

ROCHFORD LOCAL HIGHWAYS PANEL MEETING AGENDA

^{18TH} December 2023 Date:

Time: 10 am

Venue: Video Conference Call

Chairman: CC June Lumley

CC Mike Steptoe **Vice Chairman:**

Panel Members: Cllr Laureen Shaw, Cllr Michael Hoy, Cllr James Newport

EH James Drabwell – Highway Liaison Officer EH Daniel Maclean – Highways Team Leader Officers:

None appointed. Secretariat:

Page	Item	Subject	Lead	Paper
	1	Welcome & introductions	Chairman	Verbal
	2	Apologies for absence & declarations of interest	Chairman	Verbal
2 - 5	3	Minutes of meeting held on 9 th October 2023 to be agreed as a correct record	Chairman	Verbal
	4	Matters arising from minutes of previous meeting	Chairman	Verbal
6 - 8	5	Report on Funded Schemes 23/24	James Drabwell	Report 1
9 - 17	6	Report on Schemes Awaiting Funding	James Drabwell	Report 2
	7	Date of next meeting: 25 th March 2024	Chairman	Verbal

1. Agenda Rochford

ROCHFORD LOCAL HIGHWAYS PANEL MINUTES 9th October 2023 AT 10.00AM

REMOTE MEETING

Chairman:	Cllr Mrs June Lumley (ECC)
Vice-Chairman:	Cllr Mike Steptoe (ECC)
Panel Members:	Cllr Michael Hoy (ECC), Cllr James Newport (ECC), Cllr Laureen Shaw (ECC)
Officers:	Dan Maclean – Highways Team Leader James Drabwell – Highways Liaison Officer
Secretariat:	None appointed

Item		Owner
1.	The Chairman welcomed the meeting of the LHP.	
2.	No Apologies were made as all were present.	
3.	Matters arising from the previous meeting.	
4.	The Minutes of the meeting held on 24 July 2023 were agreed as a correct record.	
5.	Cllr Steptoe requests an update in relation to the Wig Wag lights on Wakering High St.	JD
	DM updated the Panel that the Locality Fund couldn't transfer and be used to fund schemes.	
	JD updated the Panel on the status of the Brays Lane scheme, it is ready as a Feasibility study to be funded at the next round of commissioning. Cllr Steptoe confirmed that the funding for Brays Lane will be coming from the Development contribution and has already been allocated. JD to organize the funding to be paid to the relevant account.	JD
	Cllr Steptoe raises concerns about the lack of validations.	

JD confirmed that he is in regular contact with the design department and will ensure requests are put through.

Cllr Lumley asked for clarification as to the slippage and the monies which the panel has lost.

DM confirmed that there was a mid-year budget adjustment, and the £2.4 million monies were not released which meant that each panel didn't receive their £200,000 allocation. A recruitment freeze also meant that Essex Highways couldn't replace engineers that had moved on and that we couldn't commit to delivering everything that the panels had recommended for delivery.

DM

DM to update the panel outside of the meeting to confirm where the actual cost of the £50,625 slippage has come from.

JD confirmed that the Castle Road scheme has been cancelled from the schemes list due to the maintenance department addressing all the issues that surrounded the scheme.

Cllr Shaw asks for the cost of surveys to the Parishes. DM replied with indicative costs but will update the members once he has obtained the information.

DM

JD updates the panel on the Coronation close scheme, Cllr Steptoe confirms he still wants to see the scheme completed and requests further validation.

JD confirms that the Poynters Lane scheme is continuing with investigations as to where the bus passengers are being set down. Cllr Steptoe wishes to be kept informed of the progression.

Cllr Lumley requests a status update for Little Wheatley Chase Zebra crossing scheme. JD updates the panel that the scheme is currently being processed through the CMA route.

DM updates the panel on the process of a CMA.

