



AGENDA

HIGHWAYS ADVISORY BOARD

Tuesday, 5th May, 2009, at 10.00 am
Council Chamber, Sessions House, County
Hall, Maidstone

Ask for: **Karen Mannering**

Telephone **(01622) 694367**

Tea/Coffee will be available 15 minutes before the start of the meeting.

UNRESTRICTED ITEMS

(During these items the meeting is likely to be open to the public)

1. Substitutes
2. Declarations of Interests by Members in items on the Agenda for this meeting.
3. Minutes - 3 March 2009 (Pages 1 - 20)
4. Kent Highway Services - Interim Director's Update (Pages 21 - 22)
5. Concrete Roads (Pages 23 - 26)
6. Ashford Ring Road Alterations (Pages 27 - 40)
7. Smarter Choices - 2009 Progress Report (Pages 41 - 46)
8. Stopping Up the Highway - Stopping Up Order (Section 116 of the Highways Act 1980) (Pages 47 - 52)
9. KHS Policy for Managing Skips on the Highway (Pages 53 - 60)
10. KHS Policy for Managing Tables and Chairs on the Highway (Pages 61 - 72)
11. Scheme Prioritisation System (Pages 73 - 76)
12. Participation of Highways Advisory Board Members in the Road Safety stand at the 2009 Kent County Show (Pages 77 - 78)
13. Proposed Prohibition of Driving Traffic Order - Mill Lane, Beltinge, Herne Bay (Pages 79 - 82)

EXEMPT ITEMS

(At the time of preparing the agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public)

Peter Sass
Head of Democratic Services and Local Leadership
(01622) 694002

Monday, 27 April 2009

Please note that any background documents referred to in the accompanying papers maybe inspected by arrangement with the officer responsible for preparing the relevant report.

KENT COUNTY COUNCIL**HIGHWAYS ADVISORY BOARD**

MINUTES of a meeting of the Highways Advisory Board held in the Council Chamber, Sessions House, County Hall, Maidstone on Tuesday, 3 March 2009.

PRESENT: Mr C Hibberd (Chairman), Mr W A Hayton (Vice-Chairman), Mr M J Angell (Substitute for Mr R A Pascoe), Mr T J Birkett, Mr J R Bullock, MBE, Ms S J Carey, Mr I S Chittenden, Mr C G Findlay, Mr R F Manning, Mr J I Muckle, Mr A R Poole, Mrs P A V Stockell, Mr R Tolputt, Mr R Truelove and Mrs E M Tweed

ALSO PRESENT: Mr G A Horne MBE.

IN ATTENDANCE: Mrs C Bruce (Interim Director Kent Highway Services), Mr D Hall (Head of Transport & Development), Mr N Bateman (Head of Asset Management), Mr S Gasche (Public Transport Team Leader), Mr T Hemmings (Permit Scheme Project Management), Mr T Howe (Highway Resurfacing Manager) and Mr D Joyner (Sustainable Transport Manager), and the Head of Democratic Services (represented by Mrs K Mannering).

UNRESTRICTED ITEMS

- 1. Declarations of Interests by Members in items on the Agenda for this meeting.**
(Item 2)

Further to Minute 1 of 6 January 2009, the Chairman referred to the Advice Note circulated to Board Members prior to the meeting. Members were grateful for the guidelines and would participate in future debates with an open mind.

- 2. Minutes - 6 January 2009**
(Item 3)

RESOLVED that the Minutes of the meeting held on 6 January 2009 are correctly recorded and that they be signed by the Chairman.

- 3. Kent Highway Services - Director's Update**
(Item 4 - Report by Interim Director, Kent Highway Services)

(1) Members had requested a written update for each meeting of the Board. This report in particular covered the excellent response to a colder than average winter. Other key areas covered included white lining, Parish Portal, Permits and Kent Traffic Officers.

(2) *Permit Scheme for Kent*

This subject was covered in detail in paragraph 7 below. However, excellent progress was reported with the likely introduction of a permit scheme in 2009 (subject to approval by the Secretary of State). This was a national first and

reflected the excellent background undertaken by the Network Management team over a two year period. The progress reflected the County Council's strategic aims to improve traffic flows and reduce congestion across Kent.

(3) *Winter Service*

Kent Highways Services was very pro-active in responding to the snow and ice emergency which gripped Kent and the UK during December, January and February. 50 salting runs were completed between October and January which would normally cover the whole winter period. In comparison, during 2007-08, only 30 runs were necessary. Kent was early to react to the emergency ensuring that adequate stocks of salt were maintained in the face of a national shortage. It was worth noting that some serious flooding issues were managed effectively after the snow emergency in February.

(4) *White Lining*

White lining would be treated as a major priority in the first three months of 09/10 and all towns in Kent would receive a re-refresh of lines up to one km out of the town centre. A re-refresh of lines would also be undertaken where there was a high incidence of crashes. The opportunity would be taken to invite districts to request re-lining in relation to their parking responsibilities.

(5) *Kent Traffic Officers*

Good progress was reported on the establishment of Kent Traffic Officers (KTOs) who would be another key weapon in the fight against traffic congestion. Kent Police approved the County Council's draft accreditation application on 23 December 2008. Publicity on the issue commenced on 15 February. A number of training sessions had been undertaken through Kent Police, particularly relating to the use of Police Powers.

(6) *Parish Portals*

The Parish Portal was a key part of Kent Highway Services' transformation initiative and was designed to offer a full range of highways services online. "**My Kent Highways Online**" will provide the public, parish representatives, District Councils and County Members with a number of 'online services' to make access to highways services more convenient. Workshop-style seminars with parishes and county members took place on 20 and 27 February.

(7) *Staff Morale and Performance*

Positive staff morale was growing and was reflected in improving standards of customer and Member care, evidenced by the comments received from staff on a regular basis and by improved performance.

(8) Kent Highway Services was making positive progress both in its drive to become a more effective operational unit but also in terms of wider policy objectives such as congestion busting.

(9) During a lively discussion, the Chairman intervened and advised Members that he would accept only questions or comments on the Interim Director's report as

circulated. If any Member wished to raise more specific issues, the Chairman stated that he would consider these under any other business. The Chairman advised further that any formal motion should be prepared in writing and submitted to the Democratic Services Officer before any discussion took place.

(10) The Board noted the progress being made.

4. Future Working Relationships with EDF

(Item 5 - Report by Head of Asset Management)

(Mr G Horne, MBE was present for this item and had requested to speak)

(1) Members had been aware for some time of the poor performance of EDF with regard to requests for work from KHS Street lighting, both in the repair of faults as well as the provision of new connections.

(2) There had been no lack of effort from KHS staff in pursuing EDF for an improved performance but in the vast majority of cases, the chase had proved fruitless for whatever reason EDF had put forward. In the majority of cases, a lack of 'jointing resources', to make the connection from the EDF Network to the KHS streetlight system, appeared to have been the fundamental underlying problem for EDF. Demands across the south east for skilled jointers had far outweighed the number of qualified jointers available to EDF

(3) The performance indicator used by KHS with regard to EDF was "Average days to respond to streetlight faults" with a target of 30 days. For the year to date (to December '08), EDF had managed 64.7 days, from KHS records. To help Members, the performance of KHS in repairing faults had been on average for the year 4.7 days, when the work had been released to the contracting arm, against a target of 5 days.

(4) To move the whole performance effort forward, a Service Level Agreement (SLA) had been developed in joint consultation between EDF Energy Networks and representatives of Local Authority Lighting Customers and incorporated as a minimum standard the Ofgem National SLA recommendations released in October 2007 with regard to unmetered connections. Though not legally binding, the SLA outlined the minimum level of service to which EDF Energy Networks and Local Authorities would aim to work.

(5) Extracts from the SLA were set out in the Appendix to the report and gave Members a feel for the new targets for EDF for both faults and new connections, in the vast majority complying with KHS targets for EDF. Ofgem required EDF to report performance data for street lighting on a quarterly basis. The data had first to be agreed with the customers, the lighting authorities. If agreement could not be reached, Ofgem would be informed of that fact for their assessment.

(6) Performance meetings would be held on a regular basis with EDF, weekly, monthly, quarterly and annually with the quarterly meeting in place to agree the performance data that was submitted to Ofgem. The performance meetings together with project and ad hoc meetings would allow a professional and trusting working relationship to develop.

(7) To ensure that KHS transfers all required information to EDF when requesting fault repairs or new works, the new business management system being

put in place within KHS would automatically complete all necessary details to be sent to EDF thus removing any possible delays at the Kent end.

(8) The Head of Asset Management was optimistic that the SLA represented a positive and constructive way forward in improving the performance of EDF in its working relationship with KHS. At the present time, it was believed that 15 highway authorities in the EDF region had signed up with the SLA thus allowing for continuous improvement across the whole of the south east area.

(9) KHS Street lighting was now part of a South East Group of lighting authorities which included the counties of East and West Sussex and Surrey, Brighton Unitary and London Boroughs. Performance would be monitored across all authorities.

(10) As the new relationship evolved between KHS and EDF, Members would be kept up to date with all developments and performance levels. A report would also be submitted to Members on the future developments of the Street lighting service, with very progressive proposals for a developing unit.

(11) The Board noted the report which would be passed to the Cabinet Member.

5. Capital Road Maintenance Programme 2009/10
(Item 6 - Report by Head of Countywide Improvements)

(1) The assessment of the condition of the highway network was essentially divided into two Categories: Classified (A, B and C Class) roads and Unclassified (the remainder) of the network.

Classified Roads

(2) The assessment of the condition of these roads was carried out using a vehicle mounted measurement system known as 'Traffic – Speed Condition Survey' (TRACS). This records cracking, deformation, riding quality and surface texture. The process was also linked to identified skid deficient sites which had been determined from a combination of crash details in wet weather conditions and the actual measurement of skid deficiency. Additional testing was used to determine whether the road would fail from heavy vehicle loading. The combination of the results was verified by site inspections and engineering judgement was used to determine the most appropriate treatment necessary to prolong the life of the road being considered, e.g. reconditioning, strengthening, resurfacing, surface dressing, etc.

Unclassified Roads

(3) The assessment of the condition was undertaken by driven visual inspection. Additional sites could be added from other sources such as highway inspectors, Members, the public and Parish Councils. Whereas the major road network was likely to fail from vehicle loading, the minor network was much more likely to fail from ageing. Subsequent site inspections were therefore undertaken to verify the condition and determine the most appropriate treatment.

Surfacing Needs

(4) Previous priorities had been based on treatment of 'worst first' rating from the database of the condition of the network. A new process had been devised that based the treatment of the network on economic rating and prioritised roads that had been rated on a cost effective treatment basis. That was to say; if a road was in the 'worst list' this year it might deteriorate very little in the next couple of years and the treatment would be the same at the end of the period, however another road might be lower down on the 'worst list' this year but over the next couple of years it could deteriorate rapidly and if left untreated would require major works. Therefore it was more cost effective to treat these sooner than those which appeared to be in a worse condition.

(5) The current maintenance emphasis was on the reduction of reactive maintenance works, in particular on the minor network. The aim for the surfacing programme this year was to treat the roads that were more liable to need reactive treatment. It had been decided therefore, that the 2009/10 works programme would contain approximately 70% of sites that were in the Minor & Locally Important hierarchy.

(6) Significant additional funding (subject to approval) had thus been made available in 2009/10 to redress the balance. The budget for Carriageway and Footway Resurfacing for next year was likely to be set at around £20m compared with less than £10m in this year.

(7) From the sites initially prioritised, only 24 were shown as requiring Surface Dressing (in 08/09 there were over three times as many in the Surface Dressing programme). It was therefore proposed not to have a Surface Dressing programme for 09/10 but to prepare for a larger programme in 2010/11 to benefit from economy of scale and achieve better value for money.

(8) Graphs set out in the report showed the split of the programme; and a list of schemes proposed for 2009/10 was set out in Appendix 1 of the report.

(9) The Board noted the programme and recommended that work began in April.

6. The Transportation and Safety Package Programme 2009/10 *(Item 7 - Report by Head of Transport & Development Planning)*

(1) Kent County Council's (KCC) local transport funding for 2009/10 was determined by the Department for Transport (DfT) in November 2007 as part of its assessment and settlement announcement regarding Kent's transport strategy, the Local Transport Plan (LTP). This funding had been provided to support local transport schemes that delivered the LTP, which itself set out the County Council's approach to achieving a number of key transport objectives, including:-

- Improve access to key services by sustainable modes of transport;
- Tackle the occurrence of peak hour congestion, particularly in larger urban areas;
- Improve road safety by reducing the number of people killed or seriously injured on Kent's roads;

- Improve local air quality, particularly in designated Air Quality Management Areas (AQMAs).

(2) Kent's LTP funding for 2009/10 included a capital allocation of £14.752M, which consisted of borrowing approvals and grant and was specifically for the implementation of Integrated Transport (IT) schemes. Of the £14.752M, £2.600M would be used to fund detailed design and supervision of construction of 2009/10 schemes as well as forward design of 2010/11 schemes, and £2.200M was required to complete the 2008/09 programme. These included schemes which had been deferred in order to provide additional funding for maintenance in 2008/09. This resulted in a budget of £9.952M for implementation of new schemes. The allocation for new schemes in 2008/09 was £9.65M.

(3) The report provided details of the 69 schemes that made up the proposed Transportation and Safety Package Programme for 2009/10 together with a brief summary of key elements of the programme. The schemes proposed for 2009/10 were set out in the Appendix 1 to the report.

(4) The proposed Transportation and Safety Package Programme for 2009/10 had been devised using Kent's Scheme Prioritisation Methodology, PIPKIN. A report outlining the principles and a proposal to implement PIPKIN was presented to the Board in July 2006, and was approved by the Cabinet Member for Environment, Highways and Waste on the strength of the recommendations of this Board.

(5) All scheme proposals had been subjected to a formal assessment and prioritised in accordance with their likely impact and wider contribution towards Kent's strategic and local transport objectives. The relative merit of each scheme had been determined in comparison to others submitted in the same year. Revisions to the viability of some schemes, such as their public acceptability and their deliverability, and the inclusion of previously approved carryovers from the 2008/09 programme had resulted in a final list of 69 new schemes to be funded from the 2009/10 budget. Schemes which had not achieved sufficient priority could be resubmitted as part of the 2010/11 programme.

(6) The 2010/11 programme would be assessed using a revised scheme prioritisation system. The system was currently being developed through an informal member group and would be the subject of a future report to the Board.

(7) The proposed Transportation and Safety Package Programme for 2009/10 included:-

- (a) Funding for the development of Kent's successful Traffic Management Centre (UTMC) to new areas of Kent and targeted funding to support the evolution of UTMC in Tunbridge Wells, Gravesend, Maidstone and Canterbury (£1.025M) as well as extension and upgrading of the Kent bus tracking and real time passenger information system (£350K).
- (b) A new and innovative Kickstart Public Transport initiative (£1.627M). Bus companies were invited to submit proposals for capital funding to deliver a step change in local bus services and frequencies to support regeneration and help tackle congestion. Investment would fund new buses in Ashford including Stagecoach (10 vehicles) allowing *Line A*

to be increased in frequency from 15 to 10 minutes and low floor vehicles and frequency improvements to be cascaded to routes 3 and 5. Enhancements were also planned for route 13 from Singleton to the town centre (1 vehicle) and for Ashford E Line linking Eureka Park – Town Centre – Orbital Park (2 vehicles). The enhancements would lay the groundwork for Ashford's Smartlink network. The Eastonways 38/38A, serving the Ramsgate and Birchington areas, was to be enhanced with 2 new vehicles. 2 new vehicles were also to be provided on the 326/327 Sittingbourne to Gillingham, operated under contract to Chalkwell.

- (c) Investment in bus infrastructure to support Quality Bus Partnership (QBP) initiatives in Ashford, Canterbury, Dover, Maidstone and Thanet (£0.8M). This was match funding which had levered in significant investment from bus operators in new vehicles and higher frequency services.
- (d) Investment in road safety initiatives through a targeted programme of Casualty Reduction Measures (CRMs). There were 17 schemes (£1.3M) in total with casualty reduction as their primary objective.
- (e) A smart card bus ticketing system was under development for Kent. The precursor to this was to ensure all Kent buses were equipped with Smart Card Compliant Ticket Machines. There were over 800 public buses operating in the county. This £1.0M contribution would help fund a package of new and upgraded ticket machines for operators and help bring forward the ticket machine investment programmes planned by Stagecoach and Arriva. It was proposed that the machines would also link with Kent's GPS and Real Time Passenger Information System. A pilot was planned in partnership with Stagecoach for Kent Freedom Pass holders in Thanet; it was hoped that a launch would be possible in September 2009.
- (f) A £250K investment was proposed to upgrade bus stop poles and information to passengers as part of Kent's Public Transport Information Strategy. This would complete a programme to upgrade all of the 560 most important (level 1) bus stops in Kent, it was also key to supporting a re-tendering of the Kent Roadside Infrastructure Unit.
- (g) The programme included a range of measures on the highway to support Safer Routes to School (£375K) as well as infrastructure within the school grounds including new bike shelters to support Platinum School Travel Plans (£100K). Schools received platinum status for travel plans which had been in place for more than one year and where measures in the plan were actively being implemented. The schemes were part of Kent's successful travel to school initiative which had achieved a 5% switch at primary schools from car to walking to school.
- (h) £100K was to be spent on upgrading pedestrian crossings to DDA compliancy. A further £50K was to be top sliced from the programme to introduce dropped kerbs requested through the year by the public.

(8) Many of the schemes within the programme had been developed in consultation with local stakeholders and Members. Subject to approval of the programme by the Cabinet Member, the schemes would now be reported through the Joint Transportation Boards as part of the ongoing design and consultation process.

(9) The proposed Transportation and Safety Package Programme for 2009/10 of 69 schemes detailed in the report would make an important contribution to delivering targets in Kent's Local Transport Plan: tackling congestion, improving road safety, enhancing access to local services by bus, for cyclists and pedestrians and contributing to improvements in local air quality.

(10) The Board:-

- (a) supported the proposal for recommendation to the Cabinet Member for Environment, Highways and Waste that the proposed Transportation and Safety Package Programme for 2009/10 be approved;
- (b) noted the development and application of Kent's new Scheme Prioritisation System; and
- (c) agreed that the Joint Transportation Boards receive updates on the approved schemes in their areas.

7. Kent Permit Scheme Update

(Item 8 - Report by Network Performance Manager)

(1) The purpose of the report was to inform the Highways Advisory Board of the progress with the development and introduction of a Permit Scheme into Kent. No recommendations were required at this stage and the purpose of the report was to provide information only.

(2) Through the introduction of a Permit Scheme, Kent County Council intended to increase its powers of coordination and management of activities by works promoters competing for space or time in the street. The Traffic Management Act (TMA), under which a Permit Scheme could be applied and introduced, broadened the coordination and co-operation duties under the New Roads and Street Works Act 1991 (NRSWA). Therefore the Kent Permit Scheme was intended to make coordination and management more effective and delivered the following specific objectives:

- to improve safety – for those using, living or working on the street, including those engaged in activities controlled by the Scheme;
- to minimise the inconvenience and disruption caused by roadworks activities on people using the streets;
- to protect the structure of the street and the integrity of apparatus in it.

