

SOUTH ESSEX PARKING PARTNERSHIP JOINT COMMITTEE MEETING

12 March 2026

AGENDA ITEM 8

Subject	Decisions made under delegated authority for 2025/26 sign and line maintenance and new traffic management schemes requiring a new Traffic Regulation Order (TRO).
Report by	South Essex Parking Partnership Manager

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Purpose	To update the Joint Committee as per the Terms of reference (Appendix A) on the funding decisions made under delegated authority by the South Essex Parking Partnership Manager in consultation with the SEPP Joint Committee Chairman and Vice Chairman for the allocation of the 2025/26 funding for signs and lines maintenance and traffic management schemes requiring a new TRO
Options	The report is for noting
Recommendation(s)	The report is noted

Consultees	Lead officers from each of the Local Authorities within the South Essex Parking Partnership (SEPP)
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1. Introduction
 - 1.1 Essex County Council has delegated to the Joint Committee the responsibility for on-street civil parking enforcement and responsibility for relevant sign and lines maintenance and the power to make relevant Traffic Regulation Orders (TROs) in accordance with the provisions contained within the Traffic Mangement Act 2004 (TMA 2004) and the Road Traffic Regulation Act 1984 (RTRA 1984)

1.2 After an operational term of 11 years, the 2011 Joint Committee Agreement expired on 31 March 2022. The newly agreed 2022 Joint Committee Agreement was signed and completed by all partners on 30 June 2022. The term of the 2022 Joint Committee Agreement is for a further 5 years with the option thereafter to extend annually up to a maximum of 8 years.

1.4 Section 10.4 of the 2022 Joint Committee Agreement also makes the following provisions for delegation of functions:

10. Functions to be exercised by the Joint Committee

10.4 The Joint Committee is authorised to delegate any of its functions (including for the avoidance of doubt the enforcement and/or cancellations of PCN's) to the South Essex Parking Partnership Manager or nominated deputy of the Lead Authority.

1.5 At its meeting on 28 July 2022 the Joint Committee agreed to continue with the delegated authority as set out in the terms of reference (**Appendix A**) to approve the funding for signs and lines maintenance and TRO funding for the term of the 2022 Joint Committee Agreement.

1.6 This report updates the Joint Committee on the decisions made under this arrangement.

2 Decisions made under delegated authority

2.1 At its meeting on 15 January 2025 the Joint Committee approved the Annual Business Plan for the financial year 2025/26. The Business Plan has allocated £200,000 for the essential maintenance of parking-related signs and lines and for the implementation of new parking schemes which require a new TRO.

2.1 **Appendix B** lists the Batch 22 schemes totalling £155,500 where funding has been allocated for the maintenance of parking related signs and lines and **Appendix C** lists the schemes totalling £42,000 where funding has been allocated for new parking schemes requiring a new TRO. These decisions were made under the delegated authority by the South Essex Parking Partnership Manager in consultation with the SEPP Joint Committee Chairman and Vice Chairman

2.2 From the allocated sum of £200,000 a total amount of £189,550 has been approved and allocated under these arrangements, leaving £2,500 available for the remainder of the financial year.

3 Conclusion

Under the terms of the 2022 Joint Committee Agreement, approval was given for the delegated authority for the funding of signs and lines maintenance and new TROs as set out in the Terms of Reference (**Appendix A**)

The Joint Committee has been updated on the funding decisions made under this delegation.

List of Appendices

Appendix A Terms of Reference for approval of funding for signs and lines maintenance and new Traffic Regulation Orders (TROs)

Appendix B South Essex Parking Partnership Lines & Signs Maintenance Batch 22 Funding Approval 2025/26

Appendix C Funding for new Traffic Regulations Orders

Background Papers

South Essex Parking Partnership Joint Committee Agreement June 2022

Appendix A

South Essex Parking Partnership
Approval of funding for signs and lines maintenance and new Traffic Regulation Orders
(TROs)

1. Terms of Reference

- In accordance with Clause 10.4 of the 2022 Joint Committee Agreement, the Joint Committee has delegated its function to approve funding for schemes requiring signs and lines maintenance and new Traffic Regulation Orders to the South Essex Parking Partnership Manager in consultation with the Chairman and Vice Chairman of the Joint Committee
- Decisions taken under this delegated authority by the South Essex Parking Partnership Manager will not exceed the level of funding agreed in the Annual Business Plan for the maintenance of signs and lines and new TROs and will be reported to the next available Joint Committee meeting.

