

MINUTES

of the

CHELMSFORD LOCAL HIGHWAYS PANEL

28 September 2016

Present:

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| County Councillor John Aldridge | Essex County Council |
| Councillor Richard Ambor | Chelmsford City Council |
| County Councillor Jenny Chandler | Essex County Council |
| Councillor Jude Deakin | Chelmsford City Council |
| Councillor Michael Holoway | Chelmsford City Council |
| County Councillor Ray Howard | Essex County Council |
| County Councillor Mike Mackrory | Essex County Council |
| County Councillor Dick Madden (Chairman) | Essex County Council |
| Councillor Jean Murray | Chelmsford City Council |
| County Councillor Stephen Robinson | Essex County Council |
| Councillor Bob Shepherd | Chelmsford City Council |

In attendance:

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|----------------|-------------------------|
| Sonia Church | Essex County Council |
| Stuart Graham | Chelmsford City Council |
| Brian Mayfield | Chelmsford City Council |
| Averil Price | Chelmsford City Council |
| Jon Simmons | Essex County Council |
| Rosa Tanfield | Chelmsford City Council |

1. **Apologies for Absence**

There were no apologies for absence.

2. **Minutes of the Chelmsford Local Highways Panel Meeting on 30 June 2016**

The minutes of the Chelmsford Local Highways Panel meeting held on 30 June 2016 were approved as a correct record and signed by the Chairman.

3. **Matters Arising***Attendance at meetings*

The Chairman said that he was content for County Councillors for Chelmsford who were not members of the Panel to attend the meeting to comment on schemes within their Divisions.

2016/17 Financial Provision

The Chairman stated that he had met the County Council's Cabinet Member for Highways and Transportation to discuss this and other matters. Councillor Johnson had confirmed that the full programme of improvements to local roads and footways

across Essex funded from the capital programme was published online. Chelmsford had been allocated about 10% of the budget, comprising £3.8m for Local roads, £1.6m for Priority 1 roads, £1.5m for Priority 2 roads: £1.5m and £1.2m for Footways.

The Panel noted the online information but commented that it did not include all schemes being carried out under various programmes, including those being done by statutory undertakers and developers. The Panel felt that there was a lack of liaison between the various parties carrying out works and insufficient information on forthcoming schemes was being given to elected members. Sonia Church acknowledged these shortcomings but said that Essex Highways was working towards better liaison between local authorities, statutory undertakers and developers. She added that there was a rolling programme of road maintenance which could be circulated to councillors, including the schemes for 2017/18. Whilst the 2016/17 capital programme list of works for footway and road maintenance was published online it did not include LHP and developer funded schemes.

Councillor Robinson questioned why schemes were not being carried out in accordance with the hierarchy of roads. Sonia Church said that priority was still being given to schemes for Priority 1 and 2 roads but other local schemes funded by separate budgets were being undertaken to different programmes and timetables.

Writtle Road junction with A1016 Westway, Chelmsford – Additional Pedestrian Guard Rail – LCHE152103

County Councillor Deakin said that there still appeared to have been no progress with resolving the problem of vehicles crossing and parking on the area outside the shop at this site. Jon Simmons said that the business in question had not responded to representations about preventing driving over the footway and that consideration was now being given to the installation of bollards to prevent parking on the forecourt. The Panel commented that the owners of the business could be encouraged to use the area at the rear of the shop for the parking and unloading of vehicles, although consideration should be given to using removable bollards for those occasions when it might be necessary for vehicles to load and unload from the forecourt.

Action: A scheme be produced for the installation of bollards, possibly removable, and that Jon Simmons continue to negotiate a resolution to the problem with the company in question.

Additional Funding for Equipment/Training

Jon Simmons confirmed that the brush-cutter/flail mower had now been acquired. Councillor Holoway welcomed the information but expressed regret that the equipment had not been available before the last growing season.

Watchouse Road (Skinners Lane to Pipers Tye) Galleywood – Speed Reduction measures – VAS Sign

Jon Simmons reported that a response was awaited from Galleywood Parish Council on the suggestions made at the last meeting. Councillor Chandler said that she would pursue the matter with the Parish Council.

A132 Burnham Road, South Woodham Ferrers – extension of 40mph speed limit, reposition town nameplate, SLOW road markings – LCHE152079

The Panel was informed that South Woodham Ferrers Town Council had noted the lack of police support for the scheme and expressed disappointment that it would not be carried out.