Cllr Lumley requests a status update for the Downhall Rd scheme. JD confirms that the Down Hall Rd Bus shelter request will not be progressing and will be cancelled due to the fact that ECC are unable to source another location to place the stop.

Cllr Lumley asks for an update for the Grange Road shops scheme, JD updated the panel as to the potential complexities involved around the scheme with all the services running underneath the location.

JD updates the panel for the potential Ashingdon Road school scheme. Th request has been fully validated and still the recommendations are not to proceed due to safety reasons, JD is fully invested to find a solution and offers to accompany Cllr Shaw to provide support on site visits.

JD

Cllr Lumley requests if width restrictions can be added to the validation request for the Watery Lane scheme. JD to ensure this is actioned.

JD

JD confirms that the GVW sign at Hawk Hill / Beeches Road is functioning correctly and as such won't be proceeding.

JD

Cllr Steptoe requests an update on the South St, Rochford scheme. JD to provide an update.

Cllr Shaw confirms that she has requested the street lighting department to look specifically at just the lighting.

JD

Cllr Steptoe requests that the Southend Road crossing point scheme be re-investigated and be part of the validation process with the visiting engineer as the costs seem far too high, JD to arrange.

DM to confirm outside of the meeting the new process for CMA'S and zebra crossings.

DM

Cllr Steptoe asks if there is any movement of the Hall Rd Scheme as the Parish are still holding the funds to pay for a VAS unit.

JD confirms that the Parish can apply and fund the VAS unit themselves.

Schemes Funded

LROC172094 - Feasibility - Rochford T/C Market Square Improvements -£6,500

LROC202005 - Total scheme -Fountain Lane, Hockley HGV signage -

LROC202012 - Feasibility - High Rd / Brook Rd signage -

£5.500

LROC213004 - Feasibility - High Rd Rayleigh signalised crossing -£6.500

LROC202016 - Total scheme - Daws Heath Rd Signage -£8,000

LROC212004 - Total scheme - Lesney Gardens K barriers -£6,500

LROC222022 - Feasibility - Canewdon Rd weight limit -

LROC223028 - Design - South St, Rochford Zebra crossing lighting -£9.500

Total £52,000

DM to investigate invoicing from RDC and SEPP monies which are allocated to schemes.

Also, to investigate funding in relation to PROW 71 and RDC and the £10,000 contribution for the Parish.

DM/JD

JD/DM

The next meeting was agreed as the 18 ^{th of} December 2023 at 10am via Teams.	
The meeting ended at 11.31am.	

ROCHFORD HIGHWAY PANEL REPORT 1 - FUNDED SCHEMES LIST

This report provides an update on the current position of all the schemes which the Rochford Local Highway Panel has recommended for inclusion in their 2023/24 programme.

Budget Summary					
1. Carry forward from 2022/23.					
Total value of carry forward schemes from 202	2/23	£50,625			
Sub-Total					
2. Additional Footway Improvements 2023/2	4	,			
2.1 Additional Footway Schemes		£107,000			
2.2 Additional Footway Minor Works		£107,000			
	Sub-Total	£461,000			
3. LHP Funding 2023/24					
3.1 LHP funding 2023/24		£214,000			
3.2 Reduction for Countywide Casualty Reduction Schemes					
3.3 Budget for Carriageway improvements		£75,703			
	Sub-Total	£107,000			
4. Budget Summary 2022/23					
4.1 Budget for LHP improvement schemes 2023/24					
4.2 Scheme Recommendations		£157,500			
	Remaining budget to allocate	£125.00			

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.

