

# Public Document Pack

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31 October 2019

Dear Member,

## **Joint Eastern Arun Area Committee - Tuesday, 5 November 2019**

Please find enclosed the following document(s) for consideration at the meeting of the Joint Eastern Arun Area Committee on Tuesday, 5 November 2019 which was unavailable when the agenda was published.

<b>Agenda No</b>	<b>Item</b>
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<b>6.</b>	<b>Highways and Transport Sub Group</b> (Pages 3 - 6)
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The Minutes were not available when the agenda was published.

<b>7.</b>	<b>TRO Prioritisation (EA02(19/20))</b> (Pages 7 - 12)
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The Report was not available when the agenda was published.

Yours sincerely

Tony Kershaw  
Director of Law and Assurance

**To all members of the Joint Eastern Arun Area Committee**

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**Joint Eastern Arun Area Committee  
Highways and Transport Sub-Committee**

**Minutes of the Meeting held at the Roger Montgomeri Room, Woodlands Centre,  
Rustington, Thursday 24<sup>th</sup> October 2019**

**Present:**

County Councillors: Dr James Walsh (Chairman, also ADC)

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District Councillors: Grant Roberts (ADC)

Town Councillors: Chris Blanchard-Cooper (Littlehampton)

Parish Councillors: Alison Cooper (Rustington), Geraldine Walker (Kingston), Elizabeth Linton (East Preston), John Oldfield (Angmering)

Officers: Nadine Phibbs (Ferring Parish Council Clerk), David Lambert (WSCC), and Ben Whiffin (WSCC)

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**1. Welcome and Apologies**

The Chairman welcomed all Members of the Sub-Committee to the Meeting.

Apologies were received from Cllr Roger Elkins (East Preston, Ferring & Kingston, also ADC), Deborah Urquhart (Angmering & Findon & WSCC) & Dan Purchase (WSCC)

**2. Minutes of Meeting held on 23<sup>rd</sup> May 2019**

The Sub-Committee **AGREED** the Minutes of the Meeting held on 23<sup>rd</sup> May 2019 and signed by the Chairman presiding as a correct record.

**3. North Littlehampton Infrastructure Scheme Update - Lyminster Bypass**

Mr Lambert advised that Sarah McKnight (WSCC) has now left the project team. Helen Richardson (WSP) will oversee in the interim. Ms McKnight's replacement commences in the post in January 2020.

Mr Lambert reported that the Compulsory Purchase Orders (CPO) are being prepared ready to be advertised and are subject to the award of the contract by Persimmon Homes which is imminent.

There has been negativity from landowners in relation to the Compulsory Purchase Orders (CPO) and it is expected that there will be a public enquiry.

The work is expected to commence January 2020.

#### **4. Improvement Schemes Updates**

##### **(a) A259 Improvements Consultation Update**

Mr Lambert reported that following the CPO consultation period there has been eight objections and there will be a delay due to a public enquiry. The public enquiry will commence 26<sup>th</sup> November and last for five days.

Mr Lambert advised due to the delay the project commencement date will now be August 2020. The work is anticipated to take 21 months.

Mrs Linton asked if the project could be started at the locations that there was not an issue with COPs.

Mr Lambert advised that there was no benefit to this as access to all of the land is required particularly for utilities which are on the full stretch of the road on both sides.

It was acknowledged that the advance warning signs are now out of date. Mr Lambert advised that these will be removed within the next two weeks and new signs will be erected once the project commencement date is confirmed.

The Sub-Committee asked for a press release to coincide with this information. Mr Lambert agreed to this request and confirmed that the press release will be cc'd to the Parish Councils.

It was confirmed that the poor road surface and pot holes will be repaired in the interim.

The Chairman thanked Mr Lambert for his report.

Mr Lambert left the meeting.

#### **5. Manor Retail Park, Angmering**

##### **(a) Provision of Bus Service**

It was advised that this is an item on the Eastern Parishes agenda.

It was agreed that this item will remain on the agenda.

