



## AGENDA

### SWALE JOINT TRANSPORTATION BOARD MEETING

Date: Monday, 4 March 2019

Time: 5.30pm

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: Peter Macdonald (Minster Parish Council), Richard Palmer (Newington Parish Council) and Jeff Tutt (Dunkirk Parish Council).

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

#### **RECORDING NOTICE**

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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.

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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.

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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 17 December 2018 (Minute Nos. 390 - 403) as a correct record.

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 1 March 2019. 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.

A representative from Highways England will be making a presentation on the M2 Junction 5 Improvements.

### **Part One - Reports for recommendation to Swale Borough Council's Cabinet**

- |    |   |         |
|----|---|---------|
| 6. | Conyer Road, Teynham - Update on Petition for Review of Parking Restrictions  | 1 - 28  |
| 7. | Formal Objections to TRO Amendment 15 - Report on two formal objections received on proposed double yellow lines in Terrace Road, Sittingbourne | 29 - 42 |

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

- |    |   |         |
|----|---|---------|
| 8. | Highsted Road, Sittingbourne proposed footway - report on the results from the public consultation exercise | 43 - 52 |
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### **Part Three - Information Items**

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|-----|-------------------------|---------|
| 9.  | A2/A251 Junction        | 53 - 60 |
| 10. | Highways Work Programme | 61 - 74 |
| 11. | Progress Update Report  | 75 - 80 |

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

12. Agreement on Joint Transportation Boards

81 - 88

The Board's views are sought on the attached Agreement, prior to it being agreed by Full Council.

13. Date of Next Meeting

The next meeting date will be confirmed after Council on 20 February 2019.

**Issued on Tuesday, 19 February 2019**

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,  
Swale House, East Street, Sittingbourne, Kent, ME10 3HT

<b>SWALE JOINT TRANSPORTATION BOARD</b>
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<b>Meeting Date</b>	Monday 4 <sup>th</sup> March 2019
<b>Report Title</b>	Petition - Parking Review – Conyer Road, Teynham
<b>Cabinet Member</b>	Cllr Alan Horton
<b>SMT Lead</b>	Martyn Cassell
<b>Head of Service</b>	Martyn Cassell
<b>Lead Officer</b>	Mike Knowles (SBC)
<b>Classification</b>	Open

<b>Recommendations</b>	<p>Members are asked to note the contents of the report and recommend that <b>either</b></p> <p>(a) Officers abandon proposed amendments to existing on-street parking restrictions, <b>or</b></p> <p>(b) Officers undertake an informal consultation with residents to remove the single yellow line on one side of Conyer Road and slightly extend the double yellow lines.</p>
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## 1. Purpose of Report and Executive Summary

- 1.1 This report provides an update to the petition submitted to the Swale Joint Transportation Board in June 2018 by residents of Conyer Road, Teynham, requesting a review of the current on-street parking in the area. A copy of the petition, containing 14 signatures, can be found in Annex A.

## 2. Background

- 2.1 As stated in the initial report to the JTB in September 2018, there is a long history of consultations which have taken place with residents in Conyer Road, Teynham, around on-street parking near the junction of Lower Road/The Crescent. The initial request for parking restrictions came from Teynham Parish Council back in 2005, when concern was expressed by the Parish Council that larger vehicles were experiencing problems accessing Conyer Road due to the on-street parking, and a series of consultations commenced to reach a satisfactory conclusion.

## 3. Issue for Decision

### Consultation History

- 3.1 Following discussions between Teynham Parish Council and the then Principal Engineer for Swale Borough Council, Ian Lewis, an informal consultation took place with residents and the Parish Council back in August 2006 on proposals to install

- double yellow lines around the junction of Conyer Road and The Crescent/Lower Road and to remove the existing single yellow line on the east side of Conyer Road outside of Bridge Cottages.
- 3.2 The response from the Parish Council, shown in Annex B, was that they felt that the proposals did not address the problems explained to Mr Lewis, and requested a meeting to discuss the issues further. A copy of the original consultation material from August 2006 can be found in Annex C. Of the 19 residents consulted, 8 responses were received, 7 supporting the proposals and 1 objecting.
  - 3.3 Following the first informal consultation, a site meeting took place with Kent County Council Highways and Teynham Parish Council to discuss the issues, and Kent County Council recommended the installation of double yellow lines around the junction as per the consultation, but could not commit funding to undertake the work as there had not been a history of personal injury crashes at the location.
  - 3.4 In February 2007, a second consultation took place with residents and the Parish Council, with proposals to install double yellow lines around the junction of Conyer Road and The Crescent/Lower Road, to remove the existing single yellow line on the west side of Conyer Road and replace the single yellow line on the east side of Conyer Road, outside Bridge Cottages, with a double yellow line. Of the 21 residents consulted, 12 responses were received, 6 supporting the proposals and 6 objecting.
  - 3.5 A series of further discussions took place with the Parish Council and local residents in an attempt to reach a mutually acceptable proposal for restrictions, and in September 2009 an evening meeting took place with residents, farmers, the Parish Council and an officer from Swale Borough Council, to try to resolve the issues. Following this meeting, further communication took place with the Parish Council to agree an acceptable proposal for restrictions, and in March 2010 it was agreed that a third consultation would take place asking residents to comment on proposals requested by the Parish Council and proposals suggested by Swale Borough Council.
  - 3.6 A total of 12 responses were received from the 21 residents consulted. 2 residents supported the proposals from the Parish Council and 6 objected to these proposals, and 6 residents supported the Swale Borough Council proposals and 1 resident objected. At their meeting on 14 June 2010, Members of the Swale Joint Transportation Board considered the responses and recommended that officers proceed with the Swale Borough Council proposals. Following the legal Traffic Regulation Order process, the restrictions came into force on 19 December 2011, some 5 years after the initial consultation began.
  - 3.7 In 2014, the double yellow lines on the east side of the Conyer Road/Lower Road junction were extended following a request from Swale's Parking Operations Team as a result of the new development to the rear of Bridge Cottages, now Selby Court.

### Points Raised in Petition

- 3.8 The petition received is a comprehensive document, detailing the current issues of parking in Conyer Road. Some initial responses were provided to the points raised, and these can be found in Annex D.
- 3.9 Various suggestions to improve the parking situation for residents have been detailed in the petition document. The preferred option is for Residents' Parking to be introduced. The introduction of a Residents' Parking Scheme can be considered to tackle issues with commuter parking and parking by visitors to nearby town centres. Such schemes are not introduced in single roads but are implemented in larger areas, as this ensures that the maximum number of spaces are available for residents within the scheme and that effective enforcement can be undertaken. To introduce a scheme it would need to be demonstrated that the majority of residents in the area supported the proposals, and in many previous cases this has not been the case, with many residents objecting to the annual cost of a permit and the limitations placed on parking for visitors and other non-permit holders.
- 3.10 Residents' Parking Schemes cannot increase on-street parking capacity, and in the case of Conyer Road the main issue is the restrictions currently in place and the lack of available parking for residents. Since the introduction of the restrictions back in 2011, Kent County Council have converted a short section of the grassed verge in Lower Road/The Crescent to increase on-street parking capacity, and whilst residents of adjoining roads can park in Conyer Road, the opposite also applies where residents of Conyer Road can park in nearby roads when possible.
- 3.11 Since the original parking restrictions were introduced in 2011, local authorities such as Swale have had to strengthen their position with regard to the agreed Parking Protocol which states that Kent County Council are responsible for safety related Traffic Regulation Orders, to ensure that we make best use of the limited resources available to us. For information, Paragraph 4.2 of the Parking Protocol document reads as follows:-
- 3.12 *"For clarity Safety Related TROs are considered to include maintaining vehicle movements and driver visibility at road junctions and similar locations, maintaining road width to prevent obstruction or hazards to road traffic and prevention of footway obstruction to maintain pedestrian safety, including school keep clear zones"*
- 3.13 Having said this, we have liaised with both Kent County Council and the Parish Council to consider the issues at this location. An e-mail was sent to Teynham Parish Council to advise that a petition had been received from residents requesting a review of the existing on-street parking, and a plan was prepared of the possible removal of the single yellow line on the eastern side of Conyer Road, to allow some additional parking for residents. A copy of this e-mail and plan, and the response received from the Parish Council, can be found in Annex E.
- 3.14 The letter stated that regrettably Teynham Parish Councillors did not support the proposed changes to the existing waiting restrictions, and went on to explain that HGVs still need to be on the left side of Conyer Road when turning into Lower Road,

and with the increasing number of parked cars preventing this taking place safely, stated that the existing lines must remain.

- 3.15 With residents of Conyer Road requesting a review of the existing on-street parking restrictions and the Parish Council stating that the existing restrictions must remain we have reached a stalemate in this situation, and now require a recommendation from Members of the Joint Transportation Board to determine our next course of action.

## 4. Recommendation

- 4.1 Members are asked to note the contents of the report and recommend that **either**
- (a) Officers abandon proposed amendments to existing on-street parking restrictions, **or**
  - (b) Officers undertake an informal consultation with residents to remove the single yellow line on one side of Conyer Road and slightly extend the double yellow lines.

## 5. Implications

Issue	Implications
Corporate Plan	Improving Community Safety through safer Highways.
Financial, Resource and Property	Substantial resource used to date to conclude this matter, will need to carefully manage to avoid future resource issues.
Legal and Statutory	Consultation and drafting of Traffic Regulation Order and associated lining and signing costs for any revision to current restrictions.
Crime and Disorder	None at this stage.
Risk Management and Health and Safety	None identified at this stage.
Equality and Diversity	None identified at this stage.
Sustainability	None identified at this stage.

## 6. Appendices

- 6.1 Annex A - Copy of Petition Received  
 Annex B - Copy of Letter from Teynham Parish Council – August 2006  
 Annex C - Copies of Previous Consultation Documents



Annex D - Initial Responses to Issues Raised in Petition  
Annex E – Email and plan to Parish Council, and response received.

## **7. Background Papers**

7.1 None

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**Petition to review parking restrictions in Conyer Road,****ME9 9ED****May 2018****History:**

- A parking resolution was promised after planning was granted for the development of houses behind Bridge Cottages, i.e. Selby Court. This never happened.
- A single yellow line has been on both sides of the road, however restrictions only enforced on the opposite side for Monday-Saturday 830am-630pm.
- No consultation has ever carried out with the residents of Bridge Cottages/Conyer Road regarding parking restrictions.

**Background information:**

- According to recent correspondence with Glenn Insell, Operations Office (Maidstone Borough Council), in response to an email from one of us, it was the local Parish Council that requested the restrictions to allow larger farming vehicles to negotiate the junction into Conyer Road to access the farms off Conyer Road.

**Current situation:**

- We have not been given the opportunity to have our points of view heard and without warning a new restrictions plate has been put up and restrictions have now been applied to the side of the road of the cottages (Monday-Friday 830am-630). So in affect, restrictions on both sides of the road. This means we have nowhere to park that will not cause inconvenience/congestion in other roads and potential safety risks.
- Whilst we realise the Council's main concern isn't to provide parking spaces outside our houses, but to maintain traffic flow and safety measures, the knock on affect of these new restrictions have done the complete opposite simply by moving the congestion problem on beyond the bridge, and in addition creating potential health and safety issues in this lane.

**Basis of objections:**

**1. *Parking obstructions***

We have nowhere to park other than over the bridge. This has huge congestion implications, as it is a narrow lane in parts and our cars will either partially block a farm gateway, partially block neighbouring drives, inconvenience the Scout Hut and/or cause a potential obstruction for the farm machinery that apparently have trouble negotiating their way into Conyer Road. Buses and bin men may also find negotiating past us difficult but perhaps more importantly larger emergency vehicles such as fire engines may also have trouble.

**2. *Unclear on current problem***

We have observed that large farm machinery and articulated lorries have no problem negotiating this junction on a Sunday or an evening after 630pm when we are all parked (sensibly and considerately) on both sides of the road. We see no reason why they can't continue to negotiate this road in the week and daytime – particularly as we all use our cars for work every day and the road would be part/fully clear anyway. Congestion problems only seem to arise when cars from other roads park in Conyer Road or the road opposite without consideration for other road users and we feel we are being penalised for this other road users.