Feasibility study to consider a cycle route through Chelmsford on a south-north alignment but avoiding the High Street

Representatives of the Panel had met with officers of the County Council and had expressed the view that any such cycling route should not include the High Street. A number of options were being considered, including a route via the Cornhill and from Market Road through the Genesis development to Duke Street.

Action: Jon Simmons to arrange for officers from the County Council to attend the Panel's next meeting to discuss the Chelmsford Cycling Action Plan and the Growth Package.

Copperfield Road, junction with Dickens Place, Chelmsford – traffic management improvements – LCHE 162143

A speed survey was being arranged as part of the re-validation of this scheme.

The Street j/w Vicarage Road, Roxwell – traffic management improvements – Parish Council suggestions of speed humps, red surfacing or VAS signs – LCHE152109

A speed survey had been carried out for the 40mph section of this road and its findings fed into the data for this scheme. The results would be reported to the next Panel meeting. County Councillor Aldridge expressed the view that signs and markings designed to encourage drivers to slow down were not productive in all cases as the speed at which drivers travelled was governed more by their perception of an appropriate speed for the road rather than the presence of such signs.

Batching of Cycling Schemes

As reported earlier the Cycling Action Plan for Chelmsford would be discussed at the Panel's next meeting. Sonia Church said that it was unclear, but unlikely, that batching schemes would qualify them for funding. The Panel expressed the view that funding from other sources, such as SELEP, should be explored.

Action: Investigations continue into the funding of cycling schemes and Sonia Church provide an update at the December meeting.

4. **Approved Works Programme Updates**

(A) Schemes in Progress

Jon Simmons reported that the following schemes had been completed –

8. A132/B1012 (Shaw Farm RAB) and B1012/B1418 South Woodham Ferrers – LCHE142041
25. A1060 Parkway/Odeon RAB (j/w High Bridge Road) Chelmsford – improvements to cycling/pedestrian facility at roundabout - LCHE161013

It was noted that –

1. Parkway A1060/Odeon RAB Traffic Management Improvements. Faults found during the testing of the variable messaging signs had led to a delay in their installation
2. Watchouse Road Skinners Lane to Pipers Tye speed reduction measures. A response was awaited from the Parish Council on whether it would contribute to the cost of a re-validated scheme.
11. Springfield Allied Estate, improvements to existing speed signage. This scheme was now scheduled for Quarter 4.
36. Springfield Library, New Bowers Way, new signs. The concern of Councillor Mackrory about the delay with this scheme was noted.
45. Survey Works – Ad hoc Survey Works – automatic Traffic Counts/Degree of Pedestrian Conflict Surveys/ Road Safety Assessments – To date, 12 automatic traffic counts had been completed at a cost of £3,000.

AGREED all the comments above were noted.

Entry Points to Chelmsford City nameplate signs – LCHE142023

The Panel was informed that the City Council had funded the £60,000 cost of the scheme for 11 signs on major routes. It was thought that scheme LCHE142023 referred to the black and white signs on minor routes.

Action: Confirmation as to which signs this scheme refers be provided, together with the date it was approved by the Panel.

Sandon Hill, Ford End - traffic management improvements through village.

Action: Sonia Church to provide County Councillor Aldridge with a breakdown of spending on this scheme.

Melbourne Avenue, conversion of footway to cycleway/footway

Action: Jon Simmons to explore funding this from Section 106 monies or Cycling Action Plan funding.

Lodge Road, Bicknacre, passing bays

AGREED: That an additional £20,000 be provided for this scheme, met by underspends on other schemes or schemes not being progressed. (It was noted that the scheme could be completed by December 2016.)

(B) Design & Feasibility Studies

Wood Street (nr parade of shops) – feasibility study into pedestrian crossing options

The Panel was informed that the possibility of using Section 106 monies to implement any scheme arising from the feasibility study was being explored.

5. **Potential Schemes List V29**

Jon Simmons introduced the current potential schemes list, which had an estimated cost of £796,122. He explained that the list included all schemes that were being validated or had already been validated and reported on those schemes currently at “red” status.

Safer Roads

(1) A131 Braintree Rad RAB. The Crescent, Main Road/Goodmans Lane. Great Leighs. Improvement of signs and lines – LCHE151014

This scheme had been removed from the list and included in the Major Schemes list.

