

MINUTES

of the

CHELMSFORD LOCAL HIGHWAYS PANEL

25 May 2012

Present:

County Councillor Jude Deakin	Essex County Council
Councillor Ian Grundy	Chelmsford Borough Council
County Councillor Norman Hume	Essex County Council
County Councillor Mike Mackrory	Essex County Council
County Councillor Dick Madden	Essex County Council
Councillor Chris Rycroft	Chelmsford Borough Council
Councillor Roy Whitehead	Chelmsford Borough Council (Chairman)
Councillor Ian Wright	Chelmsford Borough Council

In attendance:

Nick Binder	Chelmsford Borough Council
Derek Latimer	Chelmsford Borough Council
Hannah Neve	Essex County Council
Averil Price	Chelmsford Borough Council
Jon Simmons	Essex County Council
Derek Stebbing	Chelmsford Borough Council

1. **Welcome and Introductions**

Councillor Whitehead welcomed everyone present to the first meeting of the Chelmsford Local Highways Panel.

2. **Apologies and Substitutions**

There were no apologies.

3. **Terms of Reference and Operation of the Chelmsford Local Highways Panel**

The terms of reference dated May 2012 for the Chelmsford Local Highways Panel had been circulated in advance to members of the Panel. County Councillor Mackrory indicated that he would be discussing with County Councillor Peter Martin, the Leader of Essex County Council, the changes that had occurred between the draft document of March 2012 and the document which had been circulated recently. Councillor Whitehead explained that the original guidance issued to Members by Essex County Council had been amended to reflect the local operation of the Highways Panel for Chelmsford. It appeared that a pack of information (the Members' toolkit) dealing with a number of topics had been prepared by the County Council and Hannah Neve would clarify when this would be distributed to the Panel.

Liaison with Parish and Town Councils was discussed and it was agreed that in the parished areas the Parish Councils would receive the minutes of this Panel. In the first instance these would be distributed with a letter outlining the new arrangements. For the

parished areas information would be distributed via Parish Life and for the non-parished areas in Chelmsford town centre, Chelmsford Borough Councillors would need to disseminate information to their residents. Having meetings from time to time which were open to the members of the public including Parish representatives was felt to be a valuable mechanism for obtaining public views of schemes.

Councillor Whitehead felt that it was important that the public understood that the Panel's role was in relation to capital schemes rather than minor maintenance schemes.

ACTION

- Hannah Neve to circulate the Members' Toolkit;
- Jon Simmons to prepare and circulate topic papers from time to time; and
- Averil Price to draft a letter to go to Parish Councils with the minutes of this meeting

4 Chelmsford LHP Full Reserve Scheme List

The Panel received a list of improvements schemes for Chelmsford Borough derived from various area budgets. The aim was to have a single list which also took account of Parish Council suggested schemes proposed under the Localism arrangements. Jon Simmons requested to be advised either at this meeting or subsequently if members were aware that a scheme which had been approved for investigation had been omitted from the list. It was noted that part of the role of the Panel at this meeting was to eliminate schemes that were no longer needed. Hannah Neve reported that at the next meeting the schemes list would be revised as to viability with green schemes which met all the criteria, amber schemes which satisfied some but not all and red schemes which did not meet the criteria. The Panel felt that the public's expectations should not be raised unnecessarily by including unsupportable schemes.

The Panel agreed that there was insufficient detail on issues such as length of time on earlier lists, approximate timescales and costings were needed before a decision on the schemes. It was also agreed that where a scheme had already been assessed and had not been validated it should be deleted. The digital mapping of the locations of proposed schemes would be developed so that linkages between schemes can be established.

The temporary arrangements for the Odeon roundabout were discussed and County Councillor Madden provided the background on the scheme to date. Consideration was given to making the Order permanent and it was agreed that the Panel was generally in favour of the Order being made permanent. The final design will be presented to the next meeting for final approval.

ACTION

- Derek Stebbing and Hannah Neve to liaise about the compatibility of Chelmsford Borough Council and Essex County Council systems.
- The final design for the Odeon roundabout scheme to be presented to the next meeting of the Panel

5. Section 106 Schemes

(1) List of schemes

The Panel received a list of schemes where Section 106 contributions had been agreed together with indications of the balance outstanding, where available the scheme value and

the expiry date.

It was noted that the monies already received were with Essex County Council awaiting the schemes to be implemented. Councillor Grundy suggested that the possibility of combining the contributions where the money was not expressly linked to particular schemes should be investigated.

