

[REDACTED]

From: Chris Heather [REDACTED]
Sent: 05 December 2019 09:22
To: Anita Gardner <Anita.Gardner@arun.gov.uk>
Subject: Minster Court, Littlehampton - LU/300/19/PL

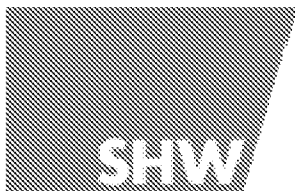
Anita,

Please see attached road safety audit alongside the brief they were given. No concerns were identified.

If you need anything else then please let me know.

Regards,

Chris



Chris Heather *MRTPI*
Associate

for and on behalf of Stiles Harold Williams Partnership LLP
[REDACTED]

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Adrian Duck - Head of Property Management

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ROAD SAFETY AUDIT BRIEF (GG119)

Table C.1 Project Summary

Date:	29.11.19
Document Reference:	153.0003.RSAB/1
Prepared by:	Paul Basham Associates
On behalf of:	Stiles Harold Williams Partnership LLP

Authorisation Sheet

Project:	153.0003 Minster Court, Littlehampton
Report Title:	Stage 1 Road Safety Audit Brief

Prepared By

Name:	Jessica Lloyd
Signed:	
Organisation:	Paul Basham Associates
Date:	29.11.19

I approve the RSA Brief and instruct the RSA to take place on behalf of the overseeing organisation

Name:	N/A
Signed:	N/A
Organisation:	N/A
Date:	N/A

ROAD SAFETY AUDIT BRIEF (GG119)

Table C.2. General Details

Highway Scheme Name and Road Number:	153.0003 Minster Court, Littlehampton			
Type of scheme: (Description of highway works)	Proposed bellmouth access design			
RSA Stage:	1	2	3	4
	Interim			
Overseeing Organisation Details:		Design Organisation Details:		
N/A		Jessica Lloyd Paul Basham Associates Lancaster Court 8 Barnes Wallis Road Segensworth Fareham PO15 5TU 		
Police Contact Details:		Maintaining Agent Contact Details:		
N/A		N/A		
RSA Team Membership:				
Mark Barratt		Ian Medd		
Terms of Reference:				

ROAD SAFETY AUDIT BRIEF (GG119)

Table C.3 Scheme Details

General:

To support the proposals, the access arrangement would be rationalised to a single point of access which accommodates both entry and exit. The access is located to the west of the Courtwick Lane/Goldcrest Avenue junction to ensure there is an offset. The access would measure 7.3m in width with 9m corner radii. Dropped kerbs and tactile paving would also support the access as per the existing arrangements.

A visibility splay assessment has been completed utilising 85th percentile vehicle speeds from an ATC survey. Splays of 2.4m x 35.3m and 2.4m x 35.1m were required in the primary and secondary directions and are demonstrated as achievable.

Design Standards applied to the Scheme Design:

Manual for Streets

Design Speeds:

30mph – 85th percentile speeds of 26.0mph eastbound and 26.1mph westbound

Speed Limits:

30mph

Existing Traffic Flows/Queues:

Daily 24 hour average 923 eastbound and 469 westbound

Forecast Traffic Flows:

Existing Flows: 923+469 = 1392, 12-hour flows from proposed development = 203

Total Daily flow expected along Courtwick Lane 1595

Pedestrian, cyclist and equestrian desire lines:

Most likely east towards local centre and supermarket

Environmental Constraints:

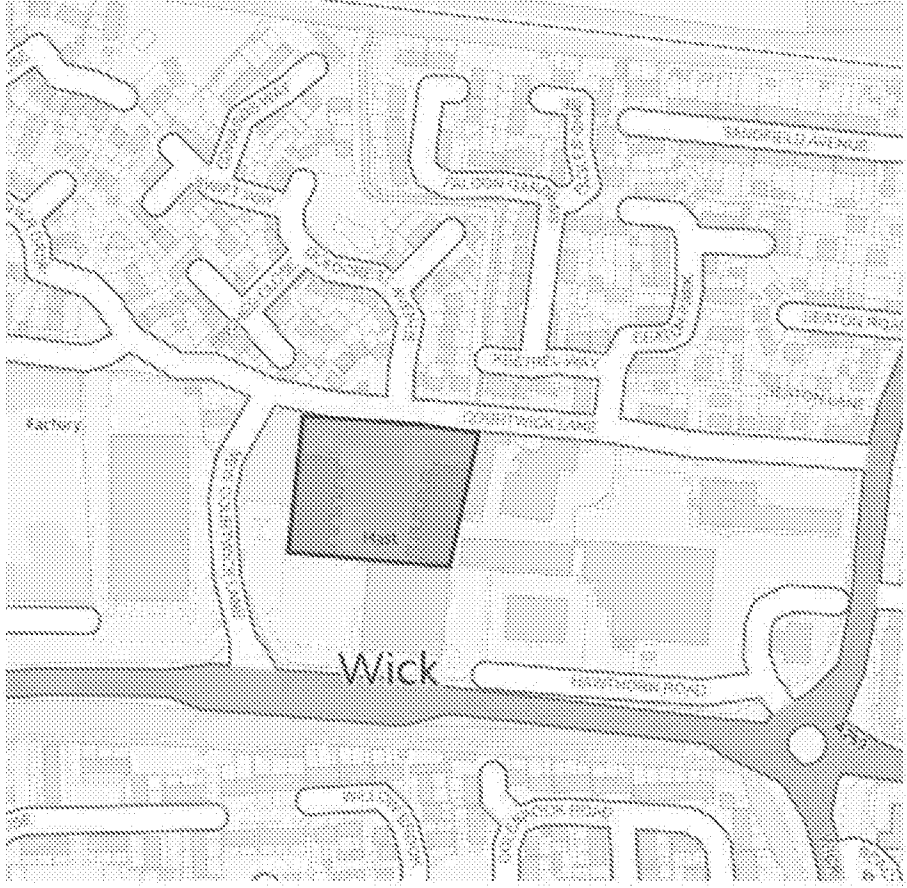
N/A

Table C.4 Locality

Description of Locality:

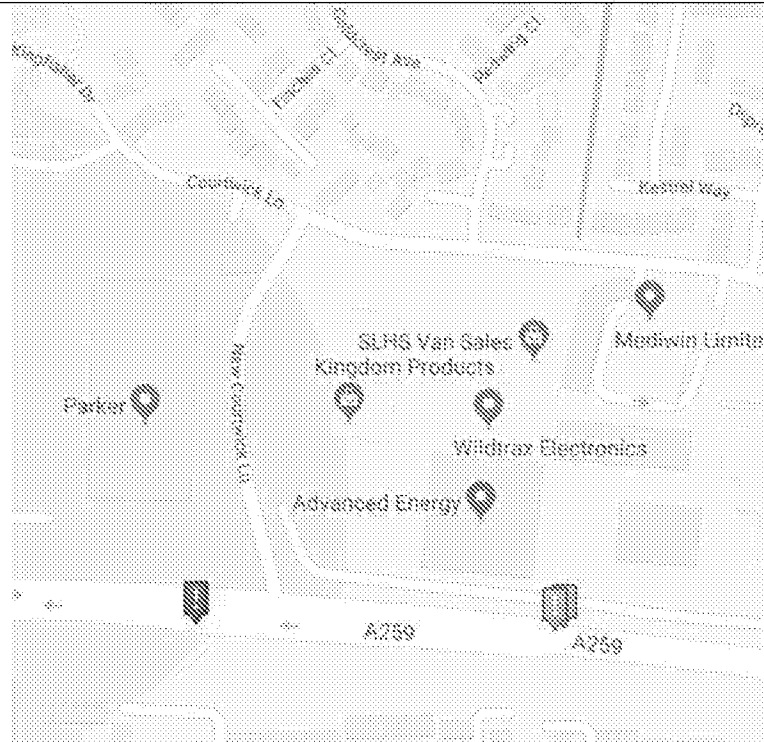
Minster Court, an existing commercial facility access off Courtwick Lane, bordered by New Courtwick Lane to the west.

ROAD SAFETY AUDIT BRIEF (GG119)

Map:	
General Description:	Addition of four commercial units circa 300sqm each at existing commercial development.
Relevant Factors which may affect Road Safety:	N/A
Table C.5 Analysis:	
Collision Data Analysis:	3 incidents within close proximity of the site, but all 3 occurred on A259 to the south which is an arterial route and thus subject to high traffic flows. No incidents recorded along Courtwick Lane or New Courtwick Lane.

