

BRAINTREE LOCAL HIGHWAYS PANEL MINUTES - 25th September 2019 7.15pm

Committee Room 1, Causeway House, Bocking End, Braintree

Chairman:	Councillor R van Dulken (Vice-Chairman in the Chair) (BDC)
Panel Members:	Councillor J Abbott (ECC) Councillor Mrs J Beavis (ECC) Councillor G Butland (ECC) Councillor R Mitchell (ECC) Councillor Mrs W Schmitt (ECC) Councillor Mrs M Cunningham (BDC) Councillor P Horner (BDC) Councillor Mrs S Wilson (BDC) Councillor D Gronland (BALC) Vacancy (BALC)
Officers:	Sonia Church – Highway Liaison Manager, Essex Highways Jasmine Wiles – Asst. Highways Liaison Officer, Essex Highways Samir Pandya – Operations Strategy and Policy Manager (BDC) Lisa Hinman, Area Manager for North Essex Parking Partnership, was also in attendance.
Secretariat:	Alison Webb – Governance and Members Officer (BDC) (ECC - Essex County Council) (BDC - Braintree District Council) (BALC - Braintree Association of Local Councils)

Item		Owner
1.	Welcome and Introductions: Councillor R van Dulken welcomed everyone to the meeting. Councillor R van Dulken reported that Councillor D Louis, Chairman of Braintree Local Highways Panel, was unable to attend the meeting and that as the Vice-Chairman of the Panel he would be Chairing this meeting.	
2.	Apologies for Absence and Declarations of Interest: Apologies for Absence:	

	Apologies for absence were received from Councillor J Bendall (BALC), Councillor D Louis (ECC) and Councillor D Smith (BALC). Declarations of Interest: There were no interests declared.	
3.	Public Questions: The following statement was made:- A statement was made by Councillor H Bass on behalf of Wickham Bishops Parish Council regarding Scheme LBRA172015 – Request to change timing of traffic signals, Maldon Road j/w Blue Mills Hill, Witham. At the last meeting of Braintree Local Highways Panel it had been agreed that Councillor Bentley, Essex County Council's Cabinet Member for Infrastructure, should be recommended to approve Scheme LBRA172015 on the basis that the hours of operation are extended so that the traffic signals operate continuously from 6.00am to 9.00pm each day and that the impact of this change on traffic flows in Maldon Road, Witham be assessed. The Scheme had subsequently been approved by the Director for Highways and Transportation as a three month trial starting in December 2019, which would be monitored through consultation with Witham Town Council and Wickham Bishops Parish Council. It was noted that there was a discrepancy in the Agenda report, which stated that during the trial the signals would be on between 6.00am and 7.00pm. Members of the Panel agreed that this was incorrect and that instead the traffic signals would operate continuously from 6.00am to 9.00pm each day. This would be confirmed with the Director for Highways and Transportation. Action By: Jasmine Wiles, Essex Highways - To advise the Director for Highways and Transportation that the traffic signals at Maldon Road j/w Blue Mills Hill, Witham are to operate continuously from 6.00am to 9.00pm each day during the forthcoming three month trial period.	(HLO)
4.	Minutes: The Minutes of the meeting of Braintree Local Highways Panel held on 20th June 2019 were approved as a correct record and signed by the Vice-Chairman in the Chair, subject to the reference to 'Wickham Bishops Parish Councillor' in the third paragraph of Minute 3 - Public Questions being amended to 'Wickham Bishops Parish Council'.	

