

CHELMSFORD CITY LOCAL HIGHWAYS PANEL MINUTES

10 April 2024 at 12.30hrs

at the Civic Centre, Chelmsford

Chairman:	Councillor Bob Massey
Panel Members:	Chelmsford City Council – City Councillors Kieron Franks and Stephanie Scott Essex County Council – County Councillors Jude Deakin, Marie Goldman, 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.	Welcome and Introductions The Chairman welcomed those present.	
2.	Apologies for Absence Apologies for absence were received from County Councillors Mike Mackrory and John Spence, and County and City Councillor Ian Grundy.	
3.	Minutes of Previous Meeting The minutes of the meeting on 7 th December 2023 were agreed as a correct record.	

4.	<p>Matters Arising from Minutes of the Previous Meeting</p> <p>The panel considered an update regarding the following matters arising from the previous minutes below:</p> <p><i>LCHE192040 – A414 Danbury – Route-Based Study</i> – panel members were advised that this action rested with the ECC Transportation Planning & Infrastructure team under Alan Lindsay.</p> <p><i>LCHE152057 – Old Moulsham, Chelmsford – 20mph zone remedial works</i> – this was an additional scheme to the 2023/24 Works Programme as per the panel meeting on December 2023 and would need to be recommissioned for 2024/25 Funded Schemes List.</p> <p>The panel was advised that they would get updates from schemes that could not be delivered from the last financial year.</p> <p>Cllr McQuiggan queried whether there would be an update regarding the <i>LCHE155026/LCHE175010/LCHE15001 – Bus shelters at various locations</i>. ECC officers advised that there would be an Essex Bus Shelter Update in the next CLHP meeting.</p> <p><i>(Cllr Scott entered at 12:32).</i></p> <p><i>(13:31 – 12:33)</i></p>	
5.	<p>Report on Funded Schemes 2023/24</p> <p>The panel was updated regarding the funded schemes list. They were also informed of the recent Sub-Group meeting to prioritise funding recommendations for 2024-25 and identified schemes that would be elevated to the Chairman’s panel.</p> <p>It was recommended for two schemes under the funded schemes for 2023-24, <i>LCHE212012 – A1245 Rettendon RAB, j/w Hawk Hill, Rettendon – Signing</i>, and <i>LCHE202041 – Ferrers Road nr Benbow Drive, South Woodham Ferrers – Signalised crossing</i>, to be elevated to the Chairman’s Panel.</p> <p>It was also discussed in the Sub-Group meeting to recommended for the following schemes, which should have been completed in the 2022-23 period, to be approved for re-funding for 2024/25:</p> <ul style="list-style-type: none"> • <i>LCHE152057 – Old Moulsham, Chelmsford – 20mph zone remedial works;</i> • <i>LCHE152104 – Well Lane to The Heights, Service Road, Danbury – One-way;</i> • <i>LCHE202038 – Maltese Road, Chelmsford – Traffic management improvements, and;</i> • <i>LCHE226001 – School Lane, Broomfield – SCP.</i> 	

Members were also advised that any underspent would be brought to the panel for reallocation. Cllr Steel observed that some schemes were listed as completed however they were only at the design scheme stage. Jon Simmons advised that it indicated that the design was completed, and the next stage for those schemes would be implemented.

The panel **APPROVED** to the above recommendations regarding funded schemes from 2023-24 to be implemented.

With regards to the slipped schemes from 2022-23, the panel was advised that the Sub-Group identified for the two schemes, *LCHE212012 – A1245 Rettendon RAB, j/w Hawk Hill, Rettendon – Signing and LCHE188001 – Footpath 76 Galleywood – Markland Close to Rignals lane – Surfacing*, to be brought forward to the Chairman's Panel. There were also further schemes from the slipped schemes identified for re-commissioning in 2024/25 which consisted of the following:

- *LCHE182053 – Milburn Crescent Chelmsford – Layby;*
- *LCHE152104 – Well Lane to The Heights – Service Road, Danbury – One-way, and;*
- *LCHE202038 – Maltese Road, Chelmsford – Traffic management improvements.*

The panel **APPROVED** to the above recommendations regarding the slipped schemes from 2022-23 to be implemented.

