

CASTLE POINT LOCAL HIGHWAYS PANEL MINUTES

17 APRIL 2024, AT 11:00

COMMITTEE ROOM 1

Chairman:	Cllr Andrew Sheldon (ECC)
Panel Members:	ECC Members Cllrs Blackwell, Reeves, May, and Egan (Vice Chairman) CPBC Members Acott, Hart, Jones and Skipp CITC Members Cllr Anderson
Officers:	ECC: Dan MacLean – Highway Liaison Team Leader Jennifer Boxall - Highway Liaison Officer CPBC: Stuart Jarvis, Assistant Director - Environment
Secretariat:	Loretta Hill – Civic Governance Officer

Item		Owner
1.	Welcome and Introductions: The Chairman welcomed all present and opened the meeting.	Chairman
2.	Apologies for Absence & Declarations of interest: Apologies for absence were received from Stuart Jarvis There were no declarations of interest.	Chairman
3.	Minutes of meeting held on 18th December 2023 to be agreed as correct record: The minutes of the last meeting held on, 18 th December 2023, were agreed as a correct record.	Chairman
4.	Matters Arising from Minutes of the previous meeting: Roscommon Way: Horse riding signage, members were informed that there is nowhere to put the signs and it isn't safe for horses to be on that road. Previous advice was that it was not advisable as horse riders already have paths.	Chairman HLO

	<p>Haven Road: Horse signage can now go up, but a site visit is required.</p> <p>DM update New LHP process; following a briefing on 27 March. The Chair’s Panel Meetings will be held quarterly at County Hall, this will be for larger schemes. Smaller scale schemes are pedestrian, and redesign works. County members can refer via email schemes, which will be confirmed whether they need to be referred to Chair’s Panel or not. The turnaround for this is 3 weeks. Members will be kept updated as this progresses.</p>	<p>HLO</p> <p>HLTL</p>																				
5.	<p>Report on Funded Schemes – Report 1:</p> <p>This report provided an update on the current position of all the schemes which the Castle Point Local Highway Panel has recommended for inclusion in the 2023/24 programme.</p> <table><tr><th colspan="2">Budget Summary</th></tr><tr><td colspan="2">1. Footway Improvements 2023/24</td></tr><tr><td>1.1. Additional footway schemes</td><td>£114,400</td></tr><tr><td>1.2. Additional footway minor works</td><td>£114,400</td></tr><tr><td>Sub-Total</td><td>£228,800</td></tr><tr><td colspan="2">2. LHP Funding 2023/24</td></tr><tr><td>2.1. LHP funding 2023/24</td><td>£114,400</td></tr><tr><td>2.2. Budget for Countywide Casualty Reduction Schemes</td><td>£33,462</td></tr><tr><td>2.3. Budget for Carriageway improvements</td><td>£80,938</td></tr><tr><td>Sub-Total</td><td>£228,800</td></tr></table> <p>Within the programme the dates given as Quarters 1 to 4, refer to the financial year as follows: -</p> <ul style="list-style-type: none">• Q1 – Quarter 1 – April to June• Q2 – Quarter 2 – July to September• Q3 – Quarter 3 – October to December• Q4 – Quarter 4 – January to March <p>Members are reminded that the costs supplied are budget allocations only and there is the possibility that a final scheme cost could change dependant on issues which may arise especially during detailed design and construction. The panel will be informed of any budget adjustments required.</p> <p>There were 2 slipped schemes from 2022-23, which are now completed they were:</p> <p><u>Ref 1: LCAS212002 - Broughton Road, Hadleigh - Traffic Management</u> <u>Ref 4: LCAS222006 - Rushbottom Lane, South Benfleet - Bollards</u></p> <p>All funded schemes for 2022-2023 are also complete. Members received an email update.</p>	Budget Summary		1. Footway Improvements 2023/24		1.1. Additional footway schemes	£114,400	1.2. Additional footway minor works	£114,400	Sub-Total	£228,800	2. LHP Funding 2023/24		2.1. LHP funding 2023/24	£114,400	2.2. Budget for Countywide Casualty Reduction Schemes	£33,462	2.3. Budget for Carriageway improvements	£80,938	Sub-Total	£228,800	<p>HLO</p>
