

# Southend-on-Sea Borough Council

Agenda  
Item No.

Report of Corporate Director for Place  
to  
**Traffic and Parking Working Party and  
Cabinet Committee**  
on  
**13<sup>th</sup> March 2014**

Report prepared by: Zulfiqar Ali, Strategic Highways and  
Traffic Manager

---

## Members Requests List

Portfolio Holder – Councillor Tony Cox  
*A Part 1 Public Agenda Item*

---

### 1. Purpose of Report

- 1.1 For the Traffic and Parking Working Party & Cabinet Committee to receive, note and consider new “Member’s Requests” and Officers’ recommendations as detailed in Appendix 1 of this report.

### 2. Recommendation

- 2.1 That the Traffic and Parking and the Cabinet Committee consider the views of the Working Party and Officer recommendations on each of the proposals as detailed in Appendix 1 to this report, and agree:
- a) **To proceed with Officers’ recommendations and agree priority where applicable; or,**
  - b) **To proceed with Officers’ recommendations, with amendments and ; agree priority if applicable; or,**
  - c) **To take no further action.**

### 3. Background

- 3.1 Members may formally request highway and traffic improvement works to be considered. These requests vary from minor traffic, road safety and parking initiatives and may include new pedestrian crossing facilities, traffic speed, road safety and residents parking schemes.
- 3.2 Officers receive and add all such requests to the “Members list” and report these back to the Traffic & Parking Working Party and the Cabinet Committee. Members agreed to receive these reports in future on twice yearly basis. This is the first report on this cycle. Any recommendations agreed will then become part of the forward year 2014/15 work programme. Officers’ initial recommendations are based on limited findings of the investigation and/or the outcome of surveys/consultations where possible. If the Working Party/Cabinet

Committee agree for it to be further investigated then updates will be presented to future Traffic and Parking Working Party & Cabinet Committee meetings for consideration and decision, as and when they become available.

- 3.3 The committee is aware of the increasing workload resulting from “Members Requests”. This is a small team with limited financial resources to address all requests which require extensive investigations in most cases. As such there is a need to prioritise these against a clear set of criteria and programmed against the limited budget and staffing available to undertake necessary investigations to deliver these in the most efficient way.
- 3.4 It needs to be noted that once a formal conclusion has been reached on the individual items, to the agreement of the Traffic and Parking Working Group & the Cabinet Committee, these will be removed from the list and where appropriate, added to the work programme. In such cases, the Working Party and the Cabinet Committee is asked to agree future prioritisation of each of the item.
- 3.4 Officers will update Members of the progress of their individual requests and will inform them of the findings, investigations, the recommendations and reasons thereof, as well as the decisions made by this Committee.

#### **4. Reasons for Recommendations**

- 4.1 To provide a rationalised and consistent management and decision making process for all formal requests for highways and traffic management improvements by Ward Councillors via the Traffic and Parking Working Party & Cabinet Committee.

#### **6. Corporate Implications**

- 6.1 Contribution to Council’s Vision & Corporate Priorities

The Members Requests List is a mechanism for Ward Councillors to request issues within their wards which they believe may be a safety hazard and improving traffic flow contributes to a Safe and Prosperous Southend.

#### **6.2 Financial Implications**

Requests which are recommended for any action will be funded via existing budgetary resources. However, the resources are limited and the Working Party and the Cabinet Committee has an ongoing agreed priority programme based on its earlier decisions. Unless the Committee agrees to allocate a priority for the new requests, these will be added to the bottom of the list and undertaken subject to availability of financial and staffing resources.

#### **6.3 Legal Implications**

Where requests involve any requirement for a Traffic Regulation Order, the relevant statutory procedures will be followed including the requirement for formal consultation with affected frontagers’ and advertisement in the local press.

#### **6.4 People Implications**

There are limitations in staff time and an increase in Members' requests can place additional strain on limited resources which may lead to delays in investigations and reporting back to the Working Party and the Cabinet Sub Committee.

#### **6.5 Property Implications**

None

#### **6.6 Consultation**

Formal and informal consultation will be carried out, as required, and directed by this Committee. In addition all ward councillors are to be informed of the consultation process prior to its commencement.

#### **7. Background Papers**

None

#### **8 Appendices**

##### **8.1 Appendix 1 –Updated Members Requests List – March 2014**