



SEVENOAKS JOINT TRANSPORTATION BOARD

14 September 2011 at 7.00 pm
Conference Room - Council Office

ITEMS FOR INFORMATION ONLY:

Information items may be viewed on Sevenoaks District Council website at www.sevenoaks.gov.uk.

- | | |
|---|----------------------------------|
| 1. Bridge Works | Tony Ambrose
0845 8247 800 |
| 2. Change To Grass Cutting | Alan Riley
0845 8247 800 |
| 3. Update on Pothole repairs, District Schemes and weather damage | Carol Valentine
0845 8247 800 |
| 4. Drainage – Gulley Cleansing Schedule | Kathryn Lewis
0845 8247 800 |
| 5. The Enforcement of Dropped Kerb and Double Parking Contraventions under the Traffic Management Act 2004 | Gary Connor
01732 227310 |
| 6. Charging Regime for the Provision of On-Street Disabled Parking Places | Gary Connor
01732 227310 |
| 7. Highway Improvement Scheme Progress Report | Laura Squires
0845 8247 800 |

To assist in the speedy and efficient despatch of business, Members wishing to obtain factual information on items included on the Agenda are asked to enquire of the appropriate Director or Contact Officer named on a report prior to the day of the meeting.

Should you require a copy of this agenda or any of the reports listed on it in another format please do not hesitate to contact the Democratic Services Team as set out below.

For any other queries concerning this agenda or the meeting please contact:

The Democratic Services Team (01732 227241)

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Sevenoaks Joint Transportation Board – 14 September 2011

Bridge Management Overview - Works Programme 2011-2012

Report of the: Director of Kent Highway Services

Status: Information

Executive Summary:

Portfolio Holder Cllr. Bryan Sweetland

Head of Service Head of Operations, Mr Norman Bateman

Recommendation: It be RESOLVED that:

That Members note the progress of the programmed Bridge Works

Introduction

- 1 This report is an update on that made to previous meetings of the board and summarises the identified schemes that have been programmed for construction by Kent Highway Services in 2011/12.
- 2 Please see attached detail in Appendix – Bridge Works

Key Implications

Financial; Resource (non financial); Legal etc; Value For Money

None for Sevenoaks Council as a result of this report

Risk Assessment Statement

None

Contact Officer(s): Tony Ambrose

Name and Title of Director in Bold Mr J Burr Director of Kent Highway Services

Bridge Management Overview - Works Programme 2011-2012						Updated 16/08/11
Where any of these pose particular traffic management or disruption issues they will be separately reported.						File B21/BMG/47/GEN
District	Parish	Number & Name	Road Ref	Road Name	Description of Works	Current Status
West Kent - John Johnson						
Sevenoaks	Westerham	2494 Beggars Lane	A233	Beggars Lane over River Darent	Parapet upgrade	Design
Sevenoaks	Eynsford	56 Shoreham Castle East	D127	Castle Road Over River Darent	Redecking & Spandrel repairs	Concept

SEVENOAKS DISTRICT COUNCIL

JOINT TRANSPORTATION BOARD

14 SEPTEMBER 2011

Report of the Director of Kent Highway Services

Part 1- Public

Matters For Information

1 KENT HIGHWAY SERVICES SOFT ESTATE MAINTENANCE 2011/12 - UPDATE

Summary

An update on planned levels of service for soft estate maintenance of the highway during 2011/12

1.1 Introduction

1.1.1 Kent Highway Services carries out programmed highway vegetation maintenance throughout the county. The works to grass verges, shrub beds and hedges, as well as weed control on hard surfaces, are currently carried out by contractors or other councils on our behalf.

1.2 The Funding Context

1.2.1 The KHS soft estate budget was reduced by 30% for the financial year 2011/12 compared to that of the previous year. As a result savings of £1.5M had to be made to the soft estate maintenance budget. The only way to achieve these savings was to reduce the service.

1.2.2 In order to remain within the available budgets in 2011/12 the service will be delivered as follows: -

- 8 urban grass cuts
- 1 rural swathe cut
- 2-3 visibility cuts
- 1 visit to shrub beds to weed and cut back
- 1 weed spray
- 1 hedge cut

- 1.2.3 Reimbursements to district councils who carry out work on our behalf will be benchmarked using the above frequencies. Please note some districts may carry out extra operations at their own expense.

1.3 Legal Implications

- 1.3.1 None applicable.

1.4 Financial and Value for Money Considerations

- 1.4.1 No direct financial considerations for the Borough Council and, for the County Council, as described above.

1.5 Risk Assessment

- 1.5.1 The inevitable risk is an increase in public concern about the state of the highway as a result of service level reductions.

Background papers:

contact:

Nil

John Burr
Director of Kent Highway Services

Sevenoaks Joint Transportation Board – 14th September 2011

Winter Damage Repairs – Find & Fix and Surfacing Schemes

Report of the: Director of Kent Highway Services

Status: For Information

Executive Summary: Following the winter of 2010/11 and the subsequent damage to the highway network across the country, the Government allocated additional funding to local authorities to carry out repairs. Kent County Council was allocated £6.5 million. This was divided up for each district and this report sets out how this money is being spent in Sevenoaks.

