

## CHELMSFORD CITY LOCAL HIGHWAYS PANEL MINUTES

12 June 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, Marie Goldman, Ian Grundy, Anthony McQuiggan, Stephen Robinson, and Mike Steel
<b>Officers:</b>	Jon Simmons and Dan Maclean – Essex Highways Michael Adewole and Paul Brookes – Chelmsford City Council
<b>Secretariat:</b>	Jan Decena - Chelmsford City Council

Item		Owner
1.	<b>Welcome and Introductions</b>  The Chairman welcomed those present.	
2.	<b>Apologies for Absence</b>  Apologies for absence were received from County Councillors Jude Deakin, Ian Grundy and Mike Mackrory.	
3.	<b>Minutes of Previous Meeting</b>  The minutes of the meeting on 10 <sup>th</sup> April 2024 were agreed as a correct record.	

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 below.</p> <ul style="list-style-type: none"> <li>• <i>LCHE192041 – Westway j/w Clock Tower Retail Park service road, Chelmsford – Right turn lane</i> – the panel was advised that the validation details of the scheme had been sent to Cllr Deakin.</li> <li>• <i>LCHE222004 – O/s Keene Homes, Broomfield Road, Chelmsford – KEEP CLEAR</i> – the panel was advised that an update on the findings of the scheme validation had been sent to Cllr Robinson.</li> </ul> <p>The panel was also advised that the Essex Bus Shelter Project Update was planned for the meeting. However, due to the election period, this would need to be deferred to the next meeting. Cllr McQuiggan requested for the panel to receive a brief summary regarding <i>LCHE155026/LCHE175010/LCHE195001 – Bus shelters at various locations</i>. Essex Highways officers advised that they would circulate this.</p> <p>(12:32 – 12:35)</p>	JS
5.	<p><b>Essex Bus Shelter Project Update</b></p> <p><i>This item was deferred to the next CLHP meeting.</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 £70,000 remaining in the LHP 2024/25 Budget to make funding recommendations against and that there was £45,500 available for LHP Additional Funding Schemes. It was also advised that six schemes were elevated to Chairman’s Panel for the Chairman’s Panel Funded Scheme. Completion of schemes were given as quarters and the panel would be notified of any budget adjustments required.</p> <p>Cllr McQuiggan queried if the notifications would be sent to the panel. Jon Simmons advised that the local councils would be notified with any changes. Cllr Steel enquired regarding the member’s led list and it was advised that this was not generated through Essex Highways. Essex Highways officers were happy to take this away.</p> <p>Regarding <i>LCHE192025 – Well Lane, Danbury – Dropped kerb</i>, Essex Highways officers confirmed that this is funded for the current financial year and it was estimated that this would be completed on</p>	DM

	<p>quarter 4. Cllr Scott then asked if this could be reported back to the parish council and Essex Highways officers confirmed that it can. It was also advised that the scheme <i>LCHE152104 – Well Lane to The Heights – Service Road, Danbury – One-way</i> would proceed to go to Design.</p> <p>The panel then considered schemes to be funded byr the Chairman’s Panel. It had been agreed bythe Chairman’s Panel for the below schemes to be funded:</p> <ul style="list-style-type: none"> <li>• <i>LCHE202041 – Ferrers Road nr Benbow Drive, South Woodham Ferrers – Signalised crossing;</i></li> <li>• <i>LCHE182070 – Doctors Surgery, Lordship Road, Writtle – Bus stops;</i></li> <li>• <i>LCHE213002 – Westway Service Road – Footway;</i></li> <li>• <i>LCHE224005 – Broomfield Road j/w Rectory Road, Chelmsford – Junction improvements;</i></li> <li>• <i>LCHE224007 – Parkway j/w Glebe Road, Chelmsford – Junction improvements.</i></li> </ul> <p>The panel <b>AGREED</b> for the above schemes funded.</p> <p>Regarding <i>LCHE212012 – A1245 Rettendon RAB, j/w Hawk Hill, Rettendon – Signing</i>, the panel was advised that this would still remain in the Chairman’s Panel for the funding. It was also advised that the signage would need to go to the A130 and that they would need to engage with CountyRoute.</p> <p>Dan Maclean advised that the Chairman’s Panel had now gone through the first round of funding. It was advised that out of the £1.9 million, £212,000.00 remained in the Capital Budget. There was also opportunities to bid for more schemes.</p> <p>Regarding <i>LCHE188001 – Footpath 76 Galleywood – Markland Close to Rignals Lane – Surfacing</i>, Essex Highways officers advised that this would be funded through the LHP Additional Funding of £45,500.00 sourced by Cllr Cunningham, as ECC Cabinet Member for Highways, Infrastructure and Sustainable Transport, and advised that this was a slipped scheme. Cllr McQuiggan expressed his thanks.</p> <p><b>AGREED</b> that the Funded Schemes List be noted.</p> <p>(12:35 – 12:42)</p>	
7.	<p><b>Report on Schemes Awaiting Funding</b></p> <p>The panel was updated regarding the schemes awaiting funding list received for the consideration of the panel. It was identified that</p>	