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	<p>Members discussed and considered the following schemes:</p> <p><u>Ref 5: LCAS222009 – Gowan Brae Junction with Benfleet High Road</u> Informal consultation completed and minimal response from residents. Design to carry out an Origin & Destination survey to gauge vehicle usage in and out of the exits and entries. Technical Report sent to Member. Recommendation is not to progress with scheme. An update was sent to Cllr Sheldon, results from the survey did not meet the criteria.</p> <p><u>Ref 10: LCAS222028 - Clifton Avenue – Traffic calming</u> There is an error on the allocated budget, which should read £10K not £9.5K. This will also need to be reflected in the next panels table showing budget costs. Action JB.</p>	<p>HLO</p> <p>HLO</p>																																											
6.	<p>Report on Schemes Awaiting Funding – Report 2:</p> <p>The Schemes Awaiting Funding list identifies those scheme requests, which have been received for the consideration of the Castle Point Local Highways Panel (LHP).</p> <p>In February 2024 it was agreed, at ECC Full Council, that the 2024/25 Capital Budget for the twelve Local Highway Panels would remain the same as 2023/24. The Castle Point LHP Capital Budget for 2024/25 will be £114,400. Also, in 2024/25 the Casualty Reduction Sites across the County are to be funded from a central pot of monies derived from the Chairman’s Panel funding allocation.</p> <p>There are currently Schemes Awaiting Funding with an estimated cost of £641,500 as shown in the summary below: -</p> <table><tr><th colspan="5">Schemes Awaiting Funding List</th></tr><tr><th rowspan="2">Ref.</th><th rowspan="2">Scheme Type</th><th colspan="3">Scheme Costs</th></tr><tr><th>LHP Schemes</th><th>Chairman’s Panel Schemes</th><th>Total Value of Schemes</th></tr><tr><td>1</td><td>Traffic Management</td><td>£345,000</td><td>£47,500</td><td>£392,500</td></tr><tr><td>2</td><td>Walking</td><td>£102,500</td><td>£0</td><td>£102,500</td></tr><tr><td>3</td><td>Cycling</td><td>£0</td><td>£0</td><td>£0</td></tr><tr><td>4</td><td>Passenger Transport</td><td>£146,500</td><td>£0</td><td>£146,500</td></tr><tr><td>5</td><td>Public Rights of Way</td><td>£0</td><td>£0</td><td>£0</td></tr><tr><td>6</td><td>Total</td><td>£594,000</td><td>£47,500</td><td>£641,500</td></tr></table>	Schemes Awaiting Funding List					Ref.	Scheme Type	Scheme Costs			LHP Schemes	Chairman’s Panel Schemes	Total Value of Schemes	1	Traffic Management	£345,000	£47,500	£392,500	2	Walking	£102,500	£0	£102,500	3	Cycling	£0	£0	£0	4	Passenger Transport	£146,500	£0	£146,500	5	Public Rights of Way	£0	£0	£0	6	Total	£594,000	£47,500	£641,500	<p>HLO</p>
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	<p>Following changes to the LHP Scheme Criteria, some schemes have now been identified for the consideration of the Chairman's Panel. On the following report these schemes are highlighted in green.</p> <p>The Schemes Awaiting Funding which will be transferred to the Chairman's Panel have an estimated cost of £47,500. There will then be Schemes Awaiting Funding with an estimated cost of £594,000 for the consideration of the Panel.</p> <p>A discussion was had surrounding the Chairmans Panel Meetings. Action, DM to provide information about this to members.</p> <p>Members discussed and considered the following schemes:</p> <p><u>Ref 2: LCAS212003 – Greenacrces, Hadleigh – Traffic Management</u> Recommendation of Kerb and carriageway improvements as per design recommendations. Action, this is to be progressed to the Chairs Panel.</p> <p><u>Ref 7: LCAS222031 – Benfleet High Road, Near Croft Road – Traffic calming / safety measurers</u> Implementation of suggested changes as per the visibility study. This is to proceed to CMA.</p> <p>Members then agreed the following schemes:</p> <p><u>Ref 1: LCAS202014 - Long Road jw Thorney Bay Road, Canvey Island – Traffic Management Improvements, £98,000</u> Recommended junction improvements as per design recommendation. This was proposed by the Chairman and seconded by Cllr May.