#### **6. A259 Rustington-Bypass - Planning Applications**

It was agreed that this item will be removed from the agenda.

#### **7. Town /Parish Council Issues – Progress Reports from WSCC Highways**

##### **(a) Resurfacing Works**

The patch work in Rope Walk has now been completed.

Any required resurfacing works should be reported to Mr Whiffin for the Spring Programme.

**(b) TRO requests/progress**

Mr Whiffin provided members with the TRO progress report (*copy attached*) and confirmed that any TRO requests that score less than 10 will be removed from the list.

Mr Whiffin highlighted the TRO for Lashmar Road, East Preston. After a brief discussion, the Highways & and Transport Sub-Committee recommend this TRO for JEAAC approval.

**(c) Service Levels and Improving Local Places and Spaces**

Ben Whiffin gave a presentation with OHP slides (*presentation attached*)

**8. Appointment of Clerk for 2020**

After two years, Nadine will be stepping down as the Sub- Committee Clerk. James Walsh volunteered the Littlehampton Clerk.

**9. Any Other Urgent Business**

Mrs Cooper raised the issue of speeding vehicles along Ashwood Drive in Rustington which goes through the Church Farm Gardens Private Estate and suggested that signage to advise vehicles that people are crossing could be erected.

Mr Whiffin advised that this would be a general enquiry to WSCC and may benefit from support of the Church Farm Gardens Resident Committee.

Mr Oldfield referred to the traffic calming scheme through Angmering and acknowledged whilst this has been successful there is an issue with the speed hump in the centre of the village that there is a loud thumping noise as HGV's travel over it. Could there be a restriction on HGV's travelling this route.

Mr Whiffin advised that there has already been a safety audit and to apply for a TRO they would need to demonstrate that 3% of all traffic are HGV's. He also suggested that once the road widening on the A259 is complete this may reduce the issue of HGV's travelling through the village centre.

Me Whiffin also suggested that there is a possibility of a 'not suitable for HGV's' could be erected. Mr Whiffin & Mr Oldfield will liaise with each other regarding this matter.

**10. Date of Next Meeting**

2020, to be confirmed by the new Sub- Committee Clerk

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**Joint Eastern Arun Area Committee****5 November 2019****Prioritisation of Traffic Regulation Order Requests  
Received between July 2018 and July 2019****Report by Director of Highways and Transport and  
Head of Highways Operations****Ref No:  
(EA02(19/20))****Key Decision:  
No****Part I****Electoral  
Divisions:  
All in CLC area****Executive Summary**

Community requests for Traffic Regulation Orders (TROs) that cost under £3,000 to implement are considered annually by County Local Committees (CLCs). More complex TROs are considered for progression as a Community Highways Scheme and so fall outside the process.

The TRO Requests received between July 2018 and July 2019 have been assessed and scored and the results are attached for the CLC to consider and prioritise in line with the Cabinet Member Report for Traffic Regulation Orders – Assessment and Implementation Process for progression in the 2019/20 works programme.

**Recommendation**

That the Committee reviews the proposals and agrees to progress up to the allocated resource as detailed in 2.4 below for the highest scoring TROs from the list attached at Appendix A, subject to any adjustments made at the meeting.

**Proposals****1. Background and Context**

- 1.1 Traffic Regulation Orders (TROs) are legal orders that support enforceable restrictions and movements on the public highway. For the purposes of this report the term TRO includes speed limits, parking controls, and moving offences such as width restrictions and Heavy Goods Vehicles (HGV) restrictions.
- 1.2 TROs are generated from four sources including:
  - County Local Committees (requests from members of the public)
  - 3<sup>rd</sup> party / developer schemes
  - Highway improvement schemes through the Integrated Works Programme (IWP) – traffic calming, school safety, etc.)
  - Parking schemes in partnership with District & Borough Councils.

This report deals with County Local Committee TROs only.

