

CASTLE POINT LOCAL HIGHWAYS PANEL MEETING AGENDA

Date:	8th January 2025
Time:	11:00am
Venue:	Castle Point Committee Room 1
Chairman:	ECC Member Andrew Sheldon
Panel Members:	Dave Blackwell, ECC Member Jill Reeves, ECC Member Peter May; ECC Member Beverly Egan (Vice Chairman) Cllr John Anderson (CTC), CPBC Member D Jones. CPBC Member Laurie Dixon, CPBC Member John Knott, CPBC Member Nick Harvey
Officers:	Essex Highways Dan Maclean Highway Liaison Team Leader Essex Highways Jennifer Boxall Highway Liaison Officer CPBC Stuart Jarvis - Contracts Manager
Secretariat:	

Page	Item	Subject	Lead	Paper
	1	Welcome & Introductions	Chairman	Verbal
	2	Apologies for Absence & Declarations of Interest	Chairman	Verbal
2-6	3	Minutes of meeting held on 18 th September 2024 agreed as a correct record	Chairman	
	4	Matters Arising from Minutes of the previous meeting	Chairman	Verbal
7-10	5	Report on Funded Schemes	HLO	Report 1
11-16	6	Report on Schemes Awaiting Funding	HLO	Report 2
	7	Any other business	Chairman	Verbal
	8	Date of next meeting: TBC	Chairman	Verbal

CASTLE POINT LOCAL HIGHWAYS PANEL MINUTES

18 SEPTEMBER 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 Jones, Dixon, Knott and Harvey CITC Members Cllr Anderson
Officers:	ECC: Daniel Maclean – Highway Liaison Team Leader Jennifer Boxall - Highway Liaison Officer CPBC: Stuart Jarvis, Assistant Director - Environment
Secretariat:	

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, Cllr N Harvey There were no declarations of interest.	Chairman
3.	Minutes of meeting held on 18 September 2024 to be agreed as correct record: The minutes of the last meeting held on, 18 September 2024, were agreed as a correct record.	Chairman
4.	Matters Arising from Minutes of the previous meeting: No Secretariate Support Supplied Councillor Sheldon explained that he would investigate the situation. Dan Maclean and HLO to take notes.	Chairman DM/HLO

	<p>The Leader of Castle Point Borough Council will look into secretariate support for suture meetings</p> <p>Castle Point LHP Budget Allocation Can ECC review the LHP allocation criteria and ensure that all districts are still receiving a suitable allocation? (Castle Point is most densely populated district in Essex, so is this considered?). Panel voted to take this forward. HLO and Dan Maclean to investigate the matter</p> <p>Members Guides Dan Maclean will share the draft of the Members Guides with the panel members.</p> <p>285 Eastern Esplanade, Canvey Island The leader of Castle Point Borough Council to raise scheme request (via County Member) for a bollard to prevent cars from reversing into private wall at 285 Eastern Esplanade, Canvey. HLO will forward the correct link to the leader to request a scheme.</p> <p>Panel Budget The panel agreed to leave a £5,000 buffer in the budget.</p> <p>Capital Budget Dan Maclean/HLO – To provide members with detail of how capital budget works /why underspend cannot be carried forward.</p> <p>The panel agreed to the removal of LCAS242004(Red Flag) scheme from the Schemes Awaiting Funding list.</p> <p>The Leader of Castle Point Borough Council to advise HLO of District Member to replace Cllr Harvey?).</p>	<p>HLO/DM</p> <p>DM</p> <p>HLO/DM</p>

5. Report on Funded Schemes – Report 1:

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 2024/25 programme.

2024/25 Budget Summary		
LHP Funding		
1	LHP Budget 2024/25	£114,400
2	LHP Scheme Funding Recommendations at April 2024 Panel	£107,000
Remaining Budget to Allocate		£7,400
3	Chairmans Panel Funded Schemes	£91,000
Total		£91,000

Within the programme the dates given as Quarters 1 to 4, refer to the financial year as follows: -

- Q1 – Quarter 1 – April to June
- Q2 – Quarter 2 – July to September
- Q3 – Quarter 3 – October to December
- Q4 – Quarter 4 – January to March

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.

