

MINUTES

of the

CHELMSFORD LOCAL HIGHWAYS PANEL

24 April 2014

Present:

County Councillor John Aldridge	Essex County Council
County Councillor Jennifer Chandler	Essex County Council (substitute)
Councillor Ian Grundy	Chelmsford City Council (In the Chair)
County Councillor Norman Hume	Essex County Council
County Councillor Eddie Johnson	Essex County Council
County Councillor Mike Mackrory	Essex County Council
Councillor Jean Murray	Essex County Council (substitute)
Councillor Chris Rycroft	Chelmsford City Council
Councillor Roy Whitehead	Chelmsford City Council

In attendance:

Averil Price	Chelmsford City Council
Will Price	Essex County Council
Mark Robinson	Essex County Council
Jon Simmons	Essex County Council
Derek Stebbing	Chelmsford City Council
Rosa Tanfield	Chelmsford City Council
Joy Thomas	Chelmsford City Council
Marina Wallis	Chelmsford City Council
Peter Wright	Essex County Council

Election of a Chairman

The Chairman Councillor Whitehead had been delayed and so it was proposed and seconded that Councillor Grundy take the Chair in his absence. It was later agreed that Councillor Grundy should remain in the Chair for the entire meeting.

1. **Apologies**

Councillor Grundy welcomed everyone present. County Councillor Dick Madden, Councillor Bob Shepherd, Erwin Deppe and Hannah Neve had sent their apologies. County Councillor Madden had appointed County Councillor Jennifer Chandler as his substitute and Councillor Shepherd had appointed Councillor Jean Murray as his substitute.

2. **Minutes of the Chelmsford Local Highways Panel Meeting on 24 February 2014**

The minutes of the Chelmsford Local Highways Panel meeting held on 24 February 2014 were approved as a correct record and signed by the Chairman.

3. Matters Arising

In relation to the drainage issues in Swan Lane, Jon Simmons reported that he was liaising with the Flood Team and that an Enforcement Officer would also be dealing with the situation and looking at existing ditch lines and erosion of the verges. Derek Stebbing reported that work had been delayed on this scheme but had resumed now the weather was drier.

ACTION Jon Simmons to bring a report on this matter to the next meeting

6 - Hannah Neve had hoped to be able to report on the Odeon Roundabout scheme at this meeting.

ACTION

Jon Simmons to prepare a briefing paper on this matter for members of the Panel to study between meetings and then bring a report to the next meeting.

7(3) – Jon Simmons confirmed that he had provided Councillor Robinson with the clarification on the location of the speed survey on the A1060 Roxwell Road.

12 – Cllr Whitehead reported that he had not had official notification of the Financial ‘Top Up’ discretion.

In response to a query Councillor Whitehead advised that he had no news on the Springfield Library signage.

4. Approved Works Programme

The Panel considered a report detailing the Advanced Works Programme which had been split into 3 headings;

- 2012/13 Capital Budget
- 2013/14 Capital Budget
- Revenue Schemes

Jon Simmons referred to 8 of the schemes that had been flagged as red and would not achieve the current scheme finish date.

No.	Design reference	Task name	Parish	Works description	Allocated budget
2	LCHE005002	Sainsbury's Colchester Road, Boreham	Boreham	Bus stop improvements – raised kerbs	£5,000
19	LCHE002005	Gloucester Avenue, Lucas Lane, Chelmsford	Non Parished	LHP Minor Scheme – VAS	£5,000
20	LCHE002009	Trinity Road, Chelmsford	Non Parished	LHP Minor Scheme – VAS	£5,000
27	LCHE002006	Chignal Smealy	Chignal	LHP Minor Scheme –	£5,000

				VAS	
34	LCHE002007	Souther Cross Road Good Easter	Good Easter	LHP Minor Scheme – VAS	£5,000
39	LCHE001004	A12 Howe Green Interchange	Sandon	Casualty Reduction Scheme – CR41	£11,000
54	ICHE002004	Lawn Lane, Springfield	Springfield	LHP Minor Scheme – VAS	£10,000
66	LCHE001021	Chignal Road (Avon Road jw Newland Spring) Chelmsford	Non Parished	LHP Minor Scheme – VAS	£8,500

It was noted that 6 of the schemes had not met the VAS policy and a separate report had been attached to the agenda which had outlined the Automatic Traffic Count data for those sites.

In response to a query from Councillor Murray it was noted that the two areas of Lawn Lane referred to was that part near to the Springfield Hospital and the other between its junctions with Orford Crescent and Bodmin Road.

Jon Simmons confirmed that schemes 54 and 66 relating to Lawn Lane and Chignal Road would cost £8500 each although Joy Thomas advised that there was £3000 of S106 money available as well.

