

Epping Forest District LOCAL HIGHWAYS PANEL MINUTES

Wednesday 20 March 2019 at 17:00-18.20 hrs

Communities Training Room, Hemnall Street, Epping

Chairman:	Councillor V Metcalfe (ECC)
Panel Members:	Councillor C Whitbread (Vice Chairman) (ECC) Councillor A Jackson (ECC) Councillor C Pond (ECC) Councillor M McEwen (ECC) Councillor P Keska (EFDC) Councillor G Mohindra (EFDC) Councillor B Scruton (Epping Town Council)
Other Councillors:	Councillor N Avey (EFDC)
Officers:	S Alcock – Highways Liaison Officer (Essex Highways) P Seabright – Area Manager (NEPP) Q Durrani – Service Director, Contracts and Technical Services (EFDC)
Secretariat:	J Leither – Democratic Services Officer (EFDC)

Item		Owner
1.	Welcome and Introductions The Chairman welcomed Members, Officers and Guests that were present and asked them to introduce themselves.	
2.	Apologies Apologies had been received from Councillor E Webster, Councillor R Gadsby and Councillor C Roberts. Declarations of Interest There were no declarations of interest pursuant to the Council's Code of Member Conduct.	
3.	Minutes RESOLVED: That the minutes of the meeting held on 23 January 2019, be agreed by the Panel as a true record.	

4.	Matters Arising from Minutes of the previous meeting At the last meeting of the LHP Councillor C Pond agreed that finger posts and old iron posts around the district should be listed locally and that he would take this forward. He stated that he wasn't progressing very far as he was unable to contact the Conservation team at EFDC and asked if Councillor C Whitbread could help further it along the way. Councillor C Whitbread agreed that he would and asked Councillor Pond to send him an email to this effect.	CP
5.	Approved Schemes – Prioritised for 2017/18 delivery The Panel noted that there had been an overspend of just over £3,000 for the current year. The HLO stated that as some of the work had been completed by the Direct Delivery Gang therefore the overspend may reduce. LEPP172005 – District wide fingerposts. To date only one fingerpost had been delivered from the ones commissioned in 2017-18, there were still eight more awaiting delivery. The fingerposts scheme commissioned in 2018-19 was due to be delivered by the end of March 2019 and was at risk due to issues with the supplier who had not delivered the finger posts from the last financial year. A new supplier had been sourced and been added to the supply chain list and an order can now be placed with the new supplier. Panel approval was needed to progress with the new company otherwise the budget for this year's fingerposts would be lost. The HLO advised that Mr Purkiss, Theydon Bois Parish Council, was keen to keep control on who made the finger posts, had advised he wasn't keen to use the new company proposed by the Essex Highways. The HLO stated that the finger posts for this year were all for Willingale area and were the other Parishes and Town Councils in agreement that Mr Purkiss was the fingerpost spokesman for the whole district. Councillor Whitbread advised that he was due to have a meeting with Mr Purkiss the next day to discuss fingerposts and he would advise the HLO the next day of the outcome. He also stated that after the delivery and implementation of the fingerposts on order that it should then become the responsibility of the Town and Parish Councils. AGREED: The Panel agreed that this item would wait for a decision until the 31 March 2019 where the fingerposts would either go ahead or be cancelled and left at the design stage. That the LHP would not commission any further fingerpost replacement schemes. Approved Schemes – Prioritised for 2018/19 delivery The HLO updated Members on the schemes and advised that the feasibility studies for the schemes highlighted in green had been completed.	SA

