

Scrutiny Review Terms of Reference Document

Scrutiny Review	Scrutiny Review of Road Markings
Responsible Committee	Place Scrutiny Committee
Author	Martin Jenks
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Background

The Scrutiny Committee has noted that road markings and, in particular, is concerned with those that relate to crossings and road safety, are becoming worn out and less visible. This appears to be a consistent issue across the County and there are concerns that this will have an impact on road safety, the ability to enforce parking restrictions and may lead to reputational damage.

Scope of the Review

A Scoping Board meeting was held on 4 September 2019 and examined information on:

- Paint specification and physical equipment used for road markings
- Frequency of refreshing white lines and other road markings
- Enforcement difficulties caused by poor road markings
- Safety records where road markings are a factor
- The number of complaints and reputational impact
- Budget provision
- National studies and research

From a review of this information and evidence presented by Officers the Scoping Board identified the following lines of enquiry:

- Could the current system of prioritisation for routine maintenance work to refresh/renew road markings be improved?
- Why do some road markings appear to wear out more rapidly than expected?
- How frequently are parking enforcement road markings renewed and are there additional road markings that could be paid for from the parking budget?
- What do other local authorities spend on road markings and is the ESCC level of expenditure adequate?

The desired outcomes from the review are to improve the maintenance of road markings, clarify the prioritisation process for renewals and reduce the number of service requests.

It is acknowledged that there may be little scope for increasing the level of funding in this area, so the focus of the review will be on changes that could improve the maintenance/renewal, longevity and appearance of road markings, without significantly increasing costs.

Review methods

It is anticipated that the Review Board will review documentary evidence, question witnesses and undertake research in order to gather evidence to inform its recommendations.

The following list is not exhaustive and will change and develop as the review progresses. As part of the review the Board members will:

Prioritisation of Work.

Investigate whether the current system of prioritisation for routine maintenance work to refresh/renew road markings can be improved.

- Examine how the programme to refresh road markings is prioritised.
- Explore how frequently road markings are refreshed/renewed, taking into account the experience gained since the commencement of the current highways maintenance contract.
- Explore the way in which safety defect work is carried out and whether this is communicated effectively.

Take evidence from Officers on the current prioritisation process and the way in which is work programmed.

Establish if there are viable alternatives to the current geographical based system?

Road Marking Materials.

Examine the factors behind why some road markings appear to wear out more rapidly than expected.

- Examine how the specifications for road markings are applied and examine the systems in place to ensure the correct thickness and techniques are applied.
- Explore whether utility company reinstatement works are replacing road markings adequately.

Take evidence from Costain/Highways Client Team on quality assurance systems. Undertake site visit to see road marking crew in action.

Parking Enforcement Road Markings.

Explore how frequently parking enforcement road markings are renewed and if there are additional road markings that could be paid for from the parking budget.

- Examine what road markings the Parking Team is responsible for and the programme of maintenance (e.g. double yellow lines etc.) and those funded by the Road Safety Team.

Take evidence from Officers in the Parking Team (Daniel Clarke, Parking Team Manager) and the Road Safety Team (Brian Banks, Team Manager Road Safety).

Could the planned work programmes for highway and parking enforcement road markings be combined?

Funding.

Examine what other local authorities spend on road markings and explore whether the ESCC level of expenditure on road markings is adequate for the number in the County and the rate of wear.

- Explore how East Sussex compares with other councils
- Examine ways the Council could potentially increase funding or the effectiveness/value for money of the expenditure on road markings.

Review levels of expenditure by other local authorities if available. Take evidence from Officers on the scope to increase expenditure/value for money e.g. by organising work differently.

Documents and research:

Traffic Signs Manual Chapter 5 – Road Markings 2018 (Department for Transport)

Review Organisation and Responsibilities

Review Board

The Review Board is comprised of: Councillors Godfrey Daniel, Stephen Shing and Barry Taylor.

The Chair of the Review Board is: Cllr Godfrey Daniel

The Review Board is responsible for:

- Making decisions regarding the scope and direction of the review;
- Monitoring and control of the overall progress of the review;
- Agreeing where Board members will undertake evidence gathering activities as required by the review;
- Considering and providing challenge to all evidence presented to it; and
- Developing and agreeing the final report, including the findings and recommendations of the review.

Scrutiny Review Support

Support for the review will be provided by the Member Services Team to:

- Manage the review process;
- Undertake research as agreed by the Board;
- Draft the final report

The Lead Officer who will support the review from the Member Services Team is Martin Jenks. Their role is to manage the review, ensuring its aims and objectives are met and that the final report is delivered to the Place Scrutiny Committee within the agreed timescales.

Scrutiny Review Completion

When the review has been completed the Lead Officer will co-ordinate the production of a final report outlining the findings and recommendations for agreement by the Review Board. Once agreed, the Review Board will present this to the Place Scrutiny Committee for it to agree the recommendations.

The report will then be presented to Cabinet for comment and County Council for approval. Progress updates on how the recommendations are being implemented by the department will be presented to the Place Scrutiny Committee in due course (usually six and twelve months after the review has been approved by County Council).

Review Timetable

Based on the initial scoping of the review, the Review Board aims to submit the final report to the Place Scrutiny Committee at the meeting to be held on 18 March 2020. An initial timetable of the meetings and activities required to complete the review is outlined below.

Activity	Timescale/Date
<u>Review Board Meeting 1</u> <ul style="list-style-type: none"> • Consider evidence on prioritisation, work programming and parking enforcement road markings. • Agree findings and further evidence gathering requirements. 	To be agreed
<u>Review Board Meeting 2</u> <ul style="list-style-type: none"> • Consider evidence on road marking materials, techniques and quality assurance. • Site visit? 	To be agreed
<u>Review Board Meeting 3</u> <ul style="list-style-type: none"> • Examine evidence on funding. • Review all evidence and • Discuss findings and recommendations to include in the draft report. 	To be agreed

Draft scrutiny review report and finalise findings and recommendations of the review.	
<u>Final Review Board Meeting to agree Report</u> Review Board meeting to agree draft report, findings and recommendations with input from key officers.	To be agreed
Deadline for Report Dispatch	10 March 2020
<u>Report to Place Scrutiny Committee for agreement</u>	18 March 2020
Report to Cabinet (dispatch 13 April 2020)	21 April 2020
Report to Council (dispatch 1 May 2020)	12 May 2020