No further schemes were funded at the meeting.

6. Report on Schemes Awaiting Funding – Report 2:

The Schemes Awaiting Funding List identifies those scheme requests which have been received for the consideration of the Castle Point Local Highways Panel (LHP).

The agreed Castle Point LHP Capital Budget for 2024/25 was £114,400. At the April 2024 Panel meeting Members made scheme funding recommendations to a value of £107,000. There remains £7,400 of the 2024/25 LHP Capital Budget which the panel can now use to make further scheme funding recommendations.

There are currently Schemes Awaiting Funding with an estimated cost of £453,500 as shown in the summary below.

Schemes Awaiting Funding List				
Ref	Scheme Type	Scheme Costs		
		Chairman's Panel Schemes	LHP Schemes	Total Value of Schemes
1	Traffic Management	£235,000	£104,000	£339,000
2	Walking	£0	£16,500	£16,500
3	Cycling	£0	£0	£0
4	Passenger Transport	£98,000	£0	£98,000
5	Public Rights of Way	£0	£0	£0
6	Total	£333,000	£120,500	£453,500

Following changes to the LHP Scheme Criteria, some schemes have now been identified for the consideration of the Chairman's Panel.

The Schemes Awaiting Funding which would need to be transferred to the Chairmans Panel have an estimated cost of £333,000. There will then be Schemes Awaiting Funding with an estimated cost of £120,500 for the consideration of the panel.

Ref 1: LCAS202014 - Long Road jw Thorney Bay Road, Canvey Island – Traffic Management Improvements, £98,000

Recommended junction improvements as per design recommendation. This was proposed by the Chairman and seconded by Cllr May.

Ref 2: LCAS212003 – Greenacres, Hadleigh – Traffic Management - £39,000

Recommendation of Kerb and carriageway improvements as per design recommendations. As previously discussed, (above). Proposed by the Chairman and seconded by Cllr Reeves

Ref 3: LCAS212004 – St Michael's Road, Bramble Road, Hadleigh – Traffic Management Improvement - £47, 500

Recommendation to replace the existing bennet junction with a T junction as per design Recommendation. Proposed by the Chairman seconded by Cllr Reeves

Ref 10: LCAS222020 – Furtherwick Road jw Folksville Road, Canvey Island – Zebra crossing (Phase 2) - £148,000

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.

7.	Any Other Business The HLO asked that the new members familiarise themselves with the Essex County Council website for information on the Local Highway Panel.	Chairman HLO
8.	Date of next meeting: TBC The meeting ended at 12:50pm	Chairman HLO

CASTLE POINT LOCAL HIGHWAY PANEL REPORT 1 - FUNDED SCHEMES LIST

This report provides an update on the current position of all the schemes which the Castle Point Local Highway Panel has recommended for inclusion in the 2024/25 programme. It also details those schemes being funded in 2024/25 through the Chairmans Panel.

Following changes to the LHP Scheme Criteria, some schemes have now been identified for the consideration of the Chairman's Panel. Within the programme the dates given as Quarters 1 to 4, refer to the financial year as follows –

2024/25 Budget Summary		
LHP Funding		
1	LHP Budget 2024/25	£114,400
2	LHP Scheme Funding Recommendations at April 2024 Panel	£109,263
	Remaining Budget to Allocate	£5,137
3	Chairmans Panel Funded Schemes	£129,788
	Total	£129,788

- Q1 - Quarter 1 – April to June
- Q2 - Quarter 2 – July to September
- Q3 - Quarter 3 – October to December
- Q4 - Quarter 4 – January to March

Members are reminded that the costs supplied are budget allocations only and there is the possibility that a final scheme's cost could change dependent on issues which may arise, especially during detailed design and construction. The panel will be informed of any budget adjustments required.