5.	Matters Arising from the Minutes of the Previous Meeting: The following matters arising from the Minutes of the Braintree Local Highways Panel meeting held on 20th June 2019 were referred to:- Minute 7 - Funded Schemes 2018/19 and 2019/20 At the last meeting it had been agreed that Members of Braintree Local Highways Panel should be consulted about the proposed allocation of part of the Panel's annual budget to fund aesthetic improvements/repairs to previously implemented schemes which subsequently suffer damage in order to avoid funding such repairs from a maintenance programme. This was subject to any sum which had not been spent by the end of a financial year being reallocated to an approved scheme on the Panel's list of Schemes Awaiting Funding. It had been agreed that a report on the outcome of the consultation should be submitted to the Panel on 25th September 2019 to enable a decision to be taken on whether, or not to implement it. It was noted that a report would be presented to the Cabinet Member for Infrastructure on a possible process. If approved each Local Highways Panel would be able to decide whether and how to implement the process. Members of the Panel would not be consulted on the report. Minute 8 - Schemes Awaiting Funding - LBRA172034 – Installation of a Vehicle Activated Sign (VAS), Freebournes Road, Witham It was reported that Witham Industrial Watch had been contacted regarding the funding of this Scheme.	
6.	20 mph Schemes: Consideration was given to a short presentation on Essex County Council's policy in respect of 20mph speed limits. It was reported that five 20mph speed limit schemes were available to implement within the County. These were '20mph speed limit'; '20mph zone'; 'flashing part-time 20mph'; 'variable 20mph'; and '20's plenty'. The criteria for each scheme and the issues to be addressed when determining specific projects was explained. Reference was also made to the County Council's Highway Practice Notes relating to 20mph speed limits and to its 'Members Guide - Speed and Traffic Management'. It was noted that this guide, together with Members' Guides on other highway related topics, was available to view on the Local Highways Panels' section of the County Council's website. It was agreed that a copy of the	

	presentation and a link to the Local Highways Panel section of Essex County Council's website should be forwarded to Members of the Panel for information. In discussing this item, reference was made to North Essex Parking Partnership's '3 PR Scheme', which sought to reduce traffic speeds. Lisa Hinman, Area Manager for North Essex Parking Partnership, suggested that her colleague, who administered the scheme could attend a future meeting of Braintree Local Highways Panel to explain how it worked. Members of the Panel welcomed this suggestion. Action By: Jasmine Wiles, Essex Highways - (1) To forward a copy of the '20 mph Schemes' presentation and a link to the Local Highways Panel section of Essex County Council's website to Members of the Panel for information. (2) To invite a representative of North Essex Parking Partnership to attend a future meeting of Braintree Local Highways Panel to explain how the Partnership's '3 PR Scheme' works.	(HLO)
7.	Funded Schemes 2018/19 and 2019/20: Consideration was given to a report on the Panel's Funded Schemes for 2018/19 and 2019/20, which had been recommended for approval. The report provided an update on the current position of all schemes which had been recommended for inclusion in the 2018/19 and 2019/20 programmes of work. The schemes denoted in 'green' had been completed; and those denoted in 'yellow' provided an update on their status. *The budget summary for 2019/20 showed a total capital budget of £407,789. From this, £87,500 had been allocated to 'safer roads' schemes and £297,500 to other schemes. A sum of £85,000 remained for allocation. Members of the Panel were requested to recommend additional schemes for approval in order that any remaining budget funds could be allocated to them and the work completed before the end of the 2019/20 financial year. DECISION: (1) That it be recommended that additional funding, as detailed below, be provided for the following schemes on the list of Funded Schemes for 2019/20:-	

	LBRA172016 – Provision of signage, Mitchells Avenue, Halstead Estimated Cost:- Not known £4,500 additional funding LBRA172041 – Design and installation of salt bin, Kestrel Rise, Halstead Estimated Cost:- £500 £3,500 additional funding (Note: £2,000 additional funding previously allocated for land purchase not required as agreement reached) LBRA173005 – Zebra crossing, Templars School, Cressing Road, Witham Estimated Cost:- £5,500 £1,500 additional funding for advertising and road safety assessment LBRA182023 – Design for the provision of a Vehicle Activated Sign (VAS), Audley End, Gestingthorpe Estimated Cost:- Not known £1,000 additional funding (2) That the following scheme on the list of 'Schemes Awaiting Funding' be recommended for approval and included on the list of Funded Schemes for 2019/20:- <u>Traffic Management</u> LBRA192024 – Design for 'over height vehicle' Vehicle Activated Signs (VAS) along Church Road and Rickstones Road, Oak Road, Rivenhall Estimated Cost:- £65,000 (for design and manufacture of four flashing VAS signs (does not include installation)) (3) That it be recommended that the following scheme be removed from the list of Funded Schemes for 2019/20:- LBRA172036 – Land negotiations for provision of salt bin, Old Challis Rise, Rayne Estimated Cost:- £2,000 It was reported that the landowner had agreed to install a salt bin, subject to Rayne Parish Council agreeing to maintain supplies of salt.	
8.	Schemes Awaiting Funding: Consideration was given to a report containing a list of 'Schemes Awaiting Funding'. The report included scheme requests which had been received for funding from the Panel's budget in 2019 /20.	

