

COLCHESTER LOCAL HIGHWAYS PANEL
Minutes of the meeting held on 18 June 2024 - 10.00
ONLINE MEETING: MICROSOFT TEAMS

Chairman:	County Councillor Sue Lissimore
Panel Members:	County Councillors: Simon Crow, Dave Harris, David King, Lee Scordis Borough Councillors Kemal Çufoglu, Jeremy Hagon, Andrea Luxford-Vaughan and Mike Lilley. Parish Councillors: Sue Allen-Shepherd and Robert Johnstone
Officers:	Essex Highways: Jon Simmons – Highways Liaison Officer CCC: Jane Thompson – Transport and Sustainability Lead Colchester Borough: Owen Howell – Democratic Services Officer.
Secretariat:	

Item		Owner
1.	Welcome and Introductions: The Chairman welcomed Councillors and officers to the meeting.	
2.	Apologies for Absence Apologies for absence were received from Councillors Lewis Barber [who intended to join later, if possible] and Lee Scordis. Apologies also received from Daniel Maclean, Highway Liaison Team Leader.	
3.	Minutes of the meeting held on 9 April 2024 The minutes of the meeting held on 9 April 2024 were confirmed as a correct record.	
4.	Matters Arising from the Minutes of the Previous Meeting Regarding paragraph one of Minute Four, the Highways Liaison Officer confirmed that at the Panel's September 2024 meeting there would be an update on Low Traffic Neighbourhoods [LTN].	

	<p>The Highways Liaison Officer confirmed that the Highway Liaison Team Leader had emailed details regarding the Monkwick Cycleway improvements, circulating this to all Panel members.</p> <p>Regarding Minute Eight, paragraph two, the Highways Liaison Officer informed the Panel a source of funding outside the LHP had been found and that the Schools Streets project would run until March 2025.</p> <p>Regarding Minute Eight, paragraph one, the Highways Liaison Officer explained that additional updates relating to changes to the Local Highways Panel Process had been provided to County Council Councillors, and that he would ask the Highway Liaison Team Leader to circulate the updates to all other members of the Panel.</p>	DM
5.	<p>Report on Funded Schemes 2023/24</p> <p>The Panel considered a report providing an update on the current position of the previously allocated schemes. The Highways Liaison Officer noted the total value of schemes recommended by the Panel, which was £134,750 out of a total of £250,000 funding provided for use on schemes. This left £115,250 of funding available. Additional Panel funding had been provided by the Portfolio Holder for Highways, Infrastructure and Sustainable Transport since the Panel's April meeting, who had secured funding for a number of schemes from 2022-23 which had not been completed at the time.</p> <p>The Chairs Panel had met subsequently to the LHP's meeting in April 2024, and six of the seven schemes referred to the Chairs Panel had been funded. There remained £200,000 of Chairs Panel funding for additional schemes to be considered, with the next Chairs Panel meeting expected in July.</p> <p>All schemes had now been assigned estimated completion quarters. The Panel would be updated throughout the financial year.</p> <p>The Highways Liaison Officer explained that Scheme 11 was funded, but an address needed to be provided to which the cycle stands could be delivered. Councillor Luxford Vaughan provided the necessary address for this, in the Teams meeting chat.</p> <p>Page nine of the report pack detailed the nine schemes funded by the additional £152,000 funding sourced by the Portfolio Holder for Highways. Many had been put forward by the Panel in April 2024, but the Panel funding that had been assigned to them has been returned to the Panel, which could now make alternative recommendations as to how it was to be used.</p> <p>Page ten of the report pack detailed the schemes put forward to the Chairs Panel. Six had had funding approved for them, with one not</p>	

