

## CHELMSFORD CITY LOCAL HIGHWAYS PANEL MINUTES

11 September 2024 at 12.30hrs

at the Civic Centre, Chelmsford

<b>Chairman:</b>	Councillor Bob Massey
<b>Panel Members:</b>	Chelmsford City Council – City Councillors Kieron Franks and Stephanie Scott  Essex County Council – County Councillors, Ian Grundy, Mike Mackrory (Vice-Chairman) Anthony McQuiggan, Stephen Robinson, and Mike Steel
<b>Officers:</b>	Jon Simmons and Dan Maclean – Essex Highways Michael Adewole – Chelmsford City Council
<b>Secretariat:</b>	Jan Decena - Chelmsford City Council

Item		Owner
1.	<p><b>Welcome and Introductions</b></p> <p>The Chairman welcomed those present.</p>	
2.	<p><b>Apologies for Absence</b></p> <p>Apologies for absence were received from County Councillors Jude Deakin, Marie Goldman, and John Spence.</p> <p>There were also apologies from Paul Brookes, Chelmsford City Council, and James Hopkins, Essex Highways. Due to James Hopkins' absence, it was advised that the Essex Bus Shelter Update would be postponed and an update would be circulated to Members.</p>	

3.	<p><b>Minutes of Previous Meeting</b></p> <p>The minutes of the meeting on 12<sup>th</sup> June 2024 were agreed as a correct record.</p>	
4.	<p><b>Matters Arising from Minutes of the Previous Meeting</b></p> <p>The panel considered an update regarding the following matters arising from the previous minutes.</p> <p>Cllr Robinson queried regarding <i>LCHE22004 – O/s Keene Homes, Broomfield Road, Chelmsford – KEEP CLEAR</i> as it was recalled that there should be a meeting facilitated with residents. Jon Simmons advised that Dan Maclean would be arranging a joint site visit with Cllr Robinson</p> <p>Regarding the Essex Bus Shelter Update, the Chair suggested that a separate online presentation should be arranged before the next meeting as it was observed that this had been pushed forward multiple times. Jon Simmons advised the panel that an interactive map of the bus shelters was also available for ECC councillors, and they would be able to view the status of bus shelters.</p> <p>The panel was also advised regarding the funding for the wayfinding schemes that had been agreed on the March 2020 CLHP meeting. The Chelmsford Local Highways Panel had approved the funding of £150k (£50k per year over 3 years in March 2020. Chelmsford City Council received the one year’s payment of £50k (January 2021), but had not received the final £100k.</p> <p>The funding was to be received by Chelmsford City Council and the 1<sup>st</sup> phase of the schemes had been completed. Members were advised that ECC officers had asked the Project Team for further information. Full details of how the payment was missed and not reported will be provided to the panel at the next LHP meeting.</p> <p>Cllr Mackrory queried on the lack of this information from ECC Highways and that tabs were not kept on where the funds were. It was also suggested on whether reserves should be used to pay the debt to Chelmsford City Council. The Chair, Cllr Massey</p>	<p><b>DM</b></p> <p><b>DM</b></p>

	<p>advised that he would raise this issue with the Cabinet Member at Essex County Council.</p> <p>Michael Adewole had advised that Chelmsford City Council was still expecting the funds and that CCC officers were working in the background to resolve the issue on officer level. However, it was felt that CCC officers had run out of options thus this was brought back to the Panel. Cllr Steel queried how Chelmsford City Council accounted for the schemes when they were completed, Michael Adewole advised to take this to the Chelmsford City Council's Economic Development and Implementation Service Manager.</p> <p><i>(Cllr Scott arrived at 12:36)</i></p> <p>(12:31 – 12:46)</p>	
5.	<p><b>Essex Bus Shelter Project Update</b></p> <p><i>This item was postponed.</i></p>	
6.	<p><b>Report on Funded Schemes 2024/25</b></p> <p>The panel was updated regarding the funded schemes list. It was advised that there was £19,500 remaining in the LHP 2024/25 Budget to make funding recommendations against. Completion of schemes were given as quarters and the panel would be notified of any budget adjustments required. The panel was then updated with the following schemes:</p> <ul style="list-style-type: none"> <li>• <i>LCHE182067 – Church Road Boreham – Parking improvements</i> – officers have advised that this scheme was cancelled due to the recent changes to the Local Highways Panel criteria where it was advised that works that were not on the public highway could not be undertaken. Officers would advise Cllr Spence of this information.</li> <li>• <i>LCHE212007 – Breeds Road/Woodhall Hill, Chignal Smealy – Gateway</i> – officers advised that the scheme would need a £3,500 top up to deliver this. The panel <b>AGREED</b> for the scheme to receive a £3,500 top up.</li> <li>• <i>LCHE188001 – Footpath 76, Galleywood – Markland Close to Rignals Lane – Surfacing</i> – officers advised that this</li> </ul>	

