

## **MEETING OF THE CHELMSFORD LOCAL HIGHWAYS PANEL**

6<sup>TH</sup> NOVEMBER 2013

COUNCIL CHAMBER, CIVIC CENTRE, CHELMSFORD CITY COUNCIL  
COMMENCING AT 12.45PM

There will be a buffet lunch available for Panel Members and officers from  
12.30pm

### **AGENDA**

1. Apologies for absence
2. Minutes of the Local Highways Panel meeting held on 28<sup>th</sup> August 2013  
(attached)
3. Matters Arising
4. Potential scheme proposals (attached)
5. Highway improvement scheme proposals (attached)
6. Approved works programme (attached)
  - a. LHP Schemes
  - b. Section 106 Schemes
7. Section 106 update (attached)
8. Highways Rangers Summary (attached)
9. Any Other Business

## MINUTES

of the

### CHELMSFORD LOCAL HIGHWAYS PANEL

6 November 2013

Present:

Councillor Ian Grundy	Chelmsford City Council
County Councillor Norman Hume	Essex County Council
County Councillor Mike Mackrory	Essex County Council
County Councillor Dick Madden	Essex County Council
Councillor Chris Rycroft	Chelmsford City Council
Councillor Bob Shepherd	Chelmsford City Council
Councillor Roy Whitehead	Chelmsford City Council (Chairman)

In attendance:

Daan De Lange	Chelmsford City Council (Intern)
County Councillor Eddie Johnson	Essex County Council
Alistair Kirk	Chelmsford City Council (Intern)
Derek Latimer	Chelmsford City Council
Hannah Neve	Essex County Council
Averil Price	Chelmsford City Council
Jon Simmons	Essex County Council
Derek Stebbing	Chelmsford City Council
Rosa Tanfield	Chelmsford City Council
Joy Thomas	Chelmsford City Council
Peter Wright	Essex County Council

1. **Apologies**

Councillor Whitehead welcomed everyone present. County Councillor John Aldridge had sent his apologies.

2. **Minutes of the Chelmsford Local Highways Panel Meeting on 28 August 2013**

The minutes of the Chelmsford Local Highways Panel meeting held on 28 August 2013 were approved as a correct record and signed by the Chairman.

3. **Matters Arising**

County Councillor Mackrory under Minute 5 raised his concerns about the funding arrangements for Local Highways Panels being changed. He understood the rationale about restricting the funding if a Panel was not carrying schemes forward but that was not the case with the Chelmsford Local Highways Panel. The Chairman advised the Panel that he had discussed County Councillor Bass's comments with him and he had been assured that it was the timescales rather than the amount of the funding that was affected. County Councillor Johnson confirmed that if the money had been allocated for a scheme, that scheme would be progressed. County Councillor Mackrory commented that the delays

were being caused by the lack of Essex Highways staff to carry the schemes out. The Chairman highlighted the time lags caused by validations and detailed surveys. A mechanism for preventing delays in validation and surveys was agreed under Minute 4 below. Hannah Neve explained the background to County Councillor Bass's decision and confirmed that as the decision had now been taken, the budget for the Chelmsford LHP for 2013/14 was £400,700.

Joy Thomas reported that a meeting had been held with Broomfield Hospital on 5 November 2013 and work was progressing on a deed of variation to the Section 106 agreement. The Hospital was willing to provide the funding for the roundabout and it was agreed that Essex County Council was keen to pursue utilising the Park and Ride to serve the Hospital, however further work and discussions are required. A further meeting would be held regarding the S106 agreement in a fortnight's time.

County Councillor Mackrory requested that the funding allocated for design work in New Nabbotts Way, which would not now be required, be used for other traffic reduction measures. Jon Simmons confirmed that the assessment already undertaken had not provided any speed data and the £3,000 would now be used for a speed survey.

#### 4. **Potential Scheme Proposals**

The Panel received a report on potential scheme proposals and it was noted that some were being validated and others were requiring data from speed surveys. Peter Wright explained that the initial validation exercise was to assess whether the proposal meets with strategies and policies and a more detailed assessment takes place after the scheme has been validated. The revenue budget would not be able to deal with all the surveys as these needed to be capital expenditure. He confirmed that a review of the arrangements was in hand.

