



Epping Forest District LOCAL HIGHWAYS PANEL MINUTES

12 September 2024 at 17.30pm

Virtual Meeting on MS Teams

| Chairman: | Councillor L Scott (ECC) |
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| Panel Members: | Councillor C Whitbread (ECC) Councillor J McIvor (ECC) Councillor C Pond (ECC) Councillor M Vance (ECC) Councillor H Whitbread (ECC) |
| Other Councillors: | |
| Officers: | Dan McClean – Highways Liaison Team Leader (Essex Highways) Jenny Boxall – Highways Liaison Officer (Essex Highways) |
| Secretariat: | Therese Larsen – Democratic Services Officer (EFDC) |

| Item | | Owner |
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| 1. | Welcome and Introductions The Chairman, Cllr Lee Scott, welcomed Members, Officers and Guests present and let them know the meeting would be recorded for the purpose of | LS |
| 2. | the minute taking. | |
| Ζ. | Apologies | |
| | Apologies for lateness received from Cllrs C. Whitbread and H Whitbread. No Apologies given by Councillor Mclvor for non attendance. | LS/TL |
| | Declarations of Interest | |
| | There were no declarations of interest pursuant to the Council's Code of Member Conduct. | |





| 3. | Minutes | | | |
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| | RESOLVED: | | | |
| | That the minutes of the meeting held on 04 April 2024, be agreed by the Panel as a true record. | | | |
| 4. | Matters Arising from Minutes of the previous meeting | | | |
| | There were no matters arising from the minutes of the meeting held on 04 April 2024. | | | |
| 5. | Report on Funded Schemes | JB | | |
| | The HLO updated Members on the schemes and advised that: | | | |
| | Schemes which have been passed to the Chairmans Panel are all being worked on either in design, implementation or other stages. Cllr Scott wants them to be reminded to give us dates for work to start as soon as possible. Dan Maclean they should be able to give us dates by the next meeting. | | | |
| | Some of the details on the agenda report may be a little out of date, as the report was prepared for the September EF Local Highways Panel. However, HLO updated the panel as per the report as no further information has been received. | | | |
| | Cllr Scott suggested a new EF Local Highways Panel meeting shortly after the next Chairmans Panel on the 8th October, and request a more detailed update by then as Councillors are being asked by residents when schemes will be implemented. HLO and Therese Larsen will take this as an Action to arrange a new meeting. Dan Maclean explained that Design Team and Delivery Gangs are anxious to give dates before designs are complete, however should be able to give an estimate with caveat that dates may be subject change. | | | |
| 6. | Report on Schemes Awaiting Funding | JB | | |
| | Passenger Transport: | | | |
| | HLO gave the Panel a short update on schemes on the list waiting to be funded. No further funding is available for this financial year, and it will therefore currently be very difficult to secure funding for anything on this list. | | | |
| | A new contract has been awarded for Bus Shelters. Work is due to start under the new contract in September 2024. | | | |





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| | Action - Dan Maclean will liaise with NEPP and secure a representative for the next EF Local Highways Panel meeting, in order for a more detailed update to be given. | DM |
| Traffi | Traffic Management: | |
| 1. | Cllr Scott suggested the four first schemes on the list be sent to the Chairmans Panel for funding. These schemes being:- LEPP192038 Coppice Row, Theydon Bois - Traffic Calming LEPP202026 Meridian Park Estate, Waltham Abbey – Signage LEPP192002 High Street j/w Towpath to Roydon Marina, Roydon - Road markings LEPP192034 Upland Road - Width restriction | |
| | HLO explained that there is a list further down in the report that deals with schemes for the Chairmans Panel. | |
| 2. | Cllr Holly Whitbread informed the Panel that the Coppice Row, Theydon Bois is due to be relayed shortly and asked if the traffic calming could possibly be dealt with at the same time. Cllr Scott suggested that Dan Maclean take this as an Action and discuss this with the Cabinet Member. Dan Maclean will in first instance speak directly to the Maintenance Team as they will be working in the area. | |
| | Action – Dan Maclean will enquire about himself, and HLO being included in the distribution of the list of works due to be done. | DM |
| 3. | Cllr Scott enquired about being able to fund item no 11 – LEPP202024 Junctions Lambourne Road, Romford Road and Gravel Lane, Chigwell - Traffic signals – from his Locality Money to get it removed from the list. Dan Maclean confirmed this is possible as long as the Gang has the capacity to do the work. Action – HLO will find out from Design if this is possible. | HLO |
| 4. | HLO informed the panel that there are a few on the list that are in Validation, and these are being chased for an update regularly. | |
| 5. | HLO is setting up a date to go out on location to check feasibility for the Salt Bins. | |
| 6. | Item No.36 on the list – LEPP222030 Loughton Way j/w River Road - Traffic Calming – HLO and Cllr Vance met at the location. Cllr Vance asked for an update. HLO confirmed it is sitting in Design and as soon as an update is available it will be sent to the member. | |
| 7. | Item No. 51 – LEPP242003 Hainault Road j/w Manor Road & Fencepiece Road - Traffic Light Signals – has been sent to the ITS team, they have been chased by HLO | |
| 8. | Item No. 52 – LEPP242004 Coopersale Street, Epping - Traffic Management – speed survey has been done and it didn't met criteria. | |





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| | | However, Cllr Holly Whitbread will be doing a petition with the residents and wants the scheme to remain on the list for now. | |
| | 9. | Cllr Vance asked if there is anything else that can be done if a speed survey comes back as negative. Dan Maclean encouraged the Councillors to come forward with any questions, as issues can be looked at on a case-by-case basis for extra signage etc. | |
| | 10. | Cllr Scott asked if Item No. 53 – LEPP242007 Synagogue, Borders Lane, Loughton – Bollards – can this be funded by Community Security Fund from Central Government, providing Highways gives approval. Dan Maclean said to leave the scheme on the list until validation has been completed, once cost has been established and permission has been granted, then funding can be sourced elsewhere. | |
| | 11. | HLO informed the Panel that the speed surveys will take place now summer holidays are over, for a more realistic reading. | |
| (| Chairs | Panel Schemes: | |
| | 1. | It was agreed that most of the schemes should be left on the list to seek funding when available. Cllr Scott removed Item No. 3 on the list – LEPP192049 Limes Avenue j/w Fence piece Road - Traffic management improvements. | |
| | 2. | Cllr Pond checked if Item No.9 LEPP193016 Rectory Lane - Zebra Crossing – can be changed to a non-signalised crossing to make it cheaper and therefore more likely to happen. HLO confirmed that as the survey came back saying this is what is needed, it cannot be changed as that could have repercussions if an accident was to happen. | |
| | 3. | Cllr Vance is concerned that Item No. 11 – LEPP212031 High Road, Buckhurst Hill - Zebra Crossing – is too expensive. Cllr Scott will give the Panel an update after the Chairmans Panel in October. | |
| 7. | Any O | ther Business | |
| | | Therese Larsen asked for confirmation whether it is 3 or 4 Epping Forest District Councillors needed for the Panel. Confirmation was given that it is 3. Action – Therese Larsen will provide HLO with the nominations when available. | TL/LS/ CP |
| 8. [| Date o | f Next Meeting | |
| | The next meeting of the Epping Forest District Local Highways Panel would be in October 2024. | | |



