

# Guidance on Local Highways Panel and North Essex Parking Partnership Applications

## Local Highways Panel

Local Highways Panels (LHPs) have been set up in all 12 districts. These panels are responsible for making recommendations and setting priorities for Highways schemes in their areas. County and District/Borough Members meet on a quarterly basis to discuss and mutually consider Highways expenditure within their local district or borough boundaries. The scope of works that can be prioritised by the Local Highways Panels is broad and includes the following service areas:

- Traffic management improvements
- Tackling congestion
- Safer roads (including casualty reduction)
- Public Rights of Way improvements
- Cycling schemes
- Passenger transport improvements
- Minor improvement schemes

Local Highways Panels have a revenue budget of £130,000 per District/Borough area for Highway Rangers. Highway Rangers cover works across the County that are too small to give to a contractor but make a huge difference to the appearance of the area. These will include small scale maintenance works such as repainting or straightening a signpost; cutting back vegetation that is obscuring a road sign; strimming an overgrown highway verge or cleaning the road signs in an area. **Budgets available to Local Highways Panels do not cover road maintenance schemes or parking schemes.**

Applications for schemes can be made by residents with the support of local Council Ward Member.

Minutes of LHP Meetings for Epping Forest District can be found [HERE](#)

**Any other highways problems** such as potholes, street lighting, local flooding, drainage etc., should be reported to Essex County Council Highways here [ECC HIGHWAYS](#)

## North Essex Parking Partnership

The NEPP is a council-run organisation which brings together all street-based parking services in the North of Essex. The service is a partnership between Essex County Council and the 6 district/borough councils. The North Essex Parking Partnership is led by Colchester Borough Council. A Partnership led by Chelmsford City Council is in place for the remaining district councils in the South of the County.

Each Partnership is responsible for its area's on-street Civil Enforcement Officers ("traffic wardens"); the enforcement process together with challenges to, and payments of, parking penalties ("parking fines") plus administration of the parking restrictions ("yellow lines") and the management and maintenance of the scheme.

NEPP authority members (Uttlesford/Epping Forest/Braintree/Tendring/Colchester & Harlow) are each given 3 allocated priority scheme request "slots" twice a year, usually in March & October. Schemes chosen for progression would then be planned towards the end of the relevant year and advertised at the beginning of the subsequent year.

Applications for parking schemes come through the NEPP and are submitted via the technical team at [techteam@colchester.gov.uk](mailto:techteam@colchester.gov.uk) using the relevant application form. There is currently an extensive list of proposed schemes already and it would be for EFDC representatives (and the Local Highways Panel - the LHP may be contacted by EFDC representatives but does not choose which schemes are prioritised) to decide on whether the schemes would be prioritised, or not, given the restrictions on how many schemes can be implemented in the district each year. There is a very long wait on any new schemes being implemented. It is not unusual for the NEPP team to process in excess of 50 schemes in a financial year, although not all

proposals are installed due to objections received at the time of advertising. Due to the high number of requests for parking restrictions or schemes, (approximately 600 received since 2010) the Parking Partnership has to prioritise which of these progress and not all of them will reach fruition

The legal process that must be followed can be complex and time consuming. It is not unusual for this process to take over a year to complete once the request has been chosen by the applicable partner as a priority. In these cases it is advantageous to have consultations/petitions available for relevant sites depicting majority support for intervention in the areas in question. Support from your local Council Ward member will have to be gained, details are available directly from your District Council. The board, which includes representation from Epping Forest District Council, will consider an application more favourably if local support, represented by an applicable petition is present as there is less risk if the scheme request is approved and a formal consultation is arranged, of objections. In the past, proposals have been advertised and then withdrawn due to local opposition, once the realisation that restrictions imposed in an area apply to local residents also.

Due to the manner in which requests are dealt with by Epping Forest District Council, your request and consultation, if submitted would not be considered until October 2016

Applications should be sent to: By Post – North Essex Parking Partnership, PO Box 5575, Town Hall, Colchester, CO1 1XQ By Email –[techteam@colchester.gov.uk](mailto:techteam@colchester.gov.uk)