**3. *Health and Safety/Dangerous road considerations***

Come winter/darker nights, many of us will now face the stressful experience of parking in the dark on an unlit country lane in rush hour where cars whizz up and down and walking back alone to our houses.....this in itself presents health and safety concerns, as this road can be very dangerous at times.

**4. *Damage to our cars***

Some of our cars have been vandalised parking them at the Scout Hut or near to it in the lane.....it is unreasonable that we have nowhere safe to park our hard earned assets. Damage to cars affects our insurance premiums or is a personal cost and puts an additional financial strain on already tight budgets. There is also an emotional cost to fearing repeated damage and time required to fix any damages.

### **5. House value/saleability**

We are worried that the fact we have nowhere to park will affect our house prices and ability to sell/rent. Number 1 is currently up for rent and viewers have asked where to park – it must be off-putting to hear there is none!

#### **Lastly:**

Clearly if the parking restrictions were to be completely lifted then other houses and perhaps commuters would start filling the road up with their cars, so it would seem sensible to have some sort of restrictions in place. We are totally in support of local businesses and farming and have no wish to compromise anyone's business but we would like to be able to have our concerns and objections heard. We would welcome a discussion on what might work better for all parties.

#### **Suggestions:**

##### ***In order of preference –***

1. 24/7 Residential parking – as well as giving us places to park thus clearing the lanes of our vehicles, this would also stop other people parking in "our" road causing congestion. Other cars parking in 'our' road has been a big issue for all parties in terms of creating congestion and we are very much in favour of this option for both sides of the Conyer Road and hope the Council would be too.
2. 8am-8pm part time residential parking – this would hugely limit the number of cars parked in Conyer Road at busiest times of the day and have the benefits of above.
3. Relax current restrictions – for Monday to Friday start restriction later and finish at 430-5pm and remove Saturday restriction. This would help enormously as at the moment we mainly arrive home at 430-530pm, have to park in the lanes in rush hour creating more congestion and then have to rush out at 630pm to grab the spaces outside the cottages before anyone from any other street takes the spaces. When this happens it has meant returning our cars to over the bridge when other streets have taken the spaces and the congestion in the lane continues. It will also remove the need of having to walk along the unlit lanes in the dark come winter times.

## **Individual Objections:**

### ***1 Bridge Cottages***

Myself and my work colleague both got parking tickets when we were redecorating the property whilst parked outside recently. I've had the cottage since about 2010 and not received a ticket in that time while parking there. This came as a surprise until I saw a very small new sign at the end of the road angled at 45 degrees.

A couple of ideas that have come to mind are:

1. If its used by commuters for the station, then a simple no parking between say 1-1.30 pm would solve that issue as they couldn't leave their car there all day.
2. Maybe permit parking outside for the use of Bridge Cottage occupiers only.
3. As parking was promised when Selby Court was built, this would seem a good course of action to pursue as it would keep the road free from congestion, be safer for farm vehicles to pass and be local parking for us.

### ***2 Bridge Cottages***

Working in the NHS means that I arrive home at all different times and I am unable to park outside my own property because of the waiting restrictions that have been implemented. Coming home late at night/once the clocks change, and being on my own I feel very vulnerable, even more so now after knowing that a person was attacked getting in to her car on the lower road recently.

I have been living in this property since 2007 and there have never been restrictions on this side of the road before. I feel that as a property owner, I should have been consulted on this matter.

When I moved to the area I was informed that when they built Selby Court, there would be parking areas for the residents of Bridge Cottages.....which never materialised.

Because of the restrictions that have been implemented, I have parents that are elderly and have difficulty mobilising, they are unable to visit, because there are restrictions on parking. I would welcome Parking Permits for all residents that live in Bridge Cottages, which would ease the congestion because there are lots of people that park in the area that are not residents of the community.

### **3 Bridge Cottages.**

The country lane on the far side of the bridge; whilst there are no specific parking restrictions it is not a safe place to park, there is no pavement and therefore no safe exit from the passenger side of a car, it is unlit therefore visibility is poor, this leaves both drivers and pedestrians vulnerable, in parts there is not even a grass verge but a bank and so in addition to having no safe place to walk there is also no place at all to stand to avoid oncoming traffic, the lane is narrower in parts than the section outside of the cottages and simply moves the problem on and actually makes it not only worse but possibly more dangerous.

Additional parking of cars on the country lane on the far side of the bridge will add to the congestion and increase the safety risk to people accessing the scouts hut, hindering the visibility of cars exiting the small parking area and forcing walkers into the middle of the lane.

When the residents of Bridge Cottages park sensibly outside their properties (as they do in order to access their properties and the shared rights of way) there is no visible impact on the ability of large vehicles and buses to get through, this is evident from our experience of these vehicles passing by in the evening and at weekends, a residents permit scheme would allow this to continue.

Any vehicle wishing to travel into Conyer Road needs to arrive via Lower Road or The Crescent both of which are currently holding the overflow parking of these new parking restrictions, we feel that this is another example of simply moving the problem on, again, a residents permit scheme would alleviate this.

Since we have been unable to park in Conyer Road, the 'foot print' of the parking in Lower Road and The Crescent has become much more congested and haphazard making visibility along the street poor and access to pavements when crossing the road dangerous.

This new scheme was installed at the request of the Parish Council to solve the problem of large machinery negotiating access to Conyer Road, this was carried out without consultation and in our opinion has allowed a superficial fix, the cars still need to be parked and are being parked in the immediate area which is not fit for purpose, any of the alternative solutions we have offered would allow both residents and local businesses a safer way to operate side by side in the local community.

#### ***4 Bridge Cottages***

Whilst we understand that there has to be a workable solution that works for everyone one, what thoughts and plans have the Parish council put in place to provide parking within the parish that is safe for everyone to use? If they make it so that we can't park in front of our houses are the council prepared to put in street lighting and pavements down Conyor Road to ensure the safety for everyone if we are forced to park the other side of the bridge?

The need to have access for lorries is understandable, but please can we have figures on the amount of lorry movements conducted to the farm, the times they enter and leave the road at the junction with Bridge Cottages? We would also like a list of when they haven't been able to gain access to the road.

Based on this data being provided by the Parish council be just, I would propose that a restricted resident parking scheme be introduced along with a restriction on lorry movements to coincide with the restrictions.

#### ***5 Bridge Cottages***

My primary objections to these restrictions are the chaos and potential dangerous parking alternatives over the bridge in the narrow country lanes. I already see articulated lorries trying to squeeze past parked cars and worry about potential damage to my car. I don't want to be an obstruction to bin men or emergency services. In terms of congestion, the perceived problem of vehicles in Conyer Road has just been moved over the bridge to the country lanes, which are unlit and not at all safe to walk along, especially in rush hours.

I am also particularly worried about my safety come winter when I will have to park in the dark in these lanes and walk home alone along the unlit lane at rush hour until the restriction finishes at 630pm when I will have to negotiate the lanes again to move my car to outside my cottage. I am more worried since reading about the poor lady in Teynham who was attacked whilst in her car.

I see a lot of cars from other streets park outside the cottages at times, which I think are the main problem to Conyer Street parking/congestion.

I was surprised no consultation process took place for these restrictions, which would have raised the problems now occurring.

I would welcome residential parking (24/7) arrangements. I believe residential parking would stop other streets parking in Conyer Road and vastly reduce the number of cars parked which would of course help traffic flow with the additional benefit of residents not having to leave cars in unsafe lanes.



**Signatures**

*I object to the current parking objections outside Bridge Cottages/Conyer Road for the reasons in this petition and would welcome a review to consider the alternative suggestions outlined in this petition:*

**Signed:**

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**TEYNHAM PARISH COUNCIL**

Mrs C.M. McIlroy  
(Clerk to the Council)  
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E-mail: chris.mcilroy@tesco.net  
Website: www.teynham.org

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18 August 2006

Mr M Knowles  
Engineer  
Swale Borough Council  
Swale House  
East Street  
Sittingbourne  
Kent ME10 3HT.

H.F.

Dear Mr Knowles

**Proposed Amendments to Parking Restrictions – Conyer Road, Barrow Green**

The Parish Council was extremely disappointed that Mr Lewis did not come back to it with his proposals for amendments to the Parking Restrictions, Conyer Road, Barrow Green as promised prior to consultation with the residents in the Barrow Green area. We do not feel that the problems that were explained to Mr Lewis have been addressed by the proposed amendments. Indeed we feel they will exacerbate the situation.

As explained to Mr Lewis there has been problems with lorries trying to access Conyer Road from Station Road when delivering to and collecting from the various farms and businesses in the Conyer Area because of parking at Barrow Green despite the fact that there are already parking restrictions currently in force. Lorries in the past have been advised erroneously to use Osiers Road, which has a 6ft 6" restriction and a sign indicating for Access Only and clearly this is not acceptable. The proposed amendments allowing parking outside Bridge Cottages, and with motorists ignoring as has been experienced in the past the restrictions on the opposite side of the road, will worsen the situation for the ordinary motorist let alone the School Bus and the heavy good vehicles that use the road.

We do feel that a meeting to discuss this matter should be held with officials of both Swale Borough Council (parking) and of the Kent Highway Services (road improvements) and members of the Parish Council to see what can be done to resolve the problems in the area. [It has been suggested that the widening of the corner on the west side by reducing the grass verge may partially meet the problem.] We would hope too that any discussion would include trying to find a solution to the parking issues of the residents of Bridge Cottages.

Yours sincerely



Clerk to the Council

c.c. Cllrs A Bowles, KCC Member & R Barnicott and J Disney, Swale BC Members

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ANNEX C

FIRST CONSULTATION

## Proposed Amendments to Parking Restrictions Conyer Road, Barrow Green

Swale Borough Council are proposing to amend the existing parking restrictions in Conyer Road, as shown on the plan overleaf.

It is proposed to remove part of the existing single yellow line restrictions on the East side of Conyer Road, to allow parking in this section of the road. However, in order to ensure a safe junction for motorists, it is also proposed to change the single line restrictions to double yellow lines on the junction of Conyer Road and Lower Road. The remaining section of single yellow line between the junction and railway bridge on the West side will remain unchanged.

If you support or object to the proposal please complete the pre-paid reply slip below and return to the Borough Council before Wednesday 23<sup>rd</sup> August 2006. A space has also been provided to allow you to add any further comments you may have.

If you have any further queries, please do not hesitate to contact Mike Knowles on 01795 417125.

