,000</p> <p>Ashingdon Road j/w West Street – Design only: £1,000</p> <p>Causton Way, Rayleigh: £300</p> <p>The total of the abortive amounts above (£37,550) can be added to the £312,908 unallocated budget currently held by the Panel.</p> <p>It was requested that details of underspend on completed schemes be provided to the Panel.</p> <p>It was noted that the Chairman of each Panel can authorise a ‘top-up’ of up to 20% in respect of each capital scheme approved by the Panel.</p> <p>There was discussion around the pilot scheme under which the Highways Rangers’ budget will be transferred to Rochford District Council, which will undertake the works currently done by the Rangers. Staffing and equipment arrangements are in place and awaiting funding. Detailed information on how the new system will operate was requested. The Highways Rangers will continue to operate the service until the new system</p>	<p>MV to provide details of underspend on completed schemes.</p> <p>MV to provide detailed information on how the Highways Rangers operation will be transferred to RDC.</p>
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	<p>starts.</p> <p>It was confirmed that grass verge maintenance cutting is carried out by RDC as an agency of ECC. The money provided by ECC is only sufficient to cover one and a half cuts per year. Cllr Bass has agreed to transfer the Rangers' funding to RDC so that RDC can maintain the verges and carry out other minor works with significantly more funding than previously received. RDC will be able to apply local knowledge and use the current contract to provide a good service.</p> <p>In addition, Essex County Council and RDC will be providing £50,000 to be match-funded for the alleviation of problems such as ditch clearing around the District. The press release is shown at http://www.essex.gov.uk/News/Pages/Pioneering-partnership-to-improve-Rochford.aspx.</p>	
<p>Revenue – Survey requests</p>	<p>An additional amount of £2,000 from the revenue budget was requested to enable requested surveys to be carried out between meetings without the need to bring each request to the Panel. The LHP Chairman/Highways Liaison Officer would determine which survey requests should be undertaken. This would reduce delays to schemes. The amount spent on these surveys would be reported to each meeting and a top-up to £2,000 would be allocated each quarter.</p>	<p>Agreed that £2,000 from the Revenue budget be allocated and topped-up on a quarterly basis for surveys to be carried out on the authorisation of the LHP Chairman/Highways Liaison officer.</p>

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	<p>Parish Councils would be advised of the process for submitting ideas for consideration by the Panel; it would be useful for Parish Councils to apprise their District/County Councillor of their ideas prior to a meeting. (This item could be included on the Parish Council 'summit' agenda organised for 31 July.)</p>	<p>A Buston/MV</p>
	<p>Sutton Road j/w Purdeys Way, Rochford The timetable shows a scheduled completion date of 2018 for the JAAP funded improvements to the junction (subject to approval for JAAP funding for the scheme by the South East Local Enterprise Partnership (SELEP) – announcement expected on 7 July). Due to the time involved, the Panel believed it is vital that urgent improvements to the junction, including resurfacing and re-painting the road markings at the roundabout, are effected immediately. A feasibility study will be undertaken for these works. (Cllr Howard advised that the Cabinet Member for Highways will be announcing £1million to fund road lining across the county, which will help to improve safety. MV to advise that Sutton Bridge lining works are priority in terms of spending within the £1 million budget, having been requested by Cllr Howard to increase the priority afforded to the maintenance work required at this location.) Further information will be available at the September Panel meeting. It was also recognised that it be prudent to await the result of the SELEP announcement before other more significant improvements are tabled.</p>	<p>MV to provide results of feasibility study for the lining works at Sutton Road bridge.</p>