Funded Schemes 2023-24

Schemes	Total Value of Schemes	£157,500	Completed	Update	Cancelled
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Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion	Slipped Scheme
1	High Road, Rayleigh - Signalised Crossing	Feasibility study to investigate the possibility of upgrading the existing zebra crossing near the junction with Love Lane.	Rayleigh South	Rayleigh CP	Walking	Feasibility	LROC213004	£6,500		Q4	
2	Lesney Gardens, Ashingdon - Bollards	Request to investigate installing Staggered Barriers to prevent vehicles driving through the grassed area.	Rochford North	Hawkwell CP	Traffic Management	Feasibility	LROC212004	£6,500	Scheme to be down graded to Feasibility study due to significant stats being detected under the surface of the pathway. Concerns over the land marked as Emergency Access need addressing, if successful then moving the location of the path to the opposing side may be achievable.	Q4	
3	Southend Road, Rochford - Crossing point	Feasibility study to investigate the possibility of installing a crossing point.	Rochford South	Rochford CP	Walking	Feasibility	LROC203004	£8,000	Currently engaged with the designers to reduce the crossing point to a zebra rather than a signalised one due to concerns of increasing traffic bunching at other locations.	Q4	Yes
4	Watery Lane & Beaches Road, Rawreth - Signage Improvements	To undertake a review of the signing and lining throughout both routes.	Rayleigh North	Various	Traffic Management	Design	LROC212001	£4,000	Width restriction signage to be added to the design. Location of this signage is needed to progress the design, Cllr to provide locations.	Q4	Yes
5	Daws Heath Road, Rayleigh - Horse Warning Signs	Request for horse warning signs in Daws Heath Road near the dog kennels.	Rayleigh South	Rayleigh CP	Traffic Management	Total Scheme	LROC202016	£8,000	Designs shared with the Cllr. Underground stats prove to be a problem so are only able to locate 1 x double backed sign within the location of the site.	Q4	
6	High Road / Brook Road - Signing	Improvement at junction of Brook Road and High Road, Rayleigh Weir	Rayleigh South	Rayleigh CP	Traffic Management	Feasibility	LROC202012	£5,500		Q4	Yes
7	A127 / A129 Rayleigh Weir Roundabout - Lane Signage and Markings	Feasibility Study to determine if any improvements can be made to the lane marking and road signage on the A127 / A129 Rayleigh Weir roundabout.	Rayleigh South	Rayleigh CP	Traffic Management	Feasibility	LROC182017	£4,000		Q4	Yes

4. FSL 23-24

Funded Schemes 2023-24

Total Value of Schemes		£157,500	Completed	Update	Cancelled
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Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion	Slipped Scheme
8	Little Wheatley Chase, Rayleigh - Pedestrian Crossing	A new zebra crossing within the vicinity of the school.	Rayleigh South	Rayleigh CP	Walking	Implementation	LROC203001	£91,000	CMA has been signed off to continue with the scheme. The intention is to build the crossing in the Half term holidays 17-25th of February TBC.	Q4	Yes
9	Rochford Town Centre, Market Square Improvements	Various surveys and completion of Feasibility Study.	Rochford South	Rochford CP	Traffic Management	Feasibility	LROC172094	£6,500	Currently gathering recommendations from a public consultation as to how to change the layout and help ease the traffic congestion.	Q4	
10	Beke Hall Rd, Rayleigh - staggered barriers/ Bollards	Request to provide staggered pedestrian barriers / Bollards	Rayleigh North	Rayleigh CP	Walking	Design	LROC223004	£4,000	Validation recommends installing bollards or increasing the wooden railings, look to informal consultation as to the needs of the gap.	Q4	
11	High St, Canewdon - Weight limit	Request to implement a weight limit	Rochford North	Canewdon CP	Traffic Management	Feasibility	LROC222022	£4,000	Feasibility study recommended due to many issues need understanding such as HGV'S, TRO'S plus the school itself.	Q4	
12	South St, Rochford - Zebra crossing lighting	Request to improve the lighting on the zebra crossing	Rochford South	Rochford CP	Walking	Design	LROC223028	£9,500	Site visited by engineer, recommendations are to design only due to a street lighting assessment being required.	Q4	

4. FSL 23-24

ROCHFORD LOCAL HIGHWAY PANEL REPORT 2 - SCHEMES AWAITING FUNDING LIST

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

The Panel are now asked to review the schemes on the attached Schemes Awaiting Funding List and consider their further scheme funding recommendations for those they wish to see delivered in 2023/24.