The Panel expressed concern that several of these schemes were urgent but still did not have a start date. Jon Simmons advised that it was hoped to have dates in the next work programme although there sometimes appeared to be an issue with the Highways Agency about getting dates for schemes. Peter Wright advised that Officers did constantly push for dates although some would vary due to the complexity of the scheme.

The Panel noted that all the schemes shaded grey were in fact complete and it was agreed that in order to avoid confusion any completed scheme should be physically marked as completed. Jon Simmons explained that these had been included for information but he undertook to remove all the completed schemes and put them on another list.

Jon Simmons also referred to 6 revenue funded schemes which had been recommended for funding by the Panel in 2013/14.

No.	Design reference	Task name	Parish	Works description	Allocated budget
125	LCHE132051	Broomfield Parade, Broomfield Road, Chelmsford	Broomfield	Feasibility study into parking provisions o/s parade of shops	£2,500
132	LCHE132053	Penny Royal	Danbury	Feasibility	£3,500

		Road (Mayes Lane to Woodhill Road) Danbury		Feasibility study to look at provision of footway to link village	
134	LCHE132085	Hammond Road, Little Baddow and Church Road, Boreham	Little Baddow	Feasibility study to look at flood warning improvements	£10,000
135	LCHE132086	Paper Mill Bridge, North Hill and j/w Moden Hall Lane	Little Baddow	Feasibility study to look at flood warning improvements	£10,000
138	LCHE132046	The Street/Vicarage Road	Roxwell	Design of bend improvements	£1,000
140	LCHE132038 LCHE132039	A132 Burnham Road nr Wickford RAB, B1012 Woodham Road nr RAB with Burnham Road	South Woodham Ferrers	Feasibility study into repositioning town nameplates /SLOW road markings/ extension of 40mph speed limit	£4,000
Total					£31,000

The work had not started on these schemes and so they had slipped into the current Financial year. This meant that the funding which had been allocated had been lost and would need to be reallocated. The Panel agreed that this was a huge percentage blow to the budget and there should be a facility for the money to be carried over. Peter Wright advised that unspent money was used by Councillor Bass for Town Centre improvements. Councillor Whitehead undertook to speak to him about being given a dispensation to carry money over.

AGREED that the detailed works programme be approved.

Scheme 54 LCHE002004 Lawn Lane, Chelmsford (Location 2) VAS scheme to proceed at £8,500.

Scheme 66 LCHE002021 Chignal Road, Chelmsford VAS scheme to proceed at £8,500, including funding of £3,000 from Section 106 monies.

ACTION

Councillor Whitehead to speak to Councillor Bass to have a dispensation to carry over the agreed money of £31,000 for the revenue schemes.

4b **Feasibility Studies**

The Panel considered a report outlining the feasibility studies for 4 schemes;

- Avon Road, Chelmsford – Parking Improvements
- Ford End Traffic Management Improvements
- Oasis Court, Springfield Road, Springfield – Pedestrian Crossing
- Hylands School, Chelmsford Road, Writtle – Pedestrian Safety Improvements.

With reference to the Oasis Court scheme it was noted that the degree of pedestrian/vehicle conflict survey (PV²) showed that the pedestrian crossing criteria had not been met. Councillor Murray expressed concern as she felt that a crossing was necessary for the residents of Oasis Court at this point. Whilst the Panel noted that it could still recommend this scheme it was agreed in order to show consistency with previous decisions this proposal should not be progressed.

Councillor Aldridge commended the Hylands School scheme as it was shown that the pavement in the vicinity of Hylands School was very narrow and overgrown in parts. In particular the area around the nearby bus stop was not adequate for the numbers using it. Joy Thomas advised that £3400 of S106 funds could be allocated to the improvement to the bus stop.

Councillor Whitehead expressed concern that the Ford End scheme would be held up because some elements of the proposals required DFT approval. The Panel agreed that the scheme was important as even though the road through Ford End had been declassified, it was still heavily used. This was a particular concern with Ford End Primary School being situated on the main road. It was agreed that the scheme should be split into two parts. One should contain the two elements requiring DFT approval and the other all of the rest. This would enable the works to be commenced sooner.

AGREED that Ford End and Hylands School schemes be recommended to the Essex County Council Cabinet member. Also that the Panel would review the Avon Road scheme when the full costs were available.

5. **Potential Schemes Proposals**

The Panel considered a report outlining 4 new schemes which had been recommended by Parish, and Town Councils. It was noted that each scheme had been prioritised against set criteria and given a Red, Amber or Green status showing its priority.

The Chelmsford City Local Highways Panel had a 2014/15 Capital budget of £1,000,000. In addition the Panel had a 2014/15 Revenue Budget of £129,000, there was an estimated Highway Rangers cost of £84,000 from this budget, leaving £45,000 for the Panel to make recommendations for pre-construction feasibility/design/survey works. Following a query from Averil Price, Jon Simmons advised that all of these schemes could come out of Capital funds if necessary.