</p> <p><u>Ref 2: LCAS202016 - Knightswick Road jw Elder Tree Road, Canvey Island – Traffic Management Improvements - £48,500</u> Recommended junction improvements as per design. Email sent to Olive/Chris ref contributing funding to scheme. The Chairman proposed and this was seconded by Cllr Blackwell.</p> <p>Members commented on the number of Red items showing on the list.</p> <p><u>Ref 4: LCAS212018 - Clifton Avenue, Benfleet – Drainage</u> Requires more information from resident, however, this does not meet criteria for S19 investigations. Members asked that this scheme be kept on the list.</p> <p><u>Ref 5: LCAS212021 – Oakfield Road and South View Road – Salt Bin</u> Looking at this request again, the bin was in place in 2019 but was not dd compliant and was probably removed because of this. Also, there are salt bins within a short distance of Kimberley Road and Cumberland Road. Removal request 05/12/2019 by JW. This scheme is not DD compliant.</p> <p><u>Ref 1: LCAS212006 – West Crescent, Canvey Island, Grasscrete</u> Implementation of grasscrete as per design recommendations. This needs to be looked into again to re-evaluate the validation. Chairman suggested whether</p>	<p>HLO</p> <p>HLTL</p> <p>HLTL</p> <p>HLO</p> <p>HLO</p>
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	<p>alternative methods could be used instead i.e., a rubber square matting material. This is not for funding.</p> <p>Cllr Jones asked again and as previously requested for a breakdown of costs (the rates of different schemes) and whether there is a way of getting more economical estimates and asked regarding the Terms of Reference. Members were informed all schemes are estimated and that the TOR for LHP and a Members guide that will show a rough idea of scheme costs and figures will be presented in a different way. This information will be given at the June panel meeting.</p> <p>Members discussed speed surveys (and speed strips) it was felt that result don't show that people speed. Members were reminded to look at all the information provided on the spreadsheets, there are different tabs along the bottom which show the speeds of drivers, don't just look at the information on the first sheet.</p> <p>Cllr Egan arrived at 11.55am</p> <p>Members asked regarding an approved site list VAS. JB to discuss with SJ.</p> <p><u>Ref 8: LCAS222004 - Thorney Bay Road and Craven Avenue, Canvey Island – Traffic calming</u> Scheme re-evaluated and all the evidence shows that the scheme will not be taken forward. Speed and PV2 show good compliance. Request that the scheme be removed from the list at the Panel Meet in March 24. Members informed this was a safety issue. JB to set up a meeting about signage with Mark.</p> <p><u>Ref 9: LCAS222011 - Baardwyk Avenue, Canvey Island – Footway Protection</u> The current bollards installed by the resident would need removing. Design would be ok with installing bollards. Email sent to Councillor. This is to be left on the list.</p> <p>The following schemes are to go to the Chairmans Panel:</p> <p><u>Ref 2: LCAS212003 – Greenacrces, Hadleigh – Traffic Management - £39,000</u> Recommendation of Kerb and carriageway improvements as per design recommendations. As previously discussed, (above). Proposed by the Chairman and seconded by Cllr Reeves</p> <p><u>Ref 3: LCAS212004 – St Michael's Road, Bramble Road, Hadleigh – Traffic Management Improvement - £47, 500</u> Recommendation to replace the existing bennet junction with a T junction as per design Recommendation. Proposed by the Chairman seconded by Cllr Reeves</p> <p><u>Ref 10: LCAS222020 – Furtherwick Road jw Folksville Road, Canvey Island – Zebra crossing (Phase 2) - £148,000</u> Implementation of remain four raised tables to increase vertical deflection and reduce vehicle speeds on the approaches to the crossings. This was proposed by the Chairman and seconded by Cllr Blackwell.</p> <p><u>Ref 7: LCAS 213003 - Benfleet High Road, Near Croft Road - Traffic Calming/Safety Measurers - £42,500</u></p>	<p>HLTL</p> <p>ALL</p> <p>HLO</p> <p>HLO</p>
