

MINUTES

of the

CHELMSFORD LOCAL HIGHWAYS PANEL

17 March 2015

Present:

County Councillor John Aldridge	Essex County Council
County Councillor Jenny Chandler	Essex County Council
Councillor Jude Deakin	Chelmsford City Council
County Councillor Mike Mackrory	Essex County Council
County Councillor Dick Madden (in the Chair)	Essex County Council
Councillor Jean Murray	Chelmsford City Council
Councillor Bob Shepherd (substitute)	Chelmsford City Council
Councillor Roy Whitehead	Chelmsford City Council

In attendance:

Sonia Church	Essex County Council
Derek Latimer	Chelmsford City Council
Averil Price	Chelmsford City Council
Councillor Stephen Robinson	Chelmsford City Council
Jon Simmons	Essex County Council
Rosa Tanfield	Chelmsford City Council
Joy Thomas	Chelmsford City Council
Will Young	Essex County Council
Jeffrey Roberts	Essex County Council

Note: County Councillor Dick Madden was in the Chair as he had been briefed by officers concerning the items on the agenda for this meeting instead of the Chairman.

1. **Apologies**

Apologies for absence were received from Councillor Ian Grundy (Chelmsford City Council) and Councillor Bob Shepherd attended as his substitute. Apologies were also received from Mark Robinson (Essex County Council) and Derek Stebbing (Chelmsford City Council)

2. **Minutes of the Chelmsford Local Highways Panel Meeting on 28 January 2015**

The minutes of the Chelmsford Local Highways Panel meeting held on 28 January 2015 were approved as a correct record and signed by Councillor Roy Whitehead as he had been the Chairman at that meeting.

3. **Matters Arising**

LCHE142034 - Chelmsford Entry Signs

Jon Simmons reported that he had advised the Chairman of the progress of these

signs in advance of the meeting.

LCHE141003 - Parkway Crossing – Count down

Jon Simmons reported that he had reported back the views of the Panel and a scheme including count timers was now on the potential schemes list for the Panel to consider under Agenda Item 5B.

LCHE132077 - Springfield Library Signage

Sonia Church was to discuss this matter further with County Councillor Mackrory after this meeting. County Councillor Mackrory also asked why advertising on roundabouts did not constitute “clutter” when signage at the Library would.

ACTION Sonia Church to advise County Councillor Mackrory about advertising on roundabouts and meet to discuss.

LCHE132056 - West End Scheme

As requested at the last meeting of the Panel, the Engineer working on the scheme for West End signage had contacted Roger Estop (Planning Design Manager) and Mike Wray (City Centre Manager) at Chelmsford City Council.

LCHE142080 - Buttsbury Bridge, Stock

Jon Simmons reported that a scheme for a HGV ban over the bridge had been considered.

LCHE006001- Stock CR Primary School – site improvements

Jon Simmons reported that he had advised Councillors Grundy and Whitehead about the technical assessment that there would be no benefit in relocating the signs. Councillor Whitehead confirmed that it appeared there was little that could be done in the circumstances.

LCHE142032 – Dyers Hall to Cricket Ground, Mashbury Road, Chignal

Jon Simmons confirmed that he had provided a response to Joy Thomas on the S106 funding for the above scheme.

LCHE142037 – North Avenue j/w Kings Road, Chelmsford

Councillor Deakin asked about progress with the scheme for narrowing North Avenue, Chelmsford. Jon Simmons explained that the PV² evaluation would take place once the flats had been completed.

LCHE142047 – B1002 Main Road/Maldon Road/Wantz Road, Margaretting

Sonia Church confirmed that she had advised Councillor Grundy about the policy on funding of signage by a third party and whether the request by Margaretting Parish Council, for wooden entry signs as opposed to plastic ones.

LCHE142009 – Paper Mill Bridge, North Hill, junction with Moden Hall Lane Little Baddow

Jon Simmons confirmed that information was now available about this scheme, which he would provide to Councillor Shepherd after the meeting and a scheme would be brought to the next meeting of the Panel.