The Panel may also remove any schemes they would not wish to consider for future funding.

There are currently Schemes Awaiting Funding with an estimated cost of £21,000, as shown in the summary below -

Scheme Type	Estimated Scheme Costs
Traffic Management	£11,500
Walking	£9,500
Passenger Transport	D3
Public Rights of Way	£0
Total	£21,000

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
А	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

5. SAFL FRONT SHEET 9

Traffic Management

Total Value of	C11 F00
schemes	£11,500

Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Sutton Road, Rochford - RAB Improvements	Request to investigate potential junction improvements following reported near misses.	Rochford South	Rochford CP	Validation (With Design Team)	LROC212008	TBC	CCTV survey data returned. Further investigation required for possibility to install traffic lights.	V
2	Barrow Hall Road, Little Wakering - Traffic Management Improvements	Request to investigate the route following reports of near misses.	Rochford South	Barling Magna CP	Validation (With Design Team)	LROC212007	TBC	CCTV data returned and will be interpreted by engineers while processing the validation.	V
3	London Road, Rayleigh - VAS	Replacement VAS sign near the Glebe Primary School.	Rayleigh South	Rayleigh CP	Validation (With Design Team)	LROC202017	TBC	Quote received for fixing the sign. Scheme can be funded through the LHP or through locality fund.	V
4	Southend Road, Great Wakering - Speed limit amendments	Request to investigate speeding vehicles and reduce the current speed limit along the full length of the road	Rochford South	Great Wakering CP	Validation (With Design Team)	LROC222016	TBC	Awaiting Road safety report.	V
5	Old London Road - Rawreth - Signage	Request to install improved signage and update Road markings	Rayleigh North	Rayleigh CP	Validation (Does not meet criteria)	LROC212012	N/A	Validation returned unsuccessful . Current signage and road markings fall under maintenance. scheme not supported to increase road markings or signage.	R
6	Maltings Villas Road / Weir Pond Road - Rochford - Traffic management improvements	Request to return Weir Pond Road to a 2 way street so traffic doesn't have to use the one way system around Town Centre	Rochford South	Rochford CP	Validation (With Design Team)	LROC212013	TBC	In Validation.	٧
7	Ashingdon Road - Rochford - Signage review	Request to look at signage, lining and speeding on this road outside the School.	Rochford North	Ashingdon CP	Validation (With Design Team)	LROC222017	TBC	In Validation.	V