Portfolio Holder Cllr. Bryan Sweetland

Head of Service Head of Operations, Mr Norman Bateman

Recommendation: It be RESOLVED that:

That Members note the progress of this report.

1. Introduction.

As a result of the severe winter of 2010/11 the Government provided Kent County Council with a settlement of £6.5 million. £2 million has been allocated to a find and fix programme for carriageway pothole repairs and £4.5 million for surface treatments across the county.

2. Find and Fix.

2.1 Over £220,000 will be spent in Sevenoaks as part of this programme which commenced in May 2011 following the award of contract to Mason Civil Engineering Contractors. The operation is similar to last year where by external contractors are employed to permanently repair potholes and carry out patching works in nominated roads on the minor network.

2.2 With the programme this year we have given greater responsibility to the local teams for identification and prioritising works. This has enabled the teams to target specific areas and drive productivity. Auditing of these works has been undertaken on a regular basis by KHS staff.

2.3 During the Period from 1st May until the end of August, 63 roads were identified for repairs with 10,110 m² of patching completed. The completed locations are listed below for the Boards information. (Please note: These are just the roads completed using this contractor. In addition a large number of

other roads were repaired by the existing Term Maintenance Contractor – Ringway).

SEVENOAKS:

<u>Road Name</u>	<u>Parish</u>	<u>Road Name</u>	<u>Parish</u>
Ayelands	Ash Cum Ridley	Eglantine Lane	Horton Kirby
Ayelands Lane	Ash Cum Ridley	Horton Road	Horton Kirby
Millfield Lane	Ash Cum Ridley	Old London Road	Knockholt
Church Road	Ash Cum Ridley	New Years Lane	Knockholt
West Yoke Rd	Ash Cum Ridley	Brasted Lane	Knockholt
Elliots Lane	Brasted	Blueberry Lane	Knockholt
Hampkins Hill Rd	Chiddingstone	Burlings Lane	Knockholt
Rye Lane	Dunton Green	Compasses Hill	Leigh
Lydens Lane	Edenbridge	Coppings Road	Leigh
Streatfield	Edenbridge	Bullfinch Lane	Riverhead
Greenfield	Edenbridge	Bitchet Green Rd	Seal
Church Street	Edenbridge	Park Lane	Seal
Hilders Close	Edenbridge	Mill Lane	Seal
Skinner's Lane	Edenbridge	Broad Oak Lane	Seal
Lydens Lane	Edenbridge	Watery Lane	Seal
St Martins Dr.	Eynsford	Greatness Road	Sevenoaks
Eynsford Rise	Eynsford	Greatness Lane	Sevenoaks
Birch Close	Eynsford	Gracious Lane Bridge	Sevenoaks Weald
Towercroft	Eynsford	St Julians Road	Sevenoaks Weald
Stonehouse Rd	Halstead	Church Road	Sundridge
Five Fields Ln	Hever	Greystone Park	Sundridge
Wellfield	Hartley	Lynden Way	Swanley
Ash Road	Hartley	Viking Way	W Kingsdown
Culvey Close	Hartley	Oaklands Close	W Kingsdown
Gorsewood Road	Hartley	Pilgrims Way W	Westerham
Gresham Avenue	Hartley	Pilgrims Way	Westerham
Old Downs	Hartley	Ash Road	Westerham
Grange Way	Hartley	Hartley Road	Westerham
Billings Hill Shaw	Hartley	Elm Road	Westerham
Carmelite Way	Hartley	London Road (layby)	Westerham
Dickens Close	Hartley	Oak Road	Westerham
Cherry trees	Hartley		

3. Surface treatments

- 3.1 Roads have been identified where there was a need to seal the surface following patching works, previous find & fix or local knowledge of specific areas in need of attention.
- 3.2 Having identified the locations, each road was looked at in terms of whether it would be possible to achieve the works in the time scales for the relevant surface treatments and by the end of the current contract. For the Boards information, the roads listed below are the roads which made the programme for Surface Dressing and have been completed.

Road Name	Parish	Total Area (m2)
Pilgrims Way West	Dunton Green	8442
Polhill	Dunton Green	18464
Highlands Hill	Swanley	4185.5
Hodsoll Street	Ash-cum-Ridley	13740
Furnace Lane	Cowden	12834
Stansted Lane	West Kingsdown	5580

- 3.3 The Gripfibre programme is listed below for the Boards Information, and has now been completed.

Road Name	Parish	Total area (m2)
Greatness Lane	Sevenoaks	2772
Castle Drive	Kemsing	3300
Marlborough Crescent	Riverhead	9330
Redhill Wood	Ash-Cum-Ridley	7350
Fircroft Way	Edenbridge	3846

BACKGROUND PAPERS:

None:

CONTACT OFFICER: Carol Valentine, 08458 247800

Drainage - Gully Cleansing Schedule

Sevenoaks Joint Transportation Board – 14 September 2011

Report of the: Director of Kent Highway Services

Portfolio Holder Cllr. Bryan Sweetland

Head of Service Head of Operations, Mr Norman Bateman

Recommendation to: This report is for Members information.