ACTION *Jon Simmons to report to Councillor Shepherd and at the next meeting.*

Duffield Road, Great Baddow – Crossing funded by Section 106 monies

Jon Simmons confirmed that he had advised Councillor Chandler and the Chairman about the current situation with the implementation of the crossing.

LCHE135509 - Havengore, Springfield – Bus Shelter

Jon Simmons explained that further information was now available about the possibility of using a green area a few metres away from the original site proposed for the bus shelter.

ACTION *Jon Simmons to report to County Councillor Mackrory in due course.*

4. **Approved Works Programme**

The Panel considered a report detailing the Approved Works Programme which had been split into 3 headings:

- Schemes in progress update
- Feasibility and design schemes update
- Completed/Cancelled Schemes

(A) Schemes in progress update

(2) LCHE004001 – New London Road Subway, Chelmsford – Cycling scheme

Jon Simmons and Will Young reported that due to height issues in the subway, the scheme needed to be redesigned. The completion date had slipped to 4 September 2015.

(3) LCHE00104 – A12 Howe Green Interchange – Safer Roads

Due to the need for night-time working, an additional £9,000 was required, shown under Agenda Item 5A.

(4) LCHE131027 – Rainsford Road j/w Primrose Hill Chelmsford (works post design phase) – Safer Roads

This scheme was now off hold and now had a completion date of 23 March 2015. Panel Members urged that this must be complete before September.

(5) LCHE132022 - Parkway A1060 Odeon RAB

Issues relating to the naming of the car park had now been resolved. The finish date has changed from 20 March 2015 to 29 May 2015.

(6) LCHE132071c – O/s Moulsham Grange, London Road, Chelmsford – raise kerbing/add bollards/pave area

The completion date had been brought forward.

ACTION Jon Simmons to advise Councillor Mountain of the change in completion date.

(7) LCHE132068c – Main Road near j/w Church Road, East Hanningfield – create walkable verge

Although the scheme had been delayed due to issues around the ditch and the width of the walkable verge, it was now progressing. The finish date has changed from 9 January 2015 to 7 December 2015.

(9) LCHE13016c – Five entry Points to Galleywood – install five Village Gateway features.

This scheme could now be fully funded by S106 monies.

AGREED That the funding already allocated should remain, in case any top-up was required in the future.

(11) LCHE 1350124c – Cross Keys A1060, Boyton Cross, Roxwell – Bus Stop improvement – bus stop build out

Jon Simmons reported that the scheme was due to be finished on the day of the meeting. County Councillor Aldridge asked if a bus shelter opposite the Cross Keys was still under consideration and Jon confirmed that it was and shown on Agenda Item 5A.

(21) LCHE142027 – O/s Farthing Court, Broomfield Road – bollards

The scope of the scheme had been amended. It was originally intended to install bollards, but it was now going to introduce a traffic regulation order.

(26) LCHE 142023 – ten entry Points to Chelmsford City - clearway sign at bus stop

Jon Simmons confirmed that the Cabinet Member had signed this scheme off and was being looked at by Engineers alongside the brown and white entry signs funded by the City Council. In answer to a question from Councillor Deakin, he explained that scheme 27 (LCHE142034 New Wayfinder signs to help pedestrians within the City Centre) could not be linked to this scheme as it related to pedestrian signs within the City centre rather than those found on the entry to the City boundary.

(29) LCHE142032 – Dyers Hall to Cricket Ground, Mashbury Road, Chignal – creation of three passing places

Jon Simmons reported that consideration was being given to removable bollards with verge markers because of the wide vehicles being used on the road and the existence of drainage ditches. Officers were in discussions with the Parish Council on a possible scheme.

(30) LCHE 142016 – Sandon Hill Ford End – 30 mph signs

The completion date had slipped from 31 March 2015 to 16 April 2015 as DfT approval of the countdown signs was still awaited.

(33) LCHE142029 – Farmbridge End Road, Good Easter – two danger ahead warning signs;

Jon Simmons confirmed that the date for completion of this scheme had been brought forward from 20 April 2015 to 31 March 2015.