Funded Schemes 2024-25

Total Value of Schemes	£109,263	Completed	Update	Cancelled
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Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
1	Long Road - Canvey Island Primary School	Extension of guardrail outside school	Canvey Island West	Canvey Island CP	Walking	Total Scheme	LCAS222021	£18,000	Completed	Completed
2	Northwick Road -Traffic Calming	Implementation of horse rider warning signage	Canvey Island West	Canvey Island CP	Traffic Management	Total Scheme	LCAS222022	£5,500	Completed	Completed
3	Haven Road - Traffic Calming	Request for horse rider signage	Canvey Island West	Canvey Island CP	Traffic Management	Total Scheme	LCAS222023	£5,500	2 x horse warning signage to be installed In design	Q4
4	Benfleet High Road - Bollards	Implementation of bollards to prevent vehicles mounting footpath	South Benfleet	Castle Point Unparished	Traffic Management	Total Scheme	LCAS222026	£10,000	Completed	Completed
5	Crescent Road - Bollards	Installation of bollards to prevent vehicles mounting footpath	South Benfleet	Castle Point Unparished	Traffic Management	Total Scheme	LCAS222027	£1,763	Installation of 3 or 4 76mm/89mm powder coated bollards, with reflective banding as per validation recommendations Implementation 31/10/2024. SCHEME TO BE CANCELLED AND REMOVED FROM THE PROGRAMME DUE TO RESIDENT INSTALLING A DROPPED KERB OUTSIDE THE PROPERTY	Cancelled
6	Poors Lane - Traffic Calming	Installation of Horse rider warning signage	Hadleigh	Castle Point Unparished	Traffic Management	Total Scheme	LCAS222030	£7,500	Installation of 2 x horse warning signs to alert drivers of the possibility of horse riders on Poors Lane. Scheme package sent to delivery team for programming in work 28/11/2024	Q4
7	High Road - Guardrail	Installation of guardrail to prevent motorists mounting pavement.	South Benfleet	Castle Point Unparished	Walking	Total Scheme	LCAS222031	£9,000	Completed	Completed
8	Richmond Avenue - Traffic Calming	Installation of "Elderley People" warning signage to be implemented	South Benfleet	Castle Point Unparished	Traffic Management	Total Scheme	LCAS222032	£7,500	Completed	Completed

Funded Schemes 2024-25

Total Value of Schemes	£109,263	Completed	Update	Cancelled
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Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
9	Sandringham Court, London Road - Signage	Proposed installation of concealed entrance signage	Hadleigh	Castle Point Unparished	Traffic Management	Total Scheme	LCAS232001	£6,500	Completed	Completed
10	Malyon Court Close/Kiln Road - Barriers	Update of the cycle barriers to the footpath	Hadleigh	Castle Point Unparished	Walking	Total Scheme	LCAS233002	£10,000	Completed	Completed
11	Central Wall Road j/w Elder Tree Road - Barriers	Possible implementation of barriers	Canvey Island East	Canvey Island CP	Walking	Total Scheme	LCAS233003	£6,500	This scheme will be marked as complete as the works will be completed as part of the Knightswick Road scheme LCAS202016	Completed
12	The Crescent, Hadleigh - Traffic Calming	Councillor Reeves has requested an investigation into the possibility of extra signage following complaints from residents that drivers are falling to recognise the sharp bend on the two approached to The Crescent. This is following an incident where a car left the road and smashed into a residents fence causing £2000 worth of damage	Hadleigh	Castle Point Unparished	Traffic Management	Total Scheme	LCAS232003	£11,500	Completed	Completed
13	Clifton Avenue - Traffic Calming	Request for measures to help with traffic calming	South Benfleet	Castle Point Unparished	Traffic Management	Design	LCAS222028	£10,000	Design only recommended following recommendations set out in the feasibility report. Approval from a majority of members to fund and commission design only.	Q4