	LEPP162065 – Pick Hill, Waltham Abbey – One way system. The draft feasibility study had been completed and were waiting for the target costs to come back it was also noted that this scheme would involve the the City of London land. Therefore, it was recommended that this scheme did not go ahead and the HLO would speak to the Waltham Abbey Member's to get their views. LEPP162011 – Forest Road j/w Smarts Lane, Loughton – Parking restrictions. TRO process had been started, however this may not be completed by the end of March 2019 due to objection being received which had to be considered. This scheme will now have to go to Councillor Bentley for him to make the final decision. This scheme would be funded out of the 2019/20 Capital budget and would be delivered by the Direct Delivery team. LEPP172033 – Loughton Lane and Debden Lane, Theydon Bois – Traffic calming. The completion of the design was awaited and then it would be shared with the County Member and the Parish Council. The design looks at increasing the size the repeater signs and putting down roundels on the carriageway to emphasise the speed limit was 30. We were planning on installing a VAS but finding the right location was proving a problem therefore we will share the design with the Parish Council for their comment. LEPP162064 – HGV Routing for Lea Valley Glasshouses. The works were due to commence the last week of March 2019. Councillor Jackson asked for it to be noted that there would be needing to be further discussions with salad growers to try and ensure commercial sat nav was being used and all documentation advised drivers of the appropriate routes to their premises. LEPP181001 – Chigwell Lane, A1168, M11 Motorway. The new design had been completed and the objections raised from County Members had now been withdrawn, this scheme could now progress. However, due to the delays that had been caused to the scheme it would now not be delivered by the end of 2018/19 and will need to be delivered from the 2019/20 capital budget. The target cost amounts to £36,000 and a lot of that will be traffic management because of where it is. Highways England are intending to close the road in April 2019 and we were hoping to link in with that time to complete the scheme. The HLO advised that schemes 34-40 on pages 16 and 17 of the agenda were schemes that had been identified for match funding and would be completed by the end of quarter 2.	
6.	Potential Capital Schemes 2019/20 The HLO advised that the 2019/20 Capital Budget for the Epping Forest District LHP had now been agreed at £349,774. The Panel noted that this was the same amount as the 2018/19 municipal year. The HLO reported that in 2018/19 the Direct Delivery Gang achieved cost savings on smaller works for the LHP. The Panel were asked to consider capitalising on this for 2019/20 by recommending commissioning 10% or less of the budget to cover smaller works supported by the County Member, which could be delivered quickly by the direct delivery team. The aim was to deliver these	SA