Introduction

1. This report is an update on that made to previous meetings of the board and summarises the identified schemes that have been programmed for construction by Kent Highway Services 2011/12.

2. Gully Cleansing Schedules

From the 1st September 2011 a more programmed approach to gully cleansing will be adopted. The level of resource dedicated to cleansing will remain the same however this change will enable Kent Highways to maximise efficiency, gain best value from the new contractual arrangement with Enterprise Plc and ensure that the entire network is being maintained on a regular basis. Cleansing schedules will be developed on monthly basis with a view to incorporating as many enquiry locations (i.e. locations where blocked gullies have been reported) as is feasible and will then be made available the members of the public via kent.gov.uk.

Whilst undertaking gully cleansing activities, crews will record defects such as broken covers or blockages and these will then be investigated and auctioned by the engineers in the Drainage Team. The crews will also be collecting information such as location, size and silt levels prior to cleansing each individual gully. This data will enable Kent Highways to develop and improve our planning of gully maintenance and move towards a needs based approach to cleansing in the future.

Sevenoaks Drainage Schemes

In addition to a programme of drainage repairs and improvements, the following schemes are currently in progress:

Location	Description	Status
Stone Street, Seal	Installation of a habitat pond to take water from the highway	Planning permission granted subject to the completion of habitat surveys
Bunkers Hill Road, Ash cum Ridley	Installation of a habitat pond to take water from the highway	Planning application submitted and awaiting decision

Key Implications

Financial; Resource (non – financial); legal etc; Value For Money

None for Sevenoaks District Council as a result of this report.

Risk Assessment Statement

None

Contact Officer:

Kathryn Lewis 0845 8247 800

Director:

John Burr – Kent County Council
08458 247 800

From: Nick Chard, Cabinet Member - Environment, Highways and Waste
Lloyd Holliday – KHS Network Performance Manager

To: Environment, Highways and Waste Policy Overview & Scrutiny Committee – 18th January 2011

Subject: The Management of Double Parking and Parking at Dropped Kerbs

Classification: Unrestricted

Summary: This report is to inform this Committee of the authorisation to adopt formal powers to enforce double parking and parking at dropped kerbs and to gain support from the Committee to give written approval to the 12 district authorities to commence the enforcement of double parking and at dropped kerbs for community use.

1. Introduction

1.1 Within Kent, the 12 District/Borough and City Councils are responsible for the practical application of parking policy and enforcement under 12 individual Agency Agreements.

2. Background Information

2.1 Changes to legislation, brought about by the introduction of the Traffic Management Act 2004 give powers to the appropriate authority to issue a penalty charge notice to any vehicle double parked or parked adjacent to a dropped kerb. The current agency agreements between Kent County Council and the 12 district authorities require KCC to give written permission to the district authorities prior to their commencing these powers.

3. Proposed use of new powers

3.1 There are three main aspects to the new powers.

3.1.1 *Parking adjacent to a dropped kerb at a crossing point (Dropped Kerbs for Community Use which are usually identified by the use of tactile paving):*

Such parking causes inconvenience for people trying to cross the road, in particular those pushing prams or using wheelchairs or mobility vehicles. It is recommended that Civil Enforcement Officers (CEO) issue a penalty charge notice (PCN) whenever they have reason to believe that this contravention is taking place.

3.1.2 *Double parking – defined as parking 50cm or more from the kerb:*

Double parking contributes toward congestion and inconvenience for other road users. It is recommended that CEO's issue a PCN whenever they have reason to believe that this contravention is taking place.

Supplementary Information

3.1.3 *Parking adjacent to a dropped kerb outside residential premises:*

It is recommended that CEO's do not issue PCN's in these locations as the legislation explicitly allows vehicles to be parked in these circumstances by or with the consent of the occupier, unless it is a shared driveway. The enforcement of private dropped kerbs may lead to a public expectation of a 24 hour enforcement regime and the subsequent removal of vehicles which cannot be achieved under the current enforcement processes.

- 3.2 It should be noted that the prohibition of parking at a dropped kerb at a crossing point includes where a footway, cycle track or verge has been lowered to meet the level of the carriageway; and it applies equally where the carriageway has been raised to the level of the footway, cycle track or verge.

4. Financial Implications

- 4.1 Additional CEO's will not be employed to undertake this enforcement and it will be carried out as part of normal day to day enforcement. There is therefore no additional cost in staff time. There may be a limited additional income through the issuing of PCN's but it is to be noted that parking enforcement is a necessary tool to ensure good traffic management and road safety, not to generate an income stream.
- 4.2 The penalty charge for these offences is set at £70, which is discounted by 50% if paid within fourteen days.

5. Equalities Implications

Enforcement of double parking and parking at dropped kerbs will assist those with visual or mobility impairment as this enforcement action will aim to remove inconsiderate parking to allow ease of access.

