

CHELMSFORD CITY LOCAL HIGHWAYS PANEL MINUTES

15 June 2023

at the Civic Centre, Chelmsford

Chairman:	Councillor Bob Massey
Panel Members:	Chelmsford City Council – City Councillors Stephanie Scott and Andrew Sosin Essex County Council – County Councillors Marie Goldman, Ian Grundy, Mike Mackrory (Vice-Chairman), Anthony McQuiggan, Stephen Robinson, and Mike Steel
Officers:	Jon Simmons and Dan McClean – Essex Highways Michael Adewole – Chelmsford City Council
Secretariat:	Jan Decena - Chelmsford City Council

Item		Owner
1.	<p>Welcome and Introductions</p> <p>The Chairman welcomed those present.</p> <p>Cllr Sosin advised that David Green, former Director for Sustainable Communities for Chelmsford City Council, resigned and needed to be taken off the agenda. Essex Highways made a note of this.</p>	
2.	<p>Apologies for Absence</p> <p>Apologies for absence were received from City Councillor Kieron Franks and Councillor Andrew Sosin substituted in his absence. Apologies were also received from County Councillors Jude Deakin, and John Spence.</p>	
3.	<p>Minutes of Previous Meeting</p> <p>The minutes of the meeting on 15th June 2023 were agreed as a correct record.</p>	

4.	<p>Matters Arising from Minutes of the Previous Meeting</p> <p><i>LCHE155026/ LCHE175010/ LCHE15001 – Bus shelters at various locations</i> - Dan Mclean advised the Panel that these were on hold until there was a conclusion on the Essex-wide audit which officers advised was expected in October 2023. Contractors would then be shortlisted and the contract would be prepared.</p> <p>The panel was also advised regarding improvement works on the pedestrian walkway on Pump Lane that Cllr Mackrory had sent an application for. Jon Simmons had advised that Cllr Mackrory had been sent an email by Dan Mclean updating him. It was noted that the cost of the feasibility scheme would be approximately £50k and any resulting scheme would be in excess of £1m which was beyond the panel's scope. Cllr Mackrory and Cllr Robinson were both concerned as around 10,000 dwellings would be developed in the area and the impact this would have.</p> <p><i>(Cllr Scott arrived on 14:06.)</i></p> <p>(14:02 – 14:06)</p>	DM
5.	<p>Report on Funded Schemes 2022/23</p> <p>The panel was then informed by Essex Highways officers regarding the funding for the carry forward and prioritised schemes. It was advised that the funding was not confirmed and therefore they would not be able to progress on the prioritised schemes. An update was expected after Cllr Lee Scott returned from leave on 21st June.</p> <p>The panel was then updated with schemes, including those from funded schemes for 2023/24 which were valued at £218,000.00; the carry forward schemes which was valued at £343,00.00 and yet to be confirmed; and, prioritised schemes valued at £181,00.00 which were awaiting funding:</p> <p><i>LCHE154009 – Princess Road – Footway/Cycleway</i> – this scheme had been completed within the school summer holidays in 2023.</p> <p><i>LCHE202036 – Little Park Cottages, Little Park Lane, Hartford End – Road markings</i> – the panel noted that this scheme had been delayed due to bird nesting season. The implementation for this scheme was scheduled for Q3.</p> <p><i>LCHE212034 – Little Waltham – Traffic review</i> – the panel was notified that the traffic review was completed and that the study had been shared with the Parish Council.</p> <p>Cllr Grundy queried for an update regarding <i>LCHE212012 – A1245 Rettendon RAB, j/w Hawk Hill, Rettendon – signing</i> – and Essex</p>	JS