Chairs Panel Schemes

Total Value of Schemes	£423,788	Funded	£129,788	Not Funded	£294,000
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Completed	Update	Cancelled
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Ref	Scheme name	Description	LHP Area	Division	Parish	Scheme Category	Scheme stage	Cost Code	Estimated Cost	Comments	Est Completion	Funded
1	Greenacres, Hadleigh Traffic management	Implementation of kerb adjustment	Castle Point	Hadleigh (Castle Point)	Castle Point Unparished	Traffic Management	Implementation	LCAS212003	£39,000	Recommendation of Kerb and carriageway improvements as per design recommendations. Passed to Chairs Panel for funding by the panel 17/04/2024 Funded by Chairs Panel 08/10/2024. Estimated delivery of work Feb 25	Q4	Yes
2	St Michael's Road j/w Bramble Road, Hadleigh - Traffic management improvement	Implementation of T junction	Castle Point	Hadleigh (Castle Point)	Castle Point Unparished	Traffic Management	Implementation	LCAS212004	£47,500	Recommendation to replace the existing bennet junction with a T junction as per design Recommendation. Passed to Chairs panel for funding by the panel 17/04/2024	NA	
3	Long Road jw Thorney Bay Road, Canvey Island - Traffic management improvements	Implementation of junction improvements	Castle Point	Canvey Island West (Castle Point)	Canvey Island CP	Passenger Transport	Implementation	LCAS202014	£98,000	Recommended junction improvements as per design Recommendation Passed to Chairs panel for funding by the panel 17/04/2024	NA	
4	Knightswick Road jw Elder Tree Road, Canvey Island - Traffic management improvements	Junction improvements as per design Recommendation	Castle Point	Canvey Island East (Castle Point)	Canvey Island CP	Passenger Transport	Implementation	LCAS202016	£48,288	Completed	Completed	Yes
5	Furtherwick Road j/w Foksville Road, Canvey Island - Zebra crossings (Phase 2)	Implementation of remain four raised tables to increase vertical deflection and reduce vehicle speeds on the approaches to the crossings.	Castle Point	Canvey Island East (Castle Point)	Canvey Island CP	Traffic Management	Total Scheme	LCAS222020	£148,500	Implementation of remain four raised tables to increase vertical deflection and reduce vehicle speeds on the approaches to the crossings. Passed to the Chairs panel for funding by the panel 17/04/2024	NA	
6	Benfleet High Road Near Croft Road - Traffic Calming/Safety Measures	Councillor Sheldon has requested an investigation into the possibility of implementing a pedestrian crossing and upgrading the safety of the road for school children	Castle Point	South Benfleet (Castle Point)	Castle Point Unparished	Walking	Total Scheme	LCAS213003	£42,500	Completed	Completed	Yes

CASTLE POINT LOCAL HIGHWAY PANEL REPORT 2 - SCHEMES AWAITING FUNDING LIST

The Schemes Awaiting Funding List identifies those scheme requests, which have been received for the consideration of the Castle Point Local Highways Panel (LHP).

The agreed Castle Point LHP Capital Budget for 2024/25 was £114,400. At the April 2024 Panel meeting Members made scheme funding recommendations to a value of £109,263. There remains £5137 of the 2024/25 LHP Capital Budget which the panel can now use to make further scheme funding recommendations.

There are currently Schemes Awaiting Funding with an estimated cost of £428,920 as shown in the summary below

Schemes Awaiting Funding List				
Ref	Scheme Type	Scheme Costs		
		Chairman's Panel Schemes	LHP Schemes	Total Value of Schemes
1	Traffic Management	£196,000	£106,730	£302,730
2	Walking	£0	£28,190	£28,190
3	Cycling	£0	£0	£0
4	Passenger Transport	£98,000	£0	£98,000
5	Public Rights of Way	£0	£0	£0
6	Total	£294,000	£134,920	£428,920

Following changes to the LHP Scheme Criteria, some schemes have now been identified for the consideration of the Chairman's Panel.

