

AGENDA

SWALE JOINT TRANSPORTATION BOARD MEETING

Date: Monday, 4 July 2016

Time: 5.30 pm

Venue: Council Chamber, Swale House, East Street, Sittingbourne, Kent, ME10 3HT

Membership:

Swale Borough Councillors Cameron Beart, June Garrad, Bryan Mulhern, Prescott, Ken Pugh, Ghlin Whelan and Mike Whiting (Vice-Chairman).

Kent County Councillors Mike Baldock, Bowles (Chairman), Lee Burgess, Adrian Crowther, Tom Gates, Harrison and Roger Truelove.

Parish Council Members:

Kent Association of Local Council's representatives: Dave Austin (Sheldwich, Badlesmere and Leaveland Parish Council), Peter Macdonald (Minster Parish Council) and Richard Palmer (Newington Parish Council).

Quorum = 5 (2 from each Council and 1 Parish representative).

RECORDING NOTICE

Please note: this meeting may be recorded.

At the start of the meeting the Chairman will confirm if all or part of the meeting is being audio recorded. The whole of the meeting will be recorded, except where there are confidential or exempt items.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this recording will be retained in accordance with the Council's data retention policy.

Therefore by entering the Chamber and speaking at Committee you are consenting to being recorded and to the possible use of those sound recordings for training purposes.

If you have any queries regarding this please contact Democratic Services.

Pages

1. Confirmation of Chairman and Vice-Chairman

To confirm the Chairman and Vice-Chairman for the 2016/17 municipal year.

2. Emergency Evacuation Procedure

The Chairman will advise the meeting of the evacuation procedures to follow in the event of an emergency. This is particularly important for visitors and members of the public who will be unfamiliar with the building and procedures.

The Chairman will inform the meeting whether there is a planned evacuation drill due to take place, what the alarm sounds like (i.e. ringing bells), where the closest emergency exit route is, and where the second closest emergency exit route is, in the event that the closest exit or route is blocked.

The Chairman will inform the meeting that:

(a) in the event of the alarm sounding, everybody must leave the building via the nearest safe available exit and gather at the Assembly points at the far side of the Car Park; and

(b) the lifts must not be used in the event of an evacuation.

Any officers present at the meeting will aid with the evacuation.

It is important that the Chairman is informed of any person attending who is disabled or unable to use the stairs, so that suitable arrangements may be made in the event of an emergency.

3. Apologies for absence and confirmation of substitutes

4. Minutes

To approve the Minutes of the Meeting held on 7 March 2016 (Minute Nos. 561 - 574) as a correct record.

5. Declarations of Interest

Councillors should not act or take decisions in order to gain financial or other material benefits for themselves or their spouse, civil partner or person with whom they are living with as a spouse or civil partner. They must declare and resolve any interests and relationships.

The Chairman will ask Members if they have any interests to declare in respect of items on this agenda, under the following headings:

(a) Disclosable Pecuniary Interests (DPI) under the Localism Act 2011. The nature as well as the existence of any such interest must be declared. After declaring a DPI, the Member must leave the meeting and not take part in the discussion or vote. This applies even if there is provision for public speaking.

(b) Disclosable Non Pecuniary (DNPI) under the Code of Conduct adopted by the Council in May 2012. The nature as well as the existence

of any such interest must be declared. After declaring a DNPI interest, the Member may stay, speak and vote on the matter.

(c) Where it is possible that a fair-minded and informed observer, having considered the facts would conclude that there was a real possibility that the Member might be predetermined or biased the Member should declare their predetermination or bias and then leave the room while that item is considered.

Advice to Members: If any Councillor has any doubt about the existence or nature of any DPI or DNPI which he/she may have in any item on this agenda, he/she should seek advice from the Director of Corporate Services as Monitoring Officer, the Head of Legal or from other Solicitors in Legal Services as early as possible, and in advance of the Meeting.

6. Public Session

Members of the public have the opportunity to speak at this meeting. Anyone wishing to present a petition or speak on this item is required to register with the Democratic Services Section by noon on Friday 1 July 2016. Questions that have not been submitted by this deadline will not be accepted. Only two people will be allowed to speak on each item and each person is limited to asking two questions. Each speaker will have a maximum of three minutes to speak.

Petitions, questions and statements will only be accepted if they are in relation to an item being considered at this meeting.

Part One - Information items

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| 7. | Improvements to the A2500 Lower Road, Isle of Sheppey | 1 - 4 |
| 8. | Swale Highway Works Programme | 5 - 24 |
| 9. | Progress Update Report | 25 - 28 |

Issued on Monday, 20 June 2016

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact DEMOCRATIC SERVICES on 01795 417330**. To find out more about the work of the Swale Joint Transportation Board, please visit www.swale.gov.uk