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	<p>Little Wheatley Chase, Rayleigh. The speed survey undertaken outside the school had shown as an average of 29.7 mph. Engineers will look at possible improvements that will lower the speed. MV to email an update to Cllr Mountain.</p> <p>London Road, Rayleigh. This was designated ‘against policy’ for a crossing facility following the PV² survey. Cllr Mountain, a visitor to the Panel, requested more information around any road accidents documented at the Victoria Avenue/London Road junction, as well as clarification of how the PV² survey had been undertaken. Cllr Mountain to provide MV with a detailed list of his concerns. The 30mph road signs and school sign are still obscured by vegetation.</p>	<p>MV to email Cllr Mountain with update.</p> <p>MV to liaise with Cllr Mountain.</p>
<p>New Scheme Requests Update</p>	<p>LROC142020 North Street & Weir Pond Road, Rochford The traffic islands to be removed as part of the Ashingdon Road works diversion route. When the works are completed the islands to be reinstated in accordance with the designs agreed at the site visit 15/5/14 by Cllr Mrs Lucas-Gill and S Scrutton.</p> <p>LROC141002 Ashingdon Road j/w Dalys Road, Rochford Casualty reduction (the proposed design was circulated at the meeting). Panel agrees £50,000 in total.</p> <p>This will take place after completion of resurfacing of Ashingdon Road during the summer.</p>	<p>Agreed – top-up cost £30,000 for review and design enhancements to the two traffic islands.</p> <p>Agreed £50,000 total to include additional items. MV to provide updated costings to Cllr Seagers.</p>

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	<p>LROC142021 Car park signing report – Delivery of work agreed in respect of car park signs in the District.</p> <p>LROC141003 Watery Lane j/w Lower Road, Hullbridge Casualty reduction scheme to address a number of collisions at the junction. The scheme to include refreshing existing road markings, improving signage and cutting back vegetation at the junction. This will be an interim measure, pending future development proposals in the area.</p> <p>LROC141004 Ashingdon Road j/w Boswells Ave, Rochford Casualty reduction scheme. The Panel proposed the option that included installation of the high friction surfacing on each approach to zebra crossing (as long as the existing surface is adequate). The area will then be maintained by Essex County Highways.</p>	<p>Agreed £6,000 to implement car park signing works</p> <p>Agreed to implement the scheme as per the report £6,500</p> <p>Agreed £22,900 to incorporate the improvements, including the installation of a high friction surfacing on each approach to the zebra crossing.</p>
<p>DC1524 Hullbridge Road, Rayleigh – Bus stop relocation</p>	<p>P Wright advised that County Highways engineers have raised concerns that creating the proposed layby and moving the bus stop would create difficulties in respect of drainage, statutory services and signage, and had raised safety concerns and that there would be no real reduction in traffic congestion.</p> <p>(Members commented that this scheme had been proposed by County Highways and that engineers had advised that the present location of the bus stop was contrary to regulations. The current advice was in opposition to the conclusions presented to the Panel at a</p>	<p>Agreed that the scheme to instate a layby and move the bus stop at this location does not proceed. (P Wright)</p>

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	previous meeting.)	
Schemes approved for design during 2013/14 or 2014/15 for top ups	<p>Capital Highway Improvements Schemes</p> <p>LROC142018 Poynters Lane – to continue the existing footpath on the north side to Shoebury Road.</p> <p>LROC142014 Golden Cross Parade, Rochford – to install parking direction signs to direct local traffic to the correct entry point. The Panel requested confirmation that the entrance to the one-way system is on Essex Highways land. It was further requested that a study be undertaken to ascertain whether this should be completely one-way.</p> <p>LROC142005 Ferry Road/Lower Road, Hullbridge – installation of ‘Riverside Primary School’ directional sign on existing lamp column</p> <p>LROC142023 Ferry Road and Pooles Lane, Hullbridge – installation of 20 mph limit (as detailed in report)</p> <p>LROC142016 Shoplands Road j/w Barling Road, Rochford. It was requested that, if possible, the bridge repairs be carried out at the same time as these works to minimise problems at the junction.</p>	<p>Agreed £5,000</p> <p>Agreed – total £2,500 (to include a study to ascertain whether a one-way system would be beneficial at this location). MV</p> <p>Agreed £500.</p> <p>Agreed £3,350.</p> <p>Agreed £9,000 to build out the kerb line opposite the ditch and realign the kerb.</p>