- 1.3 The framework for assessing TROs was approved by the Cabinet Member for Highways and Transport in March 2016. In summary, the framework assesses TROs against four criteria: Safety, Traffic Conditions, Environment & Economy and People which give the acronym STEP. A new assessment framework was considered necessary to align with the County Council's corporate priorities and the increasing demand for TROs across the county. Full details of the criteria can be found in the Cabinet Member Decision report (see background reading for further details).
- 1.4 Following a review of County Local Committees (CLC) in 2016/17 the number of CLCs reduced from 14 to 11. Therefore the TROs have been reallocated as detailed in the table below. There has been no reduction in the number of TROs.

<b>CLC and Number of Members</b>	<b>No of TRO's</b>
Adur (6 Members)	2
Worthing (9 Members)	3
Joint Eastern Arun Area (6 Members)	2
Joint Western Arun Area (7 Members)	2
North Chichester (4 Members)	1
South Chichester (7 Members)	2
Crawley (9 Members)	3
Chancetonbury (4 Members)	1
North Horsham (8 Members)	3
North Mid Sussex (5 Members)	1
Central & South Mid Sussex (8 Members)	3
NEXT TOP Scoring TRO County Wide	15
<b>Total TRO's (Indicative)</b>	<b>38</b>

- 1.5 Appendix A lists the TROs identified as being viable for progression, and from which the CLC will prioritise up to the above allocation for progression.

## 2. **Proposal**

- 2.1 The Committee is asked to consider the list of TRO requests and, subject to any desired changes, to approve the applicable quota as a programme of work to be initiated over the coming year and delivered in the 2020/21 works programme.
- 2.2 The CLC is requested to progress the highest scoring TRO within the CLC area. Whilst there is scope to progress a lower scoring TRO as a preference, sound justification should be provided for doing so as this will be at the expense of a request that is considered by application of the approved framework to be a higher priority.



- 2.3 Any TROs not selected as the highest priorities for CLCs may be considered on a priority basis for progression on a county-wide basis at the Cabinet Members discretion.
- 2.4 In accordance with the report detailed in the background papers, the list in Appendix A details all the CLC requests that have been received in the last year (July 2018 – July 2019) as well as those that were available to be selected, but were not, in the 2017-2018 round of TROs.
- 2.5 To get best value from officer and member resources the Cabinet Member has confirmed that TROs that score 9 or under offer little wider community value or have not demonstrated suitable community support, and will not progress to the CLC to be considered. A link to the report can be found in the background reading.
- 2.6 In subsequent years Traffic Officers will reject any requests that score 9 or below following application of the approved framework. Due to the timing of the Cabinet Member decision, for transparency all requests made that were not rejected in 2018-19, that have scored 9 or below have been detailed in Appendix A, however the CLC may not select these.
- 2.7 County Wide Summary of requests

- **Adur** – 2 new requests. 1 of these scored over 9. The CLC has a resource allocation of up to 2
- **Worthing**– 5 new requests. 1 of these scored over 9. The CLC has a resource allocation of up to 3
- **Joint East Arun**– 3 new requests. 1 of these scored over 9. The CLC has a resource allocation of up to 2
- **Joint West Arun**– 2 new requests. 1 of these scored over 9. The CLC has a resource allocation of up to 2
- **North Chichester**– 2 requests made, both scored over 9. The CLC has a resource allocation of 1
- **South Chichester**– 2 new requests. 1 of these scored over 9. The CLC has a resource allocation of up to 2.
- **Crawley**– 14 new requests. 9 of these scored over 9. 1 request (437397) carries over from the previous year. The CLC has a resource allocation of up to 3
- **Chanctonbury**– 5 new requests. 2 of these scored over 9. 1 request (438363) carries over from the previous year. The CLC has a resource allocation of up to 1
- **North Horsham**– 12 new requests. 7 of these scored over 9. The CLC has a resource allocation of up to 3
- **North Mid Sussex**– 0 requests made and can select up to 2
- **Central and South Mid Sussex**– 0 requests made and can select up to 2