£70,000 that remained from the 2024/25 LHP Capital Budget which the panel could use to make further scheme funding recommendations. There were also schemes highlighted to be brought for the Chairman's Panel.

The panel were advised of the following schemes that were highlighted to be brought for the Chairman's Panel:

- *LCHE202039 – Maldon Road, Great Baddow – Zebra crossing* – it was advised that validation had been completed and that the CDPV value that was recommended was met and could move to the Design stage. It was also advised that if agreed, implementation would also need to elevate to Chairman's Panel.
- *LCHE213008 – The Ridge, Little Baddow – Footway* – the panel agreed for this scheme to be elevated to the Chairman's Panel
- *LCHE203003 – O/s Writtle Infant School, Lodge Road, Writtle – Footway* – the panel was advised that
- *LCHE223002 – O/s Flettons Lodge, Penny Royal Road, Danbury – Footway* – the panel was advised that the property owner had agreed to gift land needed to highways.

Cllr Goldman queried regarding *LCHE222032 – O/s Patching Hall Lane, Chelmsford – Traffic management improvement*. It was advised that there was a remit for the district LHP to consider the scheme. The panel was advised that the existing build-out was affecting the access to properties and this called for the need for it to be relocated.

The panel **AGREED** for the above four highlighted schemes to be elevated for the Chairman's Panel.

The panel then considered schemes for further funding recommendations, in which they had £70k available from the LHP 2024/25 Budget. The panel **APPROVED** for the following schemes to be considered for further funding:

- *LCHE182031 – Cherwell Drive, Chelmsford – Remedial bollard works to over-run area;*
- *LCHE202015 – Orchard Street j/w Moulsham Street, Chelmsford – No entry improvements;*
- *LCHE202045 – O/s 237 Avon Road, Chelmsford – Bollards;*
- *LCHE212021 – Central Chelmsford, 20mph extension;*
- *LCHE192024 – A414 Main Road nr The Bell P/H, Danbury – Zebra crossing improvements to be considered by Chairman's Panel;*
- *LCHE223001 – S/o 58 Fortinbras Way, Chelmsford – No Cycling sign.*

Regarding *LCHE182031*, Cllr Goldman commented that this was an old scheme and advised that there would be further consultation however this was not done. Jon Simmons noted this.

Cllr Steel queried regarding the signing for *LCHE192017 - B1008 j/w The Street, Little Waltham – Signing/Lining improvements*. It was advised as there was no 'No Entry' signage at the site, this led to vehicles turning the wrong way on the dual carriageway. Jon Simmons also advised that there had been reports of accidents in the area. Cllr Steel advised that there was an option to block off that junction and asking ARF for it to be analysed.

