

COLCHESTER LOCAL HIGHWAYS PANEL – MINUTES AND ACTIONS

		PRESENT:
Date: 13 th August 2013	Venue: Grand Jury Room, Colchester Town Hall	Panel Members: CC Member Anne Brown (Chair), Colchester Cllr Martin Hunt (Chair), CC Member Kevin Bentley, CC Member Julie Young CC Member Sue Lissimore, Colchester Cllr William Quince, Colchester Cllr Lesley Scott-Boutell, Parish Cllr John Gili-Ross
Private Meeting		Other Attendees: CC Member Eddie Johnson , ECC Deputy Cabinet Member for Highways and Transportation, ECC Officer Alan Lindsay Strategy & Engagement Manager, ECC Officer Rob Macdonald Highways Liaison Officer,
Apologies: Colchester Cllr Theresa Higgins, ECC Officer Bev Sargeant Senior Customer Services Officer		
Item:	Action:	Action Owner:
1.	<p>Welcome and Introductions:</p> <p>Chair Cllr Anne Brown opened the meeting and welcomed everyone to the private meeting including Cllr Johnson and Cllr Harris. Cllr Harris will be Cllr Young's Substitute when not available.</p> <p>Cllr Oxford was also in attendance, representing the 20mph Task and Finish Group and Brinkley Grove Road crossing who was invited to report to the panel.</p>	
2.	<p>Declarations of Interest:</p> <p>Cllr John Gili-Ross with regards to the Task and Finish group</p>	
3.	<p>Minutes of meeting held on 21st March 2013:</p> <p>Cllr Gili-Ross asked about the cycling journey planner. Rosemary Wilkins, ECC cycling officer to investigate.</p> <p>Cllr Quince asked about the invites to ward members. It was agreed that due to the fact we were agreeing to schemes for design only at this stage that Ward members could be invited once the designs are complete.</p> <p>Cllr Bentley wanted to update the previous minutes under Birch Shelter to state that the scheme was under costed.</p> <p>Panel members agreed the remainder as an accurate record</p>	Rosemary Wilkins

<p>4.</p>	<p>Terms of reference</p> <p>The terms of reference were discussed with some alterations to propose to Cllr Bass.</p> <p>Action: amendments to be discussed with Cllr Bass</p> <p>The role of Cllr Gili-Ross was discussed and the benefits for LHP Liaison with the parishes. Cllr Bentley asked that the respective Cllrs are copied in on correspondence. It was agreed that Cllr Gili-Ross would be the representative for schemes to prevent doubling up. Where it is not clear who needs to, these are to be sent to RM to distribute.</p> <p>Cllr Gili-Ross to be copied into parish requests.</p> <p>Membership – a discussion was held on the public/private meetings. It was agreed that it was important to keep the have your say section open to the public and after discussion, agreed that it should be on agenda items only.</p> <p>AL explained that in other areas requests have to be 5 days in advance to discuss something on the agenda and this works well.</p> <p>Cllr Young asked about the secretariat as the terms of reference state that Borough/City/District Councils will provide the secretariat and arrange meetings for LHPs. It was agreed that as it has been working well through ECC it should continue this way.</p> <p>Cllr Johnson reminded the panel that Cllr Bass would need to approve any changes. Cllr Hunt suggested that we stick with the 2 and 2 private and public meetings previously agreed as this had worked well and received no objections</p> <p>Decision – 2 public and 2 private meetings a year. ECC to continue as secretariat.</p> <p>Cllr Scott-Boutell suggested that pot holes should be discussed. This is not in the remit of the panels and not the forum to discuss such matters. Maintenance issues such as pot holes should be reported online.</p> <p>Accountability</p> <p>Cllr Brown discussed the ability to agree schemes outside panels. Cllr Bentley suggested that when a recommendation to approve a scheme has been made by the panel, the decision to increase funding when required should be done over e-mail to prevent delay.</p>	<p>RM</p> <p>Cllr Gili-Ross/RM</p>
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	<p>Action – Wording to be drafted for Cllr Bass</p> <p>Sharing of information</p> <p>The information should be posted online in advance of the meetings. A discussion was held around sending papers electronic vs. paper.</p> <p>Decision – papers to be sent electronically. Paper copies to be made available at the meeting.</p>	<p>RM/Cllr Brown</p>
<p>5.</p>	<p>Private meeting – Invite only:</p> <p>Cllr Oxford discussed the Task and Finish Group.</p> <p>Colchester Borough Council is keen to work with Essex County Council on the implementation of area wide 20mph speed limits in Colchester. The desire is to create a consistent approach to 20mph speed limits across the Colchester borough, especially in residential areas and areas where there are high levels of people movement. A considerable amount of background work has been undertaken to date to progress the implementation of 20mph limits in Colchester.</p> <p>The Colchester Task and Finish Group was set up to review the potential introduction of 20mph limits across Colchester and the group has agreed its objective as follows: "To implement 20mph speed limits in local Communities which desire such limits, with benefits for road safety, social cohesion, promoting walking and cycling and community health."</p> <p>The aim is to improve the street environment for all users, including car drivers, by reducing the number and severity of collisions and casualties on Colchester's roads, improving traffic flows. By making the streets safer and more pleasant to use, we hope this will encourage more cycling and walking, especially for short local trips. This will not only bring long term road safety benefits, but will also help in the longer term aims improve overall health and wellbeing, and reduce congestion.</p> <p>In addition to close working with Essex County Council, it is recognised there needs to be local support for 20mph. It has been established that several Parishes/Town Councils that have, or are developing, Neighbourhood Plans, have laid out their desire for a 20mph speed limit.</p> <p>Since the last Task & Finish Group, at which advice was received from ECC, the Local Highway Panel member guidance document has been published and we as a group need to understand the implications of this document on delivery of 20mph limits in Colchester. We fully understand that funding for surveys, design and</p>	