(3) In a wider policy context, the County Council was committed to fighting the effects of traffic congestion and this was a priority in its Towards 2010 programme.

A successful permit scheme would contribute significantly to aiding the “expeditious” movement of traffic on the highway which was a requirement under the TMA.

(4) Further to guidance from Department for Transport, the Kent Permit Scheme underwent further design and development during the last three months of 2008. The key areas of change included the production of a cost-benefit assessment, specifically for operational permitting aligned to the stated objectives. In addition, the proposed method of operation had to be adapted to meet with the national interface for electronic transfer of information between works promoters and the highways authority.

(5) As a result of the Scheme development a decision was made to enter into a third mini-consultation with the public stakeholders, including the works promoters. The consultation concluded on 12 December 2008 with an overall positive and supportive response from the stakeholders.

(6) On 14 January 2009, Kent County Council submitted an application to operate a Permit Scheme within Kent to the Secretary of State for Transport. A copy of the Kent Permit Scheme and application was also sent to the Department for Transport (DfT). The DfT undertake a review and assessment of the Scheme and make the ultimate recommendation to the Secretary of State.

(7) The application letter requested an early meeting with the DfT to discuss the Scheme and the development of the full cost-benefit assessment. This request was met with a positive response and a meeting was held on 12 February 2009 with the Head of the Traffic Management Division. Early feedback from the DfT in relation to the Kent Permit Scheme content was very positive. The project team would continue working closely with the DfT to support their review and subsequent recommendation for the legal order.

(8) A copy of the provisional Kent Permit Scheme had been published to a public facing website (kent.gov.uk) and a generic email address had been created to receive comments and requests for information (kent.permitscheme@kent.gov.uk). The application document and associated appendix items had not been published; however members of the public, including works promoters could request the documents in writing to Kent Country Council (KCC). Any documents issued would be covered by a legal disclaimer developed through KCC Legal Services.

(9) The project to implement the Kent Permit Scheme had now moved from a design phase and was in the build and test phases.

(10) The DfT had indicated that the review process for a Permit Scheme should be four months, however to date no other Permit Scheme had been submitted and approved, so the timescale was subject to change as a result of any associated delay through clarification or development.

(11) In consideration to the above timescale, the current planned date to introduce a Permit Scheme into Kent was July 2009. Once Kent County Council had received the legal commencement order from the Secretary of State they would have to provide the works promoters with at least 4 weeks notice before introducing the Scheme. The project would complete readiness checks with the

works promoters in preparation for this to ensure the implementation of the Scheme was successful.

(12) The relationship between KHS and the works promoters within Kent remained very positive and although works promoters would be affected by the introduction of a permit scheme, they remained supportive of KCC's approach and openness with the development and introduction.

(13) The National Joint Utilities Group (*NJUG*) would remain an active member of the Kent Permit Scheme Project Board and from March 2009 Kent Highway Services would conduct monthly sessions focused on the Permit Scheme with a Stakeholder Group from the Kent HAUC (*Highway Authority and Utilities Committee*) to maintain the positive working relationships.

(14) The introduction of a Permit Scheme to Kent Highway Services was not constrained by the legal commencement order from the Secretary of State. No fees or fixed penalty notice payments would be made between the Alliance partners and Kent County Council so operational permits were viewed as an internal business process. The monitoring of permit applications, variances and any fixed penalty notices would still be reviewed and assessed. KHS intended to implement an operational Permit Scheme into the Alliance at the earliest opportunity and based on the current project timescale this should come into affect by May 2009.

(15) The project was now delivering the building and testing of IT systems, focusing upon recruitment of the new organisation and production of training and support material. The majority of business processes had been developed and accepted.

(16) The primary risk to the introduction of the Kent Permit Scheme was the DfT review and recommendation to the Secretary of State. The project team would mitigate the risk by maintaining a close working relationship with the DfT and works promoters to ensure the introduction of a Permit Scheme into Kent was managed and successful.

(17) Following the DfT's advice, the final approval would be granted by the Secretary of State.

(18) The Board noted the report.

8. Public Transport Developments, Funding and Initiatives (*Item 9 - Report by Head of Transport & Development*)

(1) Public Transport was experiencing growth in Kent. The County Council had been at the forefront of developing and implementing new partnership initiatives in recent years through Kickstart funding, and had continued to work closely through its Quality Bus Partnerships (QBPs) with operators and district councils to improve local bus services. Passenger numbers had increased by some 20% over the past 5 years. In 2005/06 some 45.7 million trips were recorded, in 2006/07 48.6m trips were recorded and in 2007/08 51.7m trips. During 2008/09 a number of key initiatives had been delivered and further initiatives were planned for 2009/10. The report updated Members on progress.

(2) *Quality Bus Partnerships*

The Transport Act 2000 and the Local Transport Act 2008 provided for the establishment of Voluntary Partnership Agreements between bus operators, district councils and county councils. These were generally known as Quality Bus Partnerships (QBPs) and by the end of 2008 there were four in existence in Kent – Maidstone, Tunbridge Wells, Canterbury and Thanet. On 9 February 2009 an Ashford QBP was signed, a four-party agreement which also included the Ashford's Future Partnership Board. It was also intended to reach agreement for the signing of a Dover QBP by the end of April 2009. QBPs established close working relationships between the parties to each agreement, and aimed to improve the quality and reliability of bus services through the attainment of targets for punctuality, reliability, bus stop access and other improvements. Kent had been particularly successful at establishing QBPs and encouraging investment in Kent which had brought significant improvements in local bus services.

(3) *Bus Stop Improvements*

Kent Highway Services, in partnership with Arriva Southern Counties and Stagecoach East Kent, was implementing a programme of improvements to bus stops throughout the county. This would eventually result in every urban bus stop being provided with a 24/7 bus stop clearway (to prevent unlawful parking), a raised kerb (wherever possible) to assist the mobility impaired, a clearly branded bus stop flag, and clear tailored timetable information for the routes serving the stop. It was planned to launch a new roadside infrastructure unit contract to upgrade and maintain timetable information during 2009.

(4) *Kent Freedom Pass*

The Kent Freedom Pass scheme enabling free travel for £50 annual pass for young people living in Kent and schooled in Kent in academic years 7-11 had been expanded, with Swale and Thanet districts being added in January 2009. The final four districts – Dartford, Gravesham, Sevenoaks and Ashford – would complete the scheme in June 2009. This innovative approach had seen a significant increase in bus passenger journeys by young people. There were currently over 12,000 passes on issue and on average some 250,000 trips were made per school term month.

(5) *KCC Kickstart*

The principle of pump-priming existing bus services to improve the quality of service had been adopted by KCC, with over £1 million of capital funding for the provision of new vehicles. The main funding was awarded to Stagecoach in East Kent for their 'A-line' route in Ashford, which was launched together with other improvements and the signing of their QBP on 9 February 2009. The Ashford A line provided a 10 minute frequency service linking Stanhope and Singlewell with Ashford Station and the Town Centre. Other areas of the County were also to benefit from the initiative, which was funding new low floor easy access vehicles with other bus operators in Swale, Thanet and Sevenoaks.

(6) *DfT Kickstart*

- (a) The Department for Transport (DfT) had recently announced that it was ready to receive bids for its new Kickstart funding scheme. The

DfT was looking to pump-prime bus services which would contribute to its overall objectives of increasing bus patronage, and in particular developing bus services as an alternative to car use, bringing with it a reduction in congestion and benefits to the environment. The DfT would give consideration to bids which demonstrated improved accessibility and social inclusion, and especially schemes which made use of the new bus powers in the Local Transport Act 2008.

- (b) Bus operators in Kent had been approached by KCC with a view to submitting bids which met the DfT criteria. The two principal operators, as well as the smaller operators, had been invited to participate in the bidding process, which must be completed by 3 July 2009. It was intended to demonstrate good partnership working by submitting proposals for complimentary capital expenditure through the Transportation and Safety Package programme on roadside infrastructure improvements and, in some cases, match-funding for vehicle procurement.

(7) *Smartcards*

KCC was working in partnership with the Kent bus operators to roll out new Electronic Ticket Machines (ETMs) with Smartcard readers and GPS/GPRS transmitters on all service vehicles. This project would generate significant benefits to passengers and bus operators, including reduced bus stop dwell times, more effective delivery and administration of concessionary travel schemes including those for senior citizens and Freedom pass holders, and enhanced information on patronage, network performance and the identification of incidents and congestion. It was hoped that a pilot scheme would be launched in partnership with Stagecoach in Thanet from September 2009 for Freedom pass holders attending Thanet schools.

(8) *High Speed Rail Services*

KCC's Select Committee on Future Passenger Rail Services in Kent reported in October 2008 on the likely impact of the introduction of High Speed Rail, and other rail service changes, due in December 2009. The select committee made a number of recommendations, including the need for improved access at the stations to be served by the High Speed service. Since then, members of the KHS Transport & Development teams have met with Southeastern, the rail operator, and plans were in place for modest improvements to walking, cycling and bus access and information at these stations. A Station Travel Plan had been developed for Ashford and was due to be launched this summer. It was hoped that this would be a model for promoting sustainable travel to other stations in Kent.

(9) *The Kent & Medway Concessionary Travel Scheme*

KCC had provided additional funding to sustain the Kent & Medway Concessionary Travel scheme for over 60 year olds and disabled people. This had enabled pass holders to travel from 9.00 am instead of from 9.30am.

(10) *Tendered Network*

- (a) KCC had a clearly established member approved policy to determine the provision of financial support for socially necessary public transport services. This stated that the cost of any such service should not exceed £3 per passenger journey, and that the journey should provide access to one of the following services which could not otherwise be attained: education, employment, health care, or essential food shopping.
- (b) About 20% of the scheduled bus routes in the county were provided with revenue support. Tenders for the services were awarded in accordance with Best Value principles. The revenue funding for these was provided by a combination of KCC funding (£5.6 million) and by the DfT's Rural Bus Subsidy Grant (£2.3 million). Services had been sustained during 2008/09. Passenger numbers on the services were currently running at 4,149,576 trips, slightly up on last year. The County Council also now supported 9 Kent Karrier services. These services provided a combination of dial a ride and fixed routes for disabled people and for people living in rural areas away from the main bus routes.

(11) The total revenue budget allocated for supporting bus services in 2009/10 had been set at £8.381 million. £9.3 million had been allocated to fund the Kent Freedom Pass and a £0.650 million contribution was to be made to the Kent & Medway Concessionary Travel Scheme. The Kent Kickstart initiative, smartcards and bus stop improvements were covered by capital funding through the Transportation and Safety Package Programme in the Local Transport Plan.

(12) KCC continued to make significant investment, through both funding and personnel, in the creation of good quality public transport services throughout the county. The Council was committed to attaining modal shift from car to public transport, by enhancing the provision of bus services and by improving access for all. Recent initiatives such as Kickstart funding and the Freedom Pass, and new ones such as Smartcard, would continue to encourage sustainable transport options throughout Kent, thus improving the quality of life and ensuring a first-class public transport service for the residents of, and visitors to, the county of Kent.

(13) The Board noted the report and expressed support for progress.

9. Results from the Highway Tracker Survey 2008

(Item 10 - Report by Interim Director, Kent Highway Services)

(1) Satisfaction surveys, to gauge perception of the highway service had been carried out since 1987. The 2008 survey was carried out in November and December and included seeking views from residents, County Members, Parish/Town Councils and for the first time, District Members.

(2) The survey was conducted by an independent market research company called BMG and a summary of the results were presented in the report. The information would be used to help improve service delivery.

(3) A total of 1,237 face to face interviews were carried out on a representative sample of Kent residents with approximately 100 interviews, reflecting the age,

gender and economic status, in each of the twelve Districts. This sample size gave a +/- 2.78% accuracy for results at a County level and +/- 10% accuracy at a District level.

(4) In addition to residents views the same survey questions were asked of all County and District Members and Parish/Town Councils. A total of 63 County Members responded (a response rate of 75%), 193 District Members replied (a response rate of 33%) whilst for Parish/Town Councils a total of 154 completed the survey (a response rate of 50%).

(5) The questionnaire comprised over 40 questions, ranging from satisfaction with the condition of roads, pavements, streetlights and local bus and train service, the most important and most in need of improvement of the services KHS provided, through to views on congestion, accessibility to local services and vulnerability when using the highway.

(6) Results were reported by 'Net-Satisfaction'. This was a figure calculated by taking the % of people who were dis-satisfied with the service from the % who were satisfied. This gave a true reflection of the service and a balance between those happy, those un-happy and those who were not sure.

(7) The key headline from the survey was the continuing improvement in the public's perception of roads, pavements and streetlights. For the third successive year there were more residents satisfied than dissatisfied and the last two years results were shown in the Table below. More detail was set out in Appendix 1 of the report.

(8) The other key headline was the significant difference in perception between residents and County Members, District Members and Parish/Town Councils. This continued the trend over the last three years where there were significantly more members dissatisfied than satisfied with roads, pavements and streetlights, although there had been an improvement this year from the 2007 results. The results were set out in Appendix 2 of the report.

	% of residents who are . . .							
	Satisfied		Neither satisfied or dissatisfied		Dissatisfied		Net satisfaction	
	2007	2008	2007	2008	2007	2008	2007	2008
Condition of roads	51%	54%	16%	21%	32%	25%	+19%	+29%
Condition of pavements	48%	51%	17%	21%	32%	28%	+16%	+23%
Streetlights	64%	63%	15%	19%	20%	18%	+44%	+45%

(9) Overall 73% of residents were aware of Kent Highway Services prior to the interview. Whilst 28% were aware of the single 08458 247 800 number to call KHS only 14% have contacted KHS to report a problem or seek information. Of those who had contacted KHS 62% were satisfied with the response with 28% dissatisfied. This was a considerable improvement from the 2007 survey.

(10) Residents rated road repairs and cleaning drains/stopping flooding as the top most important KHS services whilst County Members rated cleaning road drains/stopping flooding, pavement repairs and road repairs as the most important with Parish/Town Councils rating road repairs and cleaning road drains/stopping flooding. District Members stated road repairs, cleaning drains and preventing flooding and pavement repairs

(11) Residents stated that the KHS services that most need improving were repairing roads and pavements and cleaning drains whilst County Members felt it was repairing roads, pavements and cleaning drains with Parish/Town Councils stating road repairs and cleaning road drains. District Members also identified road repairs and cleaning road drains. So there was strong consensus as to where improvement should be directed.

(12) In terms of congestion 33% of residents felt they were affected by peak time congestion on a daily basis which was lower than the 2007 survey. Interesting to note was that in Maidstone, where the Traffic Management Centre was now in operation, there had been a reduction from 44% to 31% of residents who felt their journey was affected by congestion on a daily basis.

(13) Responses to ways of alleviating congestion, as in previous surveys, centred around greater restrictions on roadworks and staggering school opening times.

(14) In all 60% of residents used a car to travel to work with 49% using one on a daily basis. It was recognised by 49% of respondents that KHS encouraged residents and businesses to adopt green forms of travel. Car share schemes and discounts for train/bus tickets and cheaper fares were the three strategies most likely to change people's use of the car to travel to work.

(15) In all, 54% of the public had used local bus services in the past with 71% of users satisfied with the service overall. Cost, cleanliness and comfort were reasons for dissatisfaction.

(16) There were 50% of residents who had used the train with 64% satisfied with the overall service provided. Cost, cleanliness, punctuality and frequency were the main reasons for dissatisfaction.

(17) The annual tracker survey provided a wide range of information to help shape and improve highway service delivery The tracker survey report was very large and contained much more detailed information along with an executive summary at the beginning. A full copy of the report would be available on the KCC website.

(18) The Board:-

- (a) noted the good progress being made in public perception of the highway service; and
- (b) agreed to work closely with officers to understand the concerns of Members and Parish/Town Councils demonstrated through the survey.

10. Progress Report on Major Capital Projects

(Item 11 - Report by Countywide Improvements Major Projects Manager)

(1) It was an appropriate time to update the Board on progress of the major transport and highway schemes following the last report in September 2008. It was the intention to continue to provide reports half yearly and when there were important issues to bring to Members notice.

(2) The last six months continued to be dominated by the considerable efforts of the Team in progressing the growth area schemes in Kent Thameside and Ashford within the funding and time constraints; and progressing other schemes, mainly in East Kent. There had been some considerable successes and substantive progress in this period against a backdrop of continuing change within KHS and E&R and new operating systems.

(3) **Eurokent Phases 4 & 5** was opened on time in November. The scheme had been forward funded by the County Council to facilitate future mixed use development with pay-back from the raised land values.

(4) **Fort Hill De-dualling** was completed on time in October. A Stopping Up Order for the redundant highway was successfully achieved on 6 November. Both of these aspects were crucial to allowing the Turner Contemporary construction contract to start on time. The scheme included public realm improvements to The Parade, King Street and Duke Street on behalf of Margate Renewal Partnership and these were substantially completed in February. Public Realm works to Harbour View at the entrance to Turner Contemporary and the Pier were about to start.

(5) The **Shared Space** elements of Ashford Ring Road opened in November, consistent with its revised budget and programme, so that Ashford town centre was clear of traffic management in the critical pre-Christmas trading period. The scheme had had mixed reviews but as an innovative scheme its operation and safety would be closely monitored. Newtown Road Bridge was completed in December giving a less oppressive wider span and in particular increased headroom to accommodate future Smartlink buses.

(6) The statutory orders for **Sittingbourne Northern Relief Road** were confirmed by the Secretary of State for Transport on 23 December 2008. This followed the Public Inquiry in July and had endorsed, in particular, the proposal for a low level fixed link bridge crossing of Milton Creek. All efforts were now being directed at the next stage of funding approval to enable a substantive start to be made before September 2009, within the validity period of the planning consent.

(7) The statutory orders for **East Kent Access Phase 2** were expected to be confirmed by the Secretary of State for Transport in March 2009. This followed a frustrating period over nearly 2 years, since the Public Inquiry, to secure a piece of land by voluntary negotiation for a replacement EDF sub-station that in turn allowed the orders to be confirmed. All efforts were now being directed at the next stage of funding approval to enable a substantive start to be made before September 2009, within the validity period of the planning consent. Construction tenders were invited in anticipation of the Orders decision and these were to be returned in March.

(8) **Rushenden Relief Road** had made considerable progress. SEEDA had secured replacement and compensatory ecological habitat which was a key planning condition. SEEDA had also let a contract for enabling works for its own development that included advance works for the Relief Road. The County Council had invited tenders for the Relief Road and these were returned in February and were currently being assessed. Substantial progress now needed to be made on the funding and delivery agreement with SEEDA and it was hoped that this would be concluded soon so that the County Council was able to award the construction contract in late March/early April 2009.