In relation to the prioritised schemes awaiting funding list, it was advised that the Sub-Group had recommended for the scheme, *LCHE182070 – Doctors Surgery, Lordship Road, Writtle – Bus stops*, to be elevated to the Chairman's Panel. The schemes that were recommended for re-commissioning, subject to the availability of funds, were identified as per below:

- *LCHE192025 – Well Lane, Danbury – Dropped kerb;*
- *LCHE212007 – Breeds Road/Woodhall Hill, Chignal Smealy – Gateway;*
- *LCHE202040 – The Causeway, Great Baddow – Pedestrian crossing improvements;*
- *LCHE212023 – O/s Moulsham Infant & Junior School, Princess Road, Chelmsford – Traffic management improvements;*
- *LCHE212032 – Margaretting C of E Primary School, B1002 Main Road Margaretting – School warning sign improvements, and;*
- *LCHE203002 – Barrack Lane j/w Cherry Garden Road, Great Waltham – Footway improvements.*

Cllr Steel queried if the custom design for *LCHE212007* had been completed. Jon Simmons advised that there would be now implementation of the design, which would include the 40mph

	<p>roundels and the two gateways on Breeds Road, should the panel agree to the recommendations for re-funding. Regarding <i>LCHE182070</i>, Cllr Steel also queried whether this could be completed under a s106 agreement. Essex Highways Officers advised that under the new LHP criteria, there were limits on bus stop improvements and this would be elevated to the Chairman's Panel. It was also advised that levels of support would be gauged regarding <i>LCHE152115 – Admirals Park Estate, North-West Chelmsford (Boarded Barns) – 20mph zone</i>.</p> <p>Cllr Massey advised that there was already a dropped kerb regarding <i>LCHE192025 – Well Lane, Danbury – Dropped kerb</i> however, Jon Simmons advised that the scheme was for improvements of the signage.</p> <p>The panel APPROVED the above recommendations in relation to prioritised schemes awaiting funding list, regarding schemes to be elevated to the Chairman's Panel and those who would be considered for recommission.</p> <p>The panel was also advised that the Sub-Group had also recommended for two schemes, <i>LCHE203005 – Southern end of Hillside Grove, Chelmsford – Salt bin</i> and <i>LCHE203006 – Cherry Garden Lane j/w Writtle Road, Chelmsford – Salt bin</i>, to be archived. The panel was also advised of the Salt Bag Partnership where a 25kg of salt could be provided and distributed. https://www.essexhighways.org/salt-bag-partnership</p> <p>Cllr Deakin requested for the <i>LCHE203005</i> not to be archived as it was advised that most residents by Hillside Grove were elderly and that they might not be able to acquire the salt bag by the location at Waterhouse Lane. Cllr Deakin advised that salt bins had been used before and residents wished for this to be reissued again. Cllr Goldman also added that the salt bags would not be freely available to everybody, and storage would pose a problem for unparished areas.</p> <p>The panel APPROVED for <i>LCHE203005 – Southern end of Hillside Grove, Chelmsford – Salt bin</i> to not be archived and to be reinstated under prioritised schemes awaiting funding.</p> <p><i>(Cllr Robinson entered at 12:41).</i></p> <p>AGREED that the Funded Schemes List be noted.</p> <p>(12:33 – 12:48)</p>	
6.	Report on Schemes Awaiting Funding	

The panel was updated regarding the Schemes Awaiting Funding List, including schemes regarding traffic management, footways and carriageways. Members were advised of schemes that could be considered to the Chairman's Panel as well as recommendations following the Sub-Group meeting to identify those elevated to the Chairman's Panel, to be funded in 2024-25, and to be archived.

Under Traffic Management, it had been identified that the scheme, *LCHE212015 – Little Waltham C of E Primary School, The Street, Little Waltham – School 20mph with wig-wags*, would be given the priority for funding for 2024-25. There would be a need to identify locations for the signs as well as looking at the impact on nearby properties. Cllr Massey advised that schemes involving schools would be given priority.

It was also suggested that two schemes, *LCHE202029 – Trinity Square, South Woodham Ferrers – Signs* and *LCHE212011 – Burnham Road & Ferrers Road, South Woodham Ferrers – Warning Signs*, to be archived.

Cllr Deakin queried regarding the status of *LCHE192041 – Westway j/w Clock Tower Retail Park service road, Chelmsford – Right turn lane* as the scheme had been suggested by Essex Highways engineers themselves. It was also observed that the validation was unclear as they were not seeking to introduce a right turn lane. Jon Simmons advised that this scheme would be left on the schemes awaiting funding list.