Whether there were sufficient resources available at Essex County Council to deal with were considered and it was noted that Ringway Jacobs who were Essex County Council's agents could draw in additional technical resources if required. County Councillor Hume highlighted a number of issues such as the ring fencing of certain monies, safety considerations, value assessments which might affect the combination of various contributions but he felt that with less capital finance available, section 106 contributions should be utilised.

ACTION

- Any scheme likely to expire in the next twelve months should be progressed. And
- All contributions should be used

(2) Tesco (Princes Road)

Concern was expressed about scheme CHL/0249/06 for schemes at Princes Road in connection with Tesco where the contribution was due to expire very shortly. It was agreed that as soon as possible the schemes should be progressed.

ACTION

- Essex County Council and Chelmsford Borough Council officers to report to the next meeting on the possibility of extending the period before the contributions expire and how to make the next use of the contributions.
- Urgent action be taken to progress schemes in the Princes Road area with a view to utilising this contribution.

6. Highways Rangers Summary

The Panel received for information a summary of the Chelmsford Borough Highways Rangers works of minor local works such as the clearing of vegetation, maintenance of signs and the repair of kerbs between December 2011 and March 2012. Jon Simmons confirmed that this summary would be provided on a regular basis.

ACTION

- Jon Simmons to supply the Panel with periodic updates of these minor works being carried out by Chelmsford Borough Council teams

7. Provisional Works Programme

The Panel received an updated programme of works 2012/2013 for highways maintenance which was circulated at the meeting. This programme was indicative only at present.

8. **Linnet Drive, Chelmsford (Any Other Business)**

Jon Simmons reported on the background to this proposal for a zebra crossing, which had been generated by the requirements of Mildmay Primary School and Moulsham High School. When it had gone out to public consultation, two representations in favour of the scheme had been received and 8 objections including a petition of 35 signatures. After the close of the consultation period, however a further 22 representations in support of the scheme had been received. As a result, the Panel was being asked to decide if the scheme should be pursued.

County Councillor Deakin explained that the proposal had been supported by local Borough and County Councillors since 2008. She suggested that the reason why so few letters of support had been received was that it had been assumed that because it was perceived to be necessary on safety grounds that it would not be controversial. County Councillor Madden confirmed that those people who were objecting seemed mostly to be those living close to the proposed zebra crossing location and that he and Councillor Mascot of Chelmsford Borough Council had visited the site together. A number of the Panel expressed concern that the reason why the scheme did not have a higher priority was that it seemed that there had not been a fatality in the vicinity. Councillor Wright argued that if the scheme met all the criteria and if it had been evaluated as being needed the scheme should proceed.

It was agreed to consider the proposal at the next meeting in the light of a report on whether the scheme would be cost effective or whether a "school crossing patrol" would be better and whether the Police criteria had been met.

ACTION

- Hannah Neve to report further on the criteria and funding situation for this scheme at the next meeting.

9. **The Army and Navy Roundabout (Any Other Business)**

County Councillor Madden asked if the Panel had any input into the review of the Army and Navy Roundabout and he was advised that some elements were the concern of the Panel. Hannah Neve reported on the reviews being carried out by Essex County Council officers and she indicated that schemes were being evolved. In the longer term, an evaluation of a possible two-way flyover was being modelled and at a later stage that would be brought to this Panel.

The Chairman considered that it was the Panel's brief to assess the more minor aspects of the improvements and to mitigate the problems that only an overall major scheme would resolve.

ACTION

- Hannah Neve to provide at a future meeting details of improvement schemes for the Army and Navy roundabout.

10. **Operational and Performance Report**

County Councillor Deakin asked whether the Section 106 contribution in respect of CHL/1302/07 in connection with the former Garage site at 37 Rainsford Road, Chelmsford could be used for a pedestrian refuge for children crossing Rainsford Road in the vicinity of Primrose Hill and Mace Walk or at the bus stop by Radoni Indian restaurant in Rainsford Road. The Chairman asked that officers investigate the matter and report further.

ACTION

- Derek Stebbing and Jon Simmons investigate the terms of the section 106 agreements and report on the suggestion made by County Councillor Deakin at the next meeting.

11. **Date and Time of Next Meeting**

It was agreed that the next meeting would be at 1:00 p.m. on 5 July 2012 at the Chelmsford Borough Council offices.

The meeting closed at 12:25 p.m.

Chairman