The Schemes Awaiting Funding which would need to be transferred to the Chairmans Panel have an estimated cost of £294,000. There will then be Schemes Awaiting Funding with an estimated cost of £134,920 for consideration of the panel.

CASTLE POINT LOCAL HIGHWAY PANEL REPORT 2 - SCHEMES AWAITING FUNDING LIST

On the Schemes Awaiting Funding List, the RAG column acknowledges the status of the scheme request as shown below:

RAG Status	Description of RAG status
G	The scheme has been validated as being feasible and is available for Panel consideration
A	The scheme has been commissioned for a feasibility study which needs completing before any Panel consideration
R	A scheme which is against policy or where there is no appropriate engineering solution
V	A scheme request has been received and is in the initial validation process

Schemes Awaiting Funding

Traffic Management

Total Value of schemes	£106,730
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Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	West Crescent, Canvey Island - Grasscrete	Recommendation for the implementation of grasscrete to the verges	Canvey Island West	Canvey Island CP	Total Scheme	LCAS212006	£77,000	Implementation of grasscrete as per design recommendations.	G
2	Daws Heath Road - Signage	Recommendation of implementation of wildlife Signage on carriageway	Hadleigh	Castle Point Unparished	Total Scheme	LCAS222029	£8,500	Installation of a warning sign (Diagram 551 or 551.2) and distance plate at either end of the stretch of road in question. Location to be determined by the engineer during the detailed design phase.	G
3	Bramble Road - Traffic Calming	Recommendation to install/upgrade footways and signage as per feasibility study.	Hadleigh	Castle Point Unparished	Design	LCAS212009	£8,500	It is recommended that the Panel take the scheme forward to detailed design where a full level 1 costs can then be ascertained for the works.	G
4	A13 High Street - Signage	Investigation into turn left signage or carriageway markings	Hadleigh	Castle Point Unparished	Total Scheme	LCAS242001	£7,180	Installation of 1x sign 606 'turn left' would not present any obvious issues in terms of design guidance and conformance to current highway standards. However, we would need to install the 'turn left' sign where the existing 'ahead only' sign is situated and due to that sign being lit, would incur a disconnection cost. We would then relocate the ahead only sign.	G
5	Thisselt Road, Canvey Island - Signage	Investigation into wildlife signage around Canvey Lake.	Canvey Island West	Canvey Island CP	Total Scheme	LCAS242002	£5,550	Installation of 2x sign 551.2 near habitual areas (Canvey Lake) where ducks, geese and other wild fowl are to be found, to make road users aware of the potential wild birds on the road. Designer to determine location during detailed design.	G

Schemes Awaiting Funding

Traffic Management

Total Value of schemes	£106,730
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Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
6	Church Road, Thundersley - Traffic Management	An investigation into concerns that conflict with pedestrian safety at this location where there are 2 schools in the vicinity. There are a number of children crossing Church Road from the local estate roads to go to school. installation of pedestrian rail guards outside the school and an extension of the School Keep Clear markings	Thundersley	Castle Point Unparished	Validation (With Design Team)	LCAS242003	TBC	In Validation	V
7	Roscommon Way/Northwick Road - Horse Rider Signage	An investigation into the possibility of having extra horse riders signage erected on several locations along the length of Roscommon Way and Northwick Road	Canvey Island West	Canvey Island CP		LCAS242004	N/A	Design recommend the scheme does not progress due to over use of signage resulting in sign clutter. Overgrown hedge reported to maintenance under ref 2927631	R
8	St Marys Church, High Road j/w High Street, Benfleet	Implementation of signage to alert drivers to the approaching crossing	South Benfleet	Castle Point Unparished	Validation (With Design Team)	LCAS242005	TBC	In Validation	V
9	Appleton Road, South Benfleet - Traffic Calming	Investigation into speeding issue	South Benfleet	Castle Point Unparished	Validation (Does not meet criteria)	LCAS242006	N/A	Speed survey results did not show a speeding problem. Looking at the average speeds, for a posted 30mph speed limit Northbound 25.4mph and Southbound 24.1mph shows very good compliance. This shows that drivers understand the speed limit and are driving at an appropriate speed within it. A speed limit is a maximum speed and not a target speed. Anything above 35mph would be deemed a speeding problem.	R