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	<p>Small works</p> <p>LROC142013 To assess the uncontrolled use of White Hart Lane by HGVs.</p> <p>Bus Stop Improvements</p> <p>LROC145001 Ashingdon Road, Rochford (opposite Golden Cross Shops) – to install a new bus stop (pole and flag). Members voiced concern that failure to have a pull-in layby next to the proposed bus stop could cause congestion when the bus stops.</p> <p>LROC145002 Ashingdon Road, Rochford – Golden Cross Shops – to install hardstanding and replace current shelters with new metal shelters. Photos showing the poor state of repair of the shelter were passed to the Panel. It was noted that the shelter would be maintained by the Parish Council.</p> <p>LROC145003 Rochford District – bus stop improvements, new poles, flags, shelters and Real Time Passenger Information (on bus routes 7, 8 and 9). The funding was approved in principle. The Passenger Transport Officer would be asked for a detailed breakdown of how it is proposed the funding would be spent.</p> <p>Cycling Schemes in the Rochford District – funding towards National Cycle Network routes/schemes once</p>	<p>Agreed £210 for a vehicle count survey</p> <p>Declined</p> <p>Agreed £5,000 for installation of new bus shelter.</p> <p>£30,000 approved in principle. The Panel to be emailed with detailed costing information (MV)</p> <p>Agreed £50,000 – decision of where the routes should be located to be made</p>
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	<p>the review is complete.</p> <p>Location of routes can be agreed when the review is complete and the Panel has all the necessary information. It was requested that a copy of the review and a map of the proposed route be provided to Panel members prior to the next meeting.</p> <p>Casualty Reduction Schemes – funding to enable detailed designs for proposed schemes to be undertaken (to enable these schemes to be built in 2015/16).</p>	<p>following receipt of all relevant information.</p> <p>Agreed £12,000 for scheme designs.</p>
<p>Indicative Programme list for Schemes Approved and Delivered during 2012/13, 2013/14 and 2014/15</p>	<p>Barling Road village gateways – no gates have been installed.</p> <p>Little Wakering Road, Little Wakering parking restrictions. MV to provide Cllr Seagers with more detail on this scheme.</p>	<p>MV to provide information to Cllr Seagers.</p>
<p>Any other business</p>	<ul style="list-style-type: none"> • Cllr Ray Howard apprised the Panel of a project to identify the 100 worst roads in Essex (designated PR1 and PR2) that need urgent attention. There is a £10 million budget to deal with defects, including potholes, throughout the County. Of these 100 roads, 30 have been identified in the Rochford District. To undertake the repairs there will be 38 gangs of Highways rangers, significantly higher than the previous workforce. 	

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	<ul style="list-style-type: none"> • It was agreed that there should be a standing item on each Panel agenda showing the current Panel budget spent/available. (A new system of monitoring Panel budgets will be authorised by the Cabinet Member for Highways, which should make the budget easier to manage.) • It was requested that maps/plans/pictures are shown on the screen in Room 4 at meetings if appropriate. • A request for a PV² survey to be undertaken at Lower Road Hullbridge (approximately opposite Hullbridge Sports and Social Club) to establish the viability of a crossing point in this location. • Ashingdon Road resurfacing. A site meeting has taken place to establish that combine harvesters will have sufficient room to manoeuvre along the agreed diversion route. Letters will be sent to residents and businesses that live or work on the diversion route. There will be TROs along Weir Pond Road/South Street/Dalys Road; an email with the final diversion route and dates will be sent to Panel Members. The road will be closed 24/7. • Members asked for information on the best way to log and track highways faults on the County Council website. A Buston advised that the fault reporting website should be used in the first instance and a 	<p>Agreed £890 funding for PV² survey (Revenue budget)</p> <p>MV to email diversion route to Members.</p> <p>Details to be sent of how Members can log and track and escalate highways faults on the County Council website. (A Buston)</p>
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	<p>reference number obtained. If matters are not resolved within acceptable timescales there is an escalation process through the Member Enquiries team.</p> <ul style="list-style-type: none"> • Members expressed dissatisfaction with the standards of work as well as work rate of the Highways Rangers – this would be investigated to establish the reason for the delays. • It was requested that responsibility for flailing of rural hedgerows be ascertained. 	MV
Date of next meeting	The next Rochford LHP meeting date is Thursday 25 September from 10am - 12pm.	

The meeting started at 10 am and ended at 12.42 pm.