	<p>scheme would be implemented in Quarter 4. Cllr Franks queried regarding the financing of the scheme and Dan Mclean advised that the scheme was a slipped scheme by the end of the last financial year and that the money was secured towards the end of the year.</p> <p>Cllr Franks queried regarding <i>LCHE212019 – High Street j/w Pump Hill, Great Baddow – Mini-roundabout</i> and whether this had been funded. Officers confirmed that this had been funded. Cllr McQuiggan added that the parish council had been notified as well.</p> <p>The panel was updated regarding the Chairman’s Panel schemes and it was noted that they were awaiting funding of £146,000. Officers advised that <i>LCHE202041 – Ferrers Road nr Benbow Drive, South Woodham Ferrers – Signalised crossing</i> design would be brought forward.</p> <p>Cllr Scott queried regarding <i>LCHE192024 – A414 Main Road nr The Bell P/H, Danbury – Zebra crossing improvements</i> and <i>LCHE22302 – O/s Flettons Lodge, Penny Royal Road, Danbury – Footway</i> and whether the schemes were being elevated to the Chairman’s Panel. It was confirmed that the schemes had been elevated to the Chairman’s Panel and would be discussed at the October Chairman’s Panel.</p> <p><b>AGREED</b> that the Funded Schemes List be noted.</p> <p>(1246 – 12:54)</p>	
7.	<p><b>Report on Schemes Awaiting Funding</b></p> <p>The panel was then updated regarding the schemes awaiting funding list received for the consideration of the panel. Members were also advised that the panel would normally consider a Sub-Group meeting. It was <b>AGREED</b> for the Sub-Group to be reinstated with the same members as last year. Cllr Steel queried when it would the Budget for the next year be set. Dan Mclean advised that this would be set on the ECC Full Council for February 2025.</p> <p>Members and Officers then went through the Schemes Awaiting Funding report, which was divided into the categories of Traffic</p>	JS

Management, Walking, Cycling, and Passenger Transport. The panel then commented and discussed on various schemes below.

Cllr McQuiggan advised that, after consultation with residents, that the scheme *LCHE212020 – B1009 Beehive Lane j/w Loftin Way, Great Baddow – Mini-roundabout*, was to be cancelled as the residents did wish for this to move forward. Cllr McQuiggan also advised for *LCHE232026 – Meadgate avenue – Signage* to be looked at again as it was observed that the £9,500 cost was deemed steep. Jon Simmons advised that this had been flagged up as a concern.

Jon Simmons advised that *LCHE192041 – Westway j/w Clock Tower Retail Park service road, Chelmsford – Right turn lane* had been marked as a red scheme as officers found no feasible solution. However, it was also advised for the scheme to remain on the list. Cllr Steel queried regarding red schemes and whether these would be taken off and for the parish council informed. ECC officers confirmed that this would be the case.

The Chair advised that there had been accident by the location of the scheme *LCHE222012 – Howe Green/Sandon – Gateway signage* and queried whether a speed survey for 40mph and above could be included. ECC Officers advised that this would need to be a separate scheme. Cllr Grundy agreed to send through a request.

Cllr Grundy queried whether the schemes in validation take in account schools and Jon Simmons confirmed that they do. It was also advised that parents were encouraged to use the parking in the village. It was then queried whether there could be an average speed camera throughout Stock. Officers advised that speed surveys had been done. Cllr Steel then queried whether a 20mph non-mandatory school stop sign to be possibly implemented however Jon Simmons advised that these would only be placed directly outside schools. Cllr Grundy advised that there was movement to get a petition organised.

Cllr McQuiggan asked whether it was possible to view speed survey results. Jon Simmons advised that an interactive map was available on the Essex Highways website to locate where speed survey had been facilitated and he could also acquire these for members if they provide an area. However, it was also advised that developers also

often put on speed surveys however the results were often inaccessible.

Cllr Robinson proposed to have a cycle path in conjunction with the scheme *LCHE232015 – Scots Corner – Traffic management improvements* and asked whether this would need to be separate scheme. Jon Simmons advised that this needed to be a separate scheme and that this would likely need to be at the Chairman Panel should it be a purely cycling scheme. Cllr Robinson commented on the good work of Essex Highways on the cycle path from Goulton Road to Broomfield Hospital.

Regarding *LCHE243001 – White Hart Lane – Crossing improvements*, it was advised that the scheme would include looking at improving the warning signage and review the carriageway lanes. Cllr Mackrory queried regarding the cost of Option 1 of the scheme, and it was advised that the vegetation would need to be cut back severely to improve the warning signage. It was then reported by Cllr Mackrory that the red light was completely obscured by vegetation and that several residents had complained that some jump the red lights. Jon Simmons advised that this would be a highway maintenance issue if the red light was completely obscured.