	schemes within a 3-6-month period. For this to be achieved the Panel are asked to agree in advance any scheme which falls under the direct delivery category and for this to be delivered under the County Member for the area and Chairman's approval. Councillor Whitbread asked if the District Council put in £25,000 for signs and lines could they have control where that money goes. The HLO advised that she could not make that decision, but she would take that back to Peter Massey and report back. The Chairman advised that the breakdown of where the budget would be spent showed Public Rights of Way (PRoW) and thought that this should not come under the remit of the LHP. The HLO asked if the Panel want this removed. The Chairman stated that this was not a good use of Panel resources. The HLO stated that in the two years that she had been responsible for Epping Forest LHP these same schemes were still on the PRoW list and had never been implemented. Councillor Pond stated that he would like the Public Bridleway no 14 from Forest Way to Woodbury Hill left on the scheme list as this had been reported to him that it was impossible to take a horse down there due to the surface water issues that have eroded the surface. The Chairman stated that the use of the very limited funding was not enough to include the PRoW schemes as they did not affect enough people and therefore think that it should be removed. AGREED: The Panel agreed that the Public Rights of Way schemes should be removed. Traffic Management The HLO advised that schemes needed to be identified for the 2019/20 programme and therefore the only item on page 21 that was in a position to go forward was item 5, Powdermill Lane j/w Leaview, Waltham Abbey – Overrun area. The HLO stated that she had spoken to Councillors Gadsby and Webster as it was in their area, it had been agreed that this was not high priority, but it should be left on the list and not taken forward at this time, unless there was enough budget left and then it could be discussed at that time. Councillor Jackson highlighted item 3, Upland Road, Thornwood – Traffic Calming raised a general point that he had raised before that the speed surveys were, in his opinion, invalid and that he had the proof that we end up with an average of an average. He stated this was an example but we needed to look at how all speed surveys were conducted. The Chairman suggested that going forward we have an agenda item to look at how speed surveys work. Councillor McEwen queried page 23, item 14, Willow Tree Close, Market Place, Abridge, parking issues and noted that the recommended action be that it was	SA
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	referred to NEPP and asked if it would go to NEPP automatically or did she need to make an application. K Durrani advised that there was a form to fill in and that he would send it to Councillor McEwen. The HLO asked if Councillor McEwen was happy for this scheme to be removed from the list. Councillor McEwen agreed to it being removed. Councillor Mohindra asked if items in red were automatically removed from the list. The HLO advised that some stayed on the list at Members request but as we were coming into a new financial year they should be removed as the schemes do not meet the criteria. The HLO asked the Panel to agree the following schemes to progress forward: Page 24, item 15, A121 Loughton High Road j/w The Drive and Brooklyn Avenue. The validation had been completed and recommended that a feasibility study to mitigate congestion and air pollution from idling vehicles. Page 25, item 21, Merlin Way, North Weald. Request for a no through road and access only signs. The validation had been completed and recommended that the advanced sign to the roundabout should be replaced. This would allow the no through road route symbol to be added to this sign along with combining the tourist sign to North Weald market. Page 25, item 22, All roads in the Loughton Conservation areas be a 20mph zone. This scheme was in validation. The HLO was liaising with the EFDC Conservation Officer to ensure any physical features such as roundels were acceptable in a conservation area. This scheme will also require approximately 15 speed surveys and this needs Panel agreement to commission. Councillor Pond stated that maybe only one or two speed surveys need to be done in York Hill, near number 75 and near the Italian restaurant and report back to the next panel. Page 27, item 26, A1168 Chigwell Lane. Traffic management improvements. The validation had been completed and recommended to provide a map based ADS sign showing the junction to the carpark. In addition, consideration should be given to providing traffic signal warning signs with a distance subplate to increase awareness of the pedestrian crossing facility. C High Street Epping. Installation of bollards. The validation had been completed and following a site visit it was confirmed the socket for the bollards were in good condition and easily reusable. It was recommended to provide new heritage style bollards that were lockable. Page 27, item 28, High Street Epping. Woodside, Thornwood Common. Traffic Management Improvements. This scheme was noted as the speed survey results did not indicate a speeding issue on Woodside.	
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	Page 27, item 29, Thornwood Common. Request for village signs. The Panel felt this did not come under the remit of the LHP and that these should be done by the Town or Parish Council. Page 28, item 30. Chigwell Lane j/w Oakwood Hill. Traffic Management improvements. Traffic flows could be increased by reducing the width of the central reservation. This scheme was in validation and noted by the Panel. Page 28, item 31, Hemnall Street, Epping. A request for traffic calming. There were concerns of vehicles speeding making it difficult for pedestrian to cross the road. Vehicles use Hemnall Street as a cut through to circumvent traffic on the High Street. The speed survey results did not indicate a speeding issue on Hemnall Street. The Panel did not agree with this conclusion and it was agreed to put back to validation. Page 28, item 32, Bell Common Road. A request had been made for traffic calming as motorists use this as a cut through to circumvent traffic on the High Street. The validation was complete and recommended that the HLO completed an informal consultation with residents. This was at the design only stage to gain target costs for implementation to be delivered the following year. Councillor Avey stated that his preference