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### Proposed Amendments to Parking Restrictions – Conyer Road, Barrow Green

Please tick one of the following boxes

I Support the proposal to amend the parking restrictions as shown above

I Object to the proposal

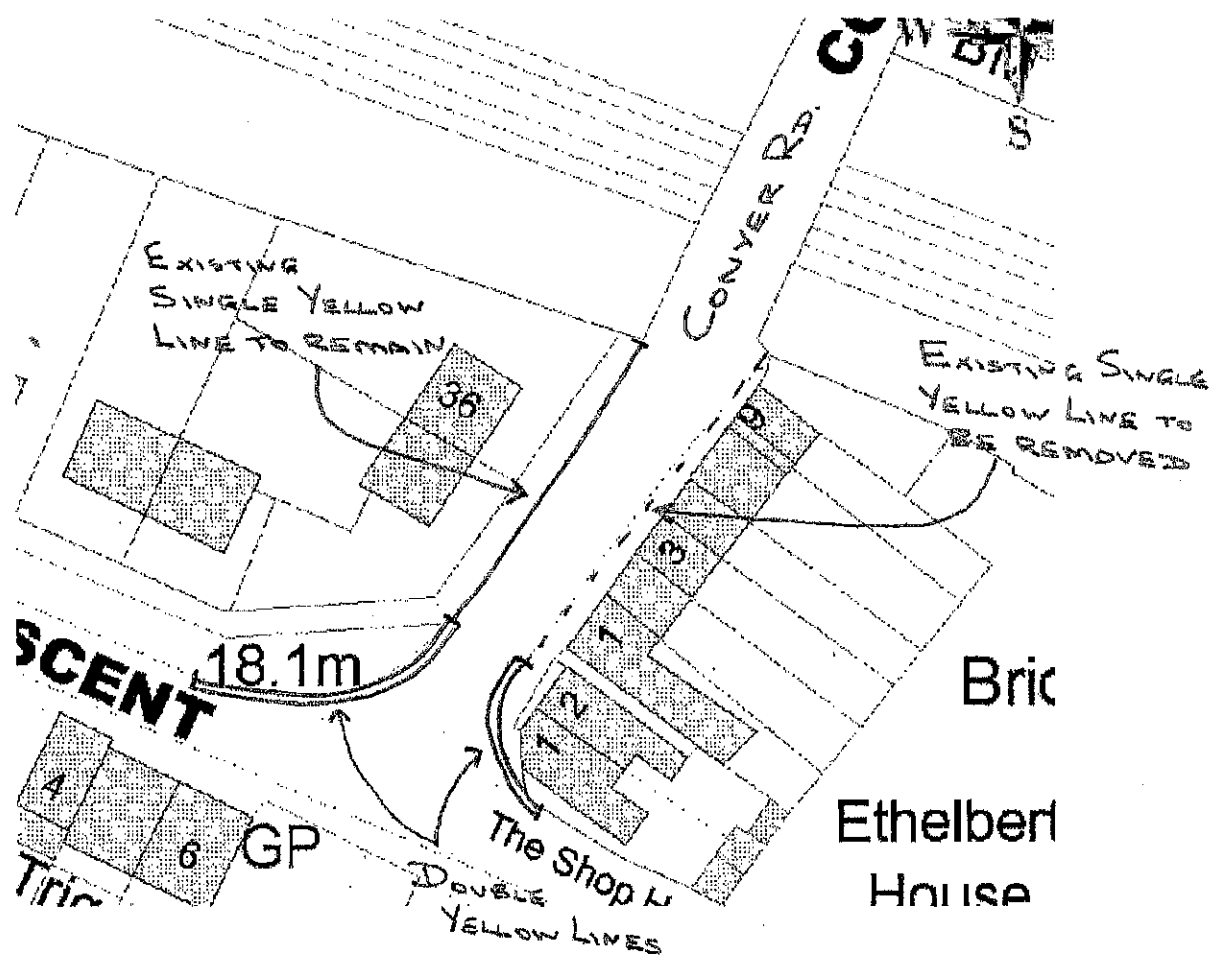
Name & Address	Comments

The information supplied will only be used in conjunction with this proposal, and used for geographical analysis purposes only

FIRST CONSULTATION



Plan of proposed restrictions



BUSINESS REPLY SERVICE  
Licence No SX20

2 | |

Head of Technical Services  
SWALE BOROUGH COUNCIL  
Swale House  
East Street  
Sittingbourne  
Kent  
ME10 3BR



ANNEX C.

SECOND CONSULTATION

## Proposed Amendments to Parking Restrictions Conyer Road, Barrow Green – Second Consultation

You may recall that Swale Borough Council wrote to you last Summer to obtain your views on proposals to amend the existing waiting restrictions in Conyer Road, Barrow Green.

Following this consultation, Teynham Parish Council commented that they felt that the proposals to remove the single yellow line on the East side of the road would exacerbate the current problems with the movement of larger vehicles, and instead requested the removal of the single yellow line on the West side of the road to allow parking, with the installation of a double yellow line on the East side of the road, as shown on the plan overleaf. In addition to this, the Parish Council also requested the installation of double yellow lines in Lower Road, from the wall adjacent to Jordan Cottages to the entrance into Triggs Row.

If you support or object to the proposal please complete the pre-paid reply slip below and return to the Borough Council before Wednesday 21<sup>st</sup> February 2007. A space has also been provided to allow you to add any further comments you may have.

If you have any further queries, please do not hesitate to contact Mike Knowles on 01795 417125.

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### Proposed Amendments to Parking Restrictions – Conyer Road, Barrow Green (Second Consultation)

Please tick one of the following boxes

I Support the proposal to amend the parking restrictions as shown above

I Object to the proposal

Name & Address	Comments

Plan of proposed restrictions – Second Consultation



BUSINESS REPLY SERVICE  
Licence No SX20

2 | |

Head of Technical Services  
SWALE BOROUGH COUNCIL  
Swale House  
East Street  
Sittingbourne  
Kent  
ME10 3BR





THIRD CONSULTATION

**Proposed Amendments to Parking Restrictions  
Conyer Road, Barrow Green – Third Consultation**

As you are no doubt aware, the issue of proposed amendments to the parking restrictions in Conyer Road, Barrow Green, has been the subject of much debate, two previous consultations and a public meeting. A request has now been received from the Parish Council to consult with residents on their proposals as detailed in Plan 'A' on the reverse of this letter. In addition to this, the Borough Council has prepared proposals detailed in Plan 'B' following comments made at the public meeting. I would be most grateful to receive your views on both proposals, so that all comments can be reported back to the Joint Transportation Board for further consideration.

If you support or object to either proposal please complete the reply slip below and return to the Borough Council in the pre-paid envelope provided, before Friday 21<sup>st</sup> May 2010. A space has also been provided to allow you to add any further comments you may have.

Many thanks for your continued assistance in this matter.

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**Proposed Amendments to Waiting Restrictions – Conyer Road, Barrow Green  
Third Consultation**

Please tick one of the following boxes for each plan

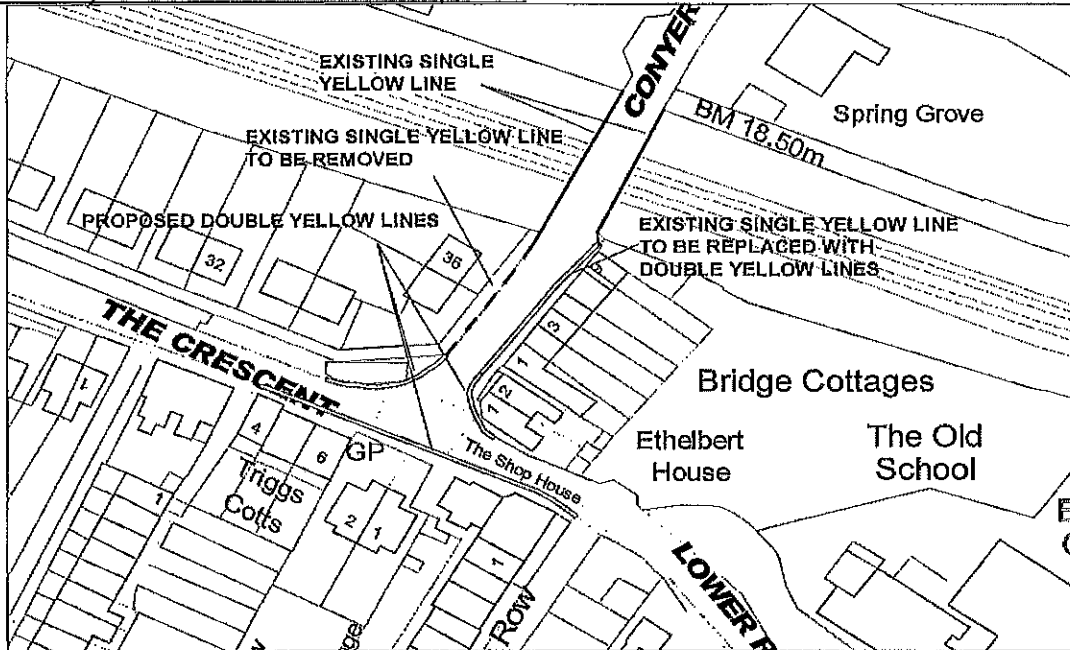
- I Support proposals detailed in Plan A       I Object to the proposal in Plan A
- I Support proposals detailed in Plan B       I Object to the proposal in Plan B

Name & Address	Comments

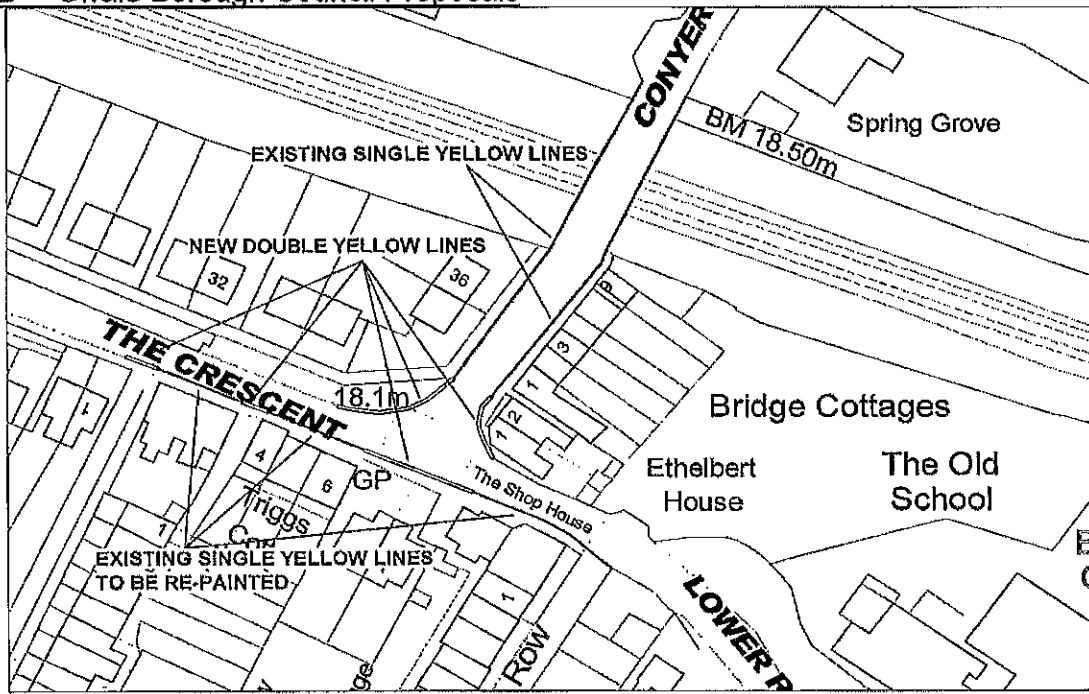
The information supplied will only be used in conjunction with this proposal, and used for geographical analysis purposes only



Plan 'A' – Teynham Parish Council Proposals



Plan 'B' – Swale Borough Council Proposals



ADDRESS BLOCK

Initial Responses to Petition for Parking Review – Conyer Road, Teynham

	<b>Petition Comment</b>	<b>Response to Comment</b>
A	A parking resolution was promised after planning was granted for the development of houses behind Bridge Cottages, i.e. Selby Court. This never happened.	SBC's Planning Officer has advised that both planning decision notices have conditions requiring the parking spaces within the development to be kept available for parking by residents of that development, but there is nothing referring to parking for any neighbouring dwellings.
B	A single yellow line has been on both sides of the road, however restrictions only enforced on the opposite side for Monday-Saturday 8.30am-6.30pm.	The single yellow lines were installed on both sides of the road in December 2011 following substantial consultation. If signing has disappeared or lining has faded over time the Parking Operations Team may have deemed the restrictions to be unenforceable until remedial work had been completed.
C	No consultation has ever been carried out with the residents of Bridge Cottages/Conyer Road regarding parking restrictions.	We can confirm that a substantial amount of consultation has previously been undertaken with residents, as detailed in the main JTB report.
Page 23	According to recent correspondence with Glenn Insell, Operations Office (Maidstone Borough Council)..... it was the local Parish Council that requested the restrictions to allow larger farming vehicles to negotiate the junction into Conyer Road to access the farms off Conyer Road.	We can confirm that a request was received from the Parish Council in 2005/2006 for waiting restrictions to be introduced, following reported issues with larger vehicles negotiating the junction and experiencing difficulties accessing local farms.
	E	We have not been given the opportunity to have our points of view heard and without warning a new restriction plate has been put up and restrictions have now been applied to the side of the road of the cottages..... This means we have nowhere to park that will not cause inconvenience/congestion in other roads and potential safety risks.
F	Whilst we realise the Council's main concern isn't to provide parking spaces outside our houses, but to maintain traffic flow and safety measures, the knock on effect on these new restrictions have done the complete opposite simply by moving the congestion problem on beyond the bridge, and in addition creating potential health and safety issues in this lane.	It is acknowledged that in many areas of the Borough, particularly those with terraced properties, on-street parking is limited and as such any proposed restrictions are carefully considered and consultation undertaken with residents. As previously stated, these restrictions have been in place since 2011, and should safety and obstruction issues occur further along Conyer Road this would be something for Kent County Council to consider as Highway Authority.