Traffic Management

(4) Broomfield Parade/Pentland Avenue footway improvement – LCHE152111

It was intended to leave this scheme on the list pending the results of discussions between Rosa Tanfield and local businesses about the parking situation in this area. The Panel expressed the view that a comprehensive solution dealing with all the parking issues was needed.

(33) Stock Road/Watchouse Road, Galleywood, signs to heritage centre – LCHE142067

Action: John Simmons to provide Councillor Chandler with an update on this scheme.

(36) Watchouse Road nr j/w Skinners Lane/Well Lane, Galleywood, junction warning signs – LCHE162153

Jon Simmons would be discussing with the Parish Council the funding of the proposed signs.

Cycling

(1,3,5,7 & 8) Various route cycling improvement schemes

AGREED: That all the “red” cycling schemes remain on the list pending the discussion on cycling issues at the December meeting.

6. **Highways Rangers Summary**

The Panel considered an updated summary of the Chelmsford City Highways Rangers work programme.

AGREED that the report be noted.

7. **Section 106 Updates**

The Panel received an update on Section 106 highway schemes and a schedule showing the balances on schemes in the Chelmsford area.

Stuart Graham reported that the schedules at item 7A had been refreshed to provide, by parish and ward, information on funding held by the City Council for highways

purposes. He said that he had arranged to meet the County Council's Infrastructure Planning Manager to look at the Section 106 schedule against the Potential Schemes List to see if there was any matching of funding for potential schemes.

Action: In response to a question on the amount of Section 106 monies held by the City and County Councils, Stuart Graham said that he would report to the next meeting on this, with a representative of the Infrastructure Planning Team being invited to attend if the Chairman considered it necessary.

Action: Jon Simmons to provide Councillor Mackrory with an anticipated date for the Springfield Road/Pump Lane toucan crossing scheme and to include in future update reports a date column for all schemes.

Action: The scheme for the Western parcel of land in Copperfield Road be listed under the correct ward.

8. **Any Other Business**

(A) Local Highways Panel Terms of Reference Consultation

The Chairman explained that at a meeting with County Councillor Johnson the latter had not been in a position to answer the questions raised by the Panel at its last meeting.

The Panel was informed, however, that since then it had become apparent that the approval of the revised terms of reference for Highways Panels would be by way of Cabinet Member Action, having taken account of any comments made so far by the various panels. The decision would then be notified to each Panel. It was understood that, among other things, the revised terms of reference covered:

- (i) the entitlement of County Members to attend meetings of their Local Highways Panel;
- (ii) how district councils could contribute financially to schemes;
- (iii) the publication of agendas; and
- (iv) the ability to invite members of the public to Panel meetings to put questions.

It was also understood that an updated Members' Guide would contain information on the revised operation of the Panels.

AGREED: That the Chairman request further discussions with the Cabinet Member on the revised terms of reference, particularly as to whether the Panel would be further consulted on them before the Cabinet Member Action decision was taken

(B) Potential Schemes List 2017/18

AGREED: That a sub group of the Panel comprising the Chairman, Councillor Shepherd and Councillor Mackrory be established to consider priorities for schemes to be included in the Potential Schemes List 2017/18 before they are brought to the Panel for approval at its next meeting.

(C) Parking in Chelmer Valley Road

Councillor Murray raised the question of vehicles parking in the two laybys in Chelmer Valley Road.

Action: Rosa Tanfield to investigate whether such parking is permitted under the traffic regulation orders covering this road.

(D) Briefing Sessions

The Panel was informed that briefing sessions would be held on 5 and 6 October for City Councillors and Town/Parish Councils on the work of the Panel, the role of SEPP and the City Council's car parking operation. He urged members to attend if they could.

(E) Army and Navy Footway/Cycleway Works

These works were due to begin on 3 October 2016 but the Panel was concerned that there appeared to have been little publicity about them and no prior consultation with the City Council. (The County Council indicated after the meeting that it intended to tweet about the works, which it said would be carried out with little or no disruption to traffic.)

(F) Essex Traffic Control Centre

The Chairman said that he had taken up with the County Council the possibility of the Control Centre being opened on the Saturdays before Christmas, particularly in view of the additional visitors expected as a result of the opening of the Bond Street development.

(G) Rosa Tanfield

The Chairman said that this was Rosa Tanfield's last meeting before taking up other duties and responsibilities with the City Council. On behalf of the Panel he thanked Rosa for her excellent work and support to the Panel and wished her every success in her new role.

The meeting closed at 2.53pm

Chairman