

## AGENDA

### SWALE JOINT TRANSPORTATION BOARD MEETING

Date: Monday, 17 December 2018

Time: 5.30 pm

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

#### **Membership:**

Swale Borough Councillors Mike Baldock, Cameron Beart, Derek Conway, James Hunt, Ken Ingleton (Vice-Chairman), Bryan Mulhern and David Simmons.

#### **Kent County Council Members:**

Kent County Councillors Andy Booth, Bowles (Chairman), Sue Gent, Antony Hook, Ken Pugh, Mike Whiting and John Wright.

#### **Parish Council Members:**

Kent Association of Local Council's representatives: Jeff Tutt (Dunkirk 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.

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Pages

#### 1. 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.

2. Apologies for absence and confirmation of substitutes

3. Minutes

To approve the Minutes of the Meeting held on 10 September 2018 (Minute Nos.188 - 201) as a correct record subject to the amendment of Councillor Mike Baldock's title from County Councillor to Councillor [Link to minutes](#)

4. 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 Monitoring Officer, the Head of Legal or from other Solicitors in Legal Services as early as possible, and in advance of the Meeting.

## 5. 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 14 December. 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 - Reports for recommendation to Swale Borough Council's Cabinet**

6. Formal Objections to Traffic Regulation Order Swale Amendment 13 1 - 30

### **Part Two - Reports for recommendation to Kent County Council's Cabinet**

7. Sydney Avenue Parking Restrictions 31 - 42

### **Part Three - Information Items**

8. 20's Plenty for Faversham - report submitted by Faversham Town Council 43 - 82
9. HGV Parking 83 - 86
10. Well managed Highway Infrastructure - Implementing the Code of Practice 87 - 90
11. Local Winter Service Plan for Swale District 91 - 92
12. A2500 Lower Road, Minster Improvements 93 - 100
- Phase 1 Barton Hill Drive, Minster – currently under construction
  - Phase 2 – Lower Road, Minster – improvements planned for early 2019
13. Highways Work Programme 101 - 114

14. Progress Update Report

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118

To consider the Progress Update which outlines progress made following recommendations and agreed action at previous meetings.

15. Date of Next Meeting

To be advised.

**Issued on Tuesday 4 December 2018**

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 JTB, please visit [www.swale.gov.uk](http://www.swale.gov.uk)

Chief Executive, Swale Borough Council,  
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