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## ANNEX E

Dear Mrs Steel

A petition was received by the Swale Joint Transportation Board from residents of Conyer Road in Teynham, requesting a review of the on-street parking in the area.

There are currently single and double yellow lines around and near this junction, and one proposal could be to remove a short section of the single yellow line outside of the terraced properties to provide some additional parking capacity for residents in the area whilst ensuring that the road remains unobstructed. Unfortunately, due to the number of properties in a relatively small area, there is very limited on-street parking capacity and there are limited options available to improve this situation.

I have attached a plan of the possible changes and would be most grateful to receive the views of the Parish Council as to whether they would support these changes. If in agreement we could then undertake an informal consultation with residents in the area, and report the results of the consultation to the Swale Joint Transportation Board for consideration.

I thank you for your assistance in this matter. Should you require any additional information please feel free to contact me.

Kind regards

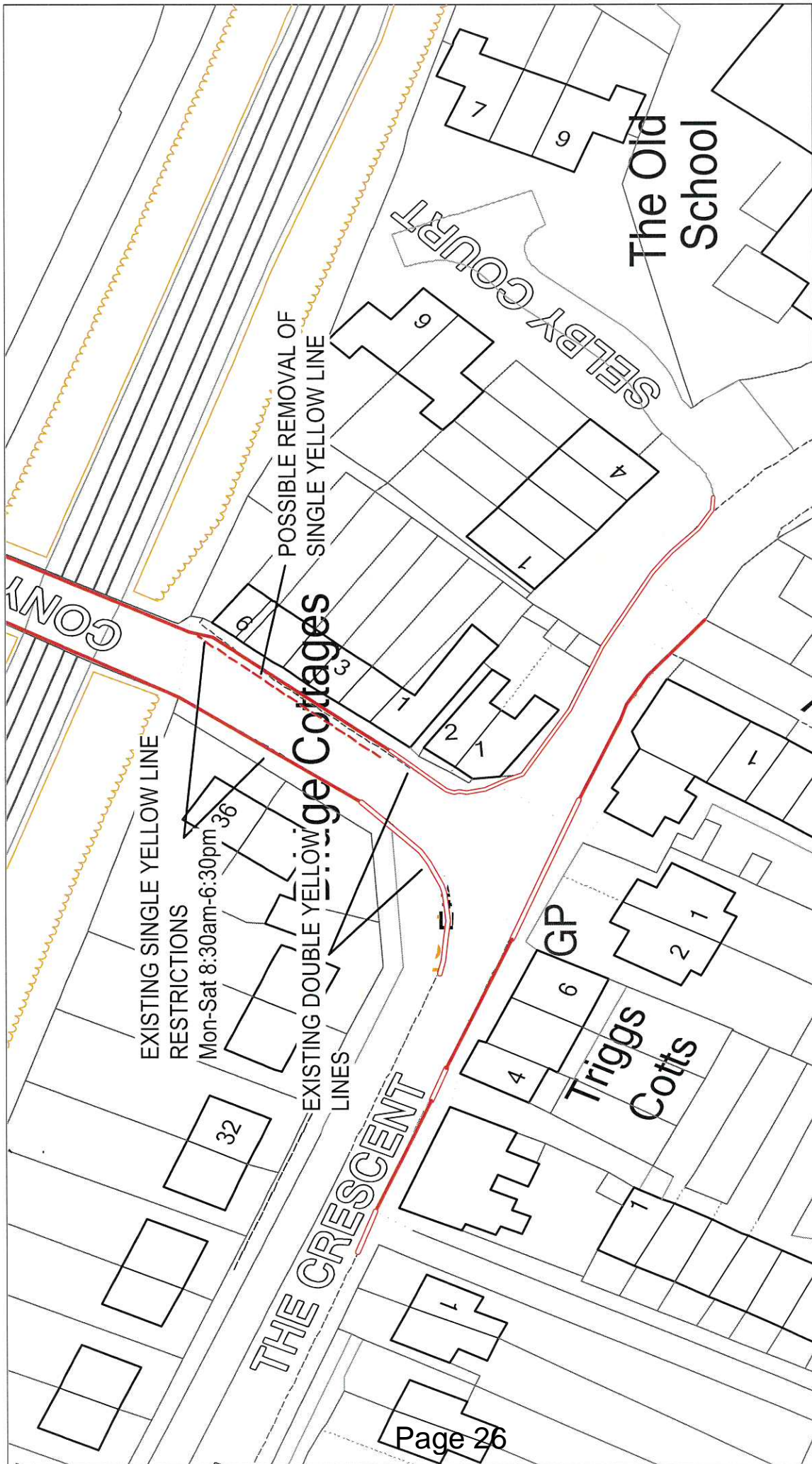
Mike

**Mike Knowles | Seafront & Engineering Manager | Swale Borough Council**

**Web: [www.swale.gov.uk](http://www.swale.gov.uk) | Email: [mikeknowles@swale.gov.uk](mailto:mikeknowles@swale.gov.uk)**

**Call: 01795 417125**

**Swale House, East Street, Sittingbourne, Kent ME10 3HT**



**TEYNHAM PARISH COUNCIL**

Hayley Steel  
(Clerk to the Council)  
Telephone: 01795 487063  
E-mail: parishclerk@teynham.org

251 London Road  
SITTINGBOURNE  
Kent, ME10 1PW

7<sup>th</sup> November 2018

Mr Mike Knowles  
Swale Borough Council

Dear Mr Knowles,

**Waiting Restrictions - Conyer Road/The Crescent, Teynham**

In view of the apparent urgency, your email dated 11<sup>th</sup> October 2108 has been referred to Teynham Parish Councillors on a 'round robin' basis and regrettably they do not support the proposed changes.

Whilst they can sympathise with the petitioners, it is questioned what, if anything, has changed to improve the situation for large vehicles negotiating the corner, since the present waiting restrictions were implemented as the result of the meeting with residents in September 2009. On the negative side there are far more roadside parked vehicles now.

HGVs still need to be to the left of Conyer Road when turning into Lower Road, and the increasing number of parked cars can and do prevent this taking place safely, so the existing lines must remain.

Councillors have watched farm lorries struggle to get around the corner and removal of any yellow lines would create even more difficulties than there are now. Farm vehicles, large camper-vans, industrial lorries, boats for the marinas all struggle at that corner, also on a regular basis resulting, in 'Conyer residents' having to reverse back down the road to allow large vehicles safely, but with difficulties, negotiate the corner.

It is understood that residents would like to park outside their own houses but unfortunately this is made worse by those who also bring home company vehicles, often in the form of vans and/or trucks, as well as having their own private/family vehicles parked on the road.

In spite of the present yellow lines, with cars ignoring them and parking right up to the junction anyway, frequently makes it almost impossible to exit into The Crescent safely.

Clerk to Council

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<b>SWALE JOINT TRANSPORTATION BOARD</b>
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<b>Meeting Date</b>	Monday 4 <sup>th</sup> March 2019
<b>Report Title</b>	Formal Objection to Traffic Regulation Order – Swale Amendment 15
<b>Cabinet Member</b>	Cllr Alan Horton
<b>SMT Lead</b>	Martyn Cassell
<b>Head of Service</b>	Martyn Cassell
<b>Lead Officer</b>	Mike Knowles (SBC)
<b>Classification</b>	Open

<b>Recommendations</b>	Members are asked to note the contents of the report, and recommend that Officers proceed with the proposed installation of double yellow lines on the junction of Terrace Road and Murston Road in Sittingbourne.
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## 1. Purpose of Report and Executive Summary

- 1.1 This report provides details of two formal objections received in relation to the recently advertised Traffic Regulation Order Swale Amendment 15, for amendments to various parking restrictions in the Borough.

## 2. Background

- 2.1 A Traffic Regulation Order has been drafted for various proposed amendments to waiting restrictions in Swale, and a copy of the Traffic Regulation Order, together with the Statement of Reason which summarises the proposals, can be found in Annex A. The proposals included the installation of two short sections of double yellow lines around the junction of Terrace Road and Murston Road in Sittingbourne, following a request from a Local Councillor. A plan of the proposed double yellow lines can be found in Annex B.

## 3. Issue for Decision

- 3.1 The Traffic Regulation Order was formally advertised between 9<sup>th</sup> November 2018 and 30<sup>th</sup> November 2018, and during this time two formal objections were received, both in relation to the proposed double yellow lines on the junction of Terrace Road and Murston Road in Sittingbourne. A copy of the objections received can be found in Annex C.
- 3.2 Both formal objections stated that they felt the proposed double yellow lines would not solve the issue of getting cars into the road (into Terrace Road from A2/Murston Road) and suggested that the corner of the embankment opposite could be

removed and this would solve the issue and give cars more room to manoeuvre into the road. Any amendments to the junction layout would be something for Kent County Council to consider as Highway Authority, and re-aligning the corner would almost certainly require the re-location of the traffic signal post which would result in a substantial cost for the works.

- 3.3 Following the request for parking restrictions from a Local Councillor, Kent County Council’s Traffic Schemes Team were contacted to discuss the issue, and Officers at KCC kindly undertook a sweep path analysis around the junction, taking a line offset 2 metres from the kerblin in Terrace Road to represent parked vehicles. A copy of this sweep path plan and the comments received from Kent County Council can be found in Annex D.
- 3.4 By coincidence, a large Audi four-wheel drive vehicle was recently witnessed trying to complete a left turn manoeuvre into Terrace Road from the A2, and even with no parked cars present had to reverse onto Murston Road to complete the turn. It is therefore acknowledged that the proposed waiting restrictions will not solve all of the issues associated with either driver error or limited turning circles for some vehicles, but should improve the overall situation.
- 3.5 One objector also stated that parking for residents is very difficult and if households have more than one car this can cause even more difficulties with trying to get parked, and for this reason the proposed double yellow lines have been kept to a minimum length.

#### **4. Recommendation**

- 4.1 Members are asked to note the contents of the report, and recommend that Officers proceed with the proposed installation of double yellow lines on the junction of Terrace Road and Murston Road in Sittingbourne.

#### **5. Implications**

<b>Issue</b>	<b>Implications</b>
Corporate Plan	Improving Community Safety through safer Highways.
Financial, Resource and Property	Cost of Installing Double Yellow Lines.
Legal and Statutory	Formal Sealing of Traffic Regulation Order by Kent County Council.
Crime and Disorder	None at this stage.
Risk Management and Health and Safety	None identified at this stage.

Equality and Diversity	None identified at this stage.
Sustainability	None identified at this stage.

## **6. Appendices**

- 6.1 Annex A – Copy of Traffic Regulation Order and Statement of Reason
- Annex B – Plans of Proposed Waiting Restrictions – Terrace Road/Murston Road
- Annex C – Copies of Formal Objections Received
- Annex D – Sweep Path Analysis and Comments from Kent County Council

## **7. Background Papers**

- 7.1 None

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# STATEMENT of REASON



## THE KENT COUNTY COUNCIL (VARIOUS ROADS, BOROUGH OF SWALE) (WAITING RESTRICTIONS AND STREET PARKING PLACES) (AMENDMENT NO.15) ORDER 2018

To improve sightlines and vehicle movements, it is proposed to install a section of double yellow lines on the southwestern side of Swale Way in Sittingbourne, from the junction of Castle Road.

To improve vehicle manoeuvres around the junction, it is proposed to install short sections of double yellow lines on both sides of Terrace Road, Sittingbourne, near the junction of Murston Road.

To assist vehicle movements along Tonge Road in Sittingbourne, it is proposed to extend the existing double yellow lines on the north side of the road, at the Church Road junction, for a short length up to the existing School Keep Clear markings.