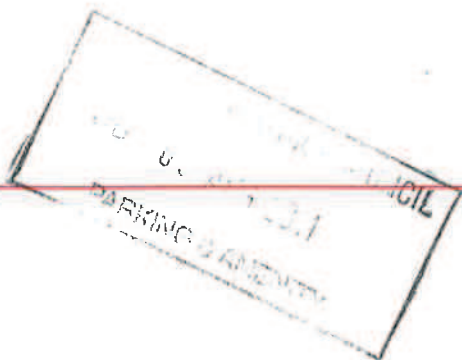
6. Recommendation

The Committee is asked to note that new powers to undertake civil parking enforcement at dropped kerbs and for double parking are formally adopted by Kent County Council. And that we give permission to the 12 district authorities to evoke parking contraventions in relation to vehicles parked adjacent to dropped kerbs with the exception of private driveways.

Officer contact details

Lloyd Holliday. Network Performance Manager, Invicta House
Tel: 01622 221029, Email: Lloyd.holliday@kent.gov.uk

Lorna Day, Kent Parking Manager, Invicta House
Tel: 01622 221087, Email: lorna.day@kent.gov.uk



Mr. G. Connor
Sevenoaks District Council
Argyle Road
Sevenoaks
Kent
TN13 1HG

Kent Highway Services
Invicta House
County Hall
Maidstone
Kent
ME14 1XX

Contact: www.kent.gov.uk/highways
Telephone: 08458 247 800
Ask for: Mrs L Day
Your Ref :
Date: 1 August 2011

Dear Colleague

RE: PERMISSION TO ENFORCE DROPPED KERBS AND DOUBLE PARKING

Further to our previous discussions and e mail correspondence, I am writing with regard to the permission to enforce dropped kerbs and double parking under the decriminalised parking agreement.

Kent County Council grant each individual authority the permission to enforce the following:

Dropped Kerbs – District authorities are given overall permission to enforce any vehicles parking adjacent to a dropped kerb with the exception of dropped kerbs serving private residential driveways.

Double Parking – District authorities are given overall permission to enforce any vehicle parking more than 50cm from the kerbline (double parking)

I enclose copies of the advisory leaflets for your use prior to the commencement of full enforcement.

I would also request that each individual authority notify their JTB of their intention to commence enforcement and I would be grateful if you could notify me of your intended date of commencement.

If you have any further queries, please do not hesitate to contact me.

Yours sincerely

Lorna Day
Kent Parking Manager



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DON'T PARK ACROSS A DROPPED KERB

You may not have realised it but it's actually a parking contravention to block or park across a dropped kerb.



From 1st December 2011 Sevenoaks District Council will be issuing penalty charge notices to vehicles parked partly or completely over a dropped kerb in use by the local community, as provided under the Traffic Management Act 2004. This action will not be taken at residential properties as it is the job of your local police force to enforce this as obstruction under their powers.

What is a dropped kerb?

Dropped kerbs are where the kerb stone has been lowered to make a gentle ramp for pedestrians, pushchairs, wheelchairs or vehicles. They can be across the pavement, grass verge or cycle track and many of them are indicated by tactile paving.

Why is parking not permitted?



Dropped kerbs are there to assist those who need to cross the road safely or for vehicle access. Blocking this access causes obstruction and is a nuisance for other road users. Both the Traffic Management Act 2004 and the Highway Code state that a driver must not park or wait where a kerb has been lowered.

I am a Blue Badge holder, does this apply to me?

Yes, the Blue Badge is not a licence to park anywhere and no-one should leave a vehicle where it will cause an obstruction. Dropped kerbs are often installed to assist access for pedestrians who have restricted mobility.

How much is the penalty?

Penalties are currently set at £70 although a discount period applies reducing the sum to £35 for 14 days.

Sevenoaks District Council Parking Team
Council Offices, Argyle Road, Sevenoaks, Kent TN13 1HG
Tel: 01732 227000
Email: parkingandamenity@sevenoaks.gov.uk



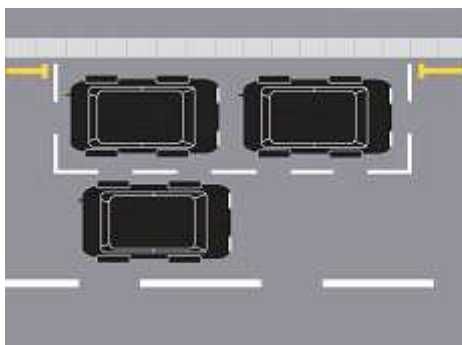
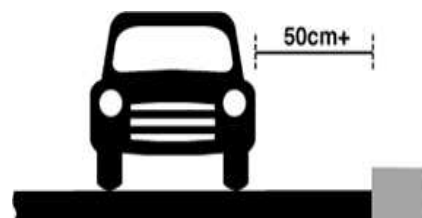
DON'T DOUBLE PARK

You may not realise it but it is actually a contravention to double park (park more than 50cm from the edge of the pavement, kerbline or edge of the road.)

From 1st December 2011 Sevenoaks District Council will be issuing penalty charge notices to vehicles parked more than 50cm from the edge of the kerbline, as provided under the Traffic Management Act 2004.

What is double parking?

Double Parking applies when a vehicle is parked on any part of the carriageway (road) and no part of the vehicle is within 50cm of the edge of the carriageway (kerbline) unless the vehicle is wholly within a marked parking bay.



How much is the penalty?