The Chairman suggested that if an amount of up to £5,000 were allocated to each scheme to cover validations, this might accelerate the funding of schemes overall. County Councillor Johnson confirmed that other Local Highways Panels were proceeding on that basis. Jon Simmons drew the Panel's attention to the fact that a report on a scheme would not appear later in the process if this procedure were adopted and Hannah Neve noted that by allocating up to £5,000 may result in "amber" schemes becoming "green" ones if alternative "green" options to meet the objective / mitigate the issue can be identified.

The following comments and recommendations were made in respect of the schemes listed in the report:

Broomfield Parade, Broomfield Road, Chelmsford – LCHE 132051 Councillor Rycroft confirmed that improved parking arrangements at this location were needed. Jon Simmons reported that the options being explored including parking bays and echelon parking. Half of the forecourt area was highway land but use of the footway for parking could not be suggested until the location of the statutory undertakers' plant and cabling was established.

Railway Bridge, Arbour Lane, Chelmsford – LCHE 132058 County Councillor Mackrory asked if the details of the petition he had presented to the Essex County Council had been passed to Jon Simmons, who confirmed that it had been received and that speed and volume of traffic would be surveyed.

King Edwards Road, South Woodham Ferrers - provision of Bus Service– LCHE 132050 County Councillor Hume asked for clarification on this scheme as he had understood that the speed humps were being removed. Jon Simmons explained that a feasibility study was required to assess the implications of removing the speed humps. County Councillor Hume

requested that the scheme not be delayed and that consultation with residents be carried out as soon as possible. Averil Price suggested that it appeared that there was no need for a feasibility study at this stage.

**AGREED** that all green and amber schemes be allocated a budget of up to £5,000 to cover necessary validation and surveys, prior to the Panel considering the scheme for full funding and implementation. (Hannah Neve/Jon Simmons ECC)

5. **Highways Improvement Scheme Proposals**

The Panel considered a report on highway improvement schemes under various headings. It was noted that those schemes which were “greyed” out on the schedule would be transferred to the approved works programme as their funding had already been agreed.

The agreed schedule is attached to these minutes.

6. **Approved Works Programme**

(1) **Local Highways Panel Schemes**

The Panel considered the approved scheme list for October 2013. Photographs of the following completed schemes were circulated at the meeting ; LCHE 001001 (Waltham Road Bends, Boreham), LCHE 005010 (Wooden Shelter, Writtle Road, Chelmsford); LCHE 005505 (Metal Shelter, Waveney Drive near Blackwater Drive, Chelmsford), LCHE 001002 (A1114 Van Diemens Road approach to Parkway roundabout, Chelmsford), LCHE 005011 (Downham Road Bus Stop, Brock Hill , Runwell), LCHE 001003 (Cuton Hall Roundabout, Springfield), LCHE 005003 (Henniker Gate Shelter, Chelmer Village Way, Springfield), LCHE 005004 (TA Centre, Colchester Road, Springfield), LCHE 005006 (Bus Stop, outside B&Q Cuton Hall Lane, Springfield) and LCHE 001008 (A414 Writtle Garden Centre, Writtle).

County Councillor Madden asked about delays in progressing the Odeon Roundabout design as the scheme was now scheduled for delivery in 2014/15.

**ACTION:** Jon Simmons/Hannah Neve were asked to advise the Chairman why the scheme had yet to be implemented.

Design reports on LCHE 00201 (Ford End – Traffic Management Improvements), CLHE 0010017 (Hulls Lane, Sandon – Traffic Management Improvements – Feasibility Study) and LCHE 001020 (Navigation Road/ Springfield Road, Chelmsford - junction Improvement) were considered at the meeting. Jon Simmons advised the Panel that these were only for their initial consideration as consultations had yet to be completed.

Councillor Grundy asked that Sandon Parish Council be involved with the scheme for Hulls Lane Sandon as there were concerns locally about horse usage. Jon Simmons confirmed that the Parish Council comments would be referred to the Design Team.