	<p>implementation would have to be through the Local Highway Panel but want to be confident that schemes that are put forward have a chance of being delivered. We also note that a number of requests for speed surveys, to enable consideration of 20mph speed limits, have been put forward as part of the current Capital Highways Improvement Programme list.</p> <p>The Colchester Task and Finish Group meet next in September and wish to consider this latest LHP advice at this meeting. Requested guidance as to how they will deal with requests for 20mph speed limits which have local support as they are put forward to the LHP.</p> <p>RM explained the process for speed changes. When a request is received, a speed survey is added to the scheme list for funding consideration. Once the survey is agreed and implemented the results are looked at and the scheme is considered against the speed criteria. It would be for the panel to decide how they want the schemes to be considered and how the Task and Finish group feed into the process.</p> <p>Cllr Hunt discussed the fact that the LHP has not been given extra funding to implement 20 mph and that it is important that we decide where they fit into the overall picture. Cllr Young was worried about raising expectations on such schemes.</p> <p>Cllr John Gili-Ross said that the Task and Finish Group need to look at priorities and suggest a package to bring back to the next meeting. Request for an officer to attend their next meeting on the 20th September.</p> <p>Cllr Hunt said that we need to be aware of what criteria is involved in a 20 mph Guidance to be sent out</p> <p>Cllr Oxford then discussed Brinkley Grove. The PV2 survey has been carried out which suggested a central refuge or zebra crossing. Cllr Oxford said that the year 11 had left at the time of the survey and any work should be done during a summer holidays. Scheme to be designed.</p> <p>Cllr Oxford was thanked for attending.</p>	RM
6.	<p>Casualty Reduction Schemes: The Schemes were bulk approved.</p> <p>Col43 Spring Lane Roundabout, Colchester £35,000 Col44 A134 Barrack Street / Hythe Hill j/w Port Lane, Colchester Option 1 - £3000 Option 2 - £15,000 Col45 B1022 Maldon Road j/w Warren Lane, Colchester £20,000 Col46 B1025 Mersea Road j/w Napier Road, Colchester £30,000 Col47 Blackberry Road junction with Winstree Road, Stanway £5,000 Col48 B1022 Maldon Road j/w Braxted Park Road £5,000</p>	

Request to check COL 47 as it looked like a duplicate.

Cllr Bentley asked why the CR reports have blanks on the County Members under Scheme Approval & Authorisation – are they notified and if not, why not.