Schemes Awaiting Funding

Traffic Management

Total Value of schemes	£106,730
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Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
10	285 Eastern Esplanade, Canvey Island - Traffic Calming	An investigation into some form of traffic calming to protect residential properties and pedestrians following reports of vehicles reversing out of the car park and into the properties	Canvey Island East	Canvey Island CP	Validation (With Design Team)	LCAS242008	TBC	In Validation	V
11	Kiln Road j/w Kenneth Road, Benfleet	Investigation into a form of traffic calming following reports of congestion at the junction of Kiln Road and Kenneth Road.	Hadleigh	Castle Point Unparished	Validation (With Design Team)	LCAS242007	TBC	In Validation	V
12	Kents Hill Road North - Traffic Calming	An investigation into the possibility of road safety audit and upgrade to the footpath edging along Kents Hill Road North, in particular the pavement outside 533 Kents Hill Road, following reports of vehicles mounting the pavement to pass oncoming vehicles	Thundersley	Castle Point Unparished	Validation (With Design Team)	LCAS242009	TBC	In Validation	V
13	Daws Heath Road j/w Western Road - Traffic Calming	Investigation into a form of traffic calming at the junction of Daws Heath and Western Road	Hadleigh	Castle Point Unparished	Validation (With Design Team)	LCAS242010	TBC	In Validation	V

Schemes Awaiting Funding

Walking

Total Value of schemes	£28,190
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Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Badger Hall Avenue - Dropped Kerb	Investigation into the installation of a dropped kerb	Hadleigh	Castle Point Unparished	Total Scheme	LCAS222024	£16,500	Installation of an 'inset uncontrolled crossing point' to be installed to aid pedestrian crossing as per design recommendation.	G
2	A13 London Road j/w Oak Road	Investigation into the possibility of upgrading the staggered crossing into a controlled crossing.	Hadleigh	Castle Point Unparished	Validation (With Design Team)	LCAS233004	TBC	Validation sent to ITS & Street Lighting - ITS recommends a feasibility study. Awaiting estimated cost for the feasibility. Chaser email sent to ITS 03/12/2024	V
3	Canvey Road - Northwich Corner Roundabout - Barriers	Investigation into having a form of barrier installed on the footpath which runs along Canvey Road following reports of motorcyclists and travellers using the path late at night	Canvey Island West	Canvey Island CP	Validation (With Design Team)	LCAS233006	TBC	In Validation Site visit carried out and measurements taken and relayed back to design	V
4	A13 Kiln Road j/w Bradley Avenue	Investigation into the installation of bollards to prevent vehicles parking on the footway	Hadleigh	Castle Point Unparished	Total Scheme	LCAS233007	£11,690	Installation of bollards outside the convenience store would not present any obvious issues in terms of design guidance and conformance to current highway standards. However, we would need to consider the knock on effect of vehicles parking further along the footway etc. Number of bollards to be decided during detail design by engineer.	G
5	Link Road, Canvey Island - Traffic Calming	Councillor May would like an investigation into the possibility of a crossing upgrade on the current pelican crossing located at the junction with Dinant Avenue following reports that drivers are failing to stop for school children leaving the Cornelius Vermuyda High School located in Dinant Avenue	Canvey Island West	Canvey Island CP	Validation (Does not meet criteria)	LCAS243001	N/A	Speed and Pv2 results show that there is not a speeding issue. Did not meet the criteria for a crossing facility. Northbound 29.7mph and Southbound 29.8mph. PV2 results 0.125 x 10.	R