AGREED

That the following schemes should be provisionally allocated funding as set out below subject to further reports being made:

No.	Design reference	Task name	Parish	Works description	Allocated budget
9	LCHE132095	Copperfield Road	Non Parished	Traffic Management Improvements – speed surveys	£840
17	LCHE132050	King Edwards Road	South Woodham Ferrers	Provision of Bus service – feasibility study	£3,500
24	LCHE132073	Ongar Road/Lordship Road	Writtle	Traffic Management Improvements	£10,000
Total					£13,920

It was agreed that scheme 25 relating to the insertion of a parking layby near the Doctor's surgery in Lordship Road should be deferred until scheme 24 relating to the traffic management improvements in Ongar Road/Lordship Road had been implemented.

ACTION Jon Simmons undertook to bring a report back on the Arbour Lane footway proposal to the next meeting.

6. Highways Improvement Scheme Proposals

The Panel considered a report on highway improvement schemes under various headings.

AGREED that the recommendations in the report for funding of the following schemes be accepted:

Design reference	Task name	Parish	Works description	Allocated budget
LCHE135015	Opposite Maltings Road, Hawk Hill	Battlesbridge	Bus stop improvements – new shelter/hardstanding	£8,500
LCHE135017	The Angel, Broomfield Road	Broomfield	Bus stop improvements – New shelter	£8,500
LCHE145002	Chelmsford Market, Bus Interchange	Non Parished	Bus stop improvements – Upgrade passenger	£42,000

			transport information/ shelters as part of bus interchange enhancement scheme	
LCHE135016	St Mary's Church, Runwell Road	Runwell	Bus stop improvements - New shelter	£8,500
LCHE145001	New Bowers Way junction with Petunia Way and opposite Ruben's Gate.	Springfield	Bus stop improvements – Formalise stop with new shelter/timetable information	£5,000
LCHE144002	Dove Lane/Wood Street Cycle Track	Town Area	Cycling scheme works – pinch point improvement	£2,000
LCHE144003	Waltham Glen, Chelmsford	Town Area	Cycling scheme works – improved signage	£5,000
LCHE144004	Maltese Road/Ridgewell Avenue/ Swiss Avenue	Town Area	Cycling scheme works – utilise shortcut into area	£35,000
LCHE144001	Citywide, Watchouse Road shops, Chelmer Park, Writtle Library, Long Brandocks Writtle	Various	Cycling scheme works – cycleparking	£10,000
LCHE144005	White Hart Lane, Sainsbury's to Beaulieu Park	Springfield	Cycling scheme works – phase 2 to connect Sainsbury's to Beaulieu Park	£60,000
LCHE144006	Chelmer Retail Park	Springfield	Cycling scheme works – Phase 2 scheme to rebuild and widen northern access ramp	£40,000 (top up to an existing S106 contribution)
LCHE148001	River Can footpath	Good Easter	Public Right of Way works – investigate revetment works between River Can and footpath	£5,000

LCHE148002	City Centre footpath	Town Area	Public Right of Way works – Investigate installing drainage in surfaced city centre path	£5,000
LCHE148004	Footpath	South Woodham Ferrers	Public Right of Way works - surfacing	£4,000
LCHE148005	Footpath	Springfield	Public Right of Way works - surfacing	£15,000
LCHE148003	Footpath	Writtle	Public Right of Way works – drainage and surfacing	£5,000
LCHE141001	Leighams Road near Leighams Farm	Bicknacre	Casualty Reduction Works – scheme design – signage and road markings	£500
LCHE141003	A1060 Parkway at Moulsham Street Crossing	Town Area	Casualty Reduction Works – Investigate pedestrian crossing and improvement options, including two automatic traffic counts and count down signs	£5,420
LCHE141002	Galleywood Road junction with Dorset avenue to junction with Vicarage Lane	Galleywood	Casualty Reduction Works – Surface inlay and centre hatching/edge of carriageway markings	£5,000, design £15,000, build
Total				£284,420

The Panel noted that the cost for the Parkway scheme was just investigation costs although it was agreed that it would be helpful for the Panel to have the full cost of the scheme.

7. **Highways Rangers Summary**

Jon Simmons circulated an updated summary of the Chelmsford City Highways Rangers work programme. The Panel agreed that as several of the schemes required discussions with the Highways Agency, ways should be found to combine the work which in the long term could save time and money.

Action Councillor Whitehead to discuss with Essex County Council

8. **Any Other Business**

There were no items of other business.

9. **Next Meeting**

AGREED that a meeting be arranged for 2 June 2014 at 12:30 p.m.

The meeting closed at 2:51 p.m.

Chairman