Appendix B

South Essex Parking Partnership Lines & Signs Maintenance Batch 22 Funding Approval 2025/26

BASILDON		
Road	Request	Estimate
<u>Franklins Way, Wickford</u>	<u>Refresh Permit Bay and check signs</u>	<u>£750</u>
<u>Cherrydown West, Basildon</u>	<u>Refresh LWB. SYL, DYL</u>	<u>£1,000</u>
<u>Waldegrave, Basildon</u>	<u>Refresh DYL</u>	<u>£500</u>
<u>Codenham Green, Basildon</u>	<u>Refresh DYL</u>	<u>£500</u>
<u>Gobions, Basildon</u>	<u>Refresh DYL</u>	<u>£500</u>
<u>Wrexham Road, Basildon</u>	<u>Refresh SYL</u>	<u>£500</u>
<u>Denbigh Road, Basildon</u>	<u>Refresh SYL</u>	<u>£500</u>
<u>Bentalls, Basildon</u>	<u>Refresh SYL & DYL's</u>	<u>£500</u>
<u>Davenants, Basildon</u>	<u>Refresh DYL's & SKC's & Bus Cages & SKC post & signs</u>	<u>£1,000</u>
<u>Lucklyn Lane, Basildon</u>	<u>Refresh DYL'S & SYLS</u>	<u>£1,000</u>
<u>Chester Hall Lane, Basildon</u>	<u>Refresh DYL'S & SYLS</u>	<u>£1,000</u>
<u>Tinkler Side, Basildon</u>	<u>Refresh DYL's & replace missing or damaged signs and post</u>	<u>£2,000</u>
<u>Codenham Straight, Basildon</u>	<u>Refresh SYL's</u>	<u>£500</u>
<u>Grappells, Basildon</u>	<u>Refresh DYL's</u>	<u>£500</u>
<u>Long Riding, Basildon</u>	<u>Refresh SYL's (Church Road end, near school)</u>	<u>£500</u>
<u>Lower Southend Road, Wickford</u>	<u>Refresh SYL's, DYL's & LWB</u>	<u>£1,000</u>
<u>Stilemans, Wickford</u>	<u>Refresh SYL's</u>	<u>£500</u>
<u>Parklands, Billericay</u>	<u>Refresh SYL's</u>	<u>£500</u>
<u>Pound Lane, Bowers Gifford</u>	<u>Refresh DYL's (jw William Road, Page Road, Kelly Road & Bowers Court Drive)</u>	<u>£1,000</u>
<u>London Road & Ilfracombe Avenue, Bowers Gifford</u>	<u>Refresh DYL's</u>	<u>£3,000</u>
<u>Hemmells, Basildon</u>	<u>Refresh DYL's & SYL's</u>	<u>£1,000</u>
<u>Honywood Road, Basildon</u>	<u>Refresh DYL's</u>	<u>£1,000</u>
<u>Total</u>		<u>£19,250</u>

BRENTWOOD		
Road	Request	Estimate
<u>St Thomas Road, Brentwood</u>	<u>Refresh Permit bay and replace any worn or missing signs</u>	<u>£1,500</u>
<u>Zone C Brentwood</u>	<u>Refresh Permit bay and replace any worn or missing signs</u>	<u>£1,500</u>
<u>Walton Gardens, Hutton</u>	<u>Refresh SYL's & DYL's</u>	<u>£1,000</u>
<u>Oakland Gardens, Hutton</u>	<u>Refresh SYL's & DYL's</u>	<u>£500</u>
<u>Coram Green, Hutton</u>	<u>Refresh DYL's & SKC's</u>	<u>£1,000</u>
<u>Cloughton Way, Hutton</u>	<u>Refresh DYL's & SKC's</u>	<u>£1,000</u>
<u>Whittington Road, Hutton</u>	<u>Refresh DYL's</u>	<u>£500</u>
<u>Wash Road, Hutton</u>	<u>Refresh DYL's</u>	<u>£750</u>
<u>Hutton Drive, Hutton</u>	<u>Refresh DYL's</u>	<u>£1,000</u>
<u>Rosen Crescent, Hutton</u>	<u>Refresh DYL's</u>	<u>£1,000</u>
<u>Magdalen Gardens, Hutton</u>	<u>Refresh DYL's</u>	<u>£500</u>
<u>Sunray Avenue, Hutton</u>	<u>Refresh DYL's</u>	<u>£500</u>