### 3. Resources

- 3.1 The proposals contribute to the County Council’s objectives for transport and meet the community needs and the ongoing demand for TROs within the resources available

- 3.2 Section 1.4 of this report confirms the CLCs can choose up to a maximum of 23 TROs. The maximum allowable cost of a TRO requested through this community process is £3,000. Hence the proposals by the CLCs could potentially cost £69,000. However, many of the requests such as Double Yellow Line Parking Restrictions have a low implementation value, so it is currently anticipated that the CLC requests will be managed within the £50,000 budgeted within the Highways Capital Budget for TRO's which is part of the Integrated Forward Works and Annual Delivery Programme budget approved in April 2019 decision ref HI03 (19/20)
- 3.3 Administrative work associated with the TRO's will be carried out internally by the TRO Team.
- 3.4 Due to the ongoing challenges to the Revenue budget it should be noted that Highway Operations currently only maintains / refreshes safety related road markings.

## **Factors taken into account**

### **4. Consultation**

- 4.1 Individual member support has been gained for each proposal and reasonable local community support has been demonstrated for those that can be selected. As with any TRO, wider consultation will be carried out in the usual way as each of the TRO requests is processed.

### **5. Risk Management Implications**

- 5.1 The higher the priority score, the greater the potential benefit to the communities who use West Sussex Highways. Should the CLC not select the top scoring TROs consideration should be given if this could expose the county council to any risk if challenged.

### **6. Other Options Considered**

- 6.1 The proposals must also pass a feasibility test and STEP assessment undertaken by WSCC Officers and reasonably supported by the public as well as the local member. Given this, the attached list of schemes represents the most viable options for consideration for prioritisation. Hence no further options are considered.

### **7. Equality Duty**

- 7.1 This report is seeking the consideration of schemes for prioritisation and does not have direct implications under the Equality Act, though it should be noted that it is unlawful to prioritise a scheme which discriminates against people with protected characteristics. The schemes chosen by the CLC for progression will be individually assessed under the Equality Act as they are developed further.

8. **Social Value**

- 8.1 The proposed approach allows for the community via the CLC to progress and deliver their concerns through a consistent route to enable social, economic or environmental benefits to the County.

9. **Crime and Disorder Act Implications**

- 9.1 There are no identifiable Crime and Disorder Act implications associated with the process of choosing the forthcoming CLC TRO priorities. Any schemes formally proposed will be have further appropriate considerations with regards to crime and disorder, which will include consultation with the police and other key stakeholders.

10. **Human Rights Act Implications**

- 10.1 There are no Human Rights Act implications associated with the process of choosing the forthcoming CLC TRO priorities.

**Matt Davey**

Director of Highways & Transport

**Michele Hulme**

Head of Highway Operations

**Contact:** Area Highway Manager

**Appendices**

**Appendix A** – CLC TRO Priority List

**Background Papers**

Cabinet Member Report – TRO Assessment

[http://www2.westsussex.gov.uk/ds/edd/ht/ht14\\_15-16.pdf](http://www2.westsussex.gov.uk/ds/edd/ht/ht14_15-16.pdf)

Cabinet Member Report – TRO Prioritisation

<https://westsussex.moderngov.co.uk/ieDecisionDetails.aspx?ID=717>

## APPENDIX A

## JOINT EAST ARUN

Confirm Enquiry Number	Division	Parish	Dominant Road Name	Local Member	TRO Type Parking / Speed Limit / Moving	Summary	Approx Cost (implementation only)	Score
M3000469	East Preston & Ferring	East Preston	Lashmar Road	Roger Elkins	Parking Issue	Request to install DYL junction protection at Orchard Road	£120	23
The CLC can only select requests that score 10 or above.								
M3007789	Arundel & Courtwick	Arundel	Howard Road	Gary Markwell	Parking Issue	Junction protection at Woodview	£100	4
M434295	Arundel & Courtwick	Arundel	Brewery Hill	Gary Markwell	Waiting restriction	Waiting Restriction	£100	2