Cllr Mackrory queried regarding *LCHE233005 – Lawn Lane – Signalised crossing* and Jon Simmons advised that there was a degree of pedestrian/vehicle conflict survey. An update would be sent to Cllr Mackrory.

Cllr Scott queried regarding *LCHE213008 – The Ridge, Little Baddow – Footway* and when this would be completed. Officers advised that the scheme was under awaiting funding and this would be discussed in the Subgroup.

Cllr Robinson confirmed that the scheme *LCHE223009 – S/o 44 Weller Grove, Chelmsford – Barrier* was to be removed as it was reported that funding had been acquired from the Police, Fire, and Crime Commissioner.

The panel was advised for the cycling schemes to be moved in consideration of the Chairman's Panel, most were for signing and lining.

Cllr McQuiggan highlighted *LCHE154002 – Chelmer Park Cycle Route, Beehive Lane, Galleywood – Footway/Cycleway* for completion as it was part of a national cycling route. Cllr Mackrory queried regarding a scheme on Princess Road which ECC Officers would take away and advise.

Regarding schemes on passenger transport, it was advised for the following schemes to be considered at the Chairman's Panel, having been reviewed by the Passenger Transport Team:

- *LCHE225001 – Lynmouth Avenue j/w Lady lane, Chelmsford – Junction improvements;*
- *LCHE225002 – Bishops Hall Road, Chelmsford – Bus stop improvements;*
- *LCHE225003 – Centenary Way j/w White Hart Lane, Springfield – Bus stop improvements;*
- *LCHE225004 – Plumtree Avenue j/w Gowers Avenue, Great Baddow – junction improvements;*
- *LCHE225006 – Church Road/Downham Road, Ramsden Heath – Kerbs.*

Cllr Steel queried on why the schemes were being elevated to Chairman's Panel. Jon Simmons advised that it was because of the nature of the scheme. It would require refurbishments of the bus stops to be funded as well as to fund the designs of some of the improvements.

Cllr Franks suggested on a separate report for just the schemes for the Chairman's Panel. Officers advised that there had only been a few meetings which included sending schemes to Chairman's Panel. When more schemes were elevated, officers could then discuss how these schemes could be reported. It was also advised that the schemes would go through the Panel as well to be elevated to the Chairman's Panel. The Chair also advised that the Chairman's Panel was only finding its feet.

Cllr Steel queried regarding the rejected schemes and it was advised that once a scheme had been rejected, it was removed from Report 2 but all background information was kept.

**AGREED** that the Schemes Awaiting Funding List be noted.

	(12:54 – 13:29)	
<b>7.</b>	<p><b>Report on Revenue Funding 2024/25</b></p> <p>The panel was updated with the schemes under Revenue Funding including the externally funded schemes in Stock. It was advised that the following schemes, including the externally funded schemes in Stock, were completed:</p> <ul style="list-style-type: none"> <li>• <i>LCHE232007 – Galleywood Road, Chelmsford;</i></li> <li>• <i>LCHE232018 – Stock Road, Stock;</i></li> <li>• <i>LCHE212030 – Heath Road, Ramsden Heath;</i></li> <li>• <i>LCHE232028 – Downham Road, Stock;</i></li> <li>• <i>LCHE232027 – Gloucester Avenue, Chelmsford;</i></li> <li>• <i>LCHE242001 – Creephedge Lane, Woodham Ferrers, and;</i></li> <li>• <i>LCHE232018 – Stock Road, Stock.</i></li> </ul> <p>It was also advised that the traffic survey for <i>LCHE242011 – Church Street/Southend Road, Great Baddow</i> was booked for 13<sup>th</sup> August 2024 and waiting to be completed.</p> <p><b>AGREED</b> that the Report on Revenue Funding 2024/25 be noted.</p> <p>(13:29 - 13:30)</p>	
<b>8.</b>	<p><b>Any Other Business</b></p> <p>Cllr Grundy queried regarding the website and that the schemes list remained inaccessible and showing under maintenance. Dan Mclean advised that there would be a new website for the schemes list and awaiting to be signed off by the officers. Cllr McQuiggan advised if the list on the Member's Portal could be passed to parish councils, and it was confirmed that they could.</p> <p>(13:30 -13:32)</p>	<b>DM</b>
<b>9.</b>	<p><b>Dates of the Next Panel Meetings</b></p> <p>The next meeting date for this year would be <b>11<sup>th</sup> December 2024 at 12:30pm, in Waterhouse Room, Civic Centre, Chelmsford.</b></p>	



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The meeting closed at 13:32

Chair