Dated 24<sup>th</sup> October 2018

MIKE KNOWLES

**THE KENT COUNTY COUNCIL (VARIOUS ROADS, BOROUGH OF SWALE)  
(WAITING RESTRICTIONS AND STREET PARKING PLACES)  
(AMENDMENT No. 15) ORDER 2018**

The Kent County Council, acting as the local traffic authority and in exercise of its powers under sections 1(1), 2(1) to (3), 3(2), 4(1) and (2), 32(1), 35(1), 45, 46, 49 and 53 of the Road Traffic Regulation Act 1984, ('the Act') and of all other enabling powers, and after consultation with the chief officer of police in accordance with Paragraph 20 of Schedule 9 to the Act, propose to make the following Order:-

A - This Order may be cited as "The Kent County Council (Various Roads, Borough of Swale) (Waiting Restrictions and Street Parking Places) Amendment No.15 Order 2018" ("this Order") and shall come into force on the xx day of xxxxx, 2018.

B - The "Kent County Council (Various Roads, Borough of Swale) (Waiting Restrictions and Street Parking Places) (Consolidation) Order 2016" ("the Order") shall have effect as though -

**In the Schedules to the Order**

**FIRST SCHEDULE**

**Roads in Sittingbourne**

**Swale Way**

The following shall be inserted in the First Schedule (*No Waiting At Any Time*) in the correct alphabetical sequence:

**SWALE WAY**                      On the southwest side from a point 15 metres southeast of the southeastern point of the traffic island east of the Castle Road roundabout, for a distance of 200 metres in a southeasterly direction.

**Terrace Road**

The following shall be inserted in the First Schedule (*No Waiting At Any Time*) in place of the existing entry:

**TERRACE ROAD**                      On both sides

(a) from the junction with Harold Road to a point in line with the boundary of 1/2 Terrace Road;

(b) from the western kerbline of Murston Road, west to a point in line with the eastern building line of 27 Terrace Road.

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## Tonge Road

The following shall be inserted in the First Schedule (*No Waiting At Any Time*) in place of the existing entry:

- TONGE ROAD
- (A) On the west-east arm of Tonge Road.
    - (1) On the northern side
      - (a) from the junction with Church Road east to a point in line with the eastern boundary of 2 Church Road;
      - (b) from a point in line with the boundary of 48/50 Tonge Road to a point in line with the boundary of 52/54 Tonge Road;
      - (c) between points 15 metres west and 17 metres east of the junction with Oak Road;
    - (2) On the southern side
      - (a) from the junction with Church Road to the junction with the north-south arm of Tonge Road;
      - (b) from the eastern kerblines of Wykeham Road, east to a point in line with the boundary of 7/9 Tonge Road;
      - (c) from the western kerblines of Wykeham Road, for a distance of 15 metres in a westerly direction;
  - (B) On the north-south arm of Tonge Road
    - (1) On the eastern side from the junction with Homeview for a distance of 10 metres in a northerly direction.
    - (2) On the western side from the northern junction with west-east arm of Tonge Road to the southern junction with Church Road/Homeview.

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Given under the Common Seal of the Kent County Council

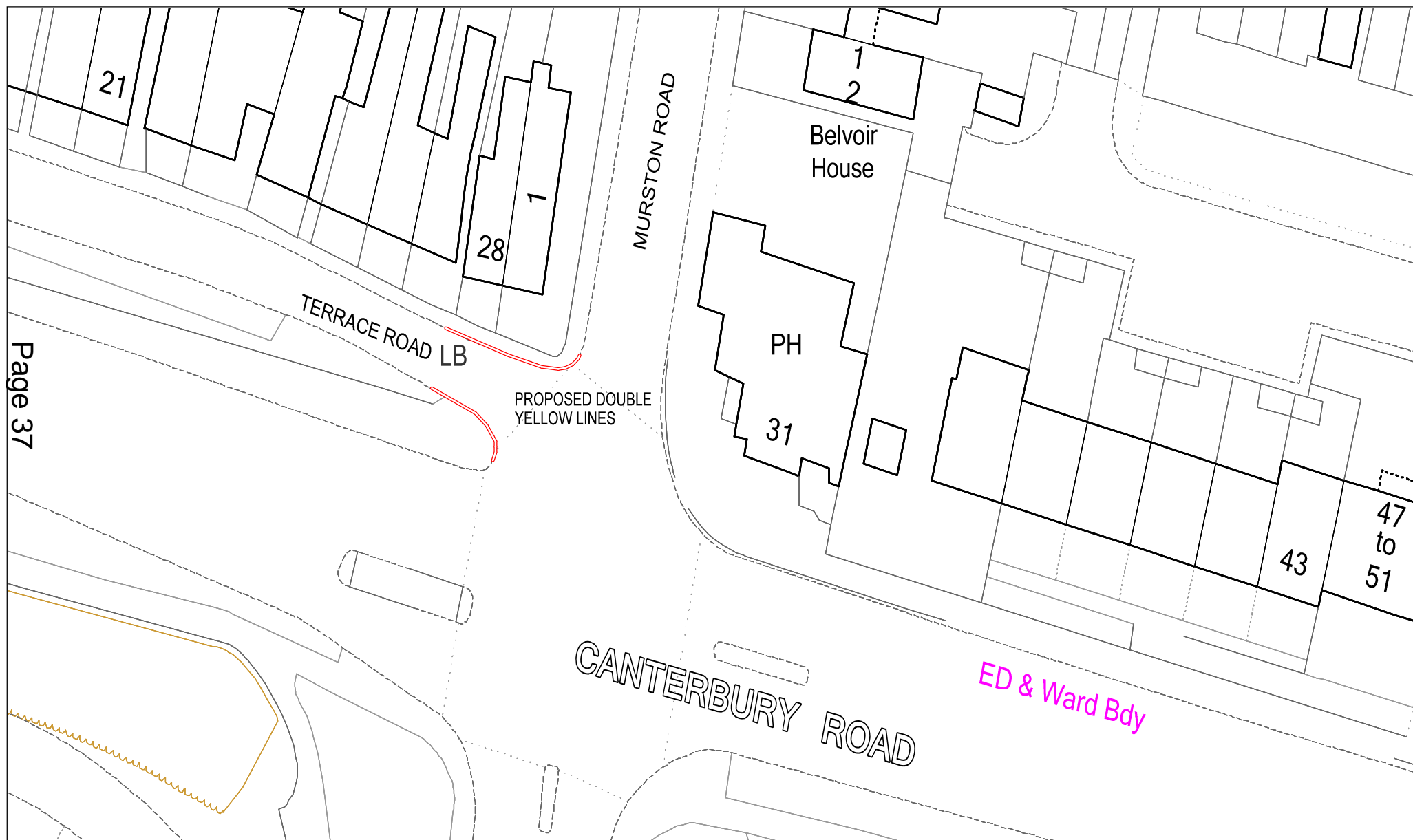
This xx day of xxxxx, 2018

THE COMMON SEAL OF THE  
KENT COUNTY COUNCIL was  
hereunto affixed in the  
presence of:-

Authorised Signatory



Proposed Double Yellow Lines – Terrace Road, Sittingbourne



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FORMAL OBJECTION ①

Terraced Road

Sittingbourne

Kent

ME10 4

To Engineering Team at Swale Borough Council,

I am writing to you regarding the current parking situation on Terrace Road in Sittingbourne and the opposed plans to put double yellow lines on the end of the road.

I feel that these plans to put in double yellow lines would not solve the issue of cars getting into the road. Parking for residents is very difficult and if households have more than 1 car this can cause even more difficulties with trying to get parked.

So therefore I object to the plans of putting double yellow lines at the junction with Murston Road.

I suggest that if you take the corner off the embankment opposite the houses this would solve the issue and give cars more room to manoeuvre into the road.

Yours Faithfully

Formal Objection ②

Terraced Road

Sittingbourne

Kent

ME10

To Engineering Team at Swale Borough Council,

I am writing to you regarding Terrace Road in Sittingbourne and the opposed plans to put double yellow lines on the end of the road.

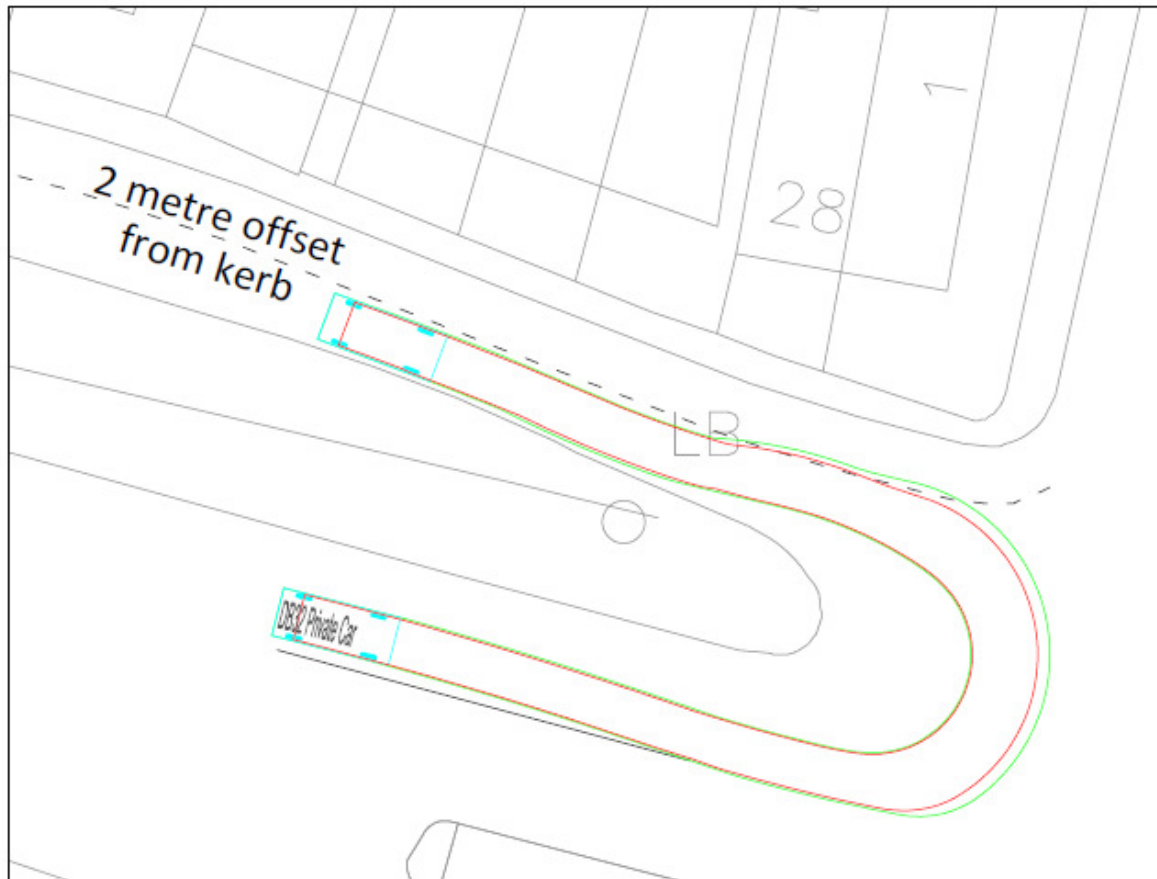
I feel that these plans to put in double yellow lines would not solve the issue of cars getting into the road.

I am objecting to the plans of putting double yellow lines at the junction with Murston Road.

If you take the corner off the embankment opposite the houses this would solve the issue and give cars more room to manoeuvre into the road.

Yours Faithfully

**SWEEP PATH ANALYSIS – TERRACE ROAD/MURSTON ROAD,  
SITTINGBOURNE**



**Comments from Kent County Council's Traffic Schemes Team**

“We’ve just had a very quick look at the swept path of a regular car turning left from lane 1 into Terrace Road. I can’t vouch for the accuracy of the OS base plan and I’ve just taken a 2 metre offset from the northern kerb line. As you can see, it is tight and it assumes that the driver takes the perfect line, doesn’t start to turn too early and parked vehicles are near to the kerb. I don’t think you’d want anything behind the disabled bay.

I’ve just done a search for collisions but there are none associated with this movement so it wouldn’t be a priority for us at the moment. However, I think it is justified if you’re willing to progress waiting restrictions here. We don’t want people reversing back onto a major road.”