(34) LCHE142028 – Bennetts Lane/Mill Road/ Black Chapel Lane, North End, Great Waltham – deer warning signs at three locations.

Jon Simmons confirmed that the date for completion of this scheme had been brought forward from 21 April 2015 to 31 March 2015.

(36) PRow Bridleway 12 Highwood – improvements to surface condition and drainage;

(37) PRow Bridleway 13 Highwood – improvements to surface condition and drainage/piped culverts

These schemes were currently on hold. Brentwood LHP had agreed funding for their section of these bridleways but due to the existence of a private section of road along the PRow, Officers were seeking the landowners' agreement to carry out the works. Councillor Aldridge concurred with the report from Jon Simmons and advised that a meeting had been held a month ago and that a new agreement was needed with the landowner. He advised that the Council may also look to agree funding towards the scheme from the landowner and frontages.

(43) LCHE144005 – White Hart Lane (Sainsbury's) to Beaulieu Park Springfield – part 2 of scheme to connect cycleway from Sainsbury's to Beaulieu Park

Works were substantially complete on site.

(44) LCHE144006 – Chelmer Retail Park Springfield – phase 2 of scheme to rebuild and widen northern access ramp to retail park

Will Young confirmed that agreement in principle had now been received from the landowner and the legal agreement was being drafted.

(47) LCHE142044 – Main Road, Woodham Ferrers – vehicle activated sign outside a school

Jon Simmons confirmed that the end date of 27 November 2015 had now been brought forward to 28 August 2015.

(48) LCHE142018 – Hylands School Chelmsford Road/Writtle Road, Writtle – Widened footpath outside the school at bus stop and side/widen existing footways from Writtle to School

Jon Simmons confirmed that works had begun in the February half-term, but due to significant surface water from the ground and shallow cables, although the work had been commenced it had had to be stopped. The site was made safe and will recommence in the summer holidays. County Councillor Aldridge asked about the installation of cautionary 20 mph signs in the vicinity.

ACTION Jon Simmons to seek clarification about the cautionary 20 mph signs and advise County Councillor Aldridge.

(49) LCHE142035 - Hylands School Chelmsford Road/Writtle Road, Writtle – SLOW road markings

This scheme was substantially complete on site.

(B) Feasibility and Design Schemes - Update

The Panel received a schedule of schemes that were at the feasibility and design stage. Jon Simmons reported that liaison was ongoing with stakeholders on Scheme LCHE132056 (West End of Chelmsford – improved signing). There would be a report to the next meeting of the Panel on the two flood warning schemes, LCHE142009 (Paper Mill Bridge North Hill j/w Moden Hall Lane, Little Baddow) and Scheme LCHE142008 (Hammonds Road, Little Baddow/Church Road).

Councillor Robinson asked where the three schemes he had requested were in the programme. Jon Simmons asked that Councillor Robinson email him about the schemes and he would investigate the position

ACTION Jon Simmons to seek clarification about Councillor Robinson's schemes and advise him about progress.

(C) Schemes completed

The Panel received a schedule of schemes that had been completed or had been cancelled.

(2) Scheme LCHE006001- Stock CE Primary School – SCP/site improvements

Although this scheme had been cancelled, the validation for a school crossing patrol site was still under review.

(9) Scheme LCHE142006 – Broomfield Parade, Broomfield Road, Chelmsford – parking provision – feasibility study

Jon Simmons reported that the feasibility study had been completed and it had concluded that provision of echelon parking given the private forecourts, statutory undertakers' equipment and the narrowness of highway, the costs would be considerable.