<p>approved, the DigiGo Bus Service Study under LCOL235002 and, therefore, returned to the LHP. The Chair gave her view that she was not convinced that the scheme should be funded via the LHP, and had asked the Highways Liaison Officer to seek alternative funding pathways for the scheme.</p> <p>The Highways Liaison Officer was asked to explain the process for introducing 20mph schemes and give an idea of costs. The Highways Liaison Officer explained the difference between 20mph speed limits, generally on individual roads, and 20mph speed zones, covering a group of roads. For 20mph restrictions to be introduced, low average speeds in the area were needed, as the Police had limited resources to devote to enforcement. There had to be confidence in high levels of compliance with any 20mph Speed limit/Zone.</p> <p>To introduce a 20mph scheme, a seven-day, 24-hour traffic speed and count measuring had to be taken, to collect data, following which the functional route hierarchy could be looked at, and feasibility assessed. A process would then be needed to introduce a new TRO [Traffic Regulation Order], and any objections considered by the Portfolio Holder for Highways. If a scheme passed these stages, it would be implemented, and enforcement could commence.</p> <p>The Chair noted that there were outstanding requirements for traffic surveys and informed the Panel that she had asked the Portfolio Holder for additional revenue funding for these. The Panel discussed speed issues, with one member venturing that people noticed extremes of speed, rather than average speeds in an area, and asking how traffic calming measures could be introduced. The Highways Liaison Officer explained speed assessments, with Department for Transport guidance being to collect the mean average, along with the eighty-fifth percentile speed but that mean average speed was used as a basis for determining local speed limits. Hourly speed data often shows that average speed increased during the hours of darkness, due to a lower volume of traffic. A recent accident was discussed, which was being looking into.</p> <p>The Highways Liaison Officer and Councillor Luxford-Vaughan arranged to discuss access issues at Wivenhoe Station, including Councillor Cory in this, if possible.</p> <p>The Highways Liaison Officer was asked by Councillor Johnstone why Item Three on page nine, LCOL178002 Footpath 70 Myland – Surface upgrade was taking so long to progress, with doubts expressed as to the potential benefits. Councillor King argued that the scheme still had merit, and had his backing, whilst he accepted that it had taken a long time. Councillor King offered to discuss the scheme with Councillor Johnstone.</p>	<p>JS & ALV</p>
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<p>6.</p>	<p>Report on schemes awaiting funding</p> <p>The Panel considered a report that detailed the schemes that were awaiting funding. The Highways Liaison Officer recapped the funding recommendations made at the Panel's April meeting, and that some were now being funded by the additional funds sourced by the Portfolio Holder.</p> <p>The Chair suggested looking to recommend the schemes which had been waiting longest. In response to questions, the Highways Liaison Officer confirmed that the four schemes on page 13 with Green RAG ratings were ready to proceed. Schemes Five and Six were from 2018, with the Highways Liaison Officer explaining that they still had issues to resolve, to get through validation. The Highways Liaison Officer explained that Scheme Eight [on page 14] should now go to the Chairs Panel. Walking schemes, under the new procedures, would need to be referred up to the Chairs Panel, but the LHP could consider design and costing information before making a referral. A list was given of the other walking schemes shown in the report. It was confirmed that cycle schemes would also predominantly need to go to the Chairs Panel. Schemes for dropped kerbs or tactile pavement could be considered by the LHP.</p> <p>The Panel discussed a range of suggestions from different members as to which schemes to recommend for progression, and whether to hold some funding in reserve for the September Panel meeting.</p> <p>In answer to a question, the Highways Liaison Officer explained that Scheme Seven on page 23 was in validation and would come to the Panel at its September meeting.</p> <p>The Chair asked the Highways Liaison Officer to pick out the schemes which originated prior to 2020, and to circulate these to the Panel, to seek members' approval for these to progress, seeing where this would leave the Panel's budget. The Highways Liaison Officer explained that the list was generated automatically, and that he would investigate whether the report could be changed to show the required schemes in date order.</p> <p>Following a discussion of Scheme 51 [page 19], the Highways Liaison Officer asked Councillor Allen-Shepherd to email him details, and he would investigate the situation.</p> <p>A Panel member stated that the County Council Cycle Strategy included a preference against shared-use footway/cycleways and asked why these were still being considered at all. The Highways Liaison Officer agreed to raise this within Essex Highways. It was stated that LTN1/20 [Cycle infrastructure design], stated that having no scheme was better than installing a bad scheme. It was queried</p>	<p>JS</p> <p>SAS</p>
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	<p>whether all schemes were graded as to how well they fitted the County Council's policies, to decide priority order.</p> <p><i>RESOLVED</i> that the Local Highways Panel refers all schemes marked as 'blue' on the 'Schemes Awaiting Funding List' up to the Chairs Panel.</p> <p><i>RESOLVED</i> that the Highways Liaison Officer would circulate a list of all pre-2020 schemes awaiting funding, to all Local Highways Panel members, prior to the September meeting. Panel members would be asked to approve putting these through for 2024/25 funding immediately.</p>	JS
7.	<p>Report on Revenue Funding 2024/25</p> <p>The Highways Liaison Officer highlighted the £4,442 already spent and asked for the Panel to approve the skipping of survey request LCOL233012 (Gosbecks Road) in order to allow the other survey requests to progress.</p> <p>The Chair informed the Panel that she had requested additional revenue funding from the Portfolio Holder. A Panel member suggested ringfencing £10k for speed surveys, and accepting all remaining requests. The Highways Liaison Officer explained that there was not sufficient funding remaining to approve all requests on the list and it was not possible to use Capital Funding for Traffic Surveys. The Chair explained that the Chairs Panel had a small fund for revenue spending, and that she had requested £10k from that fund for use on speed surveys.</p> <p>The Local Highways Panel noted the report.</p>	
8.	<p>Any Other Business</p> <p>There was no other business.</p>	
9.	<p>Date of next meeting:</p> <p>The next three meetings of the Local Highway Panel would take place as Teams meetings on the following dates:</p> <ul style="list-style-type: none"> • Tuesday 17th September 2024 – 10:00 • Tuesday 17th December 2024 – 10:00 • Tuesday 18th March 2025 – 10:00 	