



# Epping Forest District Council

## **LOCAL HIGHWAYS PANEL** **Tuesday, 18th September, 2012**

You are invited to attend the next meeting of **Local Highways Panel**, which will be held at:

**Committee Room 2, Civic Offices, High Street, Epping**  
**on Tuesday, 18th September, 2012**  
**at 7.00 pm .**

**Derek Macnab**  
**Acting Chief Executive**

**Democratic Services  
Officer**

Simon Hill, Senior Democratic Services Officer  
democraticservices@eppingforestdc.gov.uk

### **Members:**

#### **County Councillors:**

A Jackson, J Knapman, G McEwen, V Metcalfe, C Pond, Mrs E Webster and  
Mrs J H Whitehouse

#### **District Councillors:**

R Bassett, K Chana, T Church, P Keska, Mrs J Lea, L Leonard and Ms S Watson

In attendance by invitation: District Councillor G Waller, County Councillor P Channer

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### **1. APOLOGIES FOR ABSENCE**

### **2. SUBSTITUTE MEMBERS**

(Assistant to the Chief Executive) To report the appointment of any substitute members for the meeting.

### **3. MINUTES (Pages 3 - 6)**

To confirm the minutes of the last meeting of the Local Highways Panel held on 6 September 2012 (attached).

### **4. MATTERS ARISING**

**5. DIVISIONAL PRIORITIES FOR SCHEMES**

(a) (All) To receive reports from meetings held in each County Division with District Colleagues:

- (i) Priority Schemes for 2012/13;
- (ii) Schemes no longer required;
- (iii) Schemes that could form part of programmes for future years;
- (iv) New schemes suggested by County/District/Parishes

A revised scheme list will be circulated directly to members by ECC.

The previous scheme list (2011) can be found via this link:

<http://rds.eppingforestdc.gov.uk/ieListDocuments.aspx?CId=632&MId=6497>

(b) (Jon Simmons) To discuss the process for new schemes.

**6. CASUALTY REDUCTION SCHEMES**

To discuss the Panels priorities for the Casualty Reduction Schemes previously circulated to members.

**7. HIGHWAYS RANGERS**

(Jon Simmons) To discuss the types of work that can be carried out under the Highways Rangers Scheme.

**8. SCHEMES TO BE SUBMITTED TO THE CABINET MEMBER FOR APPROVAL**

To agree those schemes that can be agreed for submission to the Cabinet member for approval and action.

**9. ANY OTHER BUSINESS**

**10. DATE OF NEXT MEETING**

Next meeting provisionally set as 2 October 2012 at 7.00 p.m. in Committee Room 2, Civic Offices, Epping

## EPPING FOREST DISTRICT COUNCIL COMMITTEE MINUTES

**Committee:** Local Highways Panel **Date:** Thursday, 6 September 2012

**Place:** Committee Room 1, Civic Offices, High Street, Epping **Time:** 7.30 - 8.55 pm

**Members Present:**

**District Members:**

Councillors R Bassett, K Chana, T Church, P Keska, Mrs J Lea, L Leonard, Ms S Watson,

**County Members:**

A Jackson, J Knapman, G McEwen, V Metcalfe, C Pond, Mrs E Webster and Mrs J H Whitehouse

**Other Councillors:** Councillors G Waller (EFDC Portfolio Holder) and P Channer (ECC Deputy to Cabinet Member for Transportation and Highways)

**Apologies:** -

**Officers Present:** K Durrani (Assistant Director (Technical) EFDC), J Simmons (Highways Liaison Officer, ECC), D Sprunt (Principal Transportation Co-Ordinator - ECC) and S G Hill (Senior Democratic Services Officer, EFDC)

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### 1. ELECTION OF CHAIRMAN

#### RESOLVED:

That County Councillor G McEwen chair the meeting.

### 2. GOVERNANCE/TERMS OF REFERENCE

Officers outlined the operation of the Panel. It was agreed that the District Council's substitution procedure should apply to District Members save that it would be expected that any substitute would be from the same County Divisional area.

It was expected to have four meetings each year but it was considered that there would be a need for a series of quick meetings to ensure this years schemes could be brought forward as soon as possible.

It was agreed that it was appropriate that Councillor Waller (EFDC Portfolio Holder) and Councillor P Channer (ECC Deputy to Cabinet Member for Highways and Transportation) should attend meetings.

Decisions as to schemes would require approval of the County Portfolio Holder. Where there was disagreement about scheme this would be recorded in the notes of the meeting.

Members would also receive updating reports including S106 schemes and the work of the Ranger Service.

**3. HIGHWAY SCHEMES FOR PANEL CONSIDERATION**

The Panel noted that it had £699,950 allocated for funding schemes this financial year. This funding was drawn from a number of County Budgets. Decisions not to proceed with listed schemes would mean that they would not be funded from other ECC sources.

The Panel agreed that as there were seven county divisions, approximately equal amounts (i.e. £100,000 per division) could be allocated.

The schemes were split between Minor schemes, small works, Bus stop/route improvements, School crossings, traffic systems and casualty reduction schemes.

Members expressed concerns that some of the proposed schemes within their divisions were not necessary or that they did not reflect the priorities set out by the previous Local Highways Panel which had last met in February 2011.

It was agreed that County and District members meet in their divisional pairs, taking account of local views and previous schemes to come forward to an adjourned meeting to discuss funding allocations.

Members would also need to consider schemes that might form part of their programme for 2013/14 year.

It was agreed that EFDC officers would provide ECC Officers with the previous scheme lists to ensure that a combined list could be brought forward at the next meeting.

**4. OTHER SCHEMES INCLUDING S106, MAINTENANCE, MAJOR SCHEMES**

Not discussed.

**5. SAFETY SCHEMES**

Not discussed deferred until next meeting.

**6. HIGHWAY RANGERS**

Not discussed.

**7. ANY OTHER BUSINESS**

There was no further business brought forward at the meeting.

**8. DATE OF NEXT MEETING**

Agreed that meetings of the Panel be held on:

18 September 2012 and 2 October 2012 both Committee Room 2, Civic Offices, Epping at 7.00 p.m.

**9. ADJOURNMENT OF MEETING**

Agreed that the meeting be adjourned and reconvened at 7.00 p.m. on 18 September 2012.

**CHAIRMAN**

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