
Stage 1 Road safety audit response report

1 Project details

Table 1 Project details

Report title:	Proposed diversion of existing footway and provision of additional on-street parking. Bowers Place, Crawley Down, West Sussex, RH104HY
Date:	4 th March 2022
Document reference and revision:	J1481-RSA-1-1-1
Prepared by:	Wilbar Associates Ltd
On behalf of:	Worth Parish Council

Table 2 Authorisation sheet

Project:	
Report title:	Road Safety Audit Stage 1
Prepared by:	Wilbar Associates Ltd
Name:	Len Holloway
Position:	Audit Team Leader
Signed:	4 th March 2022 (see report)
Organisation:	Wilbar Associates Ltd
Date:	4 th March 2022
Approved by:	
Name:	Phil Henty
Position:	Audit Team Member
Signed:	4 th March 2022) see report)
Organisation:	Wilbar Associates Ltd
Date:	4 th March 2022

2 Introduction

The location is situated on the west side of Bowers Place in the village of Crawley Down which lies to the west of East Grinstead. Bowers Place is a no through road with residential properties on the east side and public green space on the west side, which incorporates a children's playground at the southern end. The green space is owned by Worth parish Council. Bowers place has a footway on both sides

With limited street lighting on the west side and a speed limit of 30 mph.

The scheme comprises the formation of a new footway within the green space and the conversion the west side footway and verge to 19 on-street parking spaces.

The scheme has been designed using West Sussex County Council standard details.

The Road safety Audit has been prepared in accordance with the instructions from, and for the specific use of, Worth Parish Council. The authors shall not be liable for the information contained in this report if used for any other purpose other than that for which it was provided in connection with their appointment as road safety auditors.

The Audit Team membership was as follows;

Len Holloway	Audit Team leader
Phil Henty	Audit Team Member
Duncan Driver	Observer

This audit comprised of a site visit by the Audit Team and an examination of the documents listed in the report. The site visit was carried out on Tuesday 1st March 2022 between the hours of 10.00 and 10.45 when the weather was light drizzle with good visibility.

3 Key personnel

Provide:

Table 3 Key personnel

Overseeing Organisation:	West Sussex County Council (WSCC)
RSA team:	Wilbar Associates
Design organisation:	Worth Parish Council

4 Road safety audit decision log

Insert RSA decision log. This can be a spreadsheet appended to the RSA response report.

Table 4 Road safety audit decision log

	RSA problem	RSA recommendation	Design organisation response	Overseeing Organisation response	Agreed RSA action
	RSA-1-1.01 Knee rail fence could cause collisions for vehicles and trip and fall hazards for pedestrians	Remove knee rail fence	Knee rail fence removed and drawings updated	Agreed.	Removal of knee rail fence.
	[REDACTED]	Remove grass strip and extend new path to 1.8 width	Not practical due to access requirements to electrical cabling within the 600 mm strip . Also path will be higher than parking area due to no dig construction. Have added steps up from parking level to new path level	Agreed.	Removal of grass strip not practical.
	RSA-1-1.03 Damage to road side equipments	Provide bollards within utility protection zones and elsewhere to protect and highlight the poles	Bollards provided as requested and drawings updated	Agreed.	Provision of bollards.
	RSA-1-1.04 Vehicles running over manhole covers adjacent to EP and TP poles could cause damage resulting in cave ins.	Ensure the design includes heavy duty covers.	The bollards at the Utility Protection Zones will prevent vehicle access and those covers outside the zones are already heavy duty	Agreed.	Provision of heavy duty covers.
	[REDACTED]	Ensure a minimum of 2.3 m clearance above the new path	This is covered by the Arborists report and method statement	Agreed.	-

5 Design organisation and Overseeing Organisation statements

Table 5 Design organisation statement

On behalf of the design organisation I certify that: 1) the RSA actions identified in response to the road safety audit problems in this road safety audit have been discussed and agreed with the Overseeing Organisation.	
Name:	Cllr John Hitchcock
Signed	
Position:	Project Manager
Organisation:	Worth Parish Council
Date:	07 June 2022

Table 6 Overseeing Organisation statement

On behalf of the Overseeing Organisation I certify that: 1) the RSA actions identified in response to the road safety audit problems in this road safety audit have been discussed and agreed with the design organisation; and 2) the agreed RSA actions will be progressed.	
Name:	Roopa Bilichodmath
Signed:	
Position:	Transport Planner
Organisation:	West Sussex County Council (WSCC)
Date:	29 June 2022