(9) The Board would recall the substantial claim by Union Railways/London & Continental Railways against the County Council in connection with the **South Thameside Development Route Stage 4**. The County Council was given leave to appeal against the decision, in favour of the claimants, by the President of the Lands Tribunal into Preliminary Issues. The appeal was to be heard in the Court of Appeal in the week beginning 23 March 2009.

(10) Fastrack had received further awards as follows:-

- Highways Magazine Excellence Awards 2008- Shortlisted.
- ITS UK Award for Excellence 2008 – for Fastrack’s “pioneering approach to local urban regeneration using innovative technology to completely overturn passenger perception and experience of bus transport.
- ACE Engineering Excellence Award 2008 – Transport Category.
- PTRC Bus Priority conference - Outstanding success in bus priority.

(11) **On Eurokent**, the agent for the contractor, Jackson Civil Engineering, won a Considerate Contractor award for ‘Performance beyond Compliance’.

(12) The recent and rapid down turn in the economy had made it difficult to judge the effects on construction costs and construction inflation. However, the analysis of the tenders for East Kent Access Phase 2 and Rushenden Relief Road would be of considerable assistance. A robust understanding of costs and inflation was critical because DfT funding was on a cash basis and the County Council was obliged to make judgements about inflation over the development and construction period of the project.

(13) A progress or status report on East Kent Access Phase 2, Sittingbourne Northern Relief Road, Rushenden Relief Road, A2 Slips, Canterbury, Borough Green & Platt Bypass, Operation Stack Lorry Park, other schemes and land matters was set out in the Appendix to the report. For brevity, only some of the background provided in previous reports was provided with the focus given to activity in the last half year and in the coming months.

(14) During debate questions were asked by various Members relating to East Kent Access Phase 2; Ashford Ring Road; A2 Harbledown Slip Roads; and Maidstone Bridge Gyratory Scheme. Officers undertook to provide answers to all Members after the meeting. *(A copy is appended to these Minutes).*

(15) The Board noted the report.

(16) Several Members asked if it would be possible to visit a working site. The Board agreed that a site visit to the Ashford Ring Road be arranged.

(Note: The visit had been arranged to follow the next meeting of the Board on Tuesday, 5 May 2009)

The Chairman agreed to take the following two additional items which were not published on the Agenda.

11. Environment and Regeneration Directorate

(1) Mr R F Manning moved, Mrs P A V Stockell seconded the following motion:-

“The Board records its concern that 5 months have elapsed without the re-appointment of a suitably qualified permanent Director and the effect that this could be having on staff moral and indeed the Interim Director herself. Members request that, at the next Highways Advisory Board meeting, the Board is fully appraised of the current position and how and when a permanent appointment will be made.”

Carried 6 for, 5 against

(2) The Chairman assured the Board that the motion would be passed to the Cabinet Member.

12. Future Meetings of the Board

It was agreed that future meetings of the Board would commence at 10.00am.

Responses to Questions to Major Schemes Update Report – Item 11

1. Why has East Kent Access Phase 2 (EKA2) increased in cost to £71m.

EKA2 was accepted for Programme Entry by the Department of Transport in 2006 following an earlier bid submission at an estimated cost of £64m.

The current estimated cost of £71m has been indicated in previous update reports to the Board. Some of the increase is the result of detailed design but the bulk of the increased cost is the result of delay in the programme because the statutory Orders have not yet been confirmed and construction inflation which in recent years has significantly exceeded retail prices inflation.

2. Request for a closing out Report on Ashford Ring Road

A Report will be presented to the next meeting of the Board on 5 May 2009.

3. What is the status of A2 Harbledown Slip Roads.

The Department of Transport and Highways Agency are satisfied with the principle of slip roads on the A2 at Canterbury except at Harbledown. This is because the junction spacing between the proposed slips at Wincheap and Harbledown is too short. For now, the intention is to do further traffic modelling to test the assumptions and forecasts related to the overall concept of slip roads at Wincheap, Bridge & Harbledown.

4. What is the status of Maidstone Bridge Gyratory Scheme.

Feasibility investigation has shown that the scheme to widen the Fairmeadow arm to make it 2-way would cost about £3.5m - £4m. This is mainly because of the need to rebuild the electricity sub-station as well as divert other utilities.

Achieving funding for such a scheme would be very difficult but as the gyratory is a key part of the Maidstone town centre road strategy it has been decided to do some further traffic modelling to fully understand the current situation and benefits that such an improvement might deliver before finally making a decision about the future of the scheme.

5. Request for a site visit to Ashford Ring Road for Board Members

The Committee Clerk has written to Board Members suggesting a visit on the afternoon of 5 May after the next Board meeting.

This page is intentionally left blank

By: Caroline Bruce, Interim Director
To: Highways Advisory Board – 5 May 2009
Subject: Interim Director’s Update
Classification: Unrestricted

Summary: This report provides members of the Highways Advisory Board with a brief update on issues that are a priority for members, or may be of particular interest.

1. Road Safety

- 1.1 The DfT's draft road safety strategy for 2010-2020 - A Safer Way: Consultation on Making Britain's Roads the Safest in the World - was published on 21 April for consultation. The closing date is 14 July 2009.
- 1.2 Part of the **consultation** relates to speed limits and revised guidance on ensuring that all roads have the appropriate speed limit. Members are of course aware that KHS is already undertaking the speed limit review, but the consultation takes this beyond the current scope of this review.
- 1.3 Once we have looked at the consultation document in detail, we will respond after seeking the Highways Advisory Board’s view.

2. Frost Damage and Potholes

- 2.1 In early January, a further £500,000 was allocated to fund additional work required as a result of the cold weather. This was increased in February so that a total of **66 crews** were working on minor and major surface repairs across the County.
- 2.2 At the peak KHS staff were repairing approximately 3,000 potholes and larger patches per week.
- 2.3 Even at this resource level, for a number of weeks demand outstripped repairs, although this was to be expected following such a prolonged winter event. However, by keeping staff and crews fully focused on the task at hand, completion times quickly improved.
- 2.4 The high level of resource has been maintained until the end of April.

2.5 Key Statistics from January to March 09

*Number of pothole reports from the public: 6,488
 *Number of pothole reports from highway inspectors: 5,971

Number completed: 9,560

Average time to resolve public enquiry: 11.8 days
 Average time to resolve inspectors defect: 18.1 days

* It should be noted that on many occasions a pothole report will contain more than one pothole

3. Members' Grant

- 3.1 The members' highway grant scheme is being developed so that it can be implemented quickly after the June elections. Work is underway to determine the likely scope and scale of grant-funded schemes.
- 3.2 Details of the scheme, and guidance for members about the likely cost of various works are being written and will continue to be discussed with the Informal Members' Group which has been looking at the arrangements for the scheme already. The IMG last met on 15 April and recommended that the grant scheme should be named 'Members' Highway Fund (MHF)' and that its purpose will be 'to enable elected members to resolve local highways issues'. We will ensure that members, existing and new, have every support they need when the scheme starts in June.

4. Mercury streetlight replacement

- 4.1 A capital programme to replace the 8100 mercury streetlights in Kent began in March. So far 1500 lights have been replaced with the remaining lights due for replacement during 2009/10. Mercury lights are environmentally unfriendly, and it is also increasingly difficult to source stock when parts fail. The new lights are more energy efficient and will therefore provide savings – both financial and carbon.

5. S38 Cold Cases

- 5.1 175 'cold case' Section 38 road adoptions have been inherited from the Highway Units which are pre 2002. They all have specific problems such as land transfer or significant maintenance issues. A great deal of work has been undertaken to reduce the backlog, which stands at 38 at the end of April. It is expected that the majority will be completed early in the new financial year.

6. Scheme Prioritisation



- 6.1 All submitted Transport and Safety package scheme assessments will go through a new scheme prioritisation validation process following Highways Advisory Board and Cabinet approval of the suggested changes to the scheme. Item 11 on this agenda refers.
- 6.2 Following this process the Transport & Development Team Managers will present the draft list of schemes to the next round of Joint Transportation Boards (JTB).

7. Conclusion

- 7.1 This report is for Members' information.

Background Documents:

None.

Contact: **Caroline Bruce, Interim Director**
 caroline.bruce@kent.gov.uk
 01622 694192

By: Kim Hills, Head of Community Operations
To: Highways Advisory Board – 5 May 2009
Subject: Concrete Roads
Classification: Unrestricted

Summary: The purpose of this report is to describe the progress made in developing the approach and to promote a programme of repairs to concrete roads.

1. Introduction

- 1.1 This report is in response to the issues concerning Magnolia Avenue, Cliftonville reported to the Board on 8 July 2008 (minute 3) and the subsequent discussions about the new KHS approach to maintaining the authority's minor concrete roads asset on 6 January 2009 (minute 6).
- 1.2 The purpose of this report is to describe the progress made in developing the approach and to promote a programme of repairs to concrete roads.

2. Survey Approach

- 2.1 The condition assessment of Kent's minor roads is achieved by a visual survey carried out on a two-year cycle. Six Districts are surveyed one year with the remaining Districts surveyed the next.
- 2.2 In order to make an assessment of the condition of the concrete road asset, the 2008/09 survey was extended to cover concrete roads in the other six Districts that the local Highway Inspector considered were in urgent need of attention. Concrete roads in those same six districts which were not considered in need of attention will be surveyed by default in 2009/10.
- 2.3 This year's visual survey was enhanced to enable a comprehensive assessment of the needs for maintaining the Authority's concrete roads. As a result, the concrete road survey has been separately analysed to develop a specific programme of repairs for the County's concrete estate roads.

3. Approach to Programme Development

- 3.1 The visual survey data has been analysed to identify potential schemes and to calculate a Road Condition Index (RCI) for each scheme. Thresholds are applied to the RCI values for every 10m of the County's minor roads and each section is colour-coded red, amber or green depending on the severity of defects recorded in the survey.
- 3.2 This approach has enabled all minor concrete roads surveyed to be included in the Carriageway Asset Manager system (JCAM). JCAM identifies clusters of red and amber 10m sections to identify potential schemes across the minor road network. JCAM then lists potential schemes in a priority order, suggests an outline treatment and provides a broad cost of repair for each scheme.
- 3.3 The outline treatments included in JCAM are:

- Concrete roads: Strengthening, Localised Repair and Micro-asphalt
- Covered concrete roads: as for bituminous roads
- Block-paved roads: Strengthening and Relay Blocks

3.4 The construction type was recorded during the visual survey, and this information has been included in JCAM. This enables KHS to provide, for the first time, potential scheme programmes targeted for concrete, covered concrete and block-paved minor roads. These programmes will be finalised in June/July 2009 using the JCAM data published on the Kent Gateway.

3.5 The role of the Highway Resurfacing Team is to now carry out detailed assessments of each of the high priority schemes to develop specific treatment requirements for each scheme. However, the outputs from JCAM allow for the overall investment needs to be assessed, and to target concrete roads for detailed assessment and repair.

4. Assessment of Need for Concrete Roads

4.1 The separate programmes of work have been collated and assessed to provide the following summary of value of schemes identified:

Road Type Treatment	Concrete Roads (£k)	Covered Concrete Roads (£k)	Block-paved Roads (£k)	Totals (£k)
Strengthening	12	0	0	12
Localised Repair	134	N/A	N/A	134
Micro-asphalt	3	926	N/A	929
Surface Dressing	0 Due to 1km rule*	0 Due to 1km rule*	N/A	0
Thin Surfacing	N/A	445	N/A	445
Relay blocks	N/A	N/A	0	0
Totals	149	1,371	0	1,520

* Surface Dressing schemes are currently restricted to those 1km in length or greater. Schemes on concrete roads tend to be shorter than this minimum length and therefore are treated with Micro Asphalt, Thin Surfacing or localised repairs in the model.

4.2 The above table indicates that the total cost of repairing all potential schemes identified on concrete, covered concrete and block-paved minor roads is £1.52m.

4.3 The cost of all schemes identified on the minor network is £18.37m – this includes a majority of schemes on bituminous roads.

4.4 The schemes on concrete, covered concrete and block-paved minor roads make up 8.5% of the total minor roads schemes by cost.

5. Recommendation

5.1 It is recommended that HAB accepts the new approach to identifying investment needs for the minor concrete road network in Kent, and that the Highway Resurfacing team now assess detailed requirements for repair of the top priorities to finalise the programme of repairs for 2010/11 onwards.

5.2 It is also recommended that, on the basis of the need for investment in concrete roads as demonstrated by the table above, £0.34m (8.5% of the indicated minor roads allocation) is dedicated to the repair of concrete roads annually from the 2010/11 programme onwards.

Background Documents:

None.

Contact: **Gary Fitch**
✉ gary.fitch@jacobs.com
☎ 01622 666000

This page is intentionally left blank

By: Behdad Haratbar, Head of Countywide Improvements
To: Highways Advisory Board – 5 May 2009
Subject: Ashford Ring Road Alterations
Classification: Unrestricted

Summary: To restate the background to the scheme to re-configure the Ashford Ring Road (A292) into a series of two way streets and provide an enhanced public realm to Elwick Road, Bank Street, Godinton Road, West Street and Forge Lane and to provide an initial commentary on the operation of the new layout since opening in November 2008.

1. Introduction

- 1.1 Following publication of the ODPM's Sustainable Communities Plan 2003, Ashford was identified as one of the major growth areas in the South-East with a total of 31,000 homes and 28,000 jobs envisaged by 2031. Detailed masterplanning studies followed which has now led to the development of mutually supporting land use and transport strategies to ensure that the town's future growth is well planned and sustainable.
- 1.2. Masterplanning studies to guide the sustainable delivery of the projected growth in the town are reported further in the Greater Ashford Development Framework (Urban Initiatives, April 2005), Ashford Town Centre Development Framework (Urban Initiatives, August 2005) and the Transport Strategy for Ashford (KCC, November 2005).
- 1.3. Ashford Borough Council has previously consulted upon the Town Centre Area Action Plan (TCAAP) which will form one of the key documents of the Ashford Local Development Framework (LDF). A Transport Strategy for Ashford has also been developed by the County Council in line with the broad thrust of central government and County Council transport policy which was approved in January 2006.
- 1.4 From the Sustainable Communities Plan 2003 and the Town Centre Area Action Plan, an early transformational project was identified to re-configure the one-way, traffic dominated environment to a series of two-way quality streets which will support and stimulate town centre development, and encourage greater joint use by traffic and pedestrians of the public realm, whilst maintaining safety. An early 'mend before extend' approach to the town centre was considered to be crucial, even before significant growth takes place, and the transformation of the Ashford Ring Road was regarded as a key priority since the future growth of the town cannot be achieved with the one-way ring road configuration.
- 1.5 Previous reports to the Board have discussed the concept, outline design, detailed design and construction progress.

2. The Scheme

- 2.1 While ultimate aspiration is to provide a quality, shared space environment around the entire Ring Road, the current funding has enabled all of the Ring Road to be converted to two-way working. Elwick Road, Bank Street, parts of Godinton Road, West Street and Forge Lane have been radically changed to a high quality, shared space environment under a new 20 mph speed limit zone.

- 2.2 Available funding has meant that improvements to Somerset Road, Mace Lane, Wellesley Road and Station Road have been more conventional in form at this stage although with unnecessary street clutter removed and a 30mph speed limit.
- 2.3 A new Victoria Road/Romney Marsh Road/Beaver Road traffic signal controlled junction was also incorporated into the project.

3. Art, Engineering & Public Realm

- 3.1 The shared space element (Bank Street, Tufton Street, Elwick Road, Godinton Road, West Street, Forge Lane) of the Ring Road alterations is an innovative project which is an example of best practice in the UK.
- 3.2 It offers considerably more to the town's fabric than a standard highway scheme by incorporating a number of key shared space, urban design and artistic features.
- 3.3 A high quality public realm has been created by the use of quality materials, landscaping, aesthetically pleasing yet functional street furniture together with the integral use of art and street lighting to bring out the scheme identity and distinctiveness.
- 3.4 In order to deliver such a transformational project, an Integrated Design Team (IDT) was assembled involving engineers, consultants, urban designers, planners, landscapers, traffic experts, lighting specialists and artists to produce a high quality project along the shared space.

4. Scheme Layout

- 4.1 The overall scheme layout is presented within Appendix A.
- 4.2 Before and after photographs at various locations are presented in Appendix B.

5. Construction phases

- 5.1 Advance highway works along Station Road, Elwick Road, Mace Lane, North Street, Somerset Road and New Street commenced on-site on Monday 15 January 2007 and was open to 2 way operation on 1 July 2007 converting the whole of the Ring Road to a 2 way operation with temporary traffic management in place to assist in the change over period. The shared space public realm work in Bank Street, Elwick Road, Godinton Road, West Street and Forge Lane commenced in September 2007 with practical completion in Nov 2008. Landscaping work was delayed to allow Ashford to have a Christmas trading period free of road works. In February 2009, landscaping works commenced with completion in mid March 2009.

6. Traffic Flows

- 6.1 The re-configuration of the one-way, traffic dominated road network has deliberately reduced overall highway capacity. However, one of the overarching aims of the transport strategy is to minimise traffic in the town centre area by a series of transport measures and car park relocation policy. Indeed, the ultimate success of the ring road alterations relies on a host of other transport schemes coming forward.
- 6.2 A comparison of the before/after(predicted) morning peak (0800 – 0900) traffic flows around the Ring Road is presented in Appendix C. The post scheme figures are predicted 2008 figures as surveys of traffic flows are not being carried out until later in 2009. Certain other modelling assumptions were made including the provision of a park and ride site at the Warren which the Borough Council has had difficulty in delivering.

- 6.3 For a number of reasons including the reduction in the number of available traffic lanes, the greater route choice which two-way flow provides and the traffic restraint associated with a shared use concept (20mph/pedestrian/cycle interaction etc), traffic flows around the Ring Road are predicted to reduce. Elwick Road in the one-way system was carrying about 19,000 vehicles per day and following the alterations (including the J10 improvements and with Dover Place car park) flows are predicted to reduce to 8000 vehicles per day. A week long survey undertaken between Tuesday 9 December 2008 and Monday 15 December 2008 indicated an even lower flow of 5,000 vehicles per day but as stated above a more comprehensive survey is to be undertaken.
- 6.4 In advance of formal traffic surveys, the view in overall terms is that the two-way, partly shared use scheme is proving to be viable in traffic terms and in any event is a necessary consequence of providing a sustainable growth agenda for the town.