6. SAFL TM 10

Traffic Management

Total Value of	C11 F00
schemes	£11,500

Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
8	Hall Road, J/W Cherry Orchard way - Elizabeth Gardens entrance, Rochford - Traffic management improvements - White lining.	Request to investigate speeding vehicles and improve white lines including a ghosted right turn at the pub.	Rochford South	Rochford CP	Validation (With Design Team)	LROC222018	TBC	Speed survey results returned values. Eastbound 38.9mph Westbound 39.5mph in a 40mph limit. Showing good speed compliance.	V
9	Bull Lane, Rayleigh - Signage	Signage and 'slow' painted to the road.	Rayleigh South	Rayleigh CP	Validation (Does not meet criteria)	LROC222019	N/A	Revalidation not successful, road markings are a maintenance concern and signage can't be moved closer to the corner of the road. Recommend scheme is cancelled.	R
10	Coronation Close, Gt Wakering - Grasscrete	To provide Grasscrete to verges	Rochford South	Great Wakering CP	Validation (With Design Team)	LROC222020	TBC	Engineers validated this scheme, however HLO is seeking clarity from the design team.	٧
11	Poynters Lane, Gt Wakering - Signage	To provide directional signage	Rochford South	Great Wakering CP	Validation (Does not meet criteria)	LROC222021	N/A	Validation recommends no action. Traffic is local to the area therefor any new sign would be of no real benefit. increasing liabilities need to be addressed.	R
12	Rawreth Lane, Rayleigh - Speed limit change	Request to change the posted speed limit	Rayleigh North	Rawreth CP	Validation (Does not meet criteria)	LROC222023	N/A	Scheme covered by Development department recommend to cancel this scheme.	R
13	Hall Rd, Elizabeth Gardens - Traffic management	Request to alter the existing Kerb line of the RAB / introduce arrow lines to encourage drivers not to use the over run.	Rochford South	Rochford CP	Feasibility	LROC222024	£5,000	Validation recommends a Feasibility study and a Road Safety Audit first.	G
14	West Street, Rochford Yellow Box	Request to add a yellow box to the junction	Rochford South	Rochford CP	Validation (Does not meet criteria)	LROC222026	N/A	Validation recommends to add this scheme with the existing scheme to be completed in 22/23 with scheme no LROC172094 - Rochford Market square improvements.	R
15	Hockley Rd, Rayleigh Badger signage	Request to erect Badger aware signage	Rayleigh North	Rayleigh CP	Total Scheme	LROC222027	£6,500	No response form Badger Society, suggest Cllr ensures suitable location.	G

6. SAFL TM 11

Traffic Management

Total Value of	C11 F00
schemes	£11,500

Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
16	Ashingdon Road, Primary school Rochford - Wig Wags	Request to replace the wig wags East and West of the school	Rochford North	Ashingdon CP	Validation (With Design Team)	LROC222029	TBC	Waiting for Engineer to visit site	V
17	High Road / Brook Road - Signing	Implementation of measures identified in the feasibility study	Rayleigh South	Rayleigh CP	Implementation	LROC202012	TBC	Awaiting for the conclusion from the feasibility study.	А
18	Watery Lane & Beaches Road, Rawreth - Signage Improvements	Implementation of design for signing and lining throughout both routes.	Rayleigh North	Rawreth CP	Implementation	LROC212001	TBC	Awaiting completion of design.	А
19	Rochford Town Centre, Market Square Improvements	Implementation of recommendations made within the Feasibility Study.	Rochford South	Rochford CP	Implementation	LROC172094	TBC	Awaiting completion of feasibility study.	А
20	A127 / A129 Rayleigh Weir Roundabout - Lane Signage and Markings	Implementation of measures recommended in Feasibility Study to determine if any improvements can be made to the lane marking and road signage on the A127 / A129 Rayleigh Weir roundabout.	Rayleigh South	Rayleigh CP	Implementation	LROC182017	TBC	Awaiting completion of feasibility study.	A

