

Committee Agenda



**Epping Forest
District Council**

LOCAL HIGHWAYS PANEL Tuesday, 22nd September, 2009

Place: Council Chamber, Civic Offices, High Street, Epping
Room: Council Chamber
Time: 7.00 pm
Democratic Services Officer Rebecca Perrin - Democratic Services 01992 564532

Members:

Councillors R Bassett (Chairman), Ms S Stavrou (Vice-Chairman), K Angold-Stephens, A Boyce, K Chana, R Frankel, J Hart, J Philip, Mrs P Richardson, Mrs J Sutcliffe and Mrs E Webster

Local Council Representative(s): Mrs D Borton, A Purkiss and Mrs C Pond

A BRIEFING FOR THE CHAIRMAN AND VICE-CHAIRMAN WILL BE HELD AT 6.30 P.M. IN JOHN GILBERT ROOM 2.11 ON THE DAY OF THE SUB-COMMITTEE.

1. APOLOGIES FOR ABSENCE

2. SUBSTITUTE MEMBERS

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

3. DECLARATIONS OF INTEREST

(Assistant to the Chief Executive) To declare interests in any item on this agenda.

4. MINUTES (Pages 5 - 20)

To confirm the minutes of the last meeting of the Committee held on 21 July 2009.

5. MATTERS ARISING

6. TERMS OF REFERENCE (Pages 21 - 22)

Attached.

7. HIGHWAYS MAINTENANCE STRATEGY

To note that the presentation on the Highways Maintenance Strategy will be deferred to a future meeting.

8. NEW PROJECT METHODOLOGY (Pages 23 - 24)

The Director of Environment & Street Scene to report on the guidance manual that will accompany the new Highways form. (Attached)

9. LOCAL HIGHWAY PANEL REPORT

The Essex Highways Officer to report.

10. ROAD SAFETY

The Essex Highways Officer to report on road safety.

11. ENFORCEMENT OF DROPPED KERBS

The Essex Highways Officer to report on enforcement of dropped kerbs.

12. PROGRAMME OF WORKS 2010/11

To consider the preparation stages for 2010/11 programme of works.

13. ANY OTHER BUSINESS

14. DATE OF NEXT MEETING

Tuesday 24 November 2009 in Council Chamber, Civic Offices, Epping.

15. EXCLUSION OF PUBLIC AND PRESS

Exclusion: To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
Nil	Nil	Nil

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

Confidential Items Commencement: Paragraph 9 of the Council Procedure Rules contained in the Constitution require:

- (1) All business of the Council requiring to be transacted in the presence of the press and public to be completed by 10.00 p.m. at the latest.
- (2) At the time appointed under (1) above, the Chairman shall permit the completion of debate on any item still under consideration, and at his or her discretion, any other remaining business whereupon the Council shall proceed to exclude the public and press.
- (3) Any public business remaining to be dealt with shall be deferred until after the completion of the private part of the meeting, including items submitted for report rather than decision.

Background Papers: Paragraph 8 of the Access to Information Procedure Rules of the Constitution define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information (as defined in Rule 10) and in respect of executive reports, the advice of any political advisor.

Inspection of background papers may be arranged by contacting the officer responsible for the item.