7. Road Safety

- 7.1 There were a total of 48 personal injury accidents around the ring road in the 3 year period up to October 2005.
- 7.2 A qualitative road safety analysis was also carried out of the scheme based upon the existing accident history which took into account the reduction in traffic speed and change in highway environment which will increase driver awareness and care. This assessment predicted that personal injury accidents would reduce by around 30% as a result of the changes which compares favourably with the 44% reduction in personal injury accidents over 3 years which was achieved following the implementation of a similar type of scheme along Kensington High Street in London.
- 7.3 The reversion of the ring road from a fast moving, one-way traffic dominated environment to a slower, two-way, partly shared surface environment is therefore predicted to improve road safety around the town centre as well as providing greater accessibility in terms of crossing and accessibility options.
- 7.4 Post opening road safety audits have highlighted areas that need further consideration such as the courtesy crossings, positions of trees with regard to visibility of pedestrians and vehicular movements around Apsley Street and Godinton Road. All areas highlighted in the safety audit report will be considered and appropriate action taken if necessary.
- 7.5 Speed monitoring with road 'loops' was undertaken between Tuesday 9 December 2008 and Monday 15 December 2008 on the stretch of Elwick Road between Bank Street and Church Road which has a 20mph speed limit. In summary the speeds were measured as follows:
- Average median speed westbound – 21.3 mph
Average median speed eastbound – 21.0 mph
- Average 85%ile speed westbound – 26.6 mph
Average 85%ile speed eastbound – 25.7 mph
- The range of 85%ile speeds was 25.3 – 28.4 mph
- 7.6 This is encouraging and it is hoped that speeds will reduce as drivers become more familiar with the concept and when the landscaping is completed that will help to reduce the openness of the area. However, complacency is not appropriate and a 'speed indicator' device has been installed in Elwick Road to assist with reducing speeds even further.

7.7 Further speed and flow monitoring is planned following completion of the landscaping and residual highway works planned in Elwick Road.

8. Environmental Impact

8.1 The ring road alteration forms part of a broad transport strategy for the town which aims to reduce reliance on the private car and promote other more environmentally friendly and sustainable forms of transport such as walking, cycling and use of passenger transport.

8.2 With the reduction in vehicle speeds and regularisation of traffic flows, traffic noise levels are predicted to fall slightly.

8.3 Whilst the overall traffic related impact on air quality is forecast to be broadly neutral, there are some moderately beneficial improvements in terms of reducing the production of greenhouse gases, particularly carbon dioxide.

8.4 The existing landscape along the Ring Road was poor and the introduction of landscaping, public open space and use of quality materials will provide notable benefits to the street scene environment.

8.5 The scheme itself also provides an opportunity to stimulate appropriate development opportunities and will therefore provide moderate benefits for social, cultural, physical and visual connection.

9. Accessibility

9.1 In order to understand the accessibility issues, particularly within the shared space environment, a close working relationship was established during the design stage with representatives from Ashford Access, Wheelchair Users Group, Guide Dogs for the Blind and Kent Association for the Blind. As a result, certain amendments to the original design were incorporated such as kerb delineation in many areas, colour contrast, guidance path, informal crossing points with tactile paving on approaches and positioning of street furniture/trees to help guide vehicles.

9.2 A post scheme opening workshop involving disability groups took place on 27 January 2009 and involved group discussions and a visit to site to get first hand experience. A report is to be produced by the external facilitator as part of the monitoring of the shared space and it is expected that this will be available mid 2009.

9.3 In overall terms, the scheme attempts to create a much more friendly environment which reduces the dominance of the motor vehicle although this is not pursued without due consideration for all users including drivers, pedestrians, cyclists and people with mobility impairments. Best endeavours have been made to involve and consult widely on this project with all affected parties and provide a scheme that is accessible for all. It also worth remembering that the fast moving, traffic dominated one-way ring road environment was a barrier for both disabled and non-disabled people alike and the intention was to remove those barriers and allow other road users to reclaim the street.

9.4 Shared space is a new but proven concept but the underlying difficulty in Ashford is one of timing. Elwick Road is a very open vista. It will only be when the south side of Elwick Road is fully developed and a pavement café culture created with a critical mass of pedestrians that the concept will properly operate.

10. Finance

10.1 The total cost of the scheme including fees, works and other ancillary costs is approximately £16m and is funded as follows:

ODPM (Growth Area Fund 1)	£0.300m
ODPM (Growth Area Fund 2)	£8.262m
CLG (Growth Area Fund 3)	£3.718m
English Partnerships	£1.260m
Interreg	£0.930m
Kent County Council	£0.777m
Ashford Borough Council	£0.500m

11. General Discussion

11.1 Carrying out major road works in a town centre is always difficult and we are always mindful of the commercial impact on small businesses in particular. The argument that it is to the long term benefit of the town is not always convincing when businesses are struggling with the commercial reality of the moment. Traffic management was high on our agenda and many changes were made to the construction programme to try and minimise disruption.

11.2 When combined with public realm and innovative shared space the scheme attracted wider attention and frequently made the national press and media. Anything new attracts opinion and often views are polarised and it is sometimes difficult to separate out the genuine concerns from inbuilt fear of change. Many things that we now take for granted were considered radical when first introduced.

11.3 There is also a tension between the wider regeneration objectives and the narrower highway operational and maintenance aspects. Ashford is a major growth area and the town centre must expand to meet that challenge. It has the opportunity to be different and needs to be different and the changes have been welcomed by those most driven by the growth and regeneration agenda and as a public realm scheme it has already started to receive national recognition.

11.4 However, it is a highway scheme and the County Council has the operational, safety and maintenance responsibility and inevitably is the focus for any criticism. The scheme was developed by an Integrated Team and drawing on wider experience through a Champions Group. The shared space aspects appear to be working well but safety is the immediate focus of monitoring. The implied courtesy crossings have invited some comment and in addition to the speed indication device installation their operation will be monitored closely. It is important to remember the existing safety record of the old Ring Road and that even formal signal controlled crossings have an inherent safety risk and hence the need to monitor and avoid any possible knee jerk reactions.

11.5 The cost of some aspects of the scheme such as the street lighting and street furniture has attracted local and national comment recently. It can be argued that the street lighting is a key contributor to the aesthetic distinctiveness that has been created and is a relatively small proportion of the overall cost of the project that in the main has been funded by central Government. On the other hand, trying to justify the cost of the street lighting in isolation when there are so many other demands on public funding can seem incongruous. This is a difficult subject area and particular in the context of the current economic climate. However, the intent is not to provide this standard throughout the expanding town centre and Victoria Way will use a simpler pallet of materials and the street lighting will be elegant but using stock equipment.

11.6 The long term robustness of the public realm and increased maintenance liability is an issue both in Ashford and the wider interest being shown in such schemes in Kent and nationally. Some aspects of the 'Flume' feature in Bank Street are showing distress and this is a difficult issue because they are formed of individually created slabs. Other areas of paving are cracking but it has not yet been established whether this is a construction or design fault. These issues should not be overstated but they are indicative of aspects of high quality public realm schemes that need to be considered. Work is underway within Regeneration & Economy on a Maintenance Protocol for public realm that will include consideration of maintenance funding regimes.

12. Conclusion

12.1 This report updates the Board on proposals to re-configure the one-way A292 Ashford Ring Road into a series of two-way quality streets.

12.2 It is important to allow a settling in of the scheme as it will take several months for users to become familiar with the changes. Monitoring will be required initially and over the next 12 to 24 months and formal safety audit procedures extend beyond that period.

12.3 Ultimately, the scheme will secure a better balance between the needs of car users, pedestrians, cyclists and public transport users, radically improve the environment of the town centre, encourage further investment in the town and strengthen the town centre's economy by making the centre easily accessible for all.



Background Documents:

The Greater Ashford Development Framework – Urban Initiatives, April 2005
Ashford Town Centre Development Framework – Urban Initiatives, Aug 2005
The Transport Strategy for Ashford – Kent County Council, November 2005
Public Realm Strategy - Alan Baxter & Associates, July 2006,
Joint Transportation Board Reports 29th June 2006, 2nd November 2006, 13th March 2007, 5th June 2007, 18th September 2007, 11th December 2007, 4th March 2008, 17th June 2008, 2nd September 2008, 16th December 2008 and 3rd March 2009.
Highways Advisory Board Reports 10th January 2006, 2nd May 2006, 29th June 2006, 11th July 2006, 14th November 2006, 6th March 2007, 18th September 2007, 4th March 2008, 16th September 2008.

Appendices:

Appendix A : Overall scheme layout
Appendix B : Before and after photographs
Appendix C : Traffic Flows


Contact Officer: Jamie Watson - Project Manager

 jamie.watson@kent.gov.uk
 01233 330831

APPENDIX A - OVERALL SCHEME PLAN



- LEGEND**
- Existing Segregated Cycle Track to be retained
 - Existing Cycle Track to be abandoned
 - - - - - Proposed Cycle Route

0	24/10/2016	0000000000	1349	V5	021
Rev	Author/Drawn	Checked/Reviewed	Scale	Sheet No.	Total Sheets
<p>KENT COUNTY COUNCIL REGENERATION & ECONOMY</p> 					
<p>JACOBS 10001 Riverside, 45-51 Lower Street, Exeter, Devon, EX4 4JF, England Tel: 01392 846000 Fax: 01392 846001 www.jacobs.com</p>					
<p>ASHFORD RING ROAD</p>					
<p>SCHEME LAYOUT</p>					
<p>PRELIMINARY</p>					
<p>NOT TO SCALE</p>			<p>Do not scale</p>		
<p>17791/SK/083</p>					
<p><small>This drawing is to be used in whole or in part only for the purposes of the project and is not to be used for any other purpose without the written consent of Jacobs and/or Kent County Council.</small></p>					

Based upon or reproduced from Ordnance Survey maps with the permission of the Controller of Her Majesty's Stationery Office. Crown copyright reserved. Licence No. LA078700

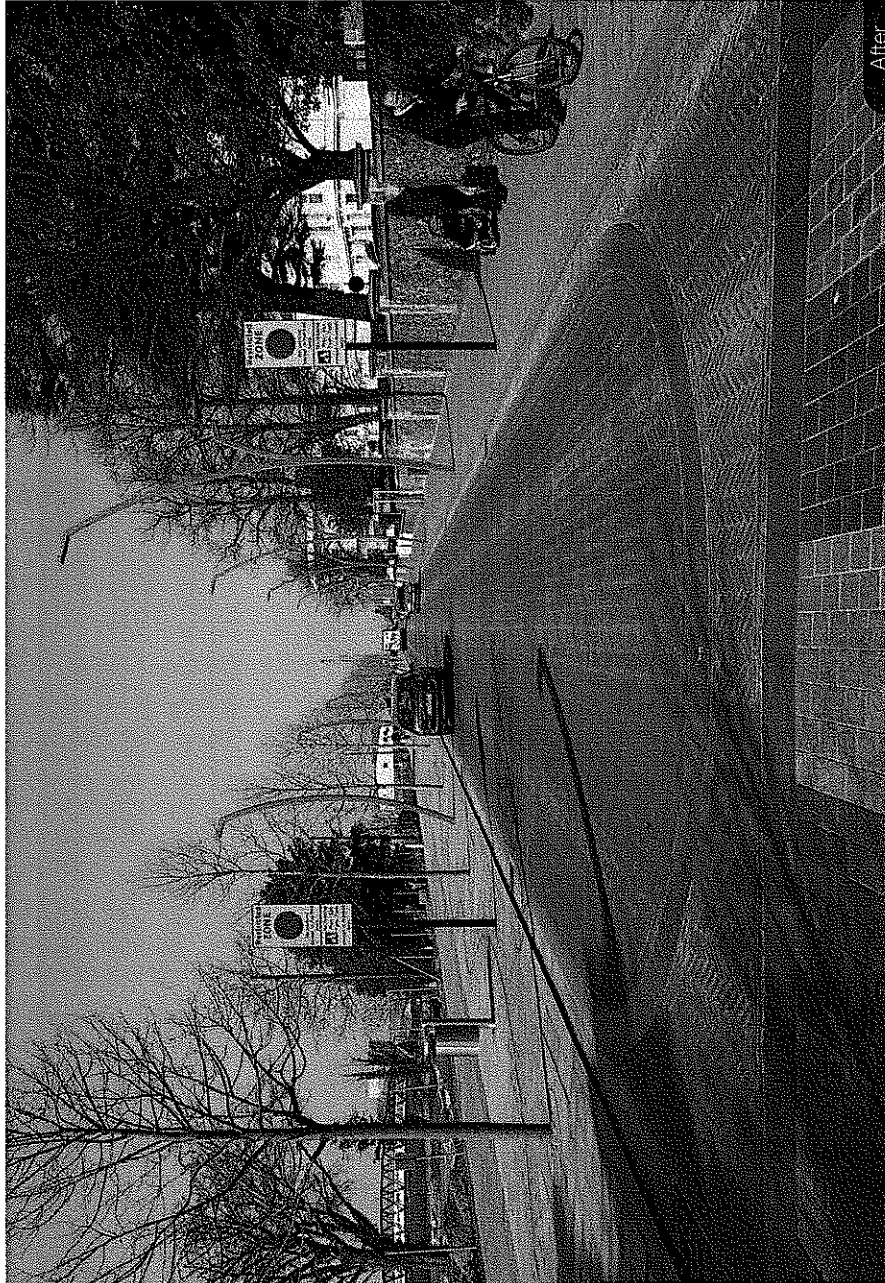
Ashford Seminar
Elwick Road

whitelaw turkington



Before

The old Fling Road dominated by the highway with three lanes of one-way fast moving traffic and narrow footways.



After

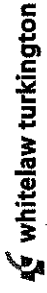
Elwick Road has been transformed into an integrated multi-use street, creating a 20mph zone characterised by a narrow 6 meter wide carriageway, wide footways, new tree planting and lighting.

Client: Kent County Council
Engineers: Jacobs
Project Value: £15million (Overall Project)
Completion: November 2008

Ashford
best placed in Britain

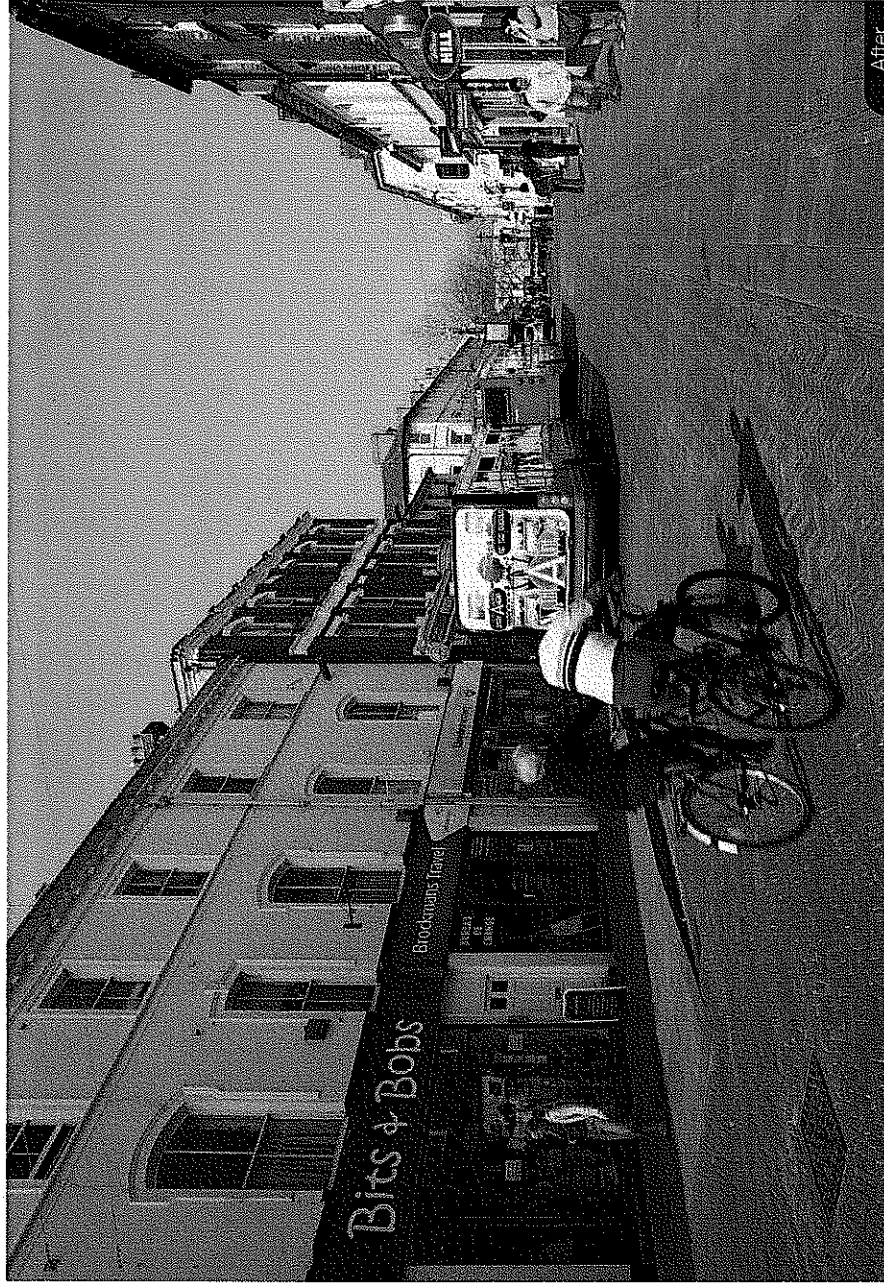
www.wilandespa.com

Ashford Seminar
Bank Street



Before

Bank Street was characterised by narrow footways, signs, lines, pedestrian barriers and other clutter. Buses and other vehicles dominated the street.



After

Bank Street has been transformed using shared space principles to establish a better balance between all users.