	<p>Highways officers noted that this scheme would need to be programmed for 2023/24 on quarter 3 due to permits being needed from Network Rail and specific Traffic Management requirements.</p> <p>Cllr Scott queried if <i>LCHE192040 – A414 Danbury – Route-Based Study</i>– was confirmed. Essex Highways officer advised that the Route Based study was completed and this was shared with the parish.</p> <p>Cllr Steel queried what kind of improvements would there be regarding <i>LCHE182009 – B1008 Ford End – kerbing improvements</i> – and Jon Simmons confirmed that these would be raised kerbs. Cllr Steel then advised that this might have been completed as he advised Essex Highways officers that works had been completed in that part of road. Jon Simmons advised that they would look into this and confirm.</p> <p>Cllr Massey then addressed the panel regarding continuing the Sub-Group who would meet consider 2024/25 scheme funding recommendations and report back to the December Panel, The panel AGREED to continue the Sub-Group. It was also agreed that Cllr Scott would be added to the Sub-Group.</p> <p>Cllr Robinson then addressed the panel regarding <i>LCHE224005 - Nr 94 Broomfield Road, Chelmsford - Junction improvements</i> – and expressed his frustration on not only it was not mentioned in the June meeting but it was taken off the list entirely. It was expressed that it was important that this particular scheme was addressed as this would indicate a failure of the Chelmsford City Growth Package. Cllr Steel advised if this was raised through S106 on Strategic Highways and Cllr Robinson advised that he was not aware. Jon Simmons advised the panel that he would investigate the matter further.</p> <p>AGREED that the Funded Schemes List be noted.</p> <p>(14:06 – 14:11)</p>	
6.	<p>Report on Schemes Awaiting Funding</p> <p>The panel received the report for the Schemes Awaiting Funding List which identified scheme requests received for consideration.</p> <p>Cllr Robinson addressed the panel regarding the scheme <i>LCHE192041 – Westway j/w Clock Tower Retail Park service road</i> – and it was noted that this was not one of the schemes that were prioritised. He requested for this scheme to be added to the priority list as he reported near misses on that location. Jon Simmons advised that this scheme was in validation process and would look at this with the engineering team.</p>	

	<p>Cllr Massey addressed the panel regarding red highlighted schemes on the list which were noted that were unlikely to be processed in the coming future. The panel AGREED to take these red schemes off the awaiting funding list. Cllr Steel queried on what would happen to the schemes taken off the list and Jon Simmons advised that they will be archived and any records held the panel would be able to bring them back.</p> <p>The panel discussed cycling schemes regarding removing or archiving some of them. It was noted that the schemes were quite large and it might be possible to put them to the Chairman's panel but there also might be a chance that these would be refused. Cllr Massey advised the panel that they would be able to pick one to prioritised. Cllr Mackrory suggested on approaching Active Essex and if they could make a recommendation. Cllr McQuiggan suggested picking the scheme <i>LCHE154002 – Chelmer Park Cycle Route, Beehive Lane, Galleywood – Footway/Cycleway</i> as it was noted as a key piece in joining national work. Cllr Massey suggested that this would be discussed further in the Sub-Group.</p> <p>The panel was updated regarding <i>LCHE182032 – Clyde Crescent, Chelmsford – Grasscrete</i> – and the expectation was parking would be finished off in that area. Cllr Robinson queried whether there could be something to be actively done on repeat offenders and mitigate parking on the grass however it was noted that there might be legal consequences for this. Cllr Sosin queried whether there would need to be permission from Chelmsford City Council regarding bollards and Jon Simmons advised that it was understood to be a mixture of City Council and County Council responsibility.</p> <p>(14:11 – 14:31)</p>	
7.	<p>Report on Revenue Funding 2023/24</p> <p><i>This report was not discussed in the meeting.</i></p>	
8.	<p>OTHER BUSINESS</p> <p>Cllr Steel queried regarding clarification about the online system that Essex Highways were developing and if it was to be ready soon. Dan Mclean advised Cllr Steel that this online system was being developed so that it would be easier to make requests and search for specific schemes. Essex Highways were in the process of developing this over the course of the year and it was up and running. This would be circulated to the members for new scheme requests and it was intended that this would be rolled out before the new financial year. It was advised that it would be possible for the</p>	

	<p>online system to be available to the panel before Christmas to show how it would look and that there would be a trial.</p> <p>Cllr Steel then asked about clarification regarding protective lanes in that Essex County Council do not recognise these and if these were for Chelmsford City Council. The panel was advised that original protective lanes were managed by district councils. It was also mentioned that protective lanes were in the local plan.</p> <p>Cllr Scott queried regarding <i>LCHE192025 – Well Lane, Danbury – Dropped kerb</i> as to whether this funding for this scheme would be confirmed. It was advised that the funding was not confirmed for this scheme as this it was to be funded through the carry forward funding. It was advised that the funding would be expected to be confirmed on 21st June.</p> <p>Cllr Sosin queried regarding the direct works scheme and regarding parish councils agreeing to fund 20mph zones and traffic surveys. Essex Highways officers advised that these would go on a purchase order and if these were external traffic surveys, these would be completed.</p> <p>Cllr Steel then discussed regarding the pavement schemes, and if they were being planned. Dan Mclean advised that a number of requested amendments were received for carriageway improvements and the ones that were put forward by the panel in the last meeting was shared. It was also advised that the programme was pushed back and an update was requested. The panel was also advised that a report that would be shared to the panel regarding these schemes.</p> <p>(14:31 -14:39)</p>	
9.	<p>Date of the Next Meeting</p> <p>The next meeting dates would be 7th December 2023 and 14th March 2024.</p> <p>(14:39-14:40)</p>	

The meeting closed at 14:40

Chair