Joy Thomas indicated that Essex County Council has Section 106 monies for improvements in the vicinity of the Navigation Road/Springfield Road junction. The Chairman stated that he was aware of a long-term proposal for one-way traffic in the area and asked that this be borne in mind. Hannah Neve explained that the proposed one-way system was only at an initial stage and would be subject to modelling and further investigation and if it was agreed to go forward, there would be extensive consultation. However it was agreed that it would be sensible to keep this project on hold until further direction is agreed on the one-way traffic proposal.

The agreed schedule is attached to these minutes.

At this point, County Councillors Grundy, Hume, Johnson and Madden left the meeting.

### (2) Section 106 Schemes

The Panel received the approved Section 106 funded schemes list for October 2013. Jon Simmons and Peter Wright explained that the implementation of DC57 (Duke Street, Chelmsford [design scheme]) had slipped due to issues related to an unsafe building.

Derek Stebbing asked about progress with scheme DC 1052 (Cycling Facilities Great Baddow to Chelmsford Town Centre) and Peter Wright confirmed that there were continuing land ownership issues.

County Councillor Mackrory asked about progress on schemes DC 29 (Pump Lane/Springfield Road, Springfield – design of road widening) and DC1120 Stump Lane – pedestrian refuse island).

### **ACTION:**

Peter Wright agreed to check on the Pump Lane/Springfield Road Scheme and would advise

County Councillor Mackrory. Joy Thomas confirmed that the pram crossing was in place in Stump Lane and that she understood other improvements measures were under consideration. County Councillor Mackrory emphasised that the monies allocated to the Pump Lane scheme should not disappear by default.

The agreed schedule is attached to these minutes.

## 7. **Section 106 Income for Highways and Transportation**

The Panel considered a report on the planning contributions that had been received for area traffic management/local highways schemes, public transport enhancements and expansion and enhancement of cycle and pedestrian networks paid as a result of Section 106 agreements. Joy Thomas estimated that of the £1,800,000 held by Essex County Council, some £1.25 million had been identified for particular schemes. These monies could be spent but the timing was the crucial issue.

County Councillor Mackrory asked for the current position with the “Springfield pot”. Derek Stebbing confirmed that this funding was ring-fenced for Springfield and that there were still contributions to be received. Derek understood that Essex County Council is preparing a list of schemes through LEP or LTB and Chelmsford City Council had suggested that the whole of the White Hart Lane to Boreham Interchange section of highway be widened. The Chairman asked for a report on this proposal and Hannah Neve confirmed that she would investigate and report to a future meeting.

### **ACTION**

Hannah Neve to ask Hilary Gore to prepare a report on the Colchester Road widening (Cuton Hall to Boreham) for the next meeting.

A report be presented to a future Local Highway Panel to update on the position of schemes through LEP and LTB for Springfield (Hannah Neve ECC)

8. **Highways Rangers Summary**

Jon Simmons circulated an updated summary of the Chelmsford City Highways Rangers work programme. The Chairman asked about the hedge trimming policy as it was noted that hedges were not being trimmed to facilitate access for buses and other larger vehicles. Jon Simmons and Peter Wright explained that it was probably not a policy to trim in this way but it was a result of the angle to which the flails were set. Peter Wright reported that at the Maldon Local Highways Panel, County Councillor Bass had asked for a higher priority for hedge trimming.

**ACTION**

Jon Simmons to raise this issue with the Maintenance Section

9. **Any Other Business**

**VAS Signs**

The Chairman had had an informal discussion with County Councillor Bass about Chelmsford Local Highways Panel funding being used for revenue items (such as replacing batteries) for VAS signs and County Councillor Bass had indicated that he would be willing to authorise the Panel to do this. The Chairman understood that this would be in addition to the existing revenue budget.

**ACTION**

Jon Simmons / Hannah Neve to liaise with Essex County Council Financial Services about the arrangements needed to facilitate this in line with County Councillor Bass's agreement.

**Next Meetings**

Hannah Neve confirmed that even taking into account the allocation of £5,000 towards the validation and surveys for the schemes under Minute 4 there would still be some unallocated funds in the budget for 2013/14 and she suggested that the Panel meet early in 2014 to make further allocations. A further meeting would be required in February to consider scheme allocations for 2014/2015.

**AGREED** that a meeting be arranged for either 13 or 15 January 2014 followed by a meeting in February, possibly in the week commencing 24 February.

The meeting closed at 2:05 p.m.

Chairman