<u>Woodman Road, Warley</u>	<u>Refresh DYL, SYL & RP Bays and replace damaged or missing signs</u>	<u>£3,000</u>
<u>Hanging Hill Lane, Hutton</u>	<u>Refresh SKCs and replace damaged post & SKC sign</u>	<u>£750</u>
<u>Nine Ashes Road, Blackmore</u>	<u>Refresh SKCs and replace posts & SKC signs</u>	<u>£750</u>
<u>Western Road, Brentwood</u>	<u>Refresh lining</u>	<u>£1,000</u>
<u>Brook Street, Brentwood</u>	<u>Refresh DYL's</u>	<u>£500</u>
<u>Coptfold Road, Brentwood</u>	<u>Refresh DYL's</u>	<u>£500</u>
<u>10 Albert Street, Brentwood</u>	<u>Paint ABM (include other dropped kerbs)</u>	<u>£250</u>
<u>Wren Place, Brentwood</u>	<u>Repaint SYL's</u>	<u>£500</u>
<u>Rose Valley, Brentwood</u>	<u>DYL from Wren Place/ Gresham Road to Queens Road</u>	<u>£1,500</u>
<u>South Drive, Brentwood</u>	<u>Repaint DYL'S JW Headley Chase</u>	<u>£500</u>
<u>Burses Way, Hutton</u>	<u>Refresh SYL's & DYL's (Mount Avenue end)</u>	<u>£1,000</u>
<u>Poplar Drive, Hutton</u>	<u>Refresh SYL's (Not DYL's)</u>	<u>£1,000</u>
<u>Bannister Drive, Hutton</u>	<u>Refresh SYL's (Not DYL's)</u>	<u>£500</u>
<u>Clavering Way, Hutton</u>	<u>Refresh SYL's (Not DYL's)</u>	<u>£500</u>
<u>Park Road, Brentwood</u>	<u>Refresh Permit Bay/SYL/DYL and replace low posts/signs</u>	<u>£4,000</u>
<u>Total</u>		<u>£27,000</u>

CASTLE POINT		
<u>Road</u>	<u>Request</u>	<u>Estimate</u>
<u>Common Approach, Benfleet</u>	<u>Refresh Lines</u>	<u>£500</u>
<u>Kings Road, Benfleet</u>	<u>Refresh Lines & Signs</u>	<u>£1,000</u>
<u>Hillside Road, Benfleet</u>	<u>Refresh Lines & Signs</u>	<u>£1,000</u>
<u>Alexandra Road, Benfleet</u>	<u>Refresh Lines & Signs</u>	<u>£1,000</u>
<u>River View Road, Benfleet</u>	<u>Refresh Lines & Signs</u>	<u>£1,000</u>
<u>St Marys Road, Benfleet</u>	<u>Refresh Lines & Signs</u>	<u>£1,500</u>
<u>High Road, Benfleet</u>	<u>Refresh LWB Signs</u>	<u>£500</u>
<u>Kiln Road, Benfleet</u>	<u>Refresh LWB, hatching and SYL's outside dry cleaners</u>	<u>£750</u>
<u>Benfleet Road, Benfleet</u>	<u>Repaint SYL's & LWB outside shop entrances</u>	<u>£750</u>
<u>Hart Close, Benfleet</u>	<u>Refresh DYL's</u>	<u>£500</u>
<u>Overton Road, Benfleet</u>	<u>Refresh DYL's</u>	<u>£750</u>
<u>Church Road, Benfleet</u>	<u>Refresh DYL's</u>	<u>£3,000</u>
<u>Total</u>		<u>£12,250</u>

CHELMSFORD		
<u>Road</u>	<u>Request</u>	<u>Estimate</u>
<u>Watchhouse Road / The Street, Galleywood</u>	<u>Refresh Lines</u>	<u>£500</u>
<u>Barnard Road, Galleywood</u>	<u>Replace Disabled Bay Sign & Post</u>	<u>£500</u>
<u>New Road / Hall Close, Great Baddow</u>	<u>Refresh Lines</u>	<u>£1,000</u>
<u>Tabors Hill / Baddow Road, High Street, Great Baddow</u>	<u>Refresh Lines</u>	<u>£3,000</u>
<u>Honey Close, Great Baddow</u>	<u>Refresh Lines</u>	<u>£500</u>
<u>Beehive Lane / Apple Way, Great Baddow</u>	<u>Refresh Lines</u>	<u>£500</u>