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## **HIGHSTED ROAD PROPOSED FOOTWAY, SITTINGBOURNE**

To: **Swale Joint Transportation Board**

By: **Tim Read, Head of Transportation**

Classification: **Unrestricted**

Electoral division: **Sittingbourne South**

Date: **11 February 2019**

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**Summary:** This report summarises previous investigations and development work on proposals to install a footway on Highsted Road between its junctions with Farm Crescent and Swanstree Avenue. It also summarises the results of a public consultation on four options and seeks a recommendation from the Board on any further actions.

### **For Decision**

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#### **1.0 Introduction and background**

- 1.1 Highsted Road is a partly-residential road in Sittingbourne that links Swanstree Avenue with Bell Road. (The road is now divided by Swanstree Avenue and there is a length that continues south of this point but this is not part of this proposal.) For most of its length, it is fronted by residential development with footways on both sides. However, the footway on the southwest side ends at the last property and on the northeast side ends just past Farm Crescent. The road also has vehicular entrances to the Sittingbourne Memorial Hospital site and Highsted Grammar School.
- 1.2 Kent County Council and local elected representatives have regularly received requests from residents and users of Highsted Road for a footway on this section. At present, pedestrians must either walk in the carriageway or take a much longer route via Brenchley Road and Bell Road or the Rectory Road estate.
- 1.3 Along the length of Highsted Road concerned, the highway verge on the west side is too narrow to accommodate a footway. On the east side, whereas there is a large grass verge, highway rights only exist over a narrow strip adjacent to the edge of carriageway.
- 1.4 In 2014, the County Council investigated two options to install a footway on one side of the road:

1.4.1 A footway on the west side adjacent to the carriageway. This option would have required the acquisition of a strip of school land, the removal of several mature trees and the relocation of the full length of security fencing. An outline price was calculated at £108,000 at 2013/14 prices. The County Council did not progress this option as this was not affordable and the school was not willing to release any land in its ownership due to potential development opportunities.

1.4.2 A footway on the east side adjacent to the carriageway. This option would have required the acquisition of a strip comprising multiple parcels of land from residential properties in Haysel. Due to the configuration of the land parcels, if one or more parcels were unavailable, a continuous footway would not be possible. The County Council wrote to all homeowners concerned in 2014 asking whether (a) they supported the proposed footway and (b) if they were willing to dedicate their land to become highway maintainable at public expense. Some of the owners did not support the scheme or could not give unconditional assistance in relation to the scheme. Therefore, the County Council could not progress this option.

1.5 As any option requiring land outside of the existing highway is not available for the scheme, the County Council has now investigated whether there are options to provide a separate footway within the extent of the existing highway.

## **2.0 Current proposal**

2.1 The existing carriageway between Farm Crescent and Swanstree Avenue varies in width between 5 and 6.5 metres. The preferred width of a footway is 1.8 metres and the absolute minimum acceptable would be 1.2 metres. However, depending on the speed and volume of adjacent traffic, a greater width may be appropriate for pedestrians to be safe and comfortable. Given the current relatively narrow carriageway, any reduction in width will prevent two-way flow of traffic on this length. For this reason, any conversion of carriageway to footway would necessitate the removal of traffic in one or both directions.

2.2 Collision data for Highsted Road and its junctions has been investigated. For the last three years for which data is available (to 30 September 2018), there have been no collisions recorded for Highsted Road itself nor its junction with Swanstree Avenue. There was one collision recorded at the junction of Highsted Road with Bell Road. Therefore, the collision data alone does not provide justification for making changes to the highway.

2.3 The County Council has developed three footway options for public consultation:

### Option 1 – Southbound traffic only

This option would only allow general traffic to proceed from north-to-south between Farm Crescent and Swanstree Avenue. A new 1.8-metre-wide footway would be constructed on the eastern side of the road for the full length with the remaining road being at least 3.25 metres wide throughout.



### Option 2 – Northbound traffic only

This option would only allow general traffic to proceed from south-to-north between Swanstree Avenue and Farm Crescent. A new 1.8-metre-wide footway would be constructed on the eastern side of the road for the full length with the remaining road being at least 3.25 metres wide throughout.

### Option 3 – Closure to all traffic except cycles

This option would prevent drivers of all vehicles except for cyclists from being able to use the road between Farm Crescent and Swanstree Avenue. No separate footway would be provided but pedestrians and cyclists would be able to use the full width of the existing road without other traffic. Cyclists would be able to leave and join the main carriageway at either end or the existing shared use path on Swanstree Avenue.

In addition, Option 4 – no change - has been included in the consultation to allow a comparison to be made.

- 2.4 The County Council commissioned a Stage 1 road safety audit on Options 1-3 before these were finalised for consultation. No changes were made to the outline designs as a result of this audit.
- 2.5 The County Council undertook an Equalities Impact Assessment on Options 1-3, which identified two potentially negative impacts that could not be removed or mitigated:
  - 2.5.1 Highsted Road has street lighting but this length is not overlooked by any residential properties. Antisocial behaviour and fear of crime could discourage some from using this route outside of peak hours and especially at night, especially with reduced flows of vehicular traffic along the road for Options 1 to 3. Options 1 and 2 would be slightly better in this respect as they would retain a throughflow of traffic throughout the day whereas Option 3 removes all motorised traffic. Other than actions to encourage greater usage of the route throughout the day, there are no obvious options within the control of the highway authority to discourage antisocial behaviour and increase passive surveillance of the route as this would involve off-highway land use change.
  - 2.5.2 Option 3 proposes a single surface shared between pedestrians and cyclists. Tactile and visual elements at either end of the new route will prevent pedestrians from accidentally stepping into an area with motorised traffic. However, some disabled people are reluctant to share with cyclists due to perceived risk of conflict. Shared use paths without separate provision for pedestrians have been used in many other locations without problems, including nearby on Swanstree Avenue. Department for Transport guidance (such as Local Transport Note 1/12 Shared Use Routes for Pedestrians and Cyclists) sets out best practice on how to provide shared use facilities without

compromising the safety of disabled pedestrians and this will be used to inform the detailed design. The 5 metre wide carriageway and the relatively low numbers of expected pedestrians and cyclists mean that the potential for conflict is very low in comparison to a town centre location, for example. A continuous raised kerb will be provided along the east side to give people with visual impairments a definite boundary to follow.

### **3.0 Consultation**

3.1 The County Council carried out a consultation exercise with residents and elected representatives at the end of 2018:

3.1.1 Consultation leaflets<sup>1</sup> with the questionnaire were delivered to approximately 250 addresses on Highsted Road and adjacent roads on 30 November 2018. The leaflet contained details of the proposals along with an outline design for each Option. Residents were invited to respond on or before 13 January 2019;

3.1.2 The consultation leaflet was also available to view on the County Council's website, where respondents could also complete an online version of the questionnaire. This was originally planned to be open until 13 January but was extended to 18 January to allow younger people to respond following a planned Swale Youth Forum meeting earlier that week;

3.1.3 The following individuals and organisations were also briefed on the consultation and asked to publicise it as appropriate: local County Member; local district councillors; South Avenue Primary, Fulston Manor and Highsted Grammar Schools; medical facilities on the Sittingbourne Memorial Hospital site; the local branch of Age Concern; and Swale Community & Voluntary Services.

3.2 The public consultation sought peoples' views on the outline Options presented. Options 1 to 3 would all require a traffic regulation order and further formal consultation.

3.3 By the closing date for consultation, the County Council had received 140 completed questionnaires (online and paper copies). A summary of the responses is included in Appendix 1.

### **4.0 Discussion and member comments**

4.1 Based on the number of properties directly affected (approximately 250), 140 responses represent a good response rate. However, in comparison to ward level data, there could be an underrepresentation of females of 60 years and older and under 35 year old males and females. In particular, no respondents

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<sup>1</sup> The consultation leaflet contained an error in its description of the current restrictions at the junction of Highsted Road with Swanstree Avenue. At present, a traffic regulation order and physical measures prevent drivers from turning right in from Swanstree Avenue. There is no restriction on drivers turning out from Highsted Road and it was wrong to state this in the consultation leaflet.

identified as under 16 year old males or under 24 year old females. Given the presence of the local schools on the road and previous representations from local school students, their absence from the results is disappointing.

- 4.2 As part of the questionnaire, for each Option respondents were asked whether (a) this was their preferred option, (b) this was not their preferred Option but they would support it or (c) they did not support this Option. Whereas there is still a strong desire for a footway, every one of the proposed Options (from 1-3) had objections from more than 60% of respondents. Option 1 (southbound traffic only) gained the highest level of support, with 31 respondents stating it as their preferred Option and 26 further respondents prepared to support it.
- 4.3 Many residents stated their concern that Options 1-3 could result in congestion on other roads and junctions in the area. Some residents stated that the removal of their ability to drive in both directions would not be acceptable to them.
- 4.4 For each Option, respondents were also asked whether they would walk or cycle more if implemented. Based on the responses given, Option 3 (closure to all traffic except cycles) would encourage the most people to cycle or walk more. All Options (1-3) would have a positive effect on people walking. Option 2, however, would result in more people choosing to cycle less than would be gained by others who would cycle more.
- 4.5 Many respondents promoted the idea of acquiring land either to the east or west of the road as their preferred option. However, as outlined above, the County Council has previously investigated these options and they have been discounted.
- 4.6 If Board members were minded to recommend progressing a footway scheme, Option 3 (closure to all traffic except cycles) provides the most potential benefit in terms of increased uptake of walking and cycling. However, given the lack of consensus on any individual Option, it is recommended that no further action is taken. Lack of support at this initial stage does not suggest that this is a desirable scheme for residents overall and is likely to indicate many objections to a formal traffic order.

## **5.0 Recommendation**

- 5.1 It is recommended that no further action is taken.

Contact Officer:	Paul Brand
Reporting to:	Tim Read – Head of Transportation

***Appendices***

Appendix 1 – Summary of results from the public consultation.

***Background Papers***

None

## Appendix 1 – Summary of results from the public consultation

Graph 1 – Age profile of respondents compared to Woodstock ward<sup>2</sup>.