COL44 – the preferred option 2 was recommended on the basis that Cllr Fisher was consulted and happy

RM

COL48 – it is believed that this is in Maldon – investigate

RM

There was a discussion around the schemes as it looked like there is maintenance added and needed to be removed. RM to e-mail round updated costs

Post Meeting update position of costs:

Col43 Spring Lane Roundabout, Colchester £40,641

Col44 A134 Barrack Street / Hythe Hill j/w Port Lane, Option 2 supported by Cllr Fisher - £20,695

Col45 B1022 Maldon Road j/w Warren Lane, Colchester – being completed under another scheme – funding not required.

Col46 B1025 Mersea Road j/w Napier Road, Colchester £3,015 surveys

Col47 Blackberry Road junction with Winstree Road, Stanway £5,000 feasibility

Col48 B1022 Maldon Road j/w Braxted Park Road £5,000 feasibility

7. Potential Schemes for consideration of Panel:

The Panel were reminded that Schemes prioritised last year will be delivered in 2013/14. Anything that is prioritised this year will be investigated / designed this year but with delivery in 2014/15.

The LHP agreed to recommend scheme designs and feasibility for the following schemes with the understanding that the funding will follow the schemes.

Improvement schemes:

Ransom Road, Tiptree	To make the southern end of Ransom Road (from the access to No. 42 Ransom Road to Church Road) one way in a westerly direction. Design only	£3,000
Junction of the Earls Colne Road with Chappel Road, Great Tey	Signs and lines works, a full kerbed footway - to the nearside of the spur to give pedestrians a traffic free area to walk on	£2,000
Gilberd School, Brinkley Grove Road	PV2 completed - suggesting a pedestrian refuge or zebra crossing should be considered - Design only	£10,000
New Road, Tiptree, nr Church Rd	Zebra crossing to enable route to shops - Design only including PV2 first	£5,000
Hawthorn Avenue, Colchester	zebra crossing and railing installation along the length of Hawthorn Avenue outside the school, making good of footway - Design only including PV2 first	£10,000
B1022, Colchester Zoo Access	Improve Access - Design Only	£8,000
Between Millers Lane / Lucy Lane South Zebra Crossing Location - A1124 London Road	Investigate provision of centre refuge to crossing	£1,000
Stanway Garage Zebra Crossing Location - A1124 London Road	Add Pedestrian Crossing signs - design	£1,000
Straight Road Boxted and Langham Road Boxted	Add Directional Signage opposite junction, Replace and reposition Give Sign (larger size), add carriageway SLOW marking - design	£1,000
B1022 - Maldon road Tiptree	Footway & Pedestrian Crossing Works -design	£5,000
Straight Road/Queens Head Road Junction	Add T Junction signage x2, Add carriageway SLOW marking - design	£500

Straight Road/Langham Road/Pepper Road Junction	Add Cross Road sign, Add carriageway SLOW marking - design	£ 500
Straight Road/Horkesley Road Junction	Add T Junction signage x2, Add carriageway SLOW marking - design	£ 500
Drury Arms, Shrub End, Colchester	extension of traffic island, repositioning KLB and additional lining improvements to assist drivers in aligning long vehicles - feasibility	£1,500
Dedham Road, Boxted	Add T Junction sign and adding School carriageway markings – TRO. 2 x, carriageway SLOW marking - feasibility	£1,000
Station Road, Wakes Colne	footway and traffic calming - Structure Options survey, Geotechnical Survey and feasibility study	£9,000

The following schemes can be delivered this year and were recommended:

VILLA ROAD, Stanway	Top up for scheme previously agreed - an additional an chevron on the bend and yellow backing the current chevron would improve visibility of the bend.	£1,000
BOXTED ROAD	VAS	£8,500
Severalls Lane	VAS	£8,500

The following schemes were removed:

IT315 Vine Road Tiptree – Footway

COL41 Ransom Road (duplicate)

IT843 Ransom Road – scheme not required if one way system recommended

Clr Lissimore wanted to know about the gaps on Hawthorn Avenue

IT846 Elmstead Road - Cllr Young to survey residents to ascertain if they would be willing to provide their land for a footpath.