	Members of the Panel were requested to recommend schemes for inclusion in the 2019/20 programme and to highlight schemes which could be removed from the list. The total value of unallocated schemes on the potential schemes list was £510,500. DECISION: (1) That the following schemes be recommended for approval, subject to the specific comments denoted:- <u>Traffic Management</u> LBRA182033 – Provision of bollards, The Street, Great Saling Estimated Cost:- £5,500 LBRA182035 – Installation of 30mph roundels and signage, Church Road, Greenstead Green Estimated Cost:- £13,000 (incorporates schemes LBRA182039 and LBRA192010) (2) That it be recommended that the following schemes, the status of which has been assessed as 'red' as they do not meet the criteria, remain on the list of Schemes Awaiting Funding, subject to the specific comments denoted:- <u>Walking</u> LBRA173006 – Detailed design for signalised crossing, Crossing Road, South of Stubbs Lane, Braintree Estimated Cost:- Not known Jasmine Wiles, Essex Highways agreed to provide details as to why a signalised crossing is not being recommended for approval to enable Councillor Mrs M Cunningham (BDC) to forward the information to the Board of Governors at Alec Hunter Academy, Braintree. <u>Passenger Transport</u> LBRA195004 – Relocation of bus shelters from Gershwin Boulevard to Maldon Road, Witham Estimated Cost:- Not known LBRA195006 – Relocation of bus shelters from Gershwin Boulevard to Hatfield Road, Witham Estimated Cost:- Not known	(HLO)
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	(3) That it be recommended that the following schemes be removed from the list of Schemes Awaiting Funding, subject to the specific comments denoted:- <u>Traffic Management</u> LBRA162043 – Feasibility study for a 20mph zone/limit, Tye Green, Cressing Estimated Cost:- Not known LBRA182009 – Request for a 30mph speed limit, B1018, Maldon Road, Witham Estimated Cost:- Not known LBRA182014 – Installation of grasscrete, B1024 Coggeshall Road, j/w Upper Holt Street, Earls Colne Estimated Cost:- Not known LBRA182015 – Signage and stopping-up of road, Dog Chase Wethersfield Estimated Cost:- Not known LBRA182034 – Installation of traffic calming features, The Street, Great Saling Estimated Cost:- Not known LBRA182039 – Installation of gateway features, Church Road, Greenstead Green Estimated Cost:- Not known (This scheme has been incorporated into scheme 182035 which has been recommended for approval). LBRA192005 – Request for additional traffic calming features, Sloe Hill, Halstead Estimated Cost:- Not known (It was agreed that this Scheme should be re-assessed when new development in the area has been completed). LBRA192010 – Installation of horses warning signage, Church Road, Greenstead Green Estimated Cost:- Not known (This scheme has been incorporated into scheme 182035 which has been recommended for approval). LBRA192020 – Request to reduce 60mph speed limit to 30mph speed limit, Hulls Lane, Shalford Estimated Cost:- Not known LBRA192022 – Request to reduce speed limit to 30mph, Camps Road, Helions Bumpstead	
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	Estimated Cost:- Not known LBRA192023 – Request to reduce speed limit to 30mph, Wiggins Green, Helions Bumpstead Estimated Cost:- Not known	
9.	Highways Rangers; Surveys; Vehicle Activated Signage Maintenance; and Section 106 Agreements – Updates Reports had been circulated electronically regarding work requests received for the Highways Rangers and the work completed by them; requests for surveys to be undertaken; the maintenance of Vehicle Activated Signage; and the progress of schemes which were being funded via Agreements under Section 106 of the Town and Country Planning Act 1990. There were no questions, or issues raised regarding these reports.	
10.	Any Other Business: There were no matters raised. Braintree Local Highways Panel - Appointments With Jasmine Wiles, Assistant Highways Liaison Officer: Jasmine Wiles, Essex Highways Assistant Highways Liaison Officer, reported that she would be working from Causeway House, Braintree on 26th September 2019 in accordance with an arrangement which enabled Councillors to meet with her on the last Thursday of every month to discuss highway related issues.	
11.	Dates of Next Meetings: It was noted that the next meeting of Braintree Local Highways Panel would take place on Thursday, 23rd January 2020 starting at 7.15pm. A future meeting of the Panel will take place on Thursday, 26th March 2020 starting at 7.15pm. The meeting commenced at 7.15pm and closed at 9.00pm. Councillor R van Dulken (Vice-Chairman in the Chair)	

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