Cllr McQuiggan suggested for *LCHEB1009 Beehive Lane j/w Loftin Way, Great Baddow – Mini-roundabout* to be withdrawn as it was advised that there had been no support from residents. This had been noted by ECC Highways officers.

Cllr Massey also advised for *LCHE223008 – R/o Primary School & B1012, South Woodham Ferrers – Footway* to be archived. It was suggested that the school did not want the scheme.

In relation to *LCHE222004 – O/s Keene Homes, Broomfield Road, Chelmsford – KEEP CLEAR*, Cllr Robinson advised that there would be a site visit with the residents. It was emphasised that there would be a need for a yellow box or a Keep Clear sign. Jon Simmons advised that he could attend the visit as well as the design engineer. Regarding *LCHE192028 – Ford End – Average speed cameras*, the panel **AGREED** for this to be archived.

Cllr Steel queried regarding *LCHE212005 – The Street and Back Lane, Little Waltham – Traffic management improvements*. Jon Simmons advised that the implementation had been completed. It was also advised that *LCHE142002 – Main Road (at northern*

	<p><i>Broomfield Parish boundary</i>), <i>Broomfield – Gateway treatment</i> had not been fully implemented as this was not sought by residents.</p> <p>Cllr McQuiggan queried regarding <i>LCHE192024 – A414 Main Road nr The Bell P/H, Danbury – Zebra crossing improvements</i>. Dan Mclean advised that validation had been carried out and implementation was going as quickly as possible. There was a three weeks deadline however it could go for another month.</p> <p>Under cycling schemes, it was recommended for two schemes, <i>LCHE224005 – Nr 94 Broomfield Road, Chelmsford – Junction improvements</i> and <i>LCHE224007 – Broomfield Road j/w Glebe Road, Chelmsford – Junction improvements</i>, to be escalated to the Chaiman’s Panel.</p> <p>In response to Cllr Steel’s query regarding the sectioning in the reports, Jon Simmons advised that some were listed as possible schemes that could be elevated to the Chairman’s Panel in the blue columns and the ones listed as ‘CPS’ were the ones elevated to the Chairman’s Panel following the Sub-Group meeting. It was emphasised that there were an allocated £2,000,000.00 in the Chairman’s Panel to be distributed across the 12 boroughs. It was advised that a large scheme and some smaller schemes to be put forward.</p> <p>The panel APPROVED for the above recommendations to be implemented.</p> <p>AGREED that the Schemes Awaiting Funding List be noted.</p> <p>(12:48 – 13:00)</p>	
7.	<p>Report on Revenue Funding 2023/24</p> <p>The panel was updated with the schemes under Revenue Funding. Jon Simmons referred to the completed traffic surveys, the schemes awaiting revenue funding for 2024/25, and the schemes that were externally funded by parish councils. Dan Mclean also advised that there were £5,000.00 for the revenue funding from last year and that out of the Chairman’s Panel budget, £100,000.00 would be allocated for revenue funding across the twelve local highways panels. This would be confirmed in writing to be sent to panel members.</p> <p>Cllr Steel raised that there were some repetitions identified during the Sub-Group and asked if they were rectified. With regards to the schemes in Stock, Jon Simmons advised that there were several issues that residents wanted to be addressed and any duplicate traffic surveys had been addressed.</p> <p>AGREED that the Revenue Funding List be noted.</p>	

	(13:00 - 13:03)	
8.	<p>Any Other Business</p> <p>Cllr Steel queried on whether there was a way to receive an update on each scheme and get a view of the progress. Jon Simmons advised that there would be update in each CLHP meeting regarding the schemes. Dan Mclean also advised that the individual schemes would be available on the dashboard.</p> <p>(13:03 -13:05)</p>	
9.	<p>Dates of the Next Panel Meetings</p> <p>The following meeting dates for this year would be as follows;</p> <ul style="list-style-type: none"> • 12th June 2024 at 12:30pm • 11th September 2024 at 12.30pm • 11th December 2024 at 12:30pm • 12th March 2025 at 12:30pm. <p>(13:05 -13:05)</p>	

The meeting closed at 13:05

Chair