RM
Cllr
Young

The following Small schemes were recommended for design/survey:

Land Lane, Colchester	dropped kerb, there is a dropped kerb at the end of Land Lane, there is no dropped kerb opposite - design	£1,000
Layer Road	speed survey due to speeding concerns	£210
Roach Vale, Colchester	speed survey for looking into 20mph speed limit	£210
Circular Road North	PV2 survey for crossing	£ 890
Butt Road	PV2 survey for crossing	£ 890
Wivenhoe Road, Alresford	speed survey for lower speed limit consideration	£210
centre of Dedham village	speed survey for looking at 20mph limit in the centre of village	£210
Monkwick - Maypole	speed survey for 20 mph zones consideration	£ 210
Birch glen -Maypole	speed survey for 20 mph zones consideration	£210

The willows - Maypole	speed survey for 20 mph zones consideration	£ 210
Severalls Lane near the Honorius drive bus stop	PV2 survey for crossing required before scheme is validated	£ 890
Grove Road Tiptree	speed survey for 20 mph speed limit consideration	£210
Mill Road Colchester	PV2 survey for crossing required before scheme is validated	£890
School Road Copford	PV2 survey for crossing required before scheme is validated	£890
London Road Copford	PV2 survey for crossing required before scheme is validated	£890
Halstead Road, Colchester	PV2 survey for crossing/20mph required before scheme is validated	£890
A1124 from Foxes Corner to Ford Street	speed survey	£210
St Christopher Rd and near Anthony Close, Colchester, both junctions with St John's Rd	PV2 surveys for crossing required before scheme is validated	£890
B1022 - Maldon road Tiptree	PV2 surveys for crossing required before scheme is validated	£890

Bus Stop improvements

The following schemes were recommended for design:

Bus Stop: 1500IM2006, St Margaret's Cross, Address: School Road, Langham.	Formalise the location of the stop add raised/dropped kerbs as required - design	£1,000
Bus Stop: 1500LANGWIYK, Perry Lane. Address: Perry Lane Langham.	Formalise the location of the stop add raised/dropped kerbs as required - design	£1,000
Bus Stop 1500IM20Y2, Chapel Road, Address: Chapel Road, Langham	Formalise the location of the stop add raised/dropped kerbs as required - design	£1,000
Bus Stop :1500IM2005, The Shepherd and Dog. Address: Moor Road, Langham	Formalise the location of the stop add raised/dropped kerbs as required - design	£1,000
Bus Stop 1500IM20100, Community Centre, Address: School Road, Langham	Formalise the location of the stop add raised/dropped kerbs as required - design	£1,000

The following schemes were recommended:

Villa Farm, Alresford Road.	New shelter on very exposed location	£10,000
Greenstead Road	All ten stops need new poles and flags, five of them require new timetables frames.	£6,900
Turner Road, Colchester	passenger shelter	£5,000
Forge Street, Crown street Dedham	Yellow bus cage and no waiting plate to enforce restrictions	£1,425
Chariot Drive, Colchester	New wooden shelter in keeping with location	£12,000
Halstead Rd between London rd and King Cole Road	identify, mark and install new bus infrastructure at bus stops	£2,000
Berechurch Road Colchester	request for a passenger shelter	£10,500
150014013021, Yorick Road, West Mersea	remove old pole and replace with new infrastructure	£750
150014013027, The Lawns, West Mersea	replace old pole and flag	£750

150014013032, Underwoods Garage, West Mersea	old green pole replace with new	£750
150014013033, The Fountain, West Mersea	remove old pole and replace with new infrastructure	£750
150014013035, East Mersea Road, West Mersea	remove old pole and replace with new infrastructure	£750
1500IM2487, Mill road Corner, West Mersea	remove old pole and replace with new infrastructure	£750
1500IM2487b, Mill Road Corner, West Mersea	remove old green pole, replace with new infrastructure	£750
1500IM253, The Fox, West Mersea	remove flag from BT pole install new stop	£750
1500IM254, East Road, West Mersea, West Mersea	remove old pole and replace with new infrastructure	£750
1500IM256, The Fountain, West Mersea	remove old pole and replace with new infrastructure	£750
1500IM254B, East Road, opp Seaview Avenue, West Mersea	remove old pole and replace with new infrastructure	£750
1500IM255, East Road, adj Empress Avenue, West Mersea	Remove flag from BT pole and Formalise the location of the stop pole, flag and TT case	£750
1500IM255B, East Road, opp Empress Avenue, West Mersea	Formalise the location of the stop pole, flag and TT case	£750
1500IM257, High Street, West Mersea	Formalise the location of the stop pole, flag and TT case	£750
150014013019, Underwoods Garage (opp), West Mersea	remove flag from BT pole and Formalise the location of the stop pole, flag and TT case	£750
150014013023, West Mersea Church, West Mersea	Formalise the location of the stop pole, flag and TT case	£750