would be for that road to be closed. Page 28, item 33, Dobbs Weir, Roydon. Installation of footway between Eldon Road and Lee Valley Regional Park. The Panel agreed that this scheme should be left on the list but not taken forward at this time. Page 29, item 34, Forest Lane j/w New Forest Lane and Manor Road. Junction improvement. The HLO advised that she was waiting for the feasibility study to come back. Page 29, Item 35, Manor Road signage. The Panel agreed to remove this scheme from the list. Page 29, item 36, The Broadway Central Reservation. A request for measures to prevent the damage to the central reservations. The HLO advised that she was waiting for the feasibility study to come back. Page 29, item 37, Sewardstone Road j/w Mott Street. A request for a new mini roundabout. The HLO advised that she was waiting for the feasibility study to come back. Page 29, item 38, Epping Historic Signs. The Panel agreed to remove this scheme from the list. Page 30, item 39, Pecks Hill. A request for bollards to be reinstated on Pecks Hill to prevent lorries driving on the footway. The validation had been completed and the Panel agreed that the bollards should be reinstated using steel rather than pre-cast concrete. Page 30, item 41, Forest Drive, Theydon Bois. A request for a feasibility study to improve the shopping area in Theydon Bois. The HLO advised that this scheme had been passed over to the third-party team.	
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	Page 31, item 45, Lower Road, Loughton. To implement a no entry to southbound traffic at the junction with the A121 Goldings Hill and Goldings Road. Page 31, item 46, Loughton Lane & Debden Lane, Theydon Bois. Installation of a VAS, replacement repeater signs to increase size and installation of 30mph roundels. The HLO advised that Theydon Bois Parish Council needed to agree where to install the VAS. The HLO advised that there were more schemes to be added to the potential schemes list and she would add them to the list and upload them to the website. AGREED: The following schemes have been agreed to progress forward. Page 24, item 15, A121 Loughton High Road j/w The Drive and Brooklyn Avenue. A request for a feasibility study to mitigate congestion and air pollution from idling vehicles. Commission in 2019/20 Page 25, item 21, Merlin Way, North Weald. Request for a no through road and access only signs. Commission in 2019/20 Page 25, item 22, All roads in the Loughton Conservation areas be a 20mph zone. Two speed surveys to be done in York Hill, near to the Italian restaurant and number 75. The report back to the next meeting. Page 27, item 26, A1168 Chigwell Lane. Traffic management improvements. Commission in 2019/20 Page 27, item 27, High Street Epping. Installation of bollards. Commission in 2019/20 Page 30, item 39, Pecks Hill. A request for bollards to be reinstated on Pecks Hill to prevent lorries driving on the footway. Commission in 2019/20 Page 31, item 45, Lower Road, Loughton. To implement a no entry to southbound traffic at the junction with the A121 Goldings Hill and Goldings Road. Commission in 2019/20 Page 31, item 46, Loughton Lane & Debden Lane, Theydon Bois. Installation of a VAS, replacement repeater signs to increase size and installation of 30mph roundels. Commission in 2019/20 Walking Page 34, item 2, Abridge Road. A request to ascertain if it was possible to extend the path so it reaches the four houses just past the bridge. The validation recommended to install a footpath and dropped crossing point. Location of dropped crossing to be identified at design stage. The Panel noted that 18 more houses were proposed to be built at this location and therefore there should be	
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	a S106 contribution. The Panel agreed to leave it on the list until more information could be ascertained. Page 35, item 7, Garnon Mead / Garnon Bushes Pathway. Implementation of a footway. The validation recommended to install a footway as per detailed design and were waiting for the results of trial holes to clarify that no underground utility apparatus was in the vicinity. Page 35, item 8, Church Lane. To install a footpath from Church Lane to the Rabbits bus stop. The validation recommended to install a footpath as per the detailed design. The HLO advised that she would look at the validation and report back at the next meeting. Public Rights of Way Page 36, item 1, Public Bridleway no 14 from Forest Way to Woodbury Hill. Request to resurface the bridleway. Councillor Pond requested that this scheme be left on the list and asked the HLO to chase up the validation. Cycling The HLO advised that the cycle action plan was now complete and a link to the plan has been sent to all panel members. Cllr Pond requested that the Loughton Bypass cycle route signed with road markings. Passenger Transport A113 Ongar Road, Abridge. A request for a bus stop hardstanding. The HLO advised that this scheme was still in validation. The HLO advised that she would report back to the June meeting on how much was left of the budget.	SA
7.	Safer Road Schemes 2019-20 The HLO advised that Item 1, Chigwell Lane A1168 M11. The target cost for this scheme was £36,000 but we were doing all we could to bring that down by going in with the other Agency. The HLO advised that item 2, A113 Abridge Road j/w entrance to Virgin Active. The target cost came in £103,000 and we have looked at what we could reasonably do to reduce the cost and put some of the onus back on Top Golf and Virgin Active. A meeting with them was still to be arranged. Surveys and VAS repairs This item was noted. Highways Rangers	

	The HLO advised that the list attached to the agenda on pages 47-49 were the completed schemes since the last panel meeting. Section 106 Schemes The HLO advised that there was nothing to report.	
8.	Any Other Business The Chairman advised that an agenda item to discuss speed surveys would come to the next meeting. The HLO advised that Essex County Council were driving towards a paperless system and asked the opinion of the Panel and whether they would consider going paperless. The HLO said that she could provide training to Members on Map Essex. The HLO advised that she would send out a survey to the Panel at the end of the week to ask for their preferences on going paperless.	
9.	Date of Next Meeting As this was the last meeting of the Epping Forest LHP for this municipal year the Chairman asked the HLO to provide dates for the 2019/20 starting with the first meeting for June 2019 and inform Members of these dates.	