

ROCHFORD LOCAL HIGHWAY PANEL
Minutes of the meeting held on 22 MAY 2023 - 14.00
ONLINE MEETING: MICROSOFT TEAMS

Chairman:	CC June Lumley
Vice Chairman:	CC Mike Steptoe
Panel Members:	CC Laureen Shaw, Cllr Michael Hoy, Cllr James Newport
Officers:	EH James Drabwell – Highways Liaison Officer EH Daniel Maclean – Highways Team Leader
Secretariat:	EH Martin Butcher – Technical Assistant

Item		Owner
1.	<p>Welcome and Introductions:</p> <p>Cllr Lumley advised the panel that moving forward the panel is the 5 County Members. The District Council has been advised that all potential schemes must come via their respective County Member. A District Cllr could attend a panel meeting, where appropriate, on invitation from the panel chair. The District Council are aware of this change and the Parish representative has also been advised.</p>	
2.	<p>Apologies for Absence:</p> <p>Cllr Hoy</p> <p>Attendees:</p> <p>Cllr Lumley, Cllr Steptoe, Cllr Shaw, Cllr Newport, Daniel Maclean (DM), James Drabwell (JD), Martin Butcher.</p>	
3.	<p>Minutes of the meeting held on 23 January 2023</p> <p>Minutes approved by the Panel.</p>	
4.	<p>Matters Arising from the Minutes of the Previous Meeting</p> <p>4.1 Item 5.5 on the minutes. Cllr Lumley asked for an update on slipped schemes. DM explained that this would be covered later in the meeting.</p>	

	<p>4.2 Item 5.11 on the minutes. LROC213012 (Castle Terrace, Rayleigh – Salt Bin). JD confirmed that this has been completed.</p> <p>4.3 Item 6.5 on the minutes. Cllr Steptoe asked for an update on the three schemes which were using CCTV data. JD to provide Cllr Steptoe with this update.</p> <p>4.4 Item 6.12 on the minutes. Cllr Lumley asked for an update on the potential to transfer the balance of their individual locality funds into the LHP budget. DM is awaiting confirmation from Finance.</p> <p>4.5 Item 6.15 on the minutes. Cllr Steptoe asked about camera enforcement. JD advised the Panel that the data had yet to be analysed by the Engineer.</p> <p>4.6 Item 6.17 on the minutes. LROC192018 (Little Wakering Road, Barling – Wig-Wag). Cllr Steptoe asked for an update on the maintenance of Wig-Wags. DM to confirm the process.</p> <p>4.7 Item 6.21 on the minutes. 20mph advisory zones. DM explained that for 20mph advisory zones there is no enforcement, whereas for 20mph limits which have had a TRO then enforcement is the responsibility of Essex Police.</p> <p>4.8 Item 6.22 on the minutes. Downhall Road Bus stop. Cllr Lumley asked for an update. JD explained that this has been added as a new scheme.</p> <p>4.9 Item 6.24 on the minutes. LROC203003 (Brays Lane, Rochford – Zebra Crossing). Cllr Steptoe asked for an update. JD explained that alternative solutions are being looked at. A pedestrian crossing is not feasible at this location as the travel arc of HGVs would result in the destruction of said crossing.</p> <p>4.10 Item 6.25 on the minutes. LROC213003 (Hall Road, Hawkwell – Zebra Crossing). JD advised the panel that the PV2 had not been done due to the freeze on Surveys due to lack of budget.</p> <p>4.11 Item 6.29 on the minutes. Hall Road VAS. Cllr Steptoe advised that this has been funded by Rochford Parish Council. JD to find out how to move this forward.</p>	<p>JD</p> <p>DM</p> <p>DM</p> <p>JD</p>
<p>5.</p>	<p>Funded Schemes</p> <p>5.1 The Panel queried why the £154,710 remaining budget to allocate was being lost from the 23-24 budget. Cllr Shaw to bring this to the attention of Cllr Scott.</p>	