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	<p>Implementation of suggested changes as per the visibility study. Proposed by the Chairman and seconded by Cllr May.</p> <p>Other smaller schemes agreed were:</p> <p><u>Ref 11: LCAS222022 Northwick Road – Traffic Calming - £5,500</u> Installation of 2 x horse warning signage as per design recommendations.</p> <p><u>Ref 12: LCAS222023 – Haven Road – Traffic Calming - £5,500</u> 2 x horse warning signage to be installed.</p> <p><u>Ref 13: LCAS222026 – Benfleet High Road, Bollards - £9,500</u> Installation of bollards as per design recommendations. This scheme to be done at the same time as item Ref 3 below for the walking schemes.</p> <p><u>Ref 3: LCAS222031 – Benfleet High Road – Guardrail - £9,000</u> Matching the Pedestrian Guard Rail to that on the opposite site. Installation of Visirail to improve visibility and safety. Refresh the lining, which is very faded, recommend refreshing both KEEP CLEAR and DYLL too. To be done inline with Ref 13 above.</p> <p><u>Ref 14: LCAS222027 – Crescent Road – Bollards - £9,500</u> Installation of 3 or 4 76mm/89mm powder coated bollards, with reflective banding as per validation recommendations</p> <p><u>Ref 17: LCAS222032 – Richmond Avenue – Traffic calming - £7,500</u> Recommendation to install x2 'Elderly People' warning signs with xx yds sub plates on both approaches to the Goldenley Care Home. X1 sign/sub plate although not ideal, could be installed on lamp columns 1736. The other approach/location would require a new post and location, to be determined by the design engineer. Results resent to Member as requested at December meeting.</p> <p><u>Ref 19: LCAS232002 – Shepards Walk – Traffic calming - £TBC.</u> Awaiting speed survey results. This is also a constituent request.</p> <p><u>Ref 4: LCAS233002 – Malyon Court Close/Kiln Road – Barriers - £10,000</u> Introduction of pedestrian barrier (PEDESTRIAN BARRIER TYPE A - ECC-SD-0300-005) at The A13 Kiln Road and Malyon Court Close end of footpath. Large overhanging vegetation to be cut back to improve the width and visibility of the footpath.</p> <p><u>Ref 5: Central Wall Road jw Elder Tree Road – Barriers</u> Additional Diag 1024, SLOW carriageway road marking at the junction or with the existing 1038 lane arrows which has the intention of encouraging road users to slow down and an added emphasis of the bend approaching as per validation results.</p> <p>To be removed from the list are:</p> <p><u>Ref 7: LCAS222003 – Rectory Road, Hadleigh – Traffic calming</u></p>	<p>HLO</p> <p>HLO</p> <p>HLO</p> <p>HLO</p>
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	<p>Speed survey carried out in 2022 on the A13 London Road near the junction with Rectory Road - Does the member want another speed survey carried out on Rectory Road.</p> <p><u>Ref 21: LCAS232003 - The Crescent, Hadleigh – Traffic calming</u> Implementation of additional signage and road marking as per detailed validation.</p> <p>12.30pm Cllr Blackwell left the meeting.</p>	HLO
7.	<p>Any Other Business</p> <p>A discussion was had surrounding bus shelters, vandalism and bins at the bus stops. Passenger Transport will be coming to discuss this at the next panel meeting in June.</p> <p>Cllr Acott informed a bus shelter at Northwick Road was knocked down. This is to be reported to Essex County Councillor.</p> <p>The Chairs panel is to be prioritised.</p> <p>The Chairman gave thanks to retiring panel members for their service over the years, Cllrs Acott and Skipp as this is their last meeting and they will not be standing in the upcoming election.</p> <p>Members requested future meeting remain to be held at Council Offices in Kiln Road.</p>	<p>Chairman</p> <p>HLO</p> <p>ALL</p>
8.	<p>Date of next meeting:</p> <p>Wednesday, 19th June 2024.</p> <p>The meeting ended at 12:50pm</p>	<p>Chairman</p> <p>HLO</p>