ROAD SAFETY AUDIT BRIEF (GG119)

Collision Data Image:



Departures from Standards:

N/A

Summary of previous Road Safety Audit Stage reports, road safety audit response reports and evidence of agreed actions:

N/A

Strategic Decisions:

N/A

List of Included Documents:

Reference Number	Revision	Title	Date:
153.0003/T5/1	1	Transport Statement	August 2019

List of Included Drawings:

Drawing Number	Revision	Title
153.0003.001	A	Access tracking and visibility splays

ROAD SAFETY AUDIT BRIEF (GG119)

Table C.6 Checklist

Tick all that are included and provide reasons for those that are not included

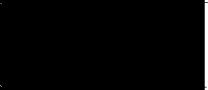
Site Location Plan	Y	Scale layout plans	Y
Departures and relaxations from standards	NA	Construction/typical details	N/A
Previous RSA Report	NA	Previous RSA response reports and evidence of agreed actions	NA
Collision data and collision data analysis	Y	Road traffic collision plot	Y
Traffic signal staging	NA	Traffic counts	Y
Speed surveys	Y	Pedestrian, cyclist and horse riding desire lines and volumes	Y
Walking, cycling and horse riding assessment	NA	Items outside the scope of the RSA/strategic decisions	NA
Other factors that may impact road safety	NA	Design speeds/speed limits	Y
Design standards used	Y	Adjacent land uses	NA

**MINSTER COURT
COURTWICK LANE
LITTLEHAMPTON**

PROPOSED ACCESS ARRANGEMENTS

STAGE 1 ROAD SAFETY AUDIT

NOVEMBER 2019

Document Reference GM 19/3445	Prepared by: (Name)	Checked by: (Name)	Approved by: (Signature)	Date Approved:
Original	Mark Barrett	Ian Medd		29 November 2019
Designer's Response				
Authority's Response				
Audit Response				

Client:
Paul Basham
Associates

Engineer:
GM
Traffic Consultants Ltd
33 Riverside Gardens
Romsey
SO51 8HN

Date: 29 November 2019

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APPENDIX A Location Plan

1.0 INTRODUCTION

1.0 General

- 1.1.1 This report results from a Stage 1 Road Safety Audit (RSA) carried out on the proposed access arrangements for Minster Court on Courtwick Lane in Littlehampton. It is proposed to add four new commercial units of around 300sqm.
- 1.1.2 The existing double access arrangement would be replaced with a single access two-way access in the centre of the site frontage. Visibility splays of 2.4m x 35.3m will be provided to the right and 2.4m x 35.1m to the left based on the results of a speed survey. Dropped kerbs and tactile paving will be provided on either side of the access.
- 1.1.3 The RSA was carried out at the request of Paul Basham Associates. The Overseeing Organisation is West Sussex County Council.
- 1.1.4 GM Traffic Consultants Ltd carried out the Audit on 29th November 2019. The Auditors were:

Mark Barrett, Highways England Cert. of Comp.
Ian Medd, MCIHT FSoRSA
- 1.1.5 The Audit Team are independent of the project design team and were not involved with the design of the project.
- 1.1.6 The report has been prepared in accordance with the Design Manual for Roads and Bridges (DMRB) GG119.
- 1.1.7 Whilst reference is made to certain design standards, where safety may be compromised by a reduction in standard, this report is not intended to provide a design check. The Auditors have only reported on matters that might have an adverse effect on road safety in the context of the chosen design. No attempt has been made to comment on the justification of the scheme or the appropriateness of the design. Consequently, the Auditors accept no responsibility for the design or construction of the scheme.
- 1.1.8 The Audit consisted of a desk top study and site visit, which was carried out on Friday 29th November 2019 at 13:00. It was dry with light traffic flows.
- 1.1.9 The recommendations in this report are aimed at addressing the road safety problems; however, there may be other alternative acceptable ways to overcome a specific problem, when other practical issues are considered. The recommendations contained herein do not absolve the Designer of his/her responsibilities.
- 1.1.10 The Auditors would be pleased to discuss the acceptability of alternative solutions to problems identified during the Audit and would encourage the Designer to consult them on this matter.
- 1.1.11 The LHA response to the RSA should be formally recorded and reported to the Designer and the RSA Team so that a record of the Audit process is contained in

the *As Built* design pack to be provided and retained by the LHA on final completion.