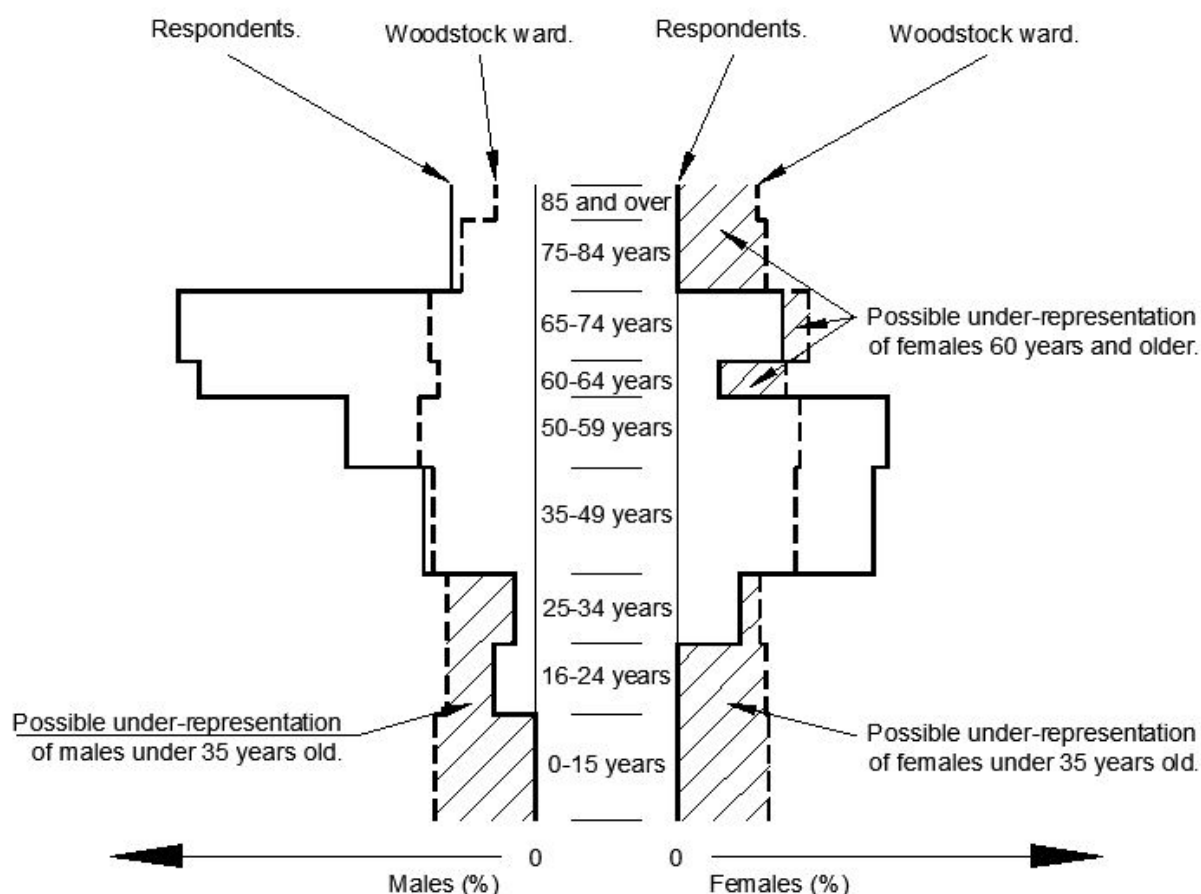


Table 1 – About the respondents and the organisations that they represent

	Numbers
As a local resident of Highsted Road, Grayshott Close, Kestrel Close, The Finches, Farm Crescent, Pond Drive or Haysel.	100
As a visitor to Highsted Road, Grayshott Close, Kestrel Close, The Finches, Farm Crescent, Pond Drive or Haysel.	17
As a visitor to Sittingbourne Memorial Hospital, Memorial Medical Centre or another facility on this site.	3
As an employee of Sittingbourne Memorial Hospital, Memorial Medical Centre or another facility on this site.	0
As a visitor to Highsted Grammar School.	1
As a parent or guardian of a student attending Highsted Grammar School.	3
As a student at Highsted Grammar School.	0
As an employee of Highsted Grammar School.	0
As a representative of a local community group or residents' association.	0
As a representative of an educational establishment, such as a school or	0

<sup>2</sup> Ward population and questionnaire responses have been standardised, i.e. total male and female population will add up to 100% in each case. Ward population source: 2017 Mid Year Estimates, The Office of National Statistics, © Crown Copyright.

college.	
As a representative of a parish, town or borough council in an official capacity.	2
As a parish, town or district councillor or county member.	1
As a local business owner.	2
As a representative of a charity, voluntary or community sector organisation.	1

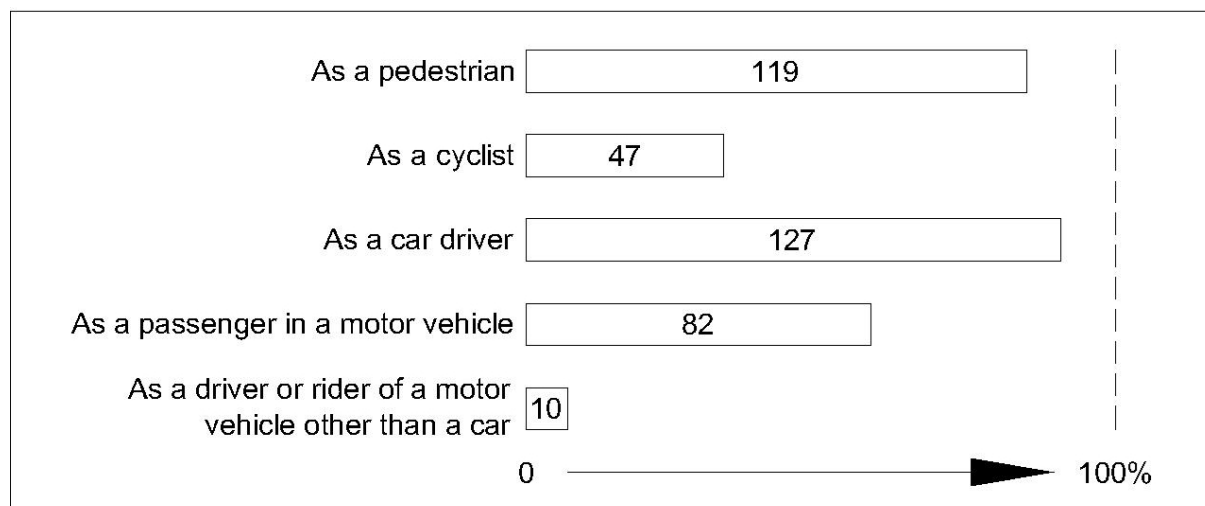
In addition to the above, separate letters and emails were received from the following:

- Milstead Parish Council;
- The Sittingbourne Society;
- A Swale Borough Councillor for the area;

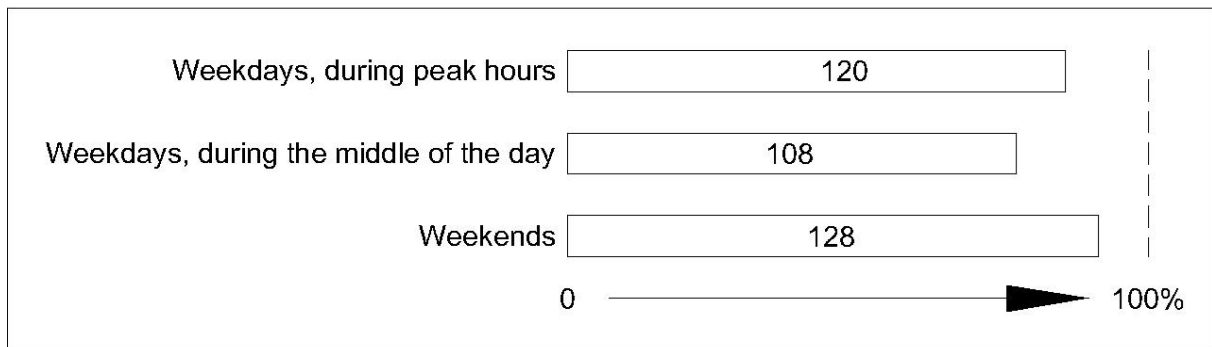
Table 3 – Respondents who considered themselves to be disabled as set out in the Equality Act 2010

Disabled		Not disabled	Preferred not to say
3		103	3
of which:			
2	Longstanding illness or health condition or epilepsy;		
1	Physical impairment;		
1	Sensory impairment (hearing, sight or both)		
0	Mental health condition;		
0	Learning disability;		
0	Preferred not to say.		

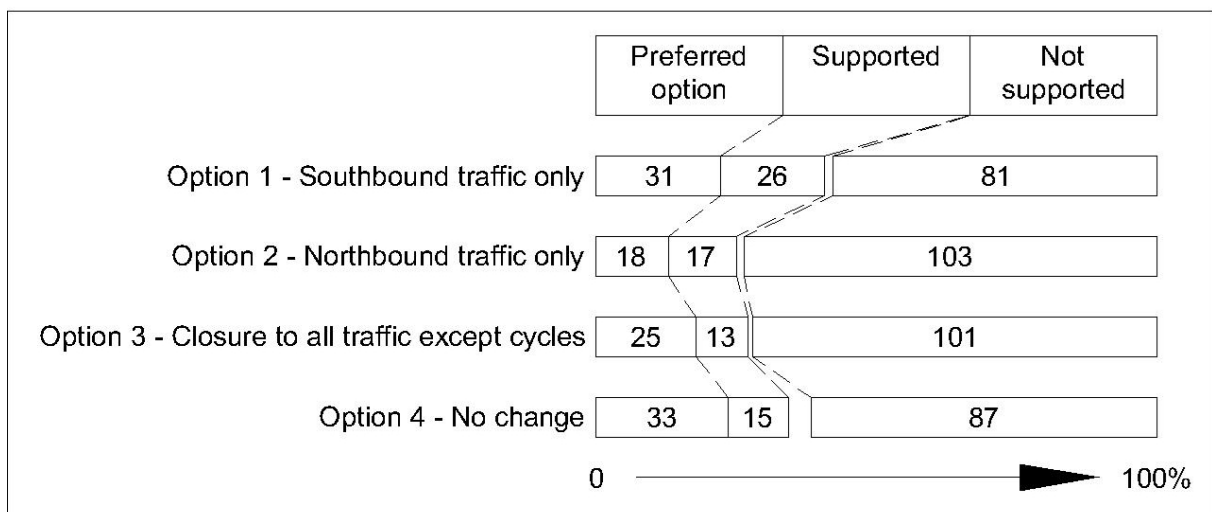
Graph 2 – How respondents currently travel along Highsted Road.



Graph 3 – What times respondents usually travelled along Highsted Road



Graph 4 – Stated preferences on each of the Options



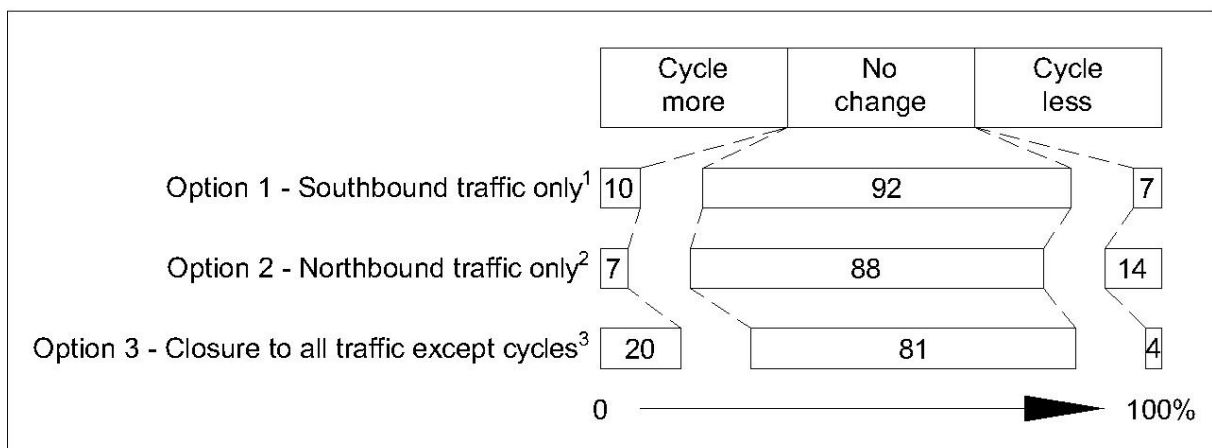
Graph 5 – Stated effect on cycling activity for each Option

Notes:

<sup>1</sup> Of those who would cycle more, 9 were already cycling on Highsted Road and 1 would be a new user;

<sup>2</sup> Of those who would cycle more, all were already cycling on Highsted Road;

<sup>3</sup> Of those who would cycle more, 22 were already cycling on Highsted Road and 5 would be new users.



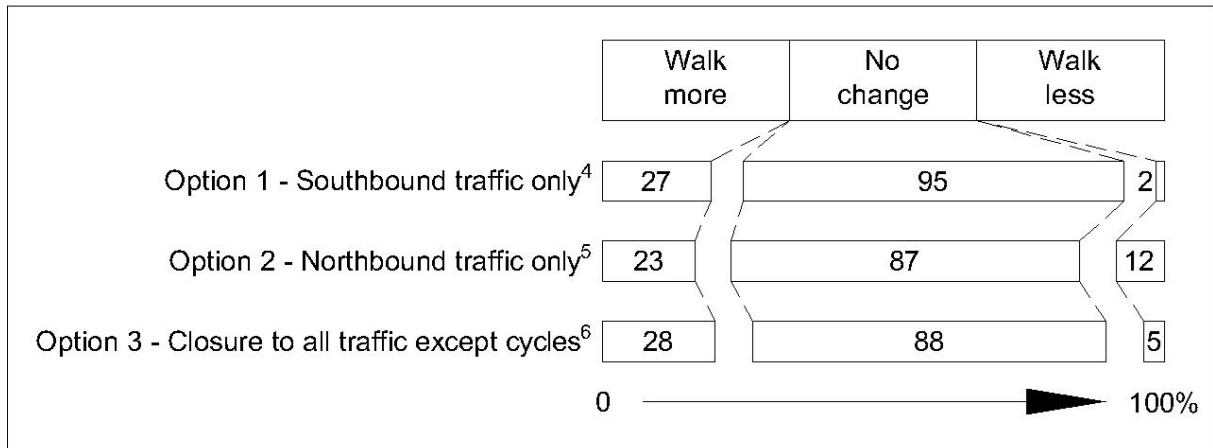
Graph 6 – Stated effect on walking activity for each Option

Notes

<sup>4</sup> Of those who would walk more, 22 were already walking on Highsted Road and 5 would be new users;

<sup>5</sup> Of those who would walk more, 19 were already walking on Highsted Road and 4 would be new users;

<sup>6</sup> Of those who would walk more, 24 were already walking on Highsted Road and 4 would be new users.