Client: Kent County Council
Engineers: Alan Baxter & Associates (Concept Design)
Jacobs (Detailed Design and Implementation)
Project Value: £15million (Overall Project)
Completion: November 2008

www.vividshape.com



Ashford Seminar

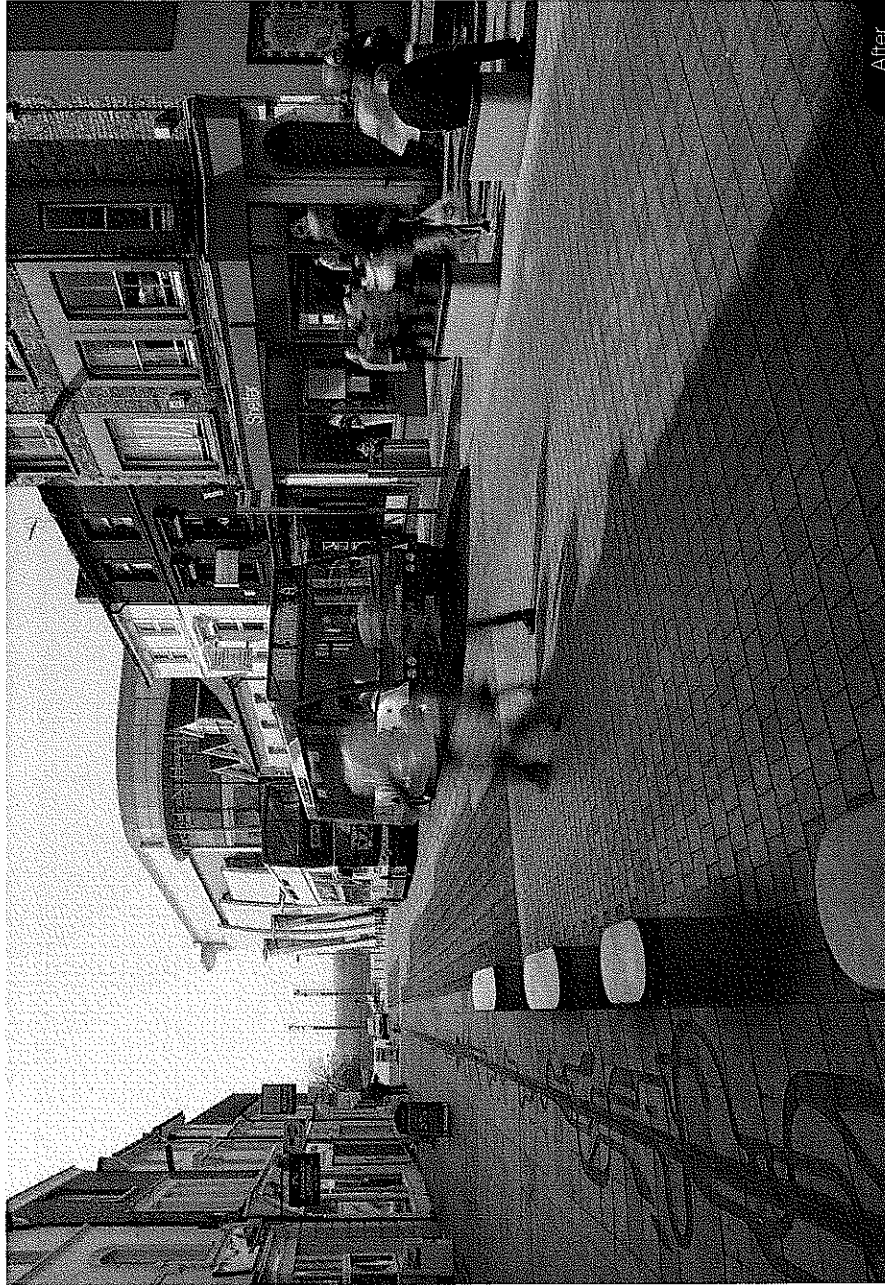
Bank Street - Centrepiece Plaza

whitelaw turkington



Before

Looking south along Bank Street, the dominance of the highway created a poor quality pedestrian environment with little consideration for the townscape context.



After

Wider footways comfortably accommodate passengers waiting at bus stops, while an area of granite setts establishes a new point of reference along the street, outside an existing church. In ground artwork by Simeon Nelson runs the length of the street.

Client: Kent County Council
 Engineers: Alan Baxter & Associates (Concept Design)
 Jacobs (Detailed Design and Implementation)
 Project Value: £15million (Overall Project)
 Completion: November 2008

Ashford
 best placed in Britain

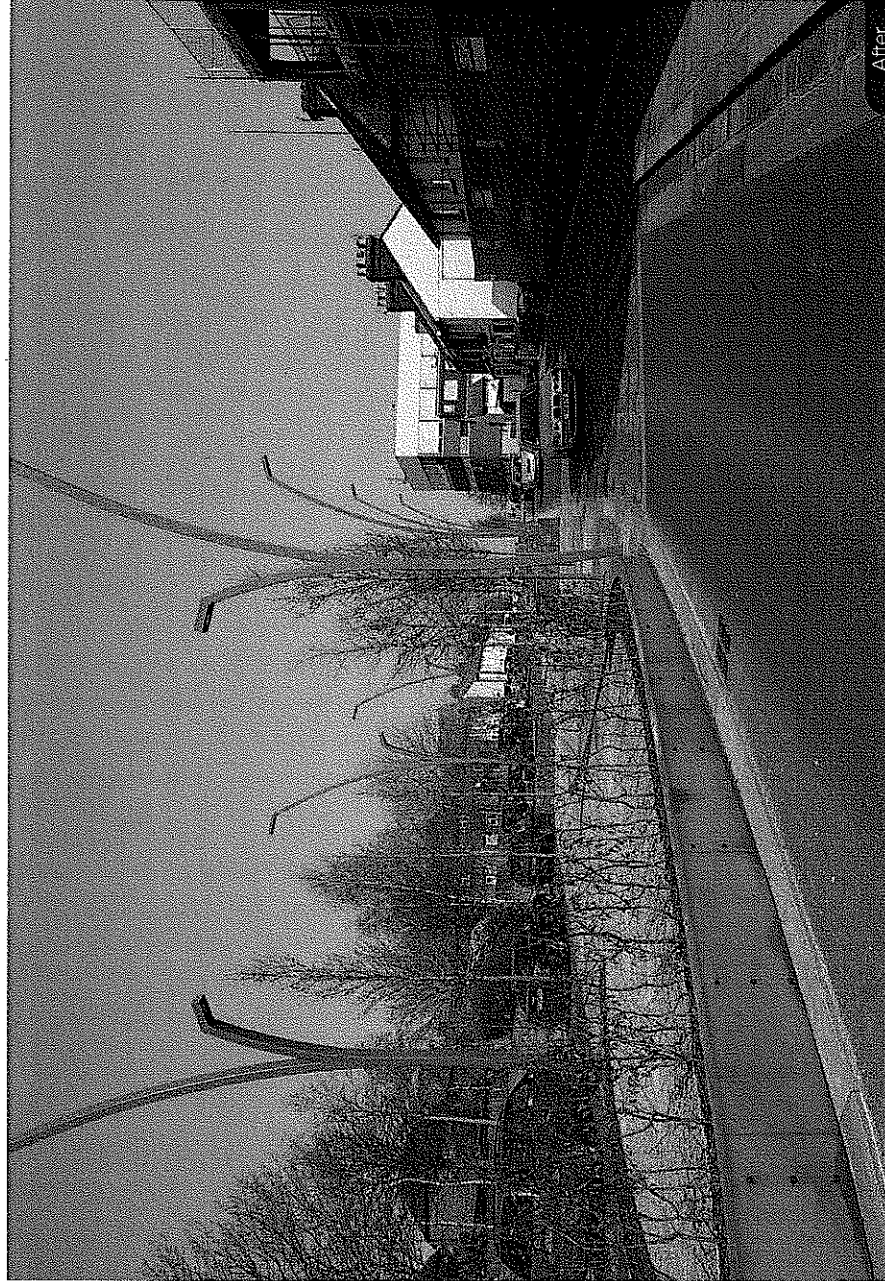
www.willandscaps.com

Ashford Seminar
West Street



Before

West Street was a four to five lane wide, fast moving road with a poor quality environment.



After

Transformation of this section of the old Ring Road has reduced the carriageway to one lane in each direction with a generous central reserve developed as a new public realm in consultation with local residents. The use of innovative SUDs techniques here created a series of rain gardens which drain and filter carriageway run-off along this section of road.

Client: Kent County Council
Engineers: Jacobs
Project Value: £15million (Overall Project)
Completion: November 2008

www.whitelawturkington.com



Ashford Seminar
Ewick Road



Before

The old Ring Road acted as a physical and psychological barrier, forming a constricting collar around the town centre.



After

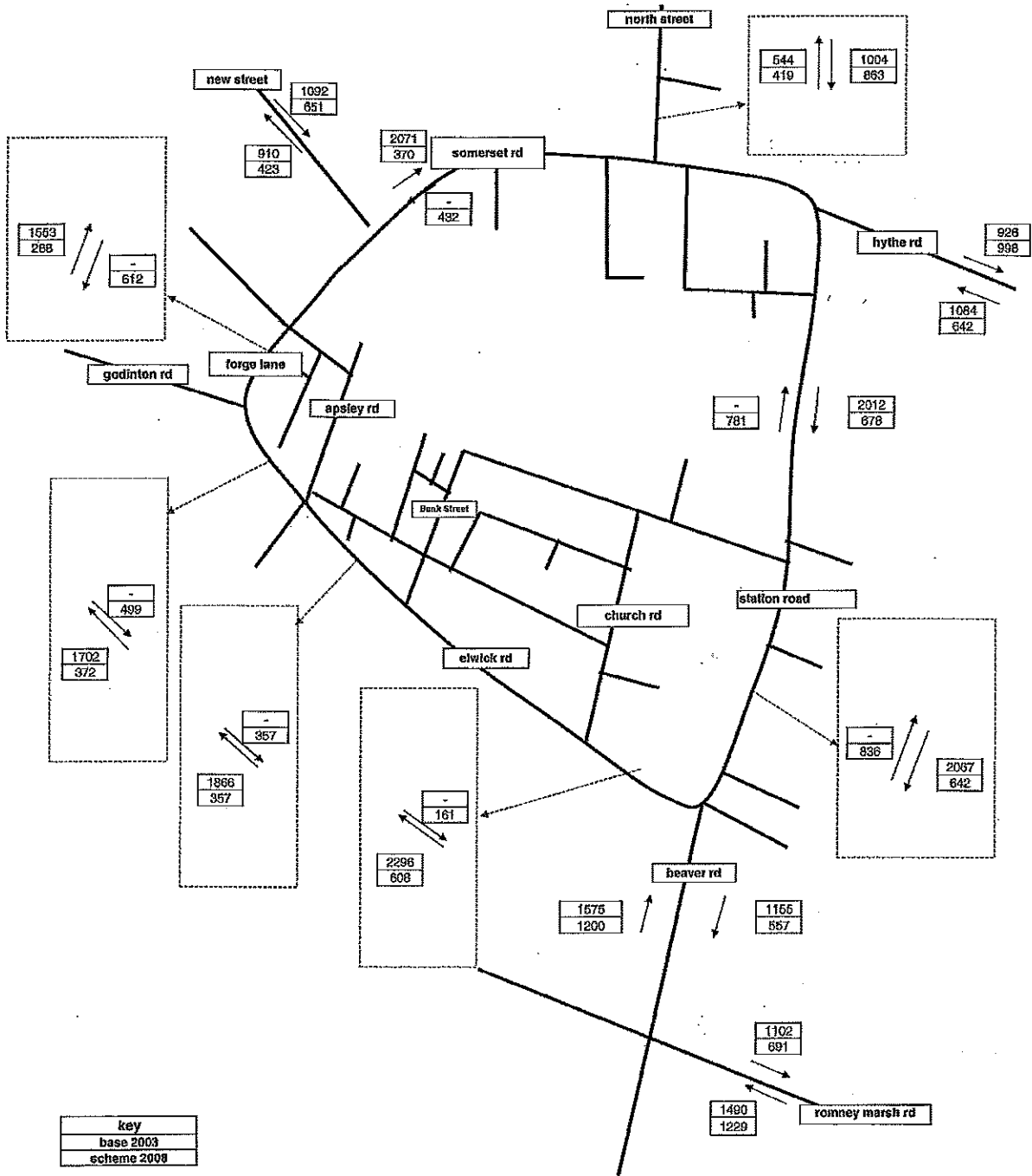
Transformation of Ewick Road has been vital in overcoming the physical barrier created by the Ring Road, and in allowing the town centre to grow.

Client: Kent County Council
Engineers: Jacobs
Project Value: £15million (Overall Project)
Completion: November 2008

www.wildscape.com



APPENDIX C: TRAFFIC FLOWS



This page is intentionally left blank

By: David Hall, Head of Transport & Development
To: Highways Advisory Board – 5 May 2009
Subject: Smarter Choices – 2009 Progress Report
Classification: Unrestricted

Summary: Following on from a report to this Board on 8 July 2008, this updated annual progress report indicates the breadth and scale of Sustainable Travel initiatives currently underway. They complement the wider 'Greener Kent' agenda and ensure that Kent Highway Services and its partners continue to make a substantial contribution to tackling congestion, pollution and greenhouse gas emissions across the county.

1. Introduction

- 1.1 In July 2004, the DfT published 'Smarter Choices - Changing the Way We Travel'. The document was the result of a project that looked at the potential impact that 'soft factor' or indirect interventions can have on travel demand. These 'soft' transport policy measures included workplace and School Travel Plans. The report demonstrated that, for relatively little investment compared to large capital infrastructure schemes, 'soft' measures have a key role to play in changing travel patterns and improving accessibility.
- 1.2 In 2004 KCC secured additional funding from the DfT and DfES (DCSF) to employ a team of School Travel Advisors whose principal role would be to work with schools across the county to deliver School Travel Plans. School Travel Plans are a strategy developed by the whole school community to address issues of local congestion, pollution and safety attributable to the school-run. They contain clear objectives and targets and a range of measures tailored to the circumstances of that school.
- 1.3 Since 2004 the team has developed and expanded its remit, working collaboratively with partners both inside and outside of KCC to deliver a broad range of targeted measures aimed at promoting and facilitating 'smarter' travel choices for people of all ages across the county.
- 1.4 This report indicates the breadth and scale of the work that is currently underway to complement the wider 'Greener Kent' agenda, ensuring that Kent Highway Services and its partners make a substantial contribution to tackling congestion, pollution and greenhouse gas emissions across the county.

2. Key Achievements

2.1. Some headline achievements in 2008/09 include:

- 50-60 new School Travel Plans, taking the Kent Total to **470** (approx) or **78%**
- A **1%** shift to sustainable modes of travel to school (against 2006/07 school census base data)
- **114,000** school-run journeys saved through walk to school initiatives (as of March 09)

- Over **13,000** Kent Freedom Passes issued, with an estimated **2%-6%** improvement in journey times outside those schools with a significant uptake of the scheme
- **400** personal pledges from Maidstone residents to make 'greener' travel choices as part of In Town Without My Car (September 2008)
- **£100,000** of capital investment in sustainable travel to school facilities, within school grounds (Local Transport Plan)
- A projected **3,163,283** car journeys saved in 2009 through Kentcarshare which equates to a saving of over 1000 metric tonnes of CO₂

3. School Travel Plans

- 3.1 The highly successful School Travel Plans project is now entering its final 'official' year. As part of funding secured by the Government's "Travelling to School" initiative, KCC – along with all other Local Authorities – is expected to deliver School Travel Plans at 100% of schools in the County by March 2010. At the time of writing, it is expected that between 50 and 60 Travel Plans will have been completed during 2008/09, bringing the total to approximately 470 schools (78%). While this still leaves a further 130 (22%) schools to achieve in 2009/10, this is considered achievable, particularly if a more direct and prescriptive approach is taken to producing these documents at harder to reach schools. Regardless of the final tally at March 2010, the project represents a huge achievement, having built on a baseline of just 7 schools with Travel Plans in 2004.
- 3.2 As well as showing a demonstrable impact on the school-run, the initiative has also secured in excess of £2.3 million of additional Capital funding to schools in Kent which have been spent on a wide range of initiatives to support the objectives of School Travel Plans e.g. cycle storage, sheltered waiting areas for parents, footpaths etc
- 3.3 A recent announcement confirmed that the School Travel Advisor funding, currently received as part of KCC's Area Based Grant, will be continued in 2010/11. We await further guidance from Government as to their priorities for delivery beyond 2010.

4. Local Transport Plan School Capital Grant Funding

- 4.1 For the first time in 2008/09, funding was made available through Kent's own Local Transport Plan to schools proactively driving forward their School Travel Plans and providing solid evidence of modal shift away from the car. £100,000 of funding was split between 12 schools across the county leading to the development of a range of initiatives including secure cycle/scooter storage, improved pedestrian access, signage and sheltered parent waiting areas. The scheme has been an excellent tool to secure the longevity of School Travel Plans and to further engage schools in taking responsibility for their carbon footprint and impact on local traffic congestion. A new set of submissions are currently being assessed for funding in 2009/10.

5. Kent Freedom Pass

- 5.1 KCC first introduced the Kent Freedom Pass scheme in June 2007, providing bus travel free at the point of use to students attending school in three pilot areas (Canterbury district, Tonbridge town and Tunbridge Wells district). Since then it has proven very successful, encouraging children away from car travel and on to Kent's bus network. By the end of the first year, pass holders had made more than 1 million journeys and over 13,000 passes have now been issued.
- 5.2 The original pilot scheme was intended to run until 2009 however its success led to it being extended to the remainder of Tonbridge & Malling, Dover, Maidstone and Shepway districts in June 2008 and Swale and Thanet in January 2009. The scheme

will be extended to its final countywide phase in June 2009 by covering schools in the districts of: Ashford, Dartford, Gravesham and Sevenoaks

5.3 Preliminary research has indicated that:

- 30% of those applying for a Kent Freedom Pass, were previously driven to school (it is unclear at this stage what proportion of these students have actually made the switch for their home to school trips)
- Journey times have improved between 2% to 6% outside those schools with a good uptake of the scheme

6. Sustainable Travel to School Strategy and supporting initiatives

6.1 The Education and Inspections Act 2006 places a duty on local authorities to promote the use of sustainable travel and transport on the journey to school. Kent's Sustainable Travel to School Strategy was duly published as a consultation draft on 31 August 2007 and was published in its final form on 31 August 2008.

6.2 Good progress is being made on the delivery of the Strategy and its development has led to improved joined-up working between directorates involved in co-ordinating travel to school, including KHS, CFE and Commercial Services.

6.3 As part of its Area Based Grant, Kent receives £112,865 per annum (5 years from 2007/08) from Government to support the delivery of this strategy. The following have been delivered in 2008/09, as required by the Act.

- An infrastructure audit, highlighting sustainable transport provision at all Kent schools
- A Sustrans Bike IT officer promoting cycling to schools in Ashford
- Partnership funding for the Kent and Medway Walking Bus Group Charity
- Improving web based travel information for schools, pupils and parents

6.4 In 2009/10 it is intended to explore the potential for Theatre in Education to support key messages and also software to support and streamline the ongoing monitoring and auditing of Travel Plans (see para 7.5 re. iTRACE)

6.5 Additionally two new initiatives are being piloted including a hard hitting campaign targeting parents parking on 'School Keep Clear' zig zags and a scheme called *Journease* which aims to engage secondary school aged children in providing journey planning information and resources to their peers. This is a similar concept to the Junior Road Safety Officer scheme where pupils act as a conduit within the school, promoting key messages.

7. Employer / Developer Travel Plans

7.1 Changes in Government Guidance have led to a significant increase in Travel Plan Conditions secured through the planning process. In this context a Travel Plan can be defined as 'A strategy for managing multi-modal access to a site or development focusing on promoting access by sustainable modes'. The main objective of a Travel Plan is to reduce the number of single occupant car trips to a site. A successful Travel Plan will give anyone travelling to and from a business or organisation a choice of travel options and encourage them to use the more sustainable ones.

7.2 Provision of an effective Travel Plan will never be able to justify the siting of a development in a totally unsuitable location. However, a sufficiently strong Travel Plan may help to counterbalance the disadvantages of a site where sustainable access without Travel Plan measures would be less than ideal. A Travel Plan will need to be

robust enough to give assurance that the sustainable travel patterns predicted by the developer will be delivered once the site is complete and operating.