2.0 ITEMS CONSIDERED

- 2.1 The Road Safety Audit was undertaken on the scheme detailed in the following documentation.

Drawing No.	Rev	Title
153.0003.RSAB/1	-	RSA Brief
153.0003.001	A	Access Tracking & Visibility Splays
508.0025.003/TS/1	-	Transport Statement

- 2.2 The Audit Team have not been informed of any Departure from Standards.

3.0 MATTERS ARISING FROM THIS STAGE 1 RSA

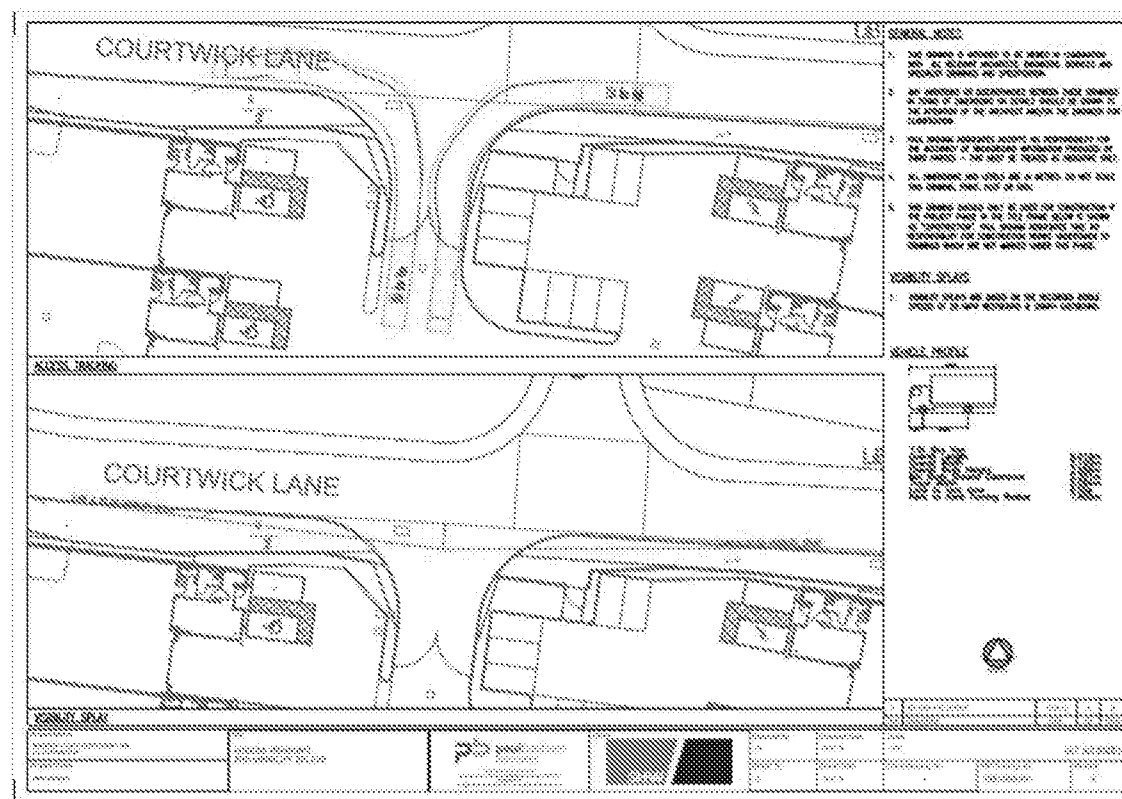
3.1 No issues have been raised.

4.0 AUDITOR STATEMENT

4.1 We certify that this audit has been carried out in compliance with GG119.

AUDIT TEAM LEADER	
NAME	Mark Barrett
SIGNATURE	
POSITION	Director
ORGANISATION	GM Traffic Consultants
DATE	29 November 2019
CONTACT DETAILS	TEL: 07787 158834 EMAIL: 
AUDIT TEAM MEMBER	
NAME	Ian Medd
SIGNATURE	
POSITION	Road Safety Consultant
ORGANISATION	GM Traffic Consultants
DATE	29 November 2019
PROJECT TITLE	Road Safety Audit – Stage 1 Minster Court Courtwick Lane Littlehampton Proposed Access Arrangements
DOC REF	GM 19/3445

LOCATION PLAN



Road Safety Audit – Stage 1
Minster Court
Courtwick Lane, Littlehampton
Proposed Access Arrangements