<u>Hawk Hill, Battlesbridge</u>	<u>Refresh DYL o/s Phoenix Fireplaces</u>	<u>£2,000</u>
<u>Orchid Place, SWF</u>	<u>Refresh Lines</u>	<u>£3,000</u>
<u>Champions Way & Greenacres, SWF</u>	<u>Refresh Lines</u>	<u>£2,000</u>
<u>Brent Avenue / Redshank Crescent, SWF</u>	<u>Refresh SKC & Signs</u>	<u>£2,000</u>
<u>South Street, Great Waltham</u>	<u>Refresh SKC & DYL</u>	<u>£1,000</u>
<u>Aragon Road, Great Leighs</u>	<u>Refresh SKC</u>	<u>£1,000</u>
<u>Rectory Lane, Chelmsford</u>	<u>Replace any faded/damaged signs and damaged posts</u>	<u>£1,000</u>
<u>New Street, Chelmsford</u>	<u>Replace any faded/damaged signs and damaged posts and refresh kerb markings</u>	<u>£2,000</u>
<u>Wharf Road, Chelmsford</u>	<u>Refresh Lines</u>	<u>£1,000</u>
<u>Vicarage Road, Chelmsford</u>	<u>Refresh DYL on j/w Braemar Avenue</u>	<u>£500</u>
<u>Lower Anchor Street, Chelmsford</u>	<u>Replace Faded Signs</u>	<u>£1,000</u>
<u>Townfield Street / Glebe Road, Chelmsford</u>	<u>Refresh Lines</u>	<u>£2,000</u>
<u>Legg Street, Chelmsford</u>	<u>Refresh Lines</u>	<u>£2,000</u>
<u>Waterloo Lane, Chelmsford</u>	<u>Check and refresh/replace Lines & Signs</u>	<u>£2,000</u>
<u>Viaduct Road, Chelmsford</u>	<u>Check and replace Signs/Posts</u>	<u>£2,000</u>
<u>Tindal Street, Chelmsford</u>	<u>Refresh Kerb Markings</u>	<u>£1,000</u>
<u>Rainsford Road, Dukes Street & Broomfield Road, Chelmsford</u>	<u>Refresh Kerb Markings</u>	<u>£4,000</u>
<u>Rainsford Road, Chelmsford</u>	<u>Replace Rusty Posts</u>	<u>£1,000</u>
<u>Market Road, Chelmsford</u>	<u>Refresh Kerb Markings</u>	<u>£1,000</u>
<u>Hanbury Road, Chelmsford</u>	<u>Refresh Lines</u>	<u>£2,500</u>
<u>Brooklands Walk, Chelmsford</u>	<u>Refresh Lines</u>	<u>£500</u>
<u>Springfield Park Hill, Chelmsford</u>	<u>Replace Permit Signs</u>	<u>£500</u>
<u>Springfield Park Road, Chelmsford</u>	<u>Refresh Lines</u>	<u>£3,000</u>
<u>Springfield Green, Springfield</u>	<u>Refresh Signs O/S All Saints Church</u>	<u>£1,000</u>
<u>Seymour Street, Chelmsford</u>	<u>Replace Faded Signs and Rusty Posts</u>	<u>£1,000</u>
<u>Hart Street, Chelmsford</u>	<u>Replace Faded Signs and Rusty Posts</u>	<u>£1,000</u>
<u>Wolseley Road, Chelmsford</u>	<u>Refresh Lines and Signs</u>	<u>£2,000</u>
<u>Baker Street, Chelmsford</u>	<u>Replace Faded Signs</u>	<u>£500</u>
<u>Lady Lane, Chelmsford</u>	<u>Replace Faded Signs</u>	<u>£2,000</u>
<u>Hoffmans Way, Chelmsford</u>	<u>Replace Faded Signs</u>	<u>£500</u>
<u>Trinity Road, Chelmsford</u>	<u>Replace sign outside No. 6</u>	<u>£500</u>
<u>Byron Road, Chelmsford</u>	<u>Refresh DYL O/S Shops</u>	<u>£500</u>
<u>Navigation Road & Coates Quay, Chelmsford</u>	<u>Refresh Lines</u>	<u>£2,000</u>
<u>Oliver Way, Chelmsford</u>	<u>Refresh SKC and Signs</u>	<u>£1,000</u>
<u>Total</u>		<u>£56,000</u>

MALDON		
<u>Road</u>	<u>Request</u>	<u>Estimate</u>
<u>High Street, Maldon</u>	<u>Replace Limited Waiting / No Waiting Sign</u>	<u>£250</u>
<u>Basin Road, Heybridge</u>	<u>Refresh Lines</u>	<u>£2,000</u>
<u>Walden House Road, Great Totham</u>	<u>Refresh Lines</u>	<u>£1,000</u>
<u>Southminster</u>	<u>Refresh Signs</u>	<u>£3,000</u>
	<u>Total</u>	<u>£6,250</u>