## A2/A251 Update

To: **(Swale Joint Transportation Board – 4<sup>th</sup> March 2019)**

Main Portfolio Area: **Growth, Environment & Transport**

By: **Simon Jones, Director of Highways, Transportation & Waste**

Classification: **For Information**

Ward: **Watling**

Division: **Faversham**

**Summary: Update report on the completed studies of the A2/A251 and A2/B2041 junctions**

### 1.0 Introduction and Background

#### 1. Introduction

1.1 This report is intended to provide members with an update on studies that the County Council have commissioned for the A2/A251 and A2/B2041 junctions. Two studies have been completed last year, one evaluating the performance of the previously presented roundabout and traffic light scheme designs in respect of the cumulative local plan and recently committed growth. The second study looked at the feasibility of evolving design options that would cater for full local plan build out and growth up to 2031.

#### 2.0 Base conditions survey

2.1 Manual classified turning counts were completed at the junctions of The Mall/A2 and A251/A2 on Tuesday 13<sup>th</sup> March 2018 from 7AM. Automatic Traffic Counts were also completed on the A251 and A2, close to the junction, between Friday 23<sup>rd</sup> February and Tuesday 13<sup>th</sup> March 2018. Data for the weekends and those dates in February that were affected by wintery weather were removed so that the evidence represented the average weekday flows.

2.2 The AM and PM peaks for the junctions were identified as 07:15 to 08:15 and 16:30 to 17:30 respectively.

2.3 The following table shows the current flows on the A2 and A251:

<b>2018</b>	A2 E/bound	A2 W/bound	A251 N/bound	A251 S/bound
AM	1185	1121	457	666
PM	1110	1109	493	481

2.4 The results above have been compared to those submitted by the Perry Court application and counts completed at the same junction in 2013.

<b>2013</b>	A2 E/bound	A2 W/bound	A251 N/bound	A251 S/bound
AM	1129	1158	457	552
PM	1201	1167	493	425

2.5 The analysis therefore shows that the A2 has had a slight increase in the AM peak and a slight decrease in the PM compared to the 2013 data. Similarly, a review comparing the A251 flows has been undertaken. This comparison showed that no change had occurred on the Northbound movements despite continued growth in Ashford. In the AM a 7%

increase has occurred on the Southbound A251 traffic flows compared to the 2013 data. The PM A251 Southbound flows are again however, only showing very slight increases.

- 2.6 Unsurprisingly the analysis confirmed that all arms of the A2/A251 junction, other than the A2 Eastern arm, are operating over capacity in the AM peak with the A251 showing worst performance. The B2041/A2 junction was largely showing to operate within capacity other than right turn movements into the B2041 in the PM where the demand is greater than the available space in the right turn lane.
- 2.7 In summary, the analysis shows that flows of traffic for 2018 are very similar to those that occurred in 2013 with negligible growth occurring. This is not altogether unsurprising as whilst planning consents have been granted, build out of those sites is very limited.

### **3.0 Future conditions study of the previously proposed roundabout and traffic light scheme**

- 3.1 Analysis was then completed allowing for all those sites currently committed in Faversham and the wider expected Local Plan growth at dates of 2020 and 2031. Both previously proposed improvement schemes have been tested against those expected traffic flows.

- 3.2 The previously proposed schemes are demonstrated at Appendices A and B and include the following two options.

Option 1 – A potential roundabout layout for the A2/A251 junction, complete with a revision to the A2/B2041 T-junction banning right turn movements out of the B2041 and Preston Grove. The expected cost for this scheme had previously been estimated at £1.1m.

Option 2 – A potential signalised layout for the A2/A251 junction. The expected cost for this scheme had previously been estimated at £800,000.

- 3.3 Option 1 Assessment – The assessment shows that this option would operate above capacity in the AM peak and near capacity in the PM peak by 2020. It does however show a relative improvement in performance when compared to the existing layout. There would be notable improvements seen on the A2 West arm and A251, however considerable queuing would be expected to develop on the A2 Eastern arm which currently largely flows unimpeded. The assessment found that the amendments to the B2041 junction would offer no benefit when compared to the current layout. It was further noted by the consultant that the performance of this option could be improved through the provision of a two-lane merge exit on the A2 West, as this would allow A2 East traffic to use both lanes of the approach. The option is found to operate above capacity in 2031 with significant queues developing.
- 3.4 Option 2 Assessment – The assessment shows that with the signals in place the junction would operate with available capacity at 2020 in both the AM and PM peaks. This shows a more marked improvement than the current layout. At 2031 the results suggest that the junction would be well over capacity with significant queues forming on the A2. This option includes an additional benefit to pedestrians through the introduction of controlled crossings.

- 3.5 Summary –

Option 1 offers some benefit in the short term but no benefit to the operation of The Mall. Longer term however, this option is also unable to cope with the expected demand.

Option 2 would appear to offer more immediate relief in the short to medium term and is able to deliver benefits for pedestrian movement. Longer term this option becomes far less efficient and unable to cope with future demand. The inter-peak journey times would have some increases following the introduction of signals.

It should be clarified that the junction testing performed in the study for the 2020 analysis includes full growth which would have assumed some build out of those sites in the Faversham area that were included in the local plan. As mentioned earlier in the report, growth between 2013 and 2018 has been negligible and it should therefore be expected that the 2020 performance of both options would be better than has been reported.

In conclusion, the study finds that the signalised option would offer the greater performance in the short to medium term during the peak hours whilst having additional benefits for pedestrians.

### **4.0 Feasibility study**

- 4.1 A second study on the junction was then commissioned latterly in 2018 to review options that could meet with Local Plan needs of both the A2/A251 and A2/B2041 junctions. This

study is now complete and reviewed two further options, looking at much larger signalised and roundabout schemes. As landowner negotiations have not commenced it would not be appropriate to place the drawings into the public domain. Members will however be informed of the preferred option as soon as meetings have taken place with the affected landowners. It can be stated that, of the two further options reviewed, it was the roundabout option that operated with spare capacity in a 2031 full local plan build out scenario.

- 4.2 The cost of the 2031 scheme is however in excess of what could be reasonably secured from development alone. The scheme would also involve land negotiations as alluded to in the above section. A Local Plan scheme is clearly unlikely to be delivered in the immediate future, being reliant on a currently unidentified grant and successful land acquisition.

## 5.0 Next steps

- 5.1 Landowner negotiations will be undertaken with those affected by the potential 2031 Local Plan scheme. Once these are underway a report will be taken back to the next meeting of this JTB to demonstrate the two proposed 2031 schemes. The next report will be for consideration of a recommended approach.

## 6.0 Legal implications

- 6.1 No update on the legal implications is provided at this time.

## 7.0 Conclusions

- 5.1 This report is for information only and no conclusions are included.

## 8.0 Recommendations

- 6.1 This report is for information only and no recommendations are included.

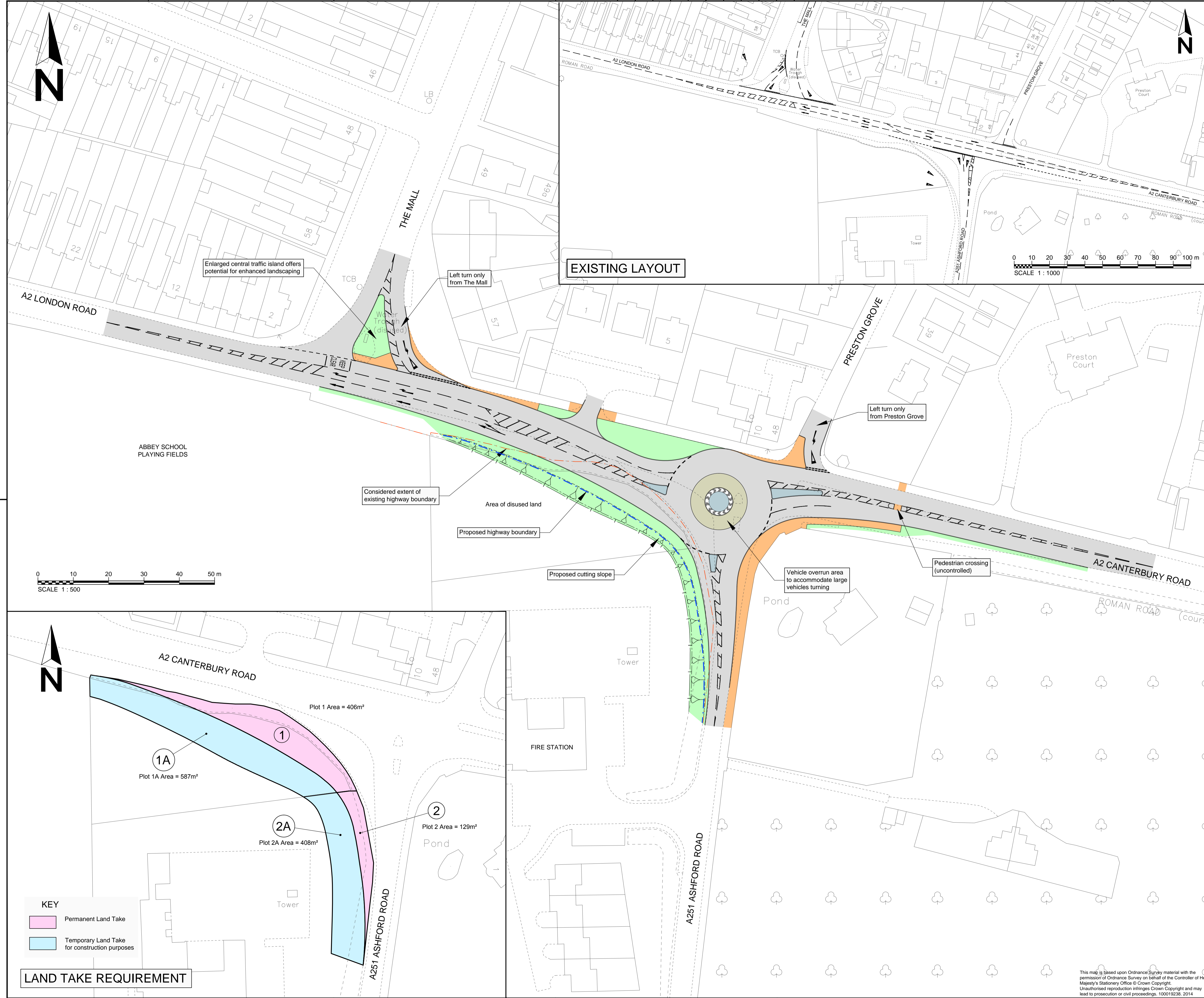
Future Meeting if applicable:	Date:
-------------------------------	-------

Contact Officer:	Colin Finch
Reporting to:	Simon Jones – Director of Highways, Transportation & Waste

## ***Annex List***

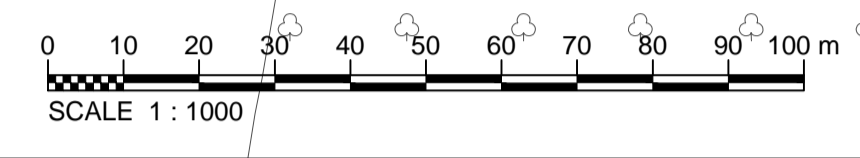