Penalties are currently set at £70 although a discount period applies reducing the sum to £35 for 14 days.

Sevenoaks District Council Parking Team
Council Offices, Argyle Road, Sevenoaks, Kent TN13 1HG
Tel: 01732 227000
Email: parkingandamenity@sevenoaks.gov.uk



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SEVENOAKS JOINT TRANSPORTATION BOARD – 14 SEPTEMBER 2011

The Enforcement of Dropped Kerb and Double Parking Contraventions under the Traffic Management Act 2004

Report of the: Community and Planning Services Director

Status: For information

Executive Summary: Following receipt of permission from Kent County Council to enforce new parking contraventions brought in under the Traffic Management Act 2004, this report advises Members of the District Council's intentions to commence enforcement of parking across a dropped kerb and double parking.

This report supports the Key Aim of safer communities and the effective and efficient use of resources.

Portfolio Holder Cllr. Avril Hunter

Head of Service Head of Environmental and Operational Services – Mr. Richard Wilson

Recommendation: Members are asked to note the report.

Introduction

- 1 The introduction of Part 6 of the Traffic Management Act 2004 in 2008 included the provision new parking contraventions for double parking and parking at dropped kerbs.
- 2 The report by Kent County Council's Parking Manager to the County Council's Environment, Highways and Waste Policy Review and Scrutiny Committee on 18 January 2011, attached as Appendix A, gives background information.
- 3 The Review and Scrutiny Committee approved that the new powers to undertake civil parking enforcement at dropped kerbs (with the exception of private driveways) and for double parking to be formally adopted by Kent County Council.
- 4 On 1st August 2011, Kent County Council formally notified District authorities that permission had been granted to enforce the new contraventions with the exception of dropped kerbs serving private residential driveways. The notification letter from the Kent Parking Manager is attached as Appendix B.
- 5 Accordingly, the District Council now intends to commence the enforcement of these new contraventions.

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Publicity

- 6 There is an expectation that any authority commencing enforcement of these contraventions will first publicise their intentions in order to make the general public fully aware. We shall, therefore, be including information in the Council's next In-Shape publication which is delivered to every household in the District. This will be towards the end of November.
- 7 Notification will also be given in the local newspapers.
- 8 Leaflets explaining the new contraventions have been produced in conjunction with Kent County Council and other Kent Districts and will be made available on the Council's website and at the offices. These are attached as Appendix C.

Enforcement

- 9 We propose to start enforcement at the beginning of December. Initially, for the first 14 days, any vehicle found not complying with these contraventions will not be issued with a penalty charge notice but, instead, one of the leaflets will be left to inform drivers about the new contraventions.
- 10 The inclusion of these new contraventions will enhance the Council's ability to deal with obstructive parking throughout the District.

Key Implications - Financial

- 11 There are no notable financial implications.

Community impact and outcomes

- 12 The ability to enforce these contraventions should reduce obstructions at footway crossing points and, hence, will assist pedestrian access particularly for people with mobility issues, and should help reduce traffic delays resulting from double parking, to the benefit of the local community and other road users.

Legal, Human Rights, etc.

- 13 There are no human rights issues or implications.

Risk Assessment Statement

- 14 There are no risk implications.

Sources of Information:

The report entitled "The Management of Double Parking and Parking at Dropped Kerbs" to Kent County Council's Environment, Highways and Waste Policy Overview and Scrutiny Committee on 18 January 2011 and the Minutes thereof.

Letter from the Kent Parking Manager dated 01

For Information Item No. 5

August 2011.

Contact Officer(s): Gary Connor 01732 227310

**KRISTEN PATERSON
COMMUNITY AND PLANNING SERVICES DIRECTOR**

CABINET – 23 JUNE 2011**CHARGING REGIME FOR THE PROVISION OF ON-STREET DISABLED PARKING PLACES**

Report of the: Community and Planning Services Director

Also considered by: Environment Select Committee 07 June 2011

Status: For decision

Executive Summary: This report requests that Members confirm whether a charge should be made for the provision of on-street disabled parking places, taking into account Kent County Council's legal advice.

This report supports the Key Aim of safer communities and the effective and efficient use of resources.

Portfolio Holder Cllr Avril Hunter

Head of Service Head of Environmental and Operational Services – Mr Richard Wilson

Recommendation: It be RESOLVED that:

- (a) the implementation of interim disabled parking places be at no cost to applicants and that they be funded from the on-street parking account, and that either
 - (b) the provision of enforceable on-street disabled parking places requiring a traffic regulation order be at no cost to applicants and funded from the on-street parking account, or
 - (c) that a charge be made for the provision of enforceable on-street disabled parking places requiring a traffic regulation order and that the level of charge be confirmed up to the maximum level of £250 recommended by Kent County Council.
-

Introduction

1. Following a lengthy review of the application procedures for providing disabled persons' parking bays, Kent County Council (KCC) has decided not to set a formal policy document on this matter.

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2. However, representatives of the Kent District Engineers' Group have agreed that new procedures proposed by KCC should be adopted but that a decision on whether or not to charge for bays should be made by each individual District or Borough.
3. This report therefore seeks a decision on whether a charge should be made for providing disabled parking bays and, if so, the amount to be charged.