	<p>5.2 Cllr Lumley asked that it be minuted the Panel did not receive the extra £200k.</p> <p>5.3 DM explained the situation regarding slipped schemes and the potential release of funds in June when approved by ECC.</p> <p>5.4 LROC182017 (A127 / A129 Rayleigh Weir Roundabout - Lane Signage and Markings). The Panel agreed to fund this scheme. If the Feasibility scheme recommends progressing with the scheme it should be discussed with Castle Point due to the location.</p> <p>5.5 LROC203004 (Southend Road, Rochford - Crossing point). The Panel agreed to fund this scheme.</p> <p>5.6 LROC212001 (Watery Lane & Beaches Road, Rawreth – Signage Improvements). The Panel agreed to fund this scheme.</p> <p>5.7 LROC212002 (Sutton Road, Rochford – VAS Removal). Cllr Steptoe asked for a cost breakdown for this scheme. DM to provide.</p> <p>5.8 LROC213001 (Castle Road, Rayleigh – Zebra Crossing upgrade). Cllr Lumley asked why the LHP Panel was funding what it is in essence a maintenance issue. DM explained that the scheme is also looking at all options regarding the potential upgrading of this crossing. JD to circulate that the Validation recommends.</p> <p>5.9 LROC203001 (Little Wheatley Chase, Rayleigh - Pedestrian Crossing). The Panel agreed to fund this scheme at the revised figure of £91,000. Concern was expressed at the increase in cost of this scheme at approx. 30% and the effect on the costing of other schemes in terms of available budget yet to be allocated.</p>	<p>DM</p> <p>JD</p>
<p>6.</p>	<p>Schemes Awaiting Funding</p> <p><u>Cover Sheet and General Issues</u></p> <p>6.1 Cllr Lumley asked for further clarification on the Carriageway improvement, footway schemes and footway minor works lists. DM explained that the lists are due to be completed by 26/05/2023 but he has made the Assets Team aware that we may need an extension. DM also explained to the Panel that he has asked Maintenance to send out the full list each time.</p> <p>6.2 Cllr Lumley commented that the lists were too vague since they mention Road names, but not which section of the road is being addressed. DM to advise the Panel when he hears more.</p> <p>6.3 Cllr Shaw expressed concerned that new schemes are being added to the list with little prospect of them being progressed. DM explained that the best procedure was still record them in the usual</p>	<p>DM</p> <p>DM</p>

	<p>way so the Panel would have the full list of Schemes when choosing which to fund.</p> <p>6.4 DM to confirm how much money the Chairman’s Panel has, and where this money comes from.</p> <p>6.5 Cllr Steptoe expressed concerns about the number of schemes which are in Validation, especially those showing as waiting for the Engineer to visit the site. DM advised that all outstanding Validations would be chased up before the next Panel Meeting, and moving forward all validations should be completed within three months.</p> <p>6.6 Cllr Steptoe asked what was happening about Speed Surveys since there were a number which had been put on hold due to the lack of budget. DM explained that each LHP has a budget of £5k for Speed Surveys and PV². Cllr advised the Panel that this budget would be a shared pool for the whole Panel. DM to create a list of criteria to identify the suitability for a Survey before committing to spending the money to reduce the number of Surveys which result in no further action. DM to arrange a discussion outside the Panel Meeting. DM reminded the Panel that Parish Councils could fund such Surveys themselves.</p> <p><u>Traffic Management</u></p> <p>6.7 LROC212004 (Lesney Gardens, Ashingdon - Bollards). JD to visit the site with Cllr Steptoe on 23/05/2023.</p> <p>6.8 LROC222020 (Coronation Close, Gt Wakering - Grasscrete). JD to visit site on 23/05/2023, then chase this up.</p> <p>6.9 LROC222023 (Rawreth Lane, Rayleigh – Speed limit change). Cllr Newport asked whether JD to chase the Development department as it is possible that this scheme can then be removed from the list.</p> <p>6.10 LROC222025 (Grange Rd shops, London Rd – Area improvements). The Panel asked JD to chase this validation due to safety concerns for wheelchair users.</p> <p>6.11 LROC222027 (Hockley Rd, Rayleigh Badger signage). JD to contact local Badger Protection Society to see whether they would put up a camera to monitor badger usage.</p> <p><u>Walking</u></p> <p>6.12 LROC203003 (Brays Lane, Rochford – Zebra Crossing). The Panel asked JD to confirm what the delay was on this scheme as it was believed that Rochford District Council would be providing funding in the region of £50,000. JD to contact Phil Drain.</p>	<p>DM</p> <p>JD/DM</p> <p>DM</p> <p>JD</p> <p>JD</p> <p>JD</p> <p>JD</p> <p>JD</p> <p>JD</p>
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7.	Any Other Business JD to arrange a date for the Q4 meeting to be held in March 2024.	JD
8.	Date of next meeting: The next meeting of the Local Highway Panel will take place on: <ul style="list-style-type: none">• 24 July 2023	