150014013025, Barfield Road, adj Yorick Avenue, West Mersea	Formalise the location of the stop pole, flag and TT case	£750
150014013026 Kingsland Road, opp Elmwood Drive, West Mersea	Formalise the location of the stop pole, flag and TT case	£750
1500IM2488, Blue Row, West Mersea	Location is unmarked and has no bus stop infrastructure on site. ECC needs to formalise the location of the stop and install a bus stop pole, flag and TT case	£750
1500IM253B, The Fox, West Mersea	Location is unmarked and has no bus stop infrastructure on site. ECC needs to formalise the location of the stop and install a bus stop pole, flag and TT case	£750
150014013031, Wellhouse Farm, West Mersea	Location is unmarked and has no bus stop infrastructure on site. ECC needs to formalise the location of the stop and install a bus stop pole, flag and TT case	£750
150014013030, Playing Fields, West Mersea	Location is unmarked and has no bus stop infrastructure on site. ECC needs to formalise the location of the stop and install a bus stop pole, flag and TT case	£750
150014013034, Waldegraves Caravan Park, West Mersea	Location is unmarked and has no bus stop infrastructure on site. ECC needs to formalise the location of the stop and install a bus stop pole, flag and TT case	£750
150014013Y31, Wellhouse farm, West Mersea	Location is unmarked and has no bus stop infrastructure on site. ECC needs to formalise the location of the stop and install a bus stop pole, flag and TT case	£750
150014013Y34, Waldegrave Caravan Park, West Mersea	Location is unmarked and has no bus stop infrastructure on site. ECC needs to formalise the location of the stop and install a bus stop pole, flag and TT case	£750
150014013Y30, Playing Fields, West Mersea	Location is unmarked and has no bus stop infrastructure on site. ECC needs to formalise the location of the stop and install a bus stop pole, flag and TT case	£750
150014013Y27, The Lawns, West Mersea	Location is unmarked and has no bus stop infrastructure on site. ECC needs to formalise the location of the stop and install a bus stop pole, flag and TT case	£750
150014013Y35, East Mersea Road, West Mersea	Location is unmarked and has no bus stop infrastructure on site. ECC needs to formalise the location of the stop and install a bus stop pole, flag and TT case	£750

Cycle ways

	<p>A discussion was held around the coding. The panel wanted more details on the history of need/spend and demand.</p> <p>Clingoe Hill to ElmsteadMarket was discussed. This scheme covers both Tendring and Colchester. Tendring LHP had already agreed to remove the scheme from funding consideration.</p> <p>Cllr Needham was due to attend today however sent his apologies. Cllr Needham felt that the expenditure of half a million pounds on this scheme is not justified and that an adequate cycleway exists along the entire route under consideration and requested that his views are aired.</p> <p>A discussion was held about prioritisation and schemes Colchester town vs. urban. Cllr Bentley suggested that we look at connectivity, what route we can join up where there is demand. Cllr Scott Boutell wanted to increase capacity for students and young people.</p> <p>Cllr Gili-Ross suggested we have a separate cycling meeting in approx. 3 weeks and invite Rosemary Wilkins. Meeting arranged for 9th September.</p>	
8.	<p>Scheme programme list</p> <p>Draft programme list was discussed – if there are any question/issues please contact RM</p>	All
9	<p>Rangers</p> <p>Cllr Bentley reported that all work he had reported had been completed. Cllr Scott-Boutell reported work that was still outstanding and that have been chased.</p> <p>A discussion was held around the zone workers and it was agreed that better communication is needed.</p> <p>Process to be clarified for ranger requests and highlighted if work is not being completed.</p>	
7.	<p>AOB:</p> <ul style="list-style-type: none"> o Cllr Lissimore said that all Borough meetings are recorded. Cllr Bentley reminded the panel that this is not a Borough meeting. o Cllr Quince raised concerns that we would struggle to spend our budget and disappointment that projects are taking time to get started. 	
8.	<p>Date of next meeting/ Frequency of panel meetings</p>	

	<p>December TBC Public</p>	
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March TBC Private

June TBC Public

September TBC Private