ROCHFORD		
<u>Road</u>	<u>Request</u>	<u>Estimate</u>
<u>North Street, Rochford</u>	<u>Replace Sign o/s Premier Wills & Refresh Lines</u>	<u>£2,000</u>
<u>Little Wheatley Chase, Rochford</u>	<u>Replace Incorrect Signs for SYL</u>	<u>£3,000</u>
<u>Main Road, Hockley</u>	<u>Refresh Kerb Markings</u>	<u>£1,000</u>
<u>Bullwood Avenue, Hockley</u>	<u>Replace Signs</u>	<u>£2,000</u>
<u>Southend Road, Hockley</u>	<u>Replace Sign & Posts</u>	<u>£2,000</u>
<u>Willow Walk, Broad Walk, Broad Close, Hockley</u>	<u>Refresh Lines & Signs</u>	<u>£3,000</u>
<u>Ironwell Lane, Hawkwell</u>	<u>Refresh Lines</u>	<u>£3,000</u>
<u>Brook Road, Rayleigh</u>	<u>Refresh Lines</u>	<u>£3,000</u>
<u>Roche Close, Rayleigh</u>	<u>Refresh Lines</u>	<u>£250</u>
<u>Station Crescent, Rayleigh</u>	<u>Refresh Lines & Signs</u>	<u>£3,000</u>
<u>Upway, Rayleigh</u>	<u>Refresh Lines & Signs</u>	<u>£2,000</u>
<u>Castle Road, Rayleigh</u>	<u>Replace Rusty Post</u>	<u>£1,000</u>
<u>Burrows Way, Rayleigh</u>	<u>Replace Signs</u>	<u>£1,000</u>
<u>Spring Gardens, Rayleigh</u>	<u>Replace Lines & Signs</u>	<u>£1,000</u>
<u>Meadow Way, Rayleigh</u>	<u>Refresh Lines & Sign</u>	<u>£1,500</u>
<u>Uplands Park Road, Rayleigh</u>	<u>Refresh DYL & SKC</u>	<u>£2,000</u>
<u>Victoria Road, Rayleigh</u>	<u>Refresh Lines</u>	<u>£2,000</u>
<u>Cotswold Avenue, Rayleigh</u>	<u>Refresh Lines and Signs</u>	<u>£2,000</u>
<u>Total</u>		<u>£34,750</u>

<u>AREA</u>	<u>TOTALS</u>
<u>Basildon</u>	<u>£19,250</u>
<u>Brentwood</u>	<u>£27,000</u>
<u>Castle Point</u>	<u>£12,250</u>
<u>Chelmsford</u>	<u>£56,000</u>
<u>Maldon</u>	<u>£6,250</u>
<u>Rochford</u>	<u>£34,750</u>
<u>Total</u>	<u>£155,500</u>

Appendix C

Funding for new Traffic Regulation Orders within The South Essex Parking Partnership

TRO SCHEMES 2025/26 BRENTWOOD					
Item	Road	Town	District	Restriction	Estimated cost
1	South Drive	Warley	Brentwood	RP scheme	£3,000
2	King Edward Road & Gresham Road	Brentwood	Brentwood	Extend operational times of existing permit bays	£3,500
TOTAL - £6,500					

TRO SCHEMES 2025/26 BRENTWOOD					
Item	Road	Town	District	Restriction	Estimated cost
1	Ongar Road & Reeves Close	Stondon Massey	Brentwood	DYL & Disabled Permit Bays	£3,500
2	Willow Close	Hutton	Brentwood	Amend operational times of the SYL	£3,500
3	Great Oaks	Hutton	Brentwood	Amend operational times of the SYL	£3,000
TOTAL - £10,000					

TRO SCHEMES 2025/26 BASILDON					
Item	Road/s	Town	District	Restriction	Estimated cost
1	Popes Crescent	Pitsea	Basildon	Amend operational times of PPA and SYL to DYL	£3,000
2	Wynters	Basildon	Basildon	Amend part of PPA on bend to DYL	£2,500
3	Short Acre	Basildon	Basildon	DYL on junction	£2,000
4	Brightside, The Warren & Coombes Close	Billericay	Basildon	PPA and DYL	£8,000
TOTAL - £15,500					

TRO SCHEMES 2025/26 Rochford					
Item	Road	Town	District	Restriction	Estimated cost
1	Helena Road, Alexandra Road, Louise Road and Bracken Dell	Rayliegh	Rochford	Resident Permit Scheme Mon to Frid 10- 11am and 2-3pm	£10,000
TOTAL - £10,000					

Total - £42,000