Councillor Robison asked whether the use of the verge near the Kentucky Fried Chicken restaurant could be drawn to the business's attention. He understood that in the short-term enforcement by South Essex Parking Partnership was required but also that Chelmsford City Council vehicles were also being parked there. Sonia Church advised the Panel that although Ringway Jacobs would not have much authority in this situation, they were seeking advice from their Customer Services team at Essex County Council. The Chairman of the meeting (Councillor Madden) suggested that a further report be made to the Panel once Councillor Robinson and Jon Simmons had discussed the options for dealing with the parking in the area. Councillor Deakin asked if it would be possible for the whole areas could be considered a Public Realm scheme, rather than just parking. The Chairman (Councillor Madden) said that it would be more effective to look at issues here one at

a time.

ACTION ECC Member Enquiry team to discuss the options for dealing with the parking in the area with County Councillor Robinson

5. **Proposed Schemes**

The Panel considered a report detailing the proposed schemes which had been split into three headings;

- Potential scheme proposals
- Safer Roads Reports
- Feasibility Studies

(A) Potential Scheme proposals

The Panel were advised that from the recommendations that the Panel had made in 2014/15, there were scheme to the value of £630,000 which were being delivered in 2015/16. The Panel were asked to consider and recommend schemes to a value of £1million and to allocate priorities to the value of £370,000 for schemes which could be delivered in 2015/16, so that £1million of schemes could be delivered on the ground in 2015/16.

Together with the Potential Schemes List, the Panel also considered two documents prepared by Chelmsford City Council concerned with the £370,000 which still needed to be prioritised. The Chairman of the meeting (County Councillor Madden) explained that these option papers had been requested in order that the Panel could have a list of deliverable schemes that were carefully split between the various themes (e.g. cycling, walking); geographically split (between urban and rural locations) and schemes that will/can be delivered.

It was noted that Scheme 21 (Railway Bridge, Arbour Lane. Chelmsford – footway widening works) was a “red” scheme in the Essex County Council Potential Schemes list but was recommended in the Chelmsford City Council list for implementation in 2015/2016. Averil Price explained that this was a scheme that Chelmsford City Council officers consider should be implemented, due to the continued interest locally in this matter.

Sonia Church drew the Panel’s attention to the fact that green schemes would be more likely to be deliverable. Averil Price however advised that “green” schemes may not necessarily be a priority for Members. The Panel agreed to assess the schemes and provide Rosa Tanfield with their priorities by Friday 27 March. Councillor Whitehead and Councillor Madden as Chairman and Vice-Chairman of the Panel would then meet with officers to agree a priority schemes list.

County Councillor Aldridge asked for a Schedule of available Section 106 funding to be circulated to the Panel

Under the heading Traffic Management, Councillor Whitehead referred to scheme 77, LCHE142087 (B1007 east of j/w Downham Road, Stock) and asked for clarification as to who had asked for this scheme to be investigated. Jon Simmons understood that it had been a request by the Parish Council and Sonia Church confirmed that whilst validation did not always need to be authorised by the Panel, all schemes after the validation would be reported to the Panel and any

further work would require Panel agreement. Jon Simmons agreed to notify the local Chelmsford City Councillors and the Essex County Councillor for the County Division of any new proposals.

ACTION Rosa Tanfield to send clear guidance for Members to complete their assessments of the proposed priority schemes list, along with the report showing available S106 funding.

AGREED that based on the Panel members' submissions, the Chairman And Vice-Chairman of the Panel in conjunction with Essex County Council and Chelmsford City Council officers agree a priority schemes list.

(B) Safer Roads Reports

The Panel received background information on the following schemes, which would form part of their considerations under (A) above –

- *LCHE 151005 – A414 Three Mile Hill j/w A12 Junction 15, Chelmsford – junction improvements*
- *LCHE151007 – A1060 Parkway near j/w Moulsham Street Chelmsford – pedestrian crossing improvements*

Councillor Whitehead confirmed that it was the desire of the Panel that timers be included in this scheme. He queried whether the cost of £60,000 included the timers, which Jon Simmons confirmed it did, even though this was against the Engineers' recommendations.

Councillor Chandler queried whether the timing of the pedestrian crossing contributed to some of the safety issues on site and asked if this could be investigated.

ACTION Jon Simmons to request that the timing of the pedestrian crossing to be investigated and report to be brought back to the Panel.