Cllr Robinson commented on scheme *LCHE202045* and advised that the issue was evident in all of the estates in the area. It was advised that there were lots of verge parking which destroyed the grass. It was also mentioned that some residents would be willing to pay for parking bays to be put in place and asked if this was possible. Jon Simmons advised that if someone wished to externally fund the scheme, Essex Highways could process the validation and advise if it would be feasible and get an estimated costing. However, it was advised that the finished scheme would be reinstated as a highway. Residents would be able to apply for parking permits then.

Regarding *LCHE192024*, Jon Simmons advised the panel that there had been no further communication and that for the scheme to go to feasibility study for an option for a light control crossing. Cllr Scott then advised that there would be a letter from the parents especially after the fatality and there were reports from travellers from Maldon. Officers advised that they take this away for action and that the scheme would remain on the Chairman's Panel.

Cllr Goldman queried regarding *LCHE233002 – Princes Road – Pedestrian guard railing* and whether there was a scope to revise the white line markings and what were the boundaries. Jon Simmons advised that if this fall under private land, then would need to have permission. It was also advised that part of the validation was to improve the conspicuity of the white lines.

Cllr Goldman also expressed her concerns regarding *LCHE223001* and the lack of 'No Cycling' signs and that this was a heavily used walkway. Jon Simmons advised that there were additional works needed and that there was also a need to make residents aware of the 'No Cycling' lane.

Cllr Steel queried regarding the quarters regarding the completion of the schemes. Jon Simmons advised that officers would discuss this with the Design Team Leader and that the quarters in the report were what was envisioned when the schemes would be completed. Validations were completed normally within four weeks. Dan

	<p>Maclean also added that they had also met with the design team to discuss the progress regarding the backlog of schemes.</p> <p><b>AGREED</b> that the Revenue Funding List be noted.</p> <p><i>(Cllr Robinson entered at 12:52)</i></p> <p>(12:42 – 13:15)</p>	
7.	<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 – <i>LCHE2322028</i> and <i>LCHE232018</i> – in Stock. The panel was also advised that costs regarding <i>LCHE2333005</i> was not taken into the account in the report as the survey would be funded through LCWIP3.</p> <p><b>AGREED</b> that the Schemes Awaiting Funding List be noted.</p> <p>(13:15 - 13:16)</p>	
8.	<p><b>Any Other Business</b></p> <p>Cllr Robinson queried regarding schemes <i>LCHE224005</i> – <i>Broomfield Road j/w Rectory Road, Chelmsford – Junction improvements</i> and <i>LCHE224007</i> – <i>Parkway j/w Glebe Road, Chelmsford – Junction improvements</i>. It was confirmed that these were approved for funding when elevated to the Chairman’s Panel. Cllr Robinson also queried regarding which part of ECC Highways was responsible for EV chargers. ECC Highways officers advised that they would take this away.</p> <p>Cllr John Spence expressed his concern over scheme <i>LCHE225003</i> – <i>Centenary Way j/w White Hart Lane, Springfield – Bus stop improvements</i> after receiving calls from residents. It was advised that there was a consensus that a crossing would be needed and would like this to be funded. It was also asked whether this would be subject to a s106 from the developers.</p> <p>The Panel was also informed of an error whereby funding was not received by the City Council, following a previous agreement by the Panel in March 2020 for a £150,000 funding to be used to build wayfinder signage over a three-year period. In 2020/21, the first instalment of £50,000 was paid to Chelmsford City Council. However, the rest of the payment remain outstanding. It was advised that this issue would be reported back to the Panel.</p> <p>(13:16 -13:25)</p>	<b>DM</b>

<b>9.</b>	<b>Dates of the Next Panel Meetings</b>  The following meeting dates for this year would be as follows; <ul style="list-style-type: none"><li>• <b>11<sup>th</sup> September 2024 at 12.30pm</b></li><li>• <b>11<sup>th</sup> December 2024 at 12:30pm</b></li><li>• <b>12<sup>th</sup> March 2025 at 12:30pm.</b></li></ul>	
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The meeting closed at 13:25

Chair