- 7.3 Significant progress has been made in the last year in clarifying protocols and processes between KHS, District Planning Authorities and the Highway Agency for the scoping, implementation, monitoring and enforcement of Travel Plan conditions. This has included the publication of Kent's "Guidance on Transport Assessment and Travel Plans" which is intended for adoption by KCC as a material consideration in Planning.
- 7.4. The five tests relating to the appropriate use of planning obligations (as set out in ODPM Circular 05/2005) will be adhered to when considering the Travel Plan as part of the legal agreement. The use of conditions will also need to be in line with the guidance outlined in the DoE Circular 11/95. This is particularly important in the current economic climate where KHS and the Planning Authority need to balance what is 'reasonable' and viable with environmental and sustainability considerations.
- 7.5. KHS are seeking to procure a bespoke piece of software called iTRACE to substantially streamline and improve the tracking and monitoring of these Travel Plans. iBase Systems Ltd (iBase) has developed and implemented the iTRACE system for capture management and reporting of work place and schools Travel Plans across London. iTRACE has been developed over the last 4 years with the support of Transport for London.

8. National Rail Station Travel Plan Pilot

- 8.1 In 2008 a partnership led by Kent Highway Services, Southeastern and Ashford's Future made a successful bid to participate in a National Rail Station Travel Plan Pilot. The 2007 Rail White Paper proposed that station travel plans be tested through a series of pilots, and ATOC is co-ordinating a national pilot scheme on behalf of the Department for Transport DfT. Ashford station was selected as one of 31 successful applications across England out of a total of 70 bids.
- 8.2 The National Rail Station Travel Pilot provides an exciting opportunity for Kent to participate in a national initiative to promote sustainable travel to rail stations. The development of the Travel Plan and supporting initiatives will assist the sustainable expansion of commuter rail travel in Kent as a result of the new High Speed (HS1) services. It is intended that best practice be rolled out to other stations in due course.
- 8.3 The Ashford Station Travel Plan is due to be launched in May 2009, with a series of innovative measures, including personalised travel planning and marketing tailored to the specific needs of individual commuters.

9. Kentcarshare / Kentjourneyshare

- 9.1 In the context of the Ashford Station Travel Plan (highlighted above), the successful Kentcarshare journey matching facility is being developed and expanded to include greater flexibility for journey matching.
- 9.2 This will include new 'budi' elements for walking, cycling and taxi trips aimed at improving personal security, knowledge and confidence of local cycle routes and cost sharing opportunities.
- 9.3 The Kentcarshare scheme currently has 3000 members with 3117 journeys registered. Based on current matches it is estimated that in 2009 the scheme will save:

- 3,163,283 miles

- £577,312
- 1,040.7 metric tonnes of CO2

10. Streetcar

- 10.1 Kent's partnership with Streetcar to promote and develop Car Clubs in the county continues. The core scheme at County Hall has recently expanded to include an additional third car and the intention is that this will ultimately be located in The Mall car park, with the potential to serve Maidstone Borough Council and Jacobs employees, as well as being more readily available to residents to the south of the town centre.
- 10.2 Positive discussions have taken place with District Council partners and developers, raising awareness of the potential for such schemes to address parking limitations on new town centre residential developments. A number of developments across the county have the provision of a Car Club facility conditioned as part of S106 Agreements and it is hoped that this model will serve to quickly develop a viable network of Car Club cars across the County, presenting a genuine alternative to traditional car ownership

11. Travel Awareness Campaigns

- 11.1 A key part of our strategy is to carry the sustainable travel message to people through a series of campaigns, promotions utilising the media and face to face communication. Examples of such activities in 2008/09 have included:

- *Maidstone Goes Green*

The development of an exciting new partnership between KCC, Maidstone Borough Council, The Maidstone Town Centre Management Group and Maidstone's three main shopping centres (The Mall, Fremlins Walk and Royal Star Arcade) led to opportunities to promote sustainable transport in the town under the umbrella of 'Maidstone Goes Green'. Free space was made available in all three of the shopping centres to promote KCC led 'green' initiatives and it's hoped that this activity will prelude a major event on 'In Town Without My Car Day' on the 22 September. This is traditionally the culmination of European Mobility Week (13-21 September).

- *In Town Without My Car*

Building on the success of the Maidstone Goes Green partnership, In Town Without My Car held in Maidstone in September 2008, represented the largest promotional and awareness raising campaign that KHS have delivered to date. A week of activity and promotion in all 3 major shopping centres, culminated in a day when all Maidstone residents and employees were encouraged to leave their car at home and try a sustainable alternative. A partnership with the KM helped to ensure excellent and positive publicity for the event.

- 11.2 Through the development of these initiatives, KCC have forged excellent partnerships with local organisations e.g. Maidstone Town Centre Management, local shopping centres, retailers, lobby groups and the media. This partnership working has maximised the potential of such initiatives and has also allowed them to be delivered in a very cost effective way through sponsorship in kind. KHS aim to build on these partnerships in 2009/10, facilitating the delivery of our core messages at the local level through funding to support locally led campaigns and initiatives. A Maidstone Goes Green/In Town Without My Car event is planned for Maidstone in 2009 and is to be led by the Town Centre Management. Early discussions are also underway with

Canterbury City Council and the Canterbury Employers' Travel Plan Forum regarding a similar event later in the year.

12. Conclusion & Recommendation

- 12.1 The success of Smarter Choices relies on developing partnerships with people and organisations across Kent. A fundamental principle of Smarter Choices is to develop and deliver highway schemes and services, which are aligned with people's travel needs. This can be achieved by continuing to engage with the public and other stakeholders to raise awareness and ownership, leading to the development of effective schemes that deliver real behavioural change.
- 12.2 Smarter Choices gives Kent an opportunity to make good progress towards improving access, tackling congestion and delivering sustainable development as defined in the LTP2. The plan builds on good practice and is achievable and cost effective. Members are asked to note the good progress being made and continue to support the delivery of the programme.

Background Documents:

None.

Contact: **Graham Tanner** - Travel Planning Team Leader
✉ graham.tanner@kent.gov.uk
☎ 01622 696819

By: David Beaver, Head of Network Management
To: Highways Advisory Board – 5 May 2009
Subject: Stopping Up The Highway – Stopping Up Order (Section 116 of the Highways Act 1980)
Classification: Unrestricted

Summary: This report proposes the introduction of a new policy on the management of stopping up orders under Section 116(1)(a) of the Highways Act 1980

1. Introduction

1.1 The proposed policy sets out how Kent Highway Services will comply with the requirements of the Highways Act in relation to applications where the highway is unnecessary, in a manner which is functional, effective, transparent and does not expose the Council to financial risk. The policy covers financial matters and the processes involved in managing an application, including declaring the highway unnecessary and land ownership matters.

2. Recommendation

2.1 Subject to the views of this Board, it is proposed to recommend to the Cabinet Member for Environment, Highways and Waste that Kent Highway Services introduce a new policy on how the Council carry out the management of stopping up the highway (Stopping Up Order) under Section 116(1)(a) of the Highways Act 1980.

Background Documents:

Policy for Stopping Up Order (under Section 116(1)(a) of the Highways Act 1980)
Section 116 of the Highways Act 1980.

Contact: **Andy Smart** - Traffic Planner
 andy.smart@kent.gov.uk
 01622 223522



APPENDIX A

STOPPING UP THE HIGHWAY

POLICY FOR STOPPING UP ORDERS (UNDER SECTION 116(1)(a) OF THE HIGHWAYS ACT)

AUTHOR	Andy Smart	Network Planner	01/04/2009
REVIEWER	Lloyd Holliday	Network Performance Manager	01/04/2009
APPROVER	David Beaver	Head of Network Management	01/04/2009

1. INTRODUCTION

- 1.1 A publically maintained highway is created by a process known as adoption. In the past highways were created by usage. Once a highway is created, it is protected by law and exists in perpetuity. At times, an existing highway needs to be removed so that the underlying land can be used for other purposes such as development or where the highway is no longer required when a more effective alternative has been created. This policy considers only those cases where the highway is considered unnecessary. The process for removing highway rights from a piece of land is known as “Stopping Up the Highway”.
- 1.2 Section 116 of the Highways Act 1980 sets out the process by which this can be achieved. It requires an application to the local magistrates’ court where the Council must show that the highway is unnecessary. In addition it requires that district and parish councils, who have an effective right to veto an application, are notified, as are adjoining land owners and occupiers, and also statutory undertakers. If the highway is a classified road, the Secretary of State must also be notified. Notices must be placed in the press and on site. It should be noted that the process laid down in the Act only allows for objections to be made when the application is heard at the magistrates’ court..

2. FINANCIAL MATTERS

- 2.1 Throughout the life of a stopping up order application there will be several KHS staff involved in the delivery and management of the process from start to end. In addition there will be external costs associated with the notification and advertising of the proposed stopping up order. The staff time and external costs can financially burden the Council to the value of £3000 or more. Under Section 117 of the Highways Act 1980 any Council involved with processing stopping up orders are entitled to recover its reasonable costs.
- 2.2 Therefore the Council will exercise these powers under Section 117 to ensure that the processing of a stopping up order will be cost neutral to Kent Highway Services by recharging all their reasonable costs to the applicant whether this is an internal (ie. KCC) or external customer.
- 2.3 External customers shall make payments in advance to prevent the Council being exposed to any financial risk. Should an external customer be unwilling to make such payments, their request would not be progressed. As described in paragraph 3.1 the likely cost of an application is currently in the region of £3,000. However, the total cost could be higher or lower depending upon the complexity or ease at which the stopping up order is obtained.
- 2.4 Upon receipt of an application the Council will request an initial payment of £1,000 with the application and then a second payment of £2,000 once the highway has been declared unnecessary. These sums are subject to continual review and may be revised by the Network Performance Manager from time to time. Additional payments may be requested from the applicant at any time should it appear that there are insufficient funds for the application to proceed without exposing the Council to financial risk.
- 2.5 Throughout the processing of an application, the costs incurred by the Council shall be continually monitored.
- 2.6 Payments shall be made within 14 days of request. If a payment is not received within 14 days then work on the application will cease until such time as payment is

received. Any consequential or additional costs incurred by any delay caused by non-payment upon request are the sole responsibility of the applicant. If payment is not received within 56 days of request the application will be closed and any unspent funds refunded to the applicant as soon as practicable.

- 2.7 The applicant may, at any time, ask that the application be terminated and any funds unspent and uncommitted at that time will be refunded as soon as practicable.
- 2.8 Upon the successful completion of the application, any funds unspent and uncommitted will be refunded to the applicant as soon as practicable.
- 2.9 The applicant shall be charged for all officer time involved in processing the application, including mileage and travelling costs, and for all costs incurred. Travelling time and mileage shall, in all cases, be measured from Invicta House, Maidstone, Kent. Mileage shall be charged at the current casual user rate for mileage below the threshold. Kent Highway Services officer time shall be charged at the external charge out rate appropriate to the top of the grade for the post involved. Officer time in other services (e.g. KCC legal department) shall be charged at the rate determined by that service.

3. PROCESS, GENERAL

- 3.1 When an application is received for a stopping up order, if the KCC Lead Officer believes that it is unlikely to be successful, the applicant shall be informed immediately, full payment shall be returned to the applicant and the file closed.
- 3.2 A stopping up order is granted under Section 116 of the Highways Act 1980 if it appears to a magistrates' court, after a view, if the court thinks fit, that a highway is unnecessary; and if the requirements of the Act as set out in Section 16 and Schedule 12 have been complied with in full.
- 3.3 The applicant shall be regularly informed of progress and where problems occur; the applicant shall be informed promptly of the problem and its likely consequences.
- 3.4 All notices and correspondence sent in pursuance of a requirement of the Act will be sent first class, recorded delivery. Other correspondence may also be sent first class, recorded delivery if this is considered appropriate.

4. PROCESS, IN DETAIL

- 4.1 Once a request for a stopping up order is received an application form will be sent along with a request for the initial payment of £1000, or other such sum as may be determined from time to time.
- 4.2 Upon the initial payment being made, the following investigations will be undertaken:
- Obtain highway boundary plan from the KCC Highway Definition Team, and;
 - Obtain all necessary land ownership details from Land Registry, and;
 - Consult internally with Kent Highway Services to determine if the highway is unnecessary or necessary.
- 4.3 Subject to a satisfactory outcome above, the following will be notified of the intention to seek a stopping up order:
- District council
 - Parish council (if there is one)
 - Owners of adjoining land
 - Occupiers of adjoining land
 - All statutory undertakers likely to be affected.

- Local Member for the Division
 - The Secretary of State if the highway is a classified road.
- 4.4 KHS lead officer will write a report summarising the request and responses received will be prepared for consideration by the Network Performance Manager under existing delegated powers. If the request is considered contentious, or if the local Member opposes the application, the request will be referred to the next appropriate meeting of the Highways Advisory Board or Joint Transport Board.
- 4.5 Subject to the highway being declared unnecessary, but before proceeding with the application, the future ownership of the underlying land must be resolved. KHS will write to the applicant with a progress report and request clarification of future land ownership unless already resolved. The policy on land ownership is;
- If the underlying land is owned by Kent County Council, the applicant will be required to successfully negotiate for the purchase of that land if the stopping up order is granted prior to the application proceeding.
 - If the underlying land is owned by a third party, the applicant will be required to indemnify the Council against any and all claims and costs should the applicant fail to secure title to the land in future before the application shall proceed.
 - If the underlying land is owned by the applicant the application shall proceed.
- 4.6 KHS lead officer will write to the applicant and request a further payment of £2000, or other such sum as may be determined from time to time, before progressing further with the application.
- 4.7 KHS lead officer will make contact with the appropriate local magistrates' court and book a date for the application to be heard.
- 4.8 KHS lead officer will notify the following of the court date,
- District council
 - Parish council (if there is one)
 - Owners of adjoining land
 - Occupiers of adjoining land
 - All statutory undertakers likely to be affected.
 - Local Member for the Division
 - The Secretary of State if the highway is a classified road.
- 4.9 KHS lead officer will prepare and submit a progress report for the applicant and advise of the court date.
- 4.10 KHS lead officer will prepare and place newspaper advertisements in the London Gazette and two local newspapers.
- 4.11 KHS lead officer will prepare erect and maintain notices on site.
- 4.12 KHS lead officer will prepare documents for the application of the stopping up order to KCC Legal Department at least 14 days prior to court date and then submit a copy of the documents to the magistrates' court at least 7 days prior to the court date.
- 4.13 KCC Lead Officer and a KCC legal representative will attend the magistrates' court to present the application and give witness as required.
- 4.14 Subject to the success of the court hearing a legal stopping up order will be issued and the applicant will be advised in writing of the outcome of the application.

This page is intentionally left blank

By: David Beaver, Head of Network Management
To: Highways Advisory Board – 5 May 2009
Subject: KHS Policy for managing skips on the Highway
Classification: Unrestricted

Summary: This document sets out the policy for Kent Highway Services to manage skips placed on the public highway. It covers the need for licensing of skips (or equivalent type of container) placed on the highway, charges to be applied and action to be taken in cases of non-compliance. This matter will be included in the next edition of the Forward Plan.

1. Introduction

- 1.1 Control of skips placed on the highway under S139 of the Highways Act, requires permission of the highway authority for the skip (or equivalent type of container) to be placed. This has driven the need for formal licensing of skips in Kent at a minimal charge, currently £20 per week or part week, in order to be able to fully consider the safety and disruption factors for highway users whilst the skip is in place.
- 1.2 If any skip is placed upon the highway without a licence the operator will be required to immediately apply for a licence and pay the respective charges – including for time already spent on the highway. Regular inspections will be carried out by local inspectors, checking skips for valid licences and compliance and investigating any complaints received. A penalty charge of £47 (in line with the NRSWA defect site inspection fee) is to be applied when a skip is on the public highway without a licence. Records will be kept of offending operators and where there are repeated offences, we reserve the right to refuse an operator permission to place skips on the highway. Where circumstances dictate we can remove offending skips and recharge costs to operators where known. In exceptional cases, we have the option to prosecute the skip operator.

2. Recommendations

Subject to the views of this Board, it is proposed to recommend to the Cabinet Member for Environment, Highways and Waste that

- the policy to actively manage skips placed on the highway be approved;
 - continued licensing of skips on the highway be approved;.
 - continued charging for licences at current levels of £20 per week or part week be approved; and
 - a penalty charge of £47 (in line with the NRSWA defect site inspection fee) to be applied when skips are placed on the public highway without a licence be approved.
-

Background Documents:

Highways Act 1980
Traffic Management Act 2004
Skip Licensing Policy for Kent Highway Services
Skip Licence application pack

Appendices

Skip Licensing Policy for Kent Highway Services
Skip Licence application pack

Contact: **Claremarie Vine** - Enforcement Team Leader (Roadworks Section)
✉ claremarie.vine@kent.gov.uk
☎ 01622 798493



**POLICY FOR
THE MANAGEMENT AND
LICENSING OF SKIPS AND
EQUIVALENT WASTE CONTAINERS
LOCATED ON THE PUBLIC
HIGHWAY**

Author - Highway Activities Enforcement Team April 2009
Contact – Claremarie Vine

POLICY FOR THE MANAGEMENT AND LICENSING OF SKIPS AND EQUIVALENT WASTE CONTAINERS LOCATED ON THE PUBLIC HIGHWAY

1.0 Introduction

The Policy - This policy sets out the requirements relating to management of applications for permission to place a skip (or equivalent waste container) on the public highway. It explains why there is a need to control and manage items placed on the highway, the issues to be considered and the conditions that apply when a licence is granted. The policy has been defined in order to increase clarity and consistency across the county in the management of skips placed on the public highway.

Current situation – Thousands of skips for the managed disposal of large volumes of waste are placed on Kent's roads annually, creating both a potential hazard and cause of congestion on our roads. The high number of skips placed, increasing traffic volumes and existing road conditions in Kent demand that conditions are specified at the time permission is given. This demonstrates the need for continued formal licensing (or permitting) of skips as outlined in this policy, at a minimal charge, in order to be able to fully consider the safety and disruption factors for highway users whilst the skip is in place, when carrying out our duties as a highway authority. The policy also supports progressive active monitoring and enforcement of skips licences.

Responsibilities – Certain duties are placed on Kent County Council (KCC) as the relevant Highway Authority in the County of Kent. Kent Highway Services on behalf of KCC is responsible for maintaining the highway and also must ensure that the highway is available for the public to use, to travel freely on the highway without obstruction, ensuring also that skips not obstruct drainage, sight lines or road traffic signs and that the area is safe. S130 Highways Act 1980 states the highway authority has a duty to 'assert and protect the rights of the public to the use and enjoyment of any highway' and S.16 Traffic Management Act 2004 states that it is the network management duty of the local traffic authority to 'secure the expeditious movement of traffic' where traffic includes all groups of highway users. These acts together place an obligation on us to ensure that we regulate items placed on the highway to minimise risk and to make sure that there are no severe hazards particularly for the visually impaired, for those with mobility problems, the elderly and those with young children. We must consider all aspects that affect traffic flow and the effects and duration of any disruption on all highway users.