Background Information

4. An overhaul of the application procedure for providing disabled persons' parking bays has been necessary following legal advice concerning disability discrimination. These issues have been addressed with the new application procedures proposed by KCC (Appendix A). However, following independent legal advice regarding charging, the decision on whether to charge and if so, the amount to charge is to be made at District level.
5. Historically, an agreement between KCC and District and Borough Councils in 2001 stated an administration charge of £30 could be charged for the consideration of disabled parking bay applications. It was thought that the levying of a fee would discourage unwarranted applications. However, the actual costs involved in administering the application and implementing the bay is far greater than £30. Sevenoaks District Council applied the charge until we received notification of KCC's legal advice with regard to disability discrimination. Following that advice, no charge has been made for administering applications.
6. As stated, Sevenoaks District Council previously charged applicants £30 to cover administration costs (whether or not the application was successful) to cover the costs associated with processing the application and site visits, etc. This was considered a small amount compared to the actual costs involved and most applicants were happy to pay this. However, because they had paid, many applicants then believed they had exclusive rights to the bay, despite the fact that it was clearly stated otherwise. Once provided, disabled parking bays are available for use by any Blue Badge holder.
7. Following confirmation from KCC that disabled parking bays could be provided on an 'advisory' basis without a Traffic Regulation Order (TRO), successful applications processed from January 2009 have been provided with an interim bay. These bays have the advantage of being provided much quicker and for less cost, but with the disadvantage that they cannot be legally enforced.
8. No charge has been made for interim bays due to the advice from KCC and because the full cost for making a TRO has not been incurred.
9. Typically between 15 and 20 applications are received each year. As yet, there have been no enforcement issues concerning the interim bays that are currently in place and, hence, no requests to convert interim bays into enforceable bays have been received.

Item No. 7**Kent County Council Recommendation**

10. The legal advice received from KCC is that the £30 administration fee that was charged previously is no longer considered to be a legal option for an authority. However, there is a statutory power within Section 111 of the Local Government Act 1972 that will allow for charging of the actual provision of parking bays. This should be distinguished from pre-application administration which is not a statutory process.
11. KCC have recommended that although a charge may be made to the customer to pay for any necessary signs, lines and TRO, this should be capped at £250 per application.

Costs Involved

12. The provision of a permanent disabled bay with a valid Traffic Regulation Order is expensive, both in staff time and public consultations – the majority of that cost normally being the advertising costs of the TRO. Although the District Council presently has favourable terms for the placement of public advertisements, should these terms end, the cost of advertising a TRO is likely to be circa £1,000. However, it is likely that advertisements in respect to disabled bays would be tied in with those for other TRO proposals wherever possible.
13. The cost of marking a bay is currently £40 – £80 (depending on circumstances and weather) and the costs for providing/erecting a sign is approximately £120.
14. Additionally, there are the administration/engineer's costs in processing the application, undertaking consultation and preparing the TRO. Typically, these can be between £100 and £200.
15. The provision of an interim bay involves only the administration/engineer's costs required to process the application and the cost of marking the bay. No TRO is required and therefore no sign or street furniture is necessary.

Conclusions and Observations

16. Although a charge may deter unwarranted requests, the new application procedure clearly defines the criteria for providing a bay and therefore a charge should not be considered for this reason.
17. Many applicants, particularly those who are retired or unable to work, may not be financially able to meet a significant charge for a bay. Should a decision be made to charge, the applicant's likely ability to pay should be taken into account.
18. Should an applicant request that an interim bay be made permanent, a Traffic Regulation Order is required and an additional amount could then be justified. However, applicants will undoubtedly (but incorrectly) still expect to have

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exclusive rights to park in a bay to which they have contributed. Consideration of the applicant's ability to pay would still apply.

Recommendations

19. In respect to interim bays, and subject to the views of the Cabinet, it is recommended that no charge be made. The minimal costs associated with the lining work can usually be programmed with other works in the area so economies of scale can apply.
20. In respect to permanent bays, it is also recommended that no charge be made as this would seem to be against the ethos of providing a facility for those in need, especially as they have already had to prove that they are in receipt of allowances (e.g. the higher rate of disability living allowance or the higher rate of attendance allowance) as part of the qualification process.
21. However, should it be decided that a charge be made, it should be within the recommended maximum of £250 suggested by Kent County Council. However, it should be borne in mind that should a charge be made, it would be more likely that applicants' expectations would need to be carefully managed, as experience shows an applicant would expect exclusive rights to park in the bay (even when advised this is not the case) thus increasing the potential for conflict with other blue badge holders.
22. Should it be decided not to charge and, at some stage in the future, there is found to be a significant increase in the number of requests for permanent bays, Members may then wish to reconsider whether the policy should be amended and a charge made. The matter could then be reported back to this Committee for further consideration.

Key Implications – Financial

23. The number of bays that would be provided as 'legally enforceable' and requiring a TRO are expected to be very low – possibly one or two applications per year. At present the costs associated with this are absorbed within the on-street parking account, as the works are programmed alongside other necessary tasks.
24. Although the introduction of a charge would recover the current costs involved, it would not cover the higher advertising costs (even at the highest 'capped' level) should the favourable arrangements in the local papers come to an end.