6. SAFL TM 12

Walking

Total Value of	CO 500
schemes	£9,500

Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Hall Road, Hawkwell - Zebra Crossing	Request to investigate installing a zebra crossing.	Rochford South	Hawkwell CP	Validation (With Design Team)	LROC213003	TBC	In validation.	V
2	Canewdon Road / Lark Hill Road Canewdon - Footway improvements	Request to install footway / Signage and address speeding vehicles	Rochford North	Various	Validation (With Design Team)	LROC213011	TBC	Complex scheme multiple site visits required.	V
3	Brays Lane, Rochford - Zebra Crossing	Request to investigate a potential zebra crossing within the vicinity of Spencer Gardens.	Rochford South	Rochford CP	Feasibility	LROC203003	£4,000	Feasibility study recommended due Road Safety Audit, stats required. Further issues of school traffic, investigation needed.	G
4	Pedestrian Crossing - London Road, Rayleigh	Request to investigate the introduction of a crossing facility to provide pedestrian access to the BP garage / M&S.	Rayleigh South	Rayleigh CP	Validation (Awaiting Surveys)	LROC183016	TBC	In validation - PV2 survey achieved a score of 0.229. Speed survey data returned speeds Eastbound 27.8mph Westbound 26.6mph good speed compliance for the posted limit of 30mph probably due to the location. Future building in the area.	V
5	Iron Well Lane, Rochford - Footway improvements	Request to Improve the Eastern End of the lane to allow school children safer access for a route to school, and to provide "Not Suitable for Motor Vehicles" signage at either end of the lane.	Rochford South	Rochford CP	Feasibility	LROC223002	£5,500	Recommendation to proceed, however many questions need answering such as defined boundaries, Highway designation.	G
6	Stambridge Rd Primary School	Request to improve safety for school children crossing the road	Rochford North	Stambridge CP	Validation (With Design Team)	LROC223003	TBC	Waiting for Engineer to visit site	V
7	Beehive Lane, Hawkwell	Request to install bollards and staggered pedestrian barriers to either end of the footpath.	Rochford North	Hawkwell CP	Validation (With Design Team)	LROC223029	TBC	Waiting for Engineer to visit the site.	V
8	Ashingdon Rd, Primary School	Request to investigate a zebra crossing	Rochford North	Ashingdon CP	Validation (Does not meet criteria)	LROC233029	N/A	Validation refused due to the unsuitability of the location for the crossing. Cllr Shaw liaising with the Portfolio holder to find a suitable solution.	R

7. SAFL WALK

Walking

Total Value of	£0 £00
schemes	£9,500

Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
9	Southend Road, Rochford - Crossing point	Measures identified in Feasibility study to investigate the possibility of installing a crossing point.	Rochford South	Rochford CP	Implementation	LROC203004	TBC	Waiting for feasibility study.	А
10	High Road, Rayleigh - Signalised Crossing	Implementation of recommendations made within the Feasibility study to investigate the possibility of upgrading the existing zebra crossing near the junction with Love Lane.	Rayleigh South	Rayleigh CP	Implementation	LROC213004	TBC	Waiting for feasibility study.	A

7. SAFL WALK

Passenger Transport

Total Value of	60
schemes	£U

Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Poynters Lane, Great Wakering - PT Improvements	Request for an area of hardstanding on the southern side of Poynters Lane	Rochford South	Great Wakering CP	Validation (With Design Team)	LROC215010	TBC	Information on numbers using the stop is required before a decision can be made.	٧
2	Anchor Lane, Canewdon - Bus Shelter	Parish Council to fund installation of bus shelter.	Rochford North	Canewdon CP	Validation (With Design Team)	LROC205001	TBC	Awaiting completion of County-wide bus shelter audit before validation can be carried out.	V

8. SAFL PT 15

Public Rights of Way

Total Value of	50
schemes	£U

Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	PROW 71, Rayleigh - Footway Improvements	Request to improve the condition of the footway to coincide with scheme LROC198002 (street lighting).	Rayleigh South	Rayleigh CP	Validation (With Design Team)	LROC208001	TBC	Validation will be carried out following completion of street lighting design that is currently underway.	
2	PROW 71, Rayleigh - Street Lighting	Implementation of street lighting improvements along the PROW.	Rayleigh South	Rayleigh CP	Implementation	LROC198002	TBC	Awaiting completion of feasibility study.	А

9. SAFL PROW

Location	Reason for request	Survey Type	Qty
88 Main Rd, Hawkwell	speeding Assessment	Speed Survey	1
Hockley Rd	speeding Assessment	Speed Survey	1
Rectory Rd, Ashingdon Rd end	speeding Assessment	Speed Survey	1
Sutton Court Drive	speeding Assessment	Speed Survey	1
Hall Rd, Rochford	speeding Assessment	PV2	1
142 Hockley Rd	speeding Assessment	PV2	1
South Street, Rochford	speeding Assessment	Speed Survey	1
Clifton Rd, Rochford	speeding Assessment	Speed Survey	1
	Sub Total	£3103.40	
	Budget	£5000	
	Remaining Budget	£1896.60	

10. Survey Spend 23-24 17