Powers – KCC has certain powers with respect to skips under S139 of the Highways Act 1980, which grants us as a highway authority control of builders skips by requiring that permission be obtained from the highway authority before the skip is placed on the highway. Skip operators must apply to Kent Highway Services who grant permission on behalf of KCC in the form of a recorded licence (or permit) for each skip location. Conditions may be specified for each skip as appropriate on the licence; these may include exact location, time windows for delivery and collection, limited duration on site due to other planned works etc. Skips may not be placed without a licence and S140 of the Highways Act gives us the power to remove skips from the highway, wherever there is a need to do so.

2.0 Requirements and Considerations for Licences

Requirements and fees for applications – Certain requirements must be met by skip operators in applications, separately from considering the safety of the proposed location and these are detailed in the licence for the applicant's attention. These include the need for £5 million public liability insurance, the need to indemnify the council against all claims, provision of a clearly marked skip (high visibility markings and owner identification) and payment of licence fees (currently £20 per week or part week). The weekly charge as set by HAB was effective 1st Dec 2008 through 2009/10 year and is currently proposed to remain unchanged – this level of fee helps to meet costs of administering the system, but is not as great as would deter the majority of operators from complying with licensing and their conditions.

Site considerations and applicable legislation – As part of the approval process the location for the skip will be assessed as to whether it is suitable. This process includes many legislative considerations. Health and Safety here primarily considers major risks likely when loading and unloading and actual site location, S17 of the Crime and Disorder Act 1998 is instrumental in considering the effects of siting, to reduce crime and perception of crime and Ch 8 Traffic Signs Manual (revised 2009) is used as guidance for the safe guarding of skips especially where traffic management is required. The process will include ensuring the skip does not pose a hazard to footway users, that there is adequate width for the anticipated type of traffic (2 way, unless traffic management is appropriate and reasonable, or if the street is one way) and considering any possibility of obstruction, impaired visibility, clash with other street activities, general risk assessment for the site and access for Emergency vehicles. Due to the increasing volume of skips and our Network Management duty under the TMA, placing of skips is being considered in similar terms to a temporary works site when co-ordinating activities on the highway and this can only serve to improve our performance as a Highway Authority. The majority of skips are placed for a short duration – days or one to two weeks, and prompt removal from site is to be actively encouraged. Where skips cannot be placed safely as requested, an alternative site or date may be offered or the application refused.

Conditions of licence – A licence must be obtained before the skip is placed on site and will include general conditions such as skip identification and marking (Building skips (Marking) Regulations 1984), permitted and excluded types of waste and its transfer (Environmental Protection (Duty of Care) Regulations 1991, load level and guarding and lighting of skip, it will also include any special condition referring to that site and/or the skip occupation time(s) for that site. Maintaining a valid licence is dependent on abiding by all set conditions.

3.0 Education, Monitoring and Enforcement

Education – This has been identified as a key factor in improving standards for skips on the highway and is being integrated into KHS web pages, public information and licensing procedures. The public are not fully aware of the need to use reputable skip companies and the need for licensing skips on the highway - by improving their understanding, helping them to make an informed decision on their supplier, this will help to raise standards of operators placing skips on the highway. By working with operators too, increasing their awareness of highway issues and encouraging prompt removal, we can reduce potential hazards and causes of congestion and disruption.

Recording of skip licences – All licences are recorded for monitoring and reference which assists with handling of enquiries or complaints and processing of renewal applications. Licences are obtained by the skip operator, and do not rely on householder knowledge of this requirement, which allows us further opportunities to increase compliance across the county, as we work closer with operators and aim to increase their understanding of how skips affect highway safety and users of the highway. Application for licences via an online system is being developed and will be the preferred method of application when in operation to improve recording methods, increase efficiency and improve the service to the skip operator.

Handling of complaints and enquiries – Any complaints received regarding skips placed, will be investigated and resolved with the operator (where known). By involving operators more in future in enquiries and complaints, improving their awareness of highway issues and feeding back on their performance as an operator on the highway, the aim is to raise standards of operators placing skips on the highway, reduce times on site and help to reduce fly tipping of waste on the highway. Records will be kept of offending operators to show where we need to concentrate on repeat offenders, where further action is necessary and more positively where direct contact has had a desirable effect.

Random inspection - Inspections will be carried out by local inspectors at regular intervals, checking skips in the area for valid licences and compliance, operators will be contacted directly, usually by phone and licences/ compliance requested straight away, this may include repositioning or removing the skip as appropriate.

Skips without licence - If any skip is placed upon the highway without a licence, upon identification, the operator will be required to immediately apply for a licence and pay the respective charges – including for the time already spent on the highway. Local investigation will be carried out as necessary, to find out from local residents (or in some cases from identifying skip contents) the hirer and from them, the owner of the skip where this is not known. On occasion where the operator cannot be identified, the skip will be removed by KHS.

Repeat offenders - Where there are shown to be repeated offences, we reserve the right to refuse an operator permission to place skips on the highway. Unless there is an immediate urgent problem, the applicant will be served with up to two written notices/warnings to comply. A failure to still comply will result in a third communication indicating that action will be taken. Where individual circumstances dictate we can remove offending skips and recharge costs to operators where known. In exceptional circumstances, where we have a persistent offender operating in Kent, we have the option to prosecute the skip operator.

4.0 Conclusions

Effective management of skips on the highway is dependent on a formal licensing arrangement and KHS need to continue with the licensing system currently in use for KCC, developing and improving processes as needs arise.

Education of public and skip operators is key to improving the management of skips on the highway, improved levels of applications for licences and reduced levels of crime, especially waste related like fly tipping, and just as importantly, perception of crime.

The combined approach for skips of education and feedback, licensing and enforcement, will help us raise safety standards on the highway and improve highway availability. The licence document itself and working practices will be subject to regular review and update in pursuit of this aim.

References

Highways Act 1980

Traffic Management Act 2004

Environmental Protection (Duty of Care) Regulations 1991

The Disability Discrimination Act 1995

Crime and Disorder Act 1998

Buiders' Skips (Markings) Regulations 1984

This page is intentionally left blank

By: David Beaver, Head of Network Management
To: Highways Advisory Board – 5 May 2009
Subject: KHS Policy for managing Tables and Chairs on the highway
Classification: Unrestricted

Summary: This document sets out the revised policy for Kent Highway Services to licence Tables and Chairs on the public highway. It covers the need for licensing of Tables and Chairs, charges to be applied for licences and in cases of non-compliance. This matter will be included in the next edition of the Forward Plan.

1. Introduction

1.1 The existing policy for ‘The Location and Licensing of Street Furniture’ has been reviewed and revised to reflect current issues and working practices, and focus on Tables and Chairs on the highway, removing A boards from the policy. It is to be renamed accordingly.

2. Recommendations



2.1 Subject to the views of this Board, it is proposed to recommend to the Cabinet Member for Environment, Highways and Waste that the existing Street Furniture Policy be revised, with changes as outlined above, forming the new Tables and Chairs policy. The current annual charge of £150 is proposed to remain unchanged for 2009/10 and the penalty imposed for non-compliance with the licence on inspection, is to be increased from £25 to £47 in line with the NRSWA site inspection charge for defects.

Background Documents:

‘ A Policy for the Location and Licensing of Street Furniture on the Public Highway’
 Licence Application Form

Appendices:

‘ A Policy for the Location and Licensing of Street Furniture on the Public Highway’
 Tables and Chairs Policy (Draft Version)

Contact: **Jamie Baker** - Highway Enforcement Team
 jamie.baker@kent.gov.uk
 01622 798382

This page is intentionally left blank



A POLICY FOR

THE LOCATION AND LICENSING OF
TABLES AND CHAIRS ON THE
PUBLIC HIGHWAY

Highway Activities Enforcement Team April 2009

INTRODUCTION

- 1.01 **The Policy** - This policy sets out the processes to be considered when applying for consents to place street furniture on the public highway. It is intended to act as a guide to applicants to explain why there is a need to control and manage items placed on the highway, the issues to be considered and the conditions that will be applied upon successful application.
- 1.02 **Common law** – Common law has established that a highway is a route which all persons can use to pass and repass along as often and whenever they wish without hindrance and without charge. This definition therefore includes the road or carriageway and the footway or pavement. In order to preserve these rights of way it is necessary to ensure that they are not obstructed either wilfully or without due consideration. Consequently there is an obligation to regulate features placed on the highway to minimise risk and to make sure that there are no severe hazards particularly for the visually impaired, for those with mobility problems, the elderly and those with young children.
- 1.03 **Responsibilities** - In the County of Kent, this obligation rests with the Kent County Council (KCC), as Highway Authority, and the owners of any features or structures placed on the highway. The KCC is responsible for the fabric of the highway and therefore must ensure that, for example, access is maintained, that furniture does not obstruct drainage, sight lines or road traffic signs and that the area is safe. These are assessed and safeguarded using Highways Act powers.
- 1.04 **Café Culture** - KCC wish to encourage the provision of amenities on the highway where they are consistent with the protection of the public and where they will not be disruptive. KCC is very keen to stimulate a 'café culture' to improve the town centre areas in a general move towards a vibrant 21st century environment where external 'pavement' dining using furniture placed on highway and public land can be a vital part of the life and character of the area.
- 1.05 **Powers** - Although, both KCC and local district/borough authorities have permissive powers to allow the highway to be occupied by certain items of street furniture such as benches and bus shelters, private sector traders have no such powers to place features on the highway. However, both authorities have under the Highways Act 1980 the powers to grant consents, (licences), to others to carry out street trading activities for amenity purposes and thus legitimise the placing of private sector features such as tables and chairs on the highway. The powers also exist to remove furniture in respect of unauthorised street trading under the same Act and the Town Police Clauses Act 1847.
- 1.06 **When can tables and chairs be placed** - An applicant is **not** in a position to place any street furniture on the highway until all the required approvals have been granted as necessary. In addition, not until evidence of public liability insurance has been provided and checked and the licence is on public display within the body of the business as specified.
- 1.07 **Forecourt Trading** – If tables and chairs are to be used on private forecourts applicants need to ensure that planning permission is not required for tables

and chairs in this area. Where there is an established right of way over a forecourt and is therefore deemed to be highway

CRITERIA TO BE CONSIDERED BY APPLICANT

- 2.01 **Issues to consider** - Prior to presenting any application consideration must be given to the following which will be taken into account as part of any formal assessment.
- 2.02 **Space** – Is there enough room for the use as proposed? An unobstructed footway width of 2.00m will normally be required for the unimpeded use of pedestrians. This allows wheelchairs and prams to pass and provides an adequate route for blind and partially sighted pedestrians. A greater width will be required in heavily trafficked locations. A distance of .75m from the face of the building is required to satisfactorily accommodate a seated customer on a chair. Tables and chairs should normally be placed adjacent to the premises at the back of the footway. In some large communal areas this requirement may be waived. The positioning of tables and chairs should never discourage pedestrians from using the footway. The available route past the café area must be straight, obvious and unobstructed. The through route must not meander between the tables and chairs or standing customers.
- 2.03 **Means of enclosure** – How will the licensed area be physically defined? The extent of the area may be formally identified by markers flush with the surface as permanent points of reference. When a street café is operational a temporary form of enclosure will normally be required with adequate openings to permit access. The intention of the enclosure is to demarcate and contain the area and to give a clear warning particularly to people with visual impairments. A low level tapping rail will be a necessary requirement. The means of enclosure must be lightweight for out of hours storage but sufficiently robust to cope with resistance to winds, especially near seafront and exposed areas. Rope or chain barriers are not considered suitable because they are potentially hazardous to pedestrians specifically the visually impaired. Portable planters may be considered but they must be well maintained, planted, kept clean of debris such as litter and cigarette stubs and be able to resist accidental or mischievous movement. Enclosures should have a minimum top rail height of 800mm but no more than 1000mm.
- 2.04 **Furniture** – Are the tables and chairs fit for commercial purposes? A standard Countywide design and colour scheme will not be imposed however, the Authority will insist upon a reasonable quality and expect the style to harmonise with the local environment. In some areas further conditions as to the fabric or colour of the furniture may be imposed, especially in areas of special interest or local conservation areas. Domestic plastic patio furniture will not be acceptable. Furniture must therefore be safe and intended for commercial use. It must be properly maintained, replaced as necessary and kept clean. Furniture must not be mixed. Furniture must not damage the surface of the highway and should not generate unreasonable noise when being moved at night. Consequently consideration should be given to using furniture with rubber feet. Materials and colours should not be too bright, garish or overly reflective.
- 2.05 **Umbrellas/Parasols** – Umbrella location, colour and material must be specified. They shall be positioned so that they do not overhang beyond the

enclosure and weighted to prevent them being dislodged by the wind. Only the company name or logo may be permitted on umbrellas but these should not be too dominant and limited to about 450mm x 150mm. In communal street café trading areas each business should select a different colour fabric to enable the customer to identify the seating area with the licence holders business.

- 2.06 **Storage** – Where will the furniture, umbrellas and other items be stored? Café furniture and other items will not be stored on the public highway when not in use e.g. during inclement weather. All furniture, umbrellas and enclosures etc shall be removed at night and stored inside the shop premises or within an alternative safe environment as agreed by the KCC.
- 2.07 **Cleanliness** – All tables must be cleared of all uneaten food, used crockery, cutlery and properly cleaned immediately. In areas where seagulls or birds may be a potential nuisance umbrellas may be required. The applicant is responsible for the cleanliness of the café area at all times, also for wind blown litter in the area around the outside of the enclosure. At least one litterbin should be available at all times of operation. If smoking is permitted and complies with relevant legislation, each table should be provided with an ashtray which is cleaned each time the table is cleaned. At the end of each day all discarded cigarette stubs must be cleared. If the site is not kept clean the work may be undertaken by KCC or its nominated contractor and recharged to the licence holder.
- 2.08 **Trade refuse** – The licence holder will not deposit trade refuse on the highway or part of the highway to which the permission relates except where it is consistent with arrangements already made by the local authority (district/borough council) for the collection of trade refuse.
- 2.09 **Environment/nuisance** –The quality of the air and the immediate environment should be suitable for the proposed use and the proposed activities must not constitute a nuisance. The area must be conducive to sitting/eating/drinking and therefore consideration should be given to traffic volume, bus stops, taxi ranks and fumes. It is recommended that the hours of operation will depend on the location, facilities available and Police guidance. Normally, it would be expected that any business be concluded on the highway by 11pm. External public address systems and amplified music will not be allowed within the licensed table and chair area. The permission holder must not cause annoyance to persons using the highway or part of the highway to which the application relates.
- 2.10 **Pedestrians/deliveries** – When in use, the pavement area will need to be clearly delineated. It is important to make the area distinguishable to other footway users and to assist the visually impaired. The means to accommodate deliveries and access for Emergency Service needs shall be considered.
- 2.11 **Neighbours** – Will the proposal affect neighbouring businesses and residents? It is good practice to always consult with neighbours, tenants and adjacent residents and to submit evidence to show that they have been consulted and present any letters of support. By giving those fronting the site or those who may materially be affected the opportunity to comment it may be possible to address any concerns prior to a formal submission. As part of the administration of the Highway Licence, there are two legal consultative

requirements. These are to seek the consent of interested frontagers close to the property and to accept representations up to 28 days after a public notice has been posted on or near the premises.

- 2.12 **Regulations** - Does the proposal to place table and chairs meet with the criteria and aspirations outlined in this policy? The use of the area may involve a number of approvals it is important to secure the appropriate approvals and have a clear understanding about the obligations and conditions that apply in respect of each approval/licence and what is covered.
- 2.13 **Public liability insurance** – Is insurance cover required? The persons to whom permissions are granted must always have valid public liability insurance for at least £5,000,000 which also indemnifies the KCC its agents, servants and workmen against any costs, claims, expenses, actions or damages arising.. **Evidence of such public liability insurance shall be provided to the satisfaction of the KCC respectively before permissions can be exercised.**
- 2.14 **Fees and charges** – Are fees and charges due? Fees will be payable within the provisions of the fees scale determined by the KCC relevant to the period for which the application/consents relate/s.

Site Specifics

- 3.01 **Pedestrianised streets with vehicle access at times** – Placing of tables and chairs will normally not be permitted during the hours of vehicular access. Vehicles and tables and chairs will only be allowed at the same time in such streets if adequate, clearly defined pedestrian space remains. Even during the hours when vehicles are normally excluded, tables and chairs should occupy only the area delineated in order to ensure a free and unobstructed route for Emergency Service vehicles.
- 3.02 **Pedestrianised streets with vehicle access at times/street markets** – Placing of tables and chairs will normally not be permitted during the hours of vehicular access. When a street market is active, tables and chairs will not be permitted unless there is sufficient space to accommodate passing pedestrians, shoppers, the stalls and stock and access is available for Emergency Service vehicles.
- 3.03 **Special areas and events** – There may be some sites where, as part of public projects or events, a share or all of the licensed trading area may be required to accommodate the proceedings. The licence holder will vacate the ‘events’ area for the period concerned. Alternative arrangements for tables and chairs on the highway may be considered but cannot be guaranteed. Due notice of a forth coming event will be given. There may also be situations where high pedestrian or traffic flow may influence the placing of tables and chairs and the licence holder may be required to reduce the size of the enclosure or vacate the site. All situations will be assessed as necessary but additional conditions may need to be imposed as appropriate.
- 3.04 **Communal areas** – There may be some sites where an area of highway/public land is divided into predetermined trading areas available for different business to attract custom. Specific additional conditions may apply

in these situations but this policy, the terms and conditions identified herein will always apply.

Conditions

- 4.01 The applicant shall display a complete copy of all the licence in the front window at or near to the place to which the consent/s is/are applicable throughout the period of consent/s.
- 4.02 Nothing in this consent shall absolve the applicant from prosecution should the application area be used in any other way than consented to or if any use expands beyond the application area.
- 4.03 Access for Emergency Services will be allowed at all times.
- 4.04 With the exception of planning permissions and listed building consents, the consent/s may be withdrawn, at no cost to the authority involved at any time during the period of consent if complaints are received, conditions alter or if full compliance of all conditions is not achieved. Unless there is an immediate urgent problem, the applicant will be served with up to two written notices/warnings to comply. A failure to still comply will result in a third communication indicating that action will be taken. Applicants should note that consents last for one year and therefore require renewal.

PROCEDURES

- 5.01 For a licence on the highway, first contact Kent Highway Services, at the address given to establish if the principle would be acceptable
- 5.02 If an indication is given that the submission is satisfactory the applicant should then make contact with the relevant Planning Officers within the local district/borough authority to make arrangements to submit a planning application as necessary to cover all the relevant aspects of the proposal as outlined in this policy.
- 5.03 The applicant should contact the District/Borough Councils Licensing Department to determine if approval is needed to trade on street and to make the appropriate application where necessary. The applicant should also contact this department if a liquor licence or extension will be required.
- 5.04 The applicant should contact the District/Borough Council's Environmental Health Department to discuss any issues relating to noise, food health and safety and litter.
- 5.05 The applicant should contact the Kent Highway Services appropriate Roadworks Team for an application form which should be completed and returned along with all the relevant necessary documentation. To ensure that the application is processed quickly, applicants should have considered all the points listed in the 'checklist' and supply all the relevant supporting data.

5.06 It may take up to three months to process all aspects of the application which takes into consideration all representations made by interested frontagers who would be materially affected by the proposal. Consultation may include the local Superintendent of Police. Local authority planning, listed building and advertisement consents take approximately eight weeks to administer. Liquor licences are not administered until after planning permission is granted.

6.01 **The following general points should be considered:**

- Is it likely that the KCC will agree to a request in principle
- Are there any doubts about land ownership
- Are there any doubts about rights of way
- Are there any existing related planning consents
- Is the local environment suitable
- Are other frontagers likely to object
- Is the site a 'communal area'
- Is the site linked to any prohibitions of vehicular traffic
- Is the site linked to street markets or special events
- Will accessibility be preserved on the footway and within the site
- How will the area be delineated
- Is there sufficient space to accommodate customers and furniture
- Will the furniture be fit for its intended purpose
- Will umbrellas be provided
- How will items be stored
- Can cleanliness standards be achieved and maintained
- How will trade refuse be removed in relation to the street café

6.02 The application should be accompanied by the following;

- A location plan 1:1250 which clearly defines the premises
- A plan 1:50 or larger to show:

The proposed licensed area outlined in red in relation to the premises and kerb line with dimensions

The precise location of the tables and chairs, umbrellas, litter bins and means of enclosure

The position of any street furniture and trees in the immediate vicinity

The position of any dropped kerbs, pedestrian crossings, parking bays, market pitches, cellar hatches, points of access, fire escapes

- A photograph or brochure detailing the furniture to be used
- A photograph or brochure detailing any means of enclosure
- Details of the proposed hours and days of the week that will apply
- Details of the proposed place of storage
- A completed Indemnity Agreement
- Copies of any necessary local authority (district/borough) permissions such as planning, licensing etc. or written confirmation that these permissions will not be required.

REFERENCES

Highways Act 1980, Section 115A – 115H

Highways Act 1980, Section 147A & 149

Control of Pollution Act 1974

Environmental Protection Act 1990

The Disability Discrimination Act 1995

Town Police Clauses Act 1847

Town and Country Planning Act 1990 (as amended)

Town and Country Planning (Control of Advertisements) Regulations 1992 (as amended)

Planning (Listed Buildings and Conservation Areas) Act 1990

Local Government (Miscellaneous Provisions) Act 1982

The Licence Act 2003

The Police and Criminal Justice Act 2001

KCC – Provision of amenities on certain highways – HMRB (11/2003)

This page is intentionally left blank

By: Mick Sutch, Head of Planning and Transport Strategy
To: Highways Advisory Board – 5 May 2009
Subject: Scheme Prioritisation System
Classification: Unrestricted

Summary: This report outlines the proposed method of assessing and prioritising Integrated Transport schemes for delivery in 2010/11, to be recommended for approval by the Cabinet Member for Environment, Highways and Waste. This matter will be included in the next edition of the Forward Plan.

1 Background

- 1.1 In 2006, Kent County Council adopted its second Local Transport Plan (LTP2). The LTP2 is KCC's strategy for transport for the period 2006-2011. A key part of the LTP2 is outlining how funds provided by central government will be spent by KCC in order to provide the best possible transport improvements for the people of Kent.
- 1.2 In LTP2 a new approach was used for assessing integrated transport schemes; all proposals went through the same assessment process and received points depending on how well they delivered against national, regional and local transport policies. The system was called PIPKIN, and it has been used to assess over 500 scheme proposals for construction in 2008/09 and 2009/10 totalling over £40m. The funding allocation for schemes to be constructed over these two years is £27m. This shows the need for a robust assessment system to ensure the most worthwhile schemes are delivered.
- 1.3 PIPKIN was a useful guidance tool to assist in prioritising integrated transport schemes, but at the end of the 2009/10 assessment period, the Cabinet Member asked that PIPKIN be revised to address a concern that safety schemes were not receiving a high enough weighting in PIPKIN. This opportunity presented the chance to revise the prioritisation system as a whole. An improved method of assessing schemes is now being proposed, called the Scheme Prioritisation System.
- 1.4 The Scheme Prioritisation System has been developed to achieve two things:
 - Enable KCC officers to **assess** every scheme proposed resulting in a score. This allows comparison between one scheme and another, with the highest scoring schemes being the ones that contribute the most to national, regional and local transport targets.
 - Provide a score for every scheme which can be ranked to **prioritise** the proposals. This acts as a guide for officers and Members on which schemes should be funded and constructed, and which are less worthy of a share of the limited budget.

2 Progress to Date

- 2.1 The new system has been devised following consultation with the Cabinet Member, Members of an Informal Members Group (IMG), and officers responsible for generating and assessing Integrated Transport proposals. It is based on the national, regional and local priorities set out in LTP2, and revolves around the four shared

priorities agreed by the Local Government Association and Government in 2005: Tackling congestion; improving accessibility; increasing road safety; improving air quality.

2.2 Seven different options were tested, as outlined in Appendix 1. These involved different weightings, scores and bonus points in order to illustrate the variations that different scores and rankings achieved. Using the schemes submitted for construction in 2009/10, 100 schemes were assessed using the seven different options.

2.3 Following two IMG meetings, the following option received the unanimous support of Members present:

- Increasing road safety, tackling congestion and improving accessibility should each receive a 30% weighting in the scheme assessment. Improving air quality should receive a 10% weighting.
- Bonus points awarded to personal injury crashes should be increased by 50% in comparison to the points received in PIPKIN.
- JTBs should be able to boost their priority schemes by nominating the top 8 schemes in their district. These will receive additional points: the number 1 priority will receive 8 points, decreasing to number 8 priority receiving 1 point.

3. Recommendations

3.1 Subject to the views of this Board, it is proposed to recommend to the Cabinet Member for Environment, Highways and Waste that the proposed Scheme Prioritisation System be approved for assessing and prioritising schemes to be constructed from 2010/11 onwards.

Background Documents:

Policy for Stopping Up Order (under Section 116(1)(a) of the Highways Act 1980)
Section 116 of the Highways Act 1980.

Appendices:

Appendix 1: Briefing Note for IMG on Prioritisation of Integrated Transport Schemes (18 March 2009)

Contact: Vicki Hubert – Senior Transport Planner

✉ vicki.hubert@kent.gov.uk

☎ 01622 221615

Appendix 1

IMG on Prioritisation of Integrated Transport Schemes Briefing Note for 18 March 2009

Following the meeting on 26 January, officers were asked to test modifications to the draft Scheme Prioritisation System (SPS - successor to PIPKIN) to give more weight to road safety and to the views of the Joint Transportation Boards (JTBs).

Options

The following options were tested:

- Option A: Original draft SPS proposal
- Option B: Bonus points added for JTB preferences (1-8)
- Option C: Increasing weighting for reducing casualties to 30% (reducing Air Quality to 10%)
- Option D: Increasing Bonus Points for Crash Remedial Schemes by 50%
- Option E: Additional 50% added for JTB preferences (1.5-12)
- Option F: Combination of Options B, C and D
- Option G: Combination of Options C, D and E

Tests

The options were tested on schemes put forward for the 2009/10 programme:

- The top five SPS schemes (under Option A)
- Crash Remedial Schemes (CRMs)
- Road Crossing Schemes
- Cycling Schemes

Conclusions

Option A

Compared to PIPKIN, Option A gives greater priority to strategic schemes over more local schemes (more likely to be schemes funded through Members' grant and supported by JTBs). CRMs do better in SPS than PIPKIN too. 'Safety' schemes (such as traffic calming) which do not support a reduction in the crash record fare less well, as do short lengths of cycle schemes which are not part of a wider network.

Option B

Bonus points for JTB preferences (1-8), improved rankings **up to 18 places** over Option A

Option C

Increasing the weighting for Reducing Casualties improves rankings **up to 11 places** compared to Option A

Option D

Increasing Bonus Points for Crash Remedial Schemes by 50% improves rankings **up to 15 places** over Option A

Option E

Additional 50% added for JTB preferences (1.5 -12) improves **rankings up to 26 places** over Option A

Option F

Combination of B, C and D improves **rankings up to 25 places** over Option A

Option G

Combination of C, D and E improves **rankings up to 31 places** over Option A

Effects on Types of Scheme (ignoring JTB preferences)

Crash Remedial Schemes

As expected, these fares far better under Options C, and D (and F and G) over draft SPS and PIPKIN.

Road Crossing Schemes

Non-CRM schemes generally fare worse with all options of SPS than PIPKIN, but would possibly be supported by Members' Grant and JTBs.

Cycle Schemes

Generally have a lower ranking in SPS compared to PIPKIN, although some community schemes (linking up cycle routes etc) fare better. Ranking generally falls further under Options C and D.

By: David Beaver, Head of Network Management

To: Highways Advisory Board – 5 May 2009

Subject: Participation of Highways Advisory Board Members in the Road Safety stand at the 2009 Kent County Show

Classification: Unrestricted

Summary: This report sets out a proposal to include HAB Members in the partnership team for the Road Safety stand at the 2009 Kent County Show, with the aim of improving insight into how key road safety messages are promoted at this kind of event.

1. Background

- 1.1 Since 2004 the KHS Road Safety team has worked with its partners to deliver key messages to the public at the County Show under the collective banner of 'Fit for the Road'. This partnership approach involves KCC, the Kent and Medway Safety Camera Partnership, Medway Council, the Highways Agency, Kent Police, Kent Fire and Rescue, South-East Coast Ambulance Service and the Kent Probation Service.

2. The Purpose of the Road Safety stand

- 2.1 The primary purpose of the 'Fit for the Road' stand is to promote key road safety messages; these are agreed at the early stages of planning the project. The promotion of who is delivering these messages is seen as a lesser priority. This approach has enabled KCC to engage people with key messages in a more effective manner and maintains good partnering relationships. Significantly the stand is deliberately located amongst the car dealers and deliberately away from the Local Government or Kent Police tents.

3. The Displays

- 3.1 Every opportunity is taken to make the displays interactive. This year the displays will include a wide range of topics:
- Seat-belt demonstrator
 - Eye-sight screening
 - Pedestrian safety
 - Cyclist safety
 - Road crashes and their causes
 - Driver impairment
 - Collision investigation
 - Safety Cameras (with real cameras and speed limit information)
 - Motorcyclist safety.
- 3.2 This approach engages people of all ages in these important areas of concern and for this reason the stand was awarded second prize in the Public Sector category in 2008.

4. Evaluation

4.1 Typically the stand attracts over 5,000 visitors each year. Completed questionnaires about our displays provide valuable feedback. These findings indicate consistently high levels of satisfaction, with visitors being able to recall important messages and how they were delivered on the day. The findings also enable the road safety team to better understand which aspects have the most appeal and where improvements are needed. This has been particularly usefully in the development of our current approach.

5. Role of Member as Participants

5.1 It is proposed that Highways Advisory Board Members be invited to participate in the Road Safety stand in support of the team drawn from the various partners. The objectives of this proposal are to:

- Make a clear leadership statement by demonstrating political support for the road safety priorities
- Provide encouragement to team members
- Enable members to gain a greater insight into how people react to our messages.

5.2 It is envisaged that each Member will spend around two hours at the stand and will be asked to attend pre-event briefings.

6. Recommendation

6.1 The Highways Advisory Board is asked to indicate whether it can support the Kent County Show Road Safety stand in the manner described in this report.

Background Documents:

None.

Contact: **Ian Procter** - Road Safety Manager

✉ ian.procter@kent.gov.uk

☎ 01622 221285

By: David Hall, Head of Transport & Development

To: Highways Advisory Board – 5 May 2009

Subject: Proposed Prohibition of Driving Traffic Order – Mill Lane, Beltinge, Herne Bay

Classification: Unrestricted

Summary: This report considers the closure of Mill Lane, Herne Bay and recommends that it be closed other than for access for emergency vehicles.

1. Introduction

- 1.1 At its meeting on 8 July 2008 the Highways Advisory Board considered an objection to a proposal to make a traffic regulation order to prohibit driving in Mill Lane, Beltinge, Herne Bay. The Board agreed that the traffic order should be made as advertised, but following a complaint from an objector, the decision was taken that the traffic order should be readvertised so that his objection can be reconsidered by the Board.

2. History

- 2.1 The Development Brief for the residential development north of the Thanet Way and west of Margate Road included a requirement to make Mill Lane North a cycleway / footway. This was to be achieved by a traffic regulation order prohibiting motor vehicles whilst leaving access available for an adjacent landowner at the northern end of the road. Vehicular access to the new development was not to be permitted via Mill Lane as this road has a poor junction with Margate Road which the development brief did not propose to improve.

3. Consultation

- 3.1 Eight letters of objection have been received. Five of these are signatories to the same letter and are from residents of Talmead Road who back onto Mill Lane. The vehicular access to these premises is via Talmead Road. One objection is from a resident of Cedar House which is outside the length of road that is proposed to be closed.
- 3.2 One letter is from a horse owner who rents the field adjacent to Mill Lane and requires access for tractors and trailers via the southern most access point. One letter is from the owner of the land bordering the western side of Mill Lane whose objection is based on the fact that the traffic order would prevent him from accessing his land from all of the accesses that he has constructed.

4. Discussion

- 4.1 The landowner has constructed a number of accesses into his land from Mill Lane including the access into the field rented by the horse owner. The proposed traffic regulation order will prohibit driving to all but the most northerly access to his land. If an exemption were to be made to allow access along Mill Lane as far south as the junction with Talmead Road, this would meet the objections that have been raised but would negate any improvements to Mill Lane to make it a pedestrian / cycleway.

4.2 Members of the Board have the following options available:

- (i) Make the traffic regulation order as advertised. This will permit access to the northern end of Mill Lane only;
- (ii) Make the traffic regulation order with an exemption for access to adjacent land. This will permit access to the length of Mill Lane north of Talmead Road and would meet the objections of the respondents, but would not meet the terms of the development brief;
- (iii) Abandon the traffic order. This would allow residents of Talmead Road to gain access to the development via Mill Lane and would increase traffic at the junction with Margate Road.

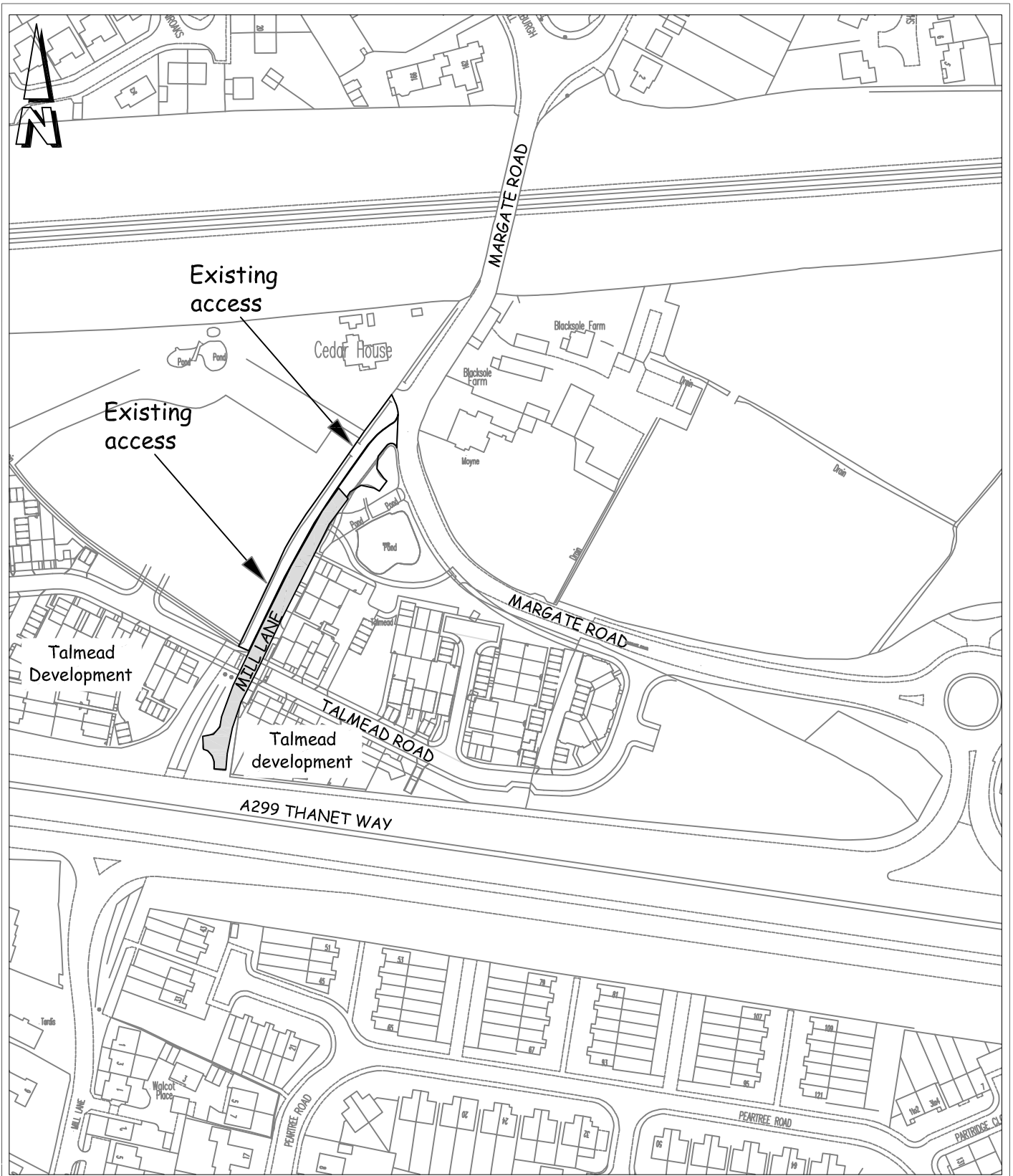
5. Conclusion



- 5.1 The best arrangement for the area is for the Prohibition of Driving Order to be made in Mill Lane with no exemptions, apart from emergency vehicles. This will mean that the Order can be enforced with a robust bollard that only the emergency services can remove.

Background Documents:

None.

Contact: **Ruth Goudie** - Senior Transportation Engineer
✉ ruth.goudie@kent.gov.uk
☎ 01227 825289



notes  Length of road subject to a proposed prohibition of driving	project PROHIBITION OF DRIVING		ASHFORD HIGHWAY DEPOT JAVELIN WAY ASHFORD TN24 8AD Tel 08458 247800	
	drawing title MILL LANE, BELTINGE			
Rev A: April 09 Talmead Road added	drawn by NABD	scale NTS		
Based upon the Ordnance Survey mapping with the permission of the Controller of Her Majesty's Stationary Office © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. Kent County Council Licence No 100019237.	checked by	checked by		date NOV 07
	drawing number EK 328/2			rev A
Page 81				

This page is intentionally left blank