Community impact and outcomes

25. The introduction of charges at a higher level than those that previously applied for administration purposes are likely to disadvantage those members of the community who are already in receipt of allowances. This could act as a deterrent to applications and reduce mobility and social inclusion for vulnerable members of the community.

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Legal, Human Rights, etc.

26. The District Council has a requirement to adhere to the terms of the Disabilities Discrimination Act and all other appropriate legislation, and must also be aware of the legal counsel received by Kent County Council.

Risk Assessment Statement

27. There are no risks associated with the setting of a charge or the level of that charge, provided this is made in relation to the provision of a bay and not in relation to the administration of applications, taking into account legal advice obtained by Kent County Council.

Sources of Information: Appendix A – New application form and guidance notes

Contact Officer(s): Andy Bracey Ext.7323

**KRISTEN PATERSON
COMMUNITY AND PLANNING SERVICES DIRECTOR**

SEVENOAKS JOINT TRANSPORTATION BOARD – 14 SEPTEMBER 2011

Charging Regime for the Provision of On-Street Disabled Parking Places

Report of the: Community and Planning Services Director

Status: For information

Executive Summary: This report advises the outcome of considerations by the Council's Cabinet as to whether a charge should be made for the provision of on-street disabled parking bays.

This report supports the Key Aim of safer communities and the effective and efficient use of resources.

Portfolio Holder Cllr. Avril Hunter

Head of Service Head of Environmental and Operational Services – Mr. Richard Wilson

Recommendation: Members are asked to note the report.

Introduction

- 1 Following advice from Kent County Council in respect to the Disability Discrimination Act in connection with charges for on-street disabled parking bay applications, it was suggested that Kent District and Borough Councils individually consider whether a charge should be made for the provision of such bays and, if so, decide upon the scale of the charge up to a suggested maximum of £250.
- 2 The matter was considered by the Council's Cabinet on 23 June 2011. The report to Cabinet gives all relevant background information and is attached as Appendix A.
- 3 The matter had earlier been considered by the Council's Environment Select Committee on 07 June 2011.

Outcome

- 4 Members are advised that Cabinet made the following resolution:

(a) that the implementation of interim disabled parking places be at no cost to applicants and that they be funded from the on-street parking account;

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(b) that the provision of enforceable on-street disabled parking places requiring a traffic regulation order be at no cost to applicants and funded from the on-street parking account; and

(c) that the issue of whether to charge for the provision of On-street Disabled Parking Places should be reviewed in 12 months time.

Key Implications - Financial

5 Please refer to Appendix A.

Community impact and outcomes

6 Please refer to Appendix A.

Legal, Human Rights, etc.

7 Please refer to Appendix A.

Risk Assessment Statement

8 Please refer to Appendix A.

Sources of Information: The report to Cabinet 23 June 2011 entitled “Charging Regime for the Provision of On-Street Disabled Parking Places” and Minutes of the Cabinet.

Contact Officer(s): Gary Connor 01732 227310

**KRISTEN PATERSON
COMMUNITY AND PLANNING SERVICES DIRECTOR**

Supplementary Information
 Sevenoaks Joint Transportation Board - 14 September 2011
 For Information Item No. 7

Member	Brief Description of Proposal	Amount of MHF Funding Committed	Date Works Programmed
David Brazier	Ash Road, Ash-cum-Ridley - contribution towards salt for Parish Council	£3,368	COMPLETE
	Valley Road, Fawkham - Wig wag lights at school.	£7,909	COMPLETE
	Church Road, West Kingsdown - request for footway	£6,120	COMPLETE
	Ash Road, Hartley - request for pedestrian safety barrier	tba	ONGOING
	Valley Road, Fawkham - To investigate the feasibility of making up the unmade lay-by	tba	ONGOING
		£17,397	
John London	A224 Amherst Hill, Riverhead, Sevenoaks - Request for an option to highlight the crossing.	tba	ONGOING
	The Vine, Sevenoaks -ornate street lighting	£4,404	COMPLETE
	High Street, Sevenoaks - Street lighting	£14,333	COMPLETE
		£18,337	
Nick Chard	Childsbridge Lane, Seal - contribution towards scheme	£30,000	COMPLETE
	A25 Seal - request to lower speed limit	tba	ONGOING
	Bus service 402 support due to service withdrawal in Weald Village	£5,000	Forms signed on 2/9/11 and awaiting Cabinet Member sign-off
		£35,000	
Peter Lake	Station Road, Edenbridge - request to widen the B2026 carriageway	£23,625	ONGOING
	Lingfield Road, Edenbridge - request to extend the 30mph limit	tba	ONGOING
	Fordcombe Road, Penshurst - Interactive speed sign	£4,400	COMPLETE
	High Street, Leigh - Interactive speed sign	£4,400	COMPLETE
	Penshurst Road, Chiddingstone - parking area	£7,849	COMPLETE
	Four Elms Road, Hever - bus shelter	£6,726	COMPLETE
		£47,000	
Richard Parry	Knockholt - request for wigwags	£5,208	PROGRAMMED
	Quebec Square, Westerham -removal of traffic island	£2,310	COMPLETE