- *LCHE151066 – A414 Main Road near the Griffin Public House, Danbury – bend improvements*
- *LCHE141005 – B1008 Chelmsford Road Ford End to Barnston – bend improvements/possible carriageway widening*
- *LCHE15102 – A132 Runwell Road j/w A130 northbound slip road, Runwell – improvements to signal timings/vegetation clearance*
- *LCHE151003 – Church Lane j/w Lawn Lane, Springfield – improvements to cycle links and junction design*

County Councillor Mackrory confirmed that he was pleased to see the inclusion of this scheme in the programme, but queried where the request had come from. Jon Simmons advised that it has been identified as a Safer Roads schemes due to the pattern and number of accidents at the site.

- *LCHE151004 – B1007 High Street j/w Common Road Stock – footway widening/vegetation clearance*

(C.) Feasibility Studies

The Panel had received an electronic version of the Feasibility Studies.

- *LCHE132025 - Lodge Road, Bicknacre – Passing bays*

Jon Simmons reported in this scheme and it was noted that to improve visibility, five trees would need to be removed at a cost of £15,500 together with £3,000 for an initial design.

AGREED that this scheme be considered for inclusion in the prioritised schemes list under Minute 5A above.

- *LCHE142006 – Broomfield Parade, Broomfield Road, Broomfield – Parking provision*
- *LCHE142045 - Railway Bridge, Arbour Lane, Chelmsford – footway widening*

County Councillor Mackrory provided background to this study and he highlighted the usage of the bridge by school children going to Perryfields, Tyrrells and Springfield Primary Schools. The pathway needed to be widened as it was only two feet wide. Although a build out would be advantageous, County Councillor Mackrory understood that it was not Essex County Council policy to build the footway out on a bus route. He also understood that the Engineer who had assessed the problem had concentrated on the bridge itself but had not considered the section leading from the bridge to Telford Place to the south as part of a solution.

Sonia Church suggested that this scheme be included in the list of prioritised schemes in order that a detailed design could be prepared and the minimal width assessed again.

AGREED that this scheme be considered for inclusion in the prioritised schemes list under Minute 5A above and a budget of £4,000 be allocated towards it.

ACTION Councillor Mackrory meet with Sonia Church and Jon Simmons to discuss this site in more detail.

6. **Highways Rangers Summary**

The Panel considered an updated summary of the Chelmsford City Highways Rangers work programme. Jon Simmons advised that the Highway Rangers were funded from the Panel's revenue budget. He asked the Panel to consider committing up to £10,000 of any surplus revenue funding to carry out future survey works.

AGREED that the report be noted and up to £10,000 of revenue funding be allocated to future survey works.

7. **Any Other Business**

Springfield Road, Chelmsford – Safety and recent fatality

Councillor Murray asked what action could be taken to improve safety at the top of Springfield Road especially in the light of a recent fatality. Sonia Church explained that investigation following a fatality could not be linked to an ongoing investigation. It would however, as with all fatalities on the Highways, be investigated by specialist Officers in partnership with Essex Police. Jon Simmons advised that an earlier scheme had not met the criteria but a new scheme for a crossing north of the roundabout might be eligible for Section 106 funding.

County Councillor Mackrory reported that he had undertaken, at the request of some residents, an informal survey of his own and it appeared that people cross at the triangle by the exit from Pump Lane. He asked about the aspiration for a cycleway in the area and Will Young confirmed that a bridge was an option but it would be expensive and any dual arrangement would need reduction in the width of lanes and traffic overall

ACTION Jon Simmons to report further to the next meeting of the Panel.

Springfield Road, Chelmsford

Councillor Murray asked if the pavement near Springfield Road which had risen could be investigated as an elderly man had had an accident there. The Chairman of the meeting recommended that she contact Members Enquiries at Essex County Council. .

8. **Next Meeting**

AGREED that the next meeting be arranged for a date after the local elections on 7 May 2015.

The meeting closed at 12:55 p.m.

Chairman