Member	Brief Description of Proposal	Amount of MHF Funding Committed	Date Works Programmed
	Station Road, Halstead - request for interactive sign	£3,883	ONGOING
	Quebec Square, Westerham - request to make the junction safer, one option would be to realign the junction.		AWAITING APPROVAL
		£11,401	
Robert Brookbank	Various Roads, Swanley - 3 salt bins	£1,787	COMPLETE
	Russett Way, Swanley - request for unsuitable for HGV signs	£1,418	AWAITING APPROVAL
	Archer Way, Swanley - salt bin	£596	COMPLETE
	A contribution of £5000 from the MHF to promote and implement a district wide (Sevenoaks) TRO to make School Keep Clear markings enforceable.	tba	ONGOING
	To investigate available options to improve the bus stop in High Street, Swanley to improve capacity and assist with pedestrian flows.	tba	ONGOING
	Main Road , Swanley - traffic signs	£10,735	PROGRAMMED
	Sycamore Drive, Swanley - Yellow lines	£2,544	ONGOING
	Emerson Avenue, Hextable - Yellow lines	£3,068	ONGOING
	Top Dartford Road - Request for traffic calming	tba	ONGOING
		£20,147	
Roger Gough	Manse Way, Swanley - surfacing	£13,735	COMPLETE
	Charnock, Swanley - saltbin	£596	COMPLETE
	High Street, Eynsford - request for double yellow lines	tba	ONGOING
	Riverside, Eynsford - environmental improvements	£28,500	COMPLETE
	Cray Road, Crockenhill - junction modification at Broadway	£19,773	ONGOING
		£62,604	

SEVENOAKS JOINT TRANSPORTATION BOARD – 14 SEPTEMBER 2011

HIGHWAY IMPROVEMENT SCHEME PROGRESS REPORT

Report of the: Director of Kent Highway Services

Status: For Information

Executive Summary: This report describes the progress to date and anticipated progress over the next three months of all programmed highway improvements and those schemes that are expected to be included in Kent County Council's 2011-12 Capital Programme.

This report supports the Key Aim of Reducing speed, encouraging safer driving and tackling known speeding crash hotspots. Also improving pedestrian safety, including measures to improve access for people with disabilities as indicated in the Sevenoaks Community Plan.

Chairman Cllr. James London

Head of Service Kent CC Head of Highway Transportation – Tim Read

Recommendations:

That Members NOTE the progress of programmed highway improvements.

Background and Discussion

- 1 This report gives details of the specific schemes which will be progressed in Sevenoaks including the schemes carried over from the 2010/11 financial year, as well as new schemes identified as crash remedial schemes.
- 2 Appendix A summarises the schemes and gives an overview of the progress to date and anticipated progress prior to the next meeting of this Board.
- 3 Appendix B summarises the committed Member Highway Funds for each County Member as well as details of applications which are currently being progressed.

Key Implications

Financial; Resource (non-financial); Legal etc.; Value For Money

- 4 None for Sevenoaks District Council or Kent County Council as a result of this report.

Risk Assessment Statement

5 None.

Appendices

A Highway Improvement Schemes.

B Member Highway Fund Schemes.

Sources of Information: None

Contact Officer: Laura Squires, Kent County Council
Steven Noad, Kent County Council
08458 247 800

Director: **John Burr – Kent County Council**
08458 247 800

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Highway Improvement Programme: Sevenoaks District 2011-12

KHS Ref	Location	Description of Works	Current Progress	Anticipated Actions for next 3 months (Prior to next JTB)	Original Allocation 2011-12	Forecast Out-turn 2011-12	Kent Highway Services Contact 08458 247800
	London Road Swanley	Junction Improvements at Birchwood Road.	Scope of project being reassessed to reflect available budget	Detailed design to commence	£40K	tba	Laura Squires
	A25 Brasted Road/Beggars Lane, Westerham	Re-align junction radius to prevent the simultaneous exit of RT & LT vehicles from Beggars Lane.	Detailed design work has yet to commence.	Detailed design will be completed.	£20K	£20K	Laura Squires
	A224 Polhill	Reduce speed limit to 50mph, improve existing advanced signing, refresh existing carriageway markings & cut back vegetation at Pilgrims Way Link Bridge.	Detailed design work has yet to commence.	Detailed design will be completed.	£25K	£25K	Laura Squires

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10-ITS-SE-02	High Street, Eynsford	Facilities to help pedestrians cross the road outside the primary school (2010-11 scheme)	TRO order to be made of waiting restrictions and school keep clears. Restrictions to be installed on the ground.	TRO will be made and works will be programmed once new contract is in place.	£0k	£3k	Laura Squires
	Toys Hill	Improved traffic signs.	Detailed design work has yet to commence.	Detailed design will be completed by the end of September. The proposed crash remedial scheme will be installed this financial year. Unfortunately, because we have just changed our contractor for this type of work, I cannot offer a precise date at this moment in time. Nonetheless, these improvements will form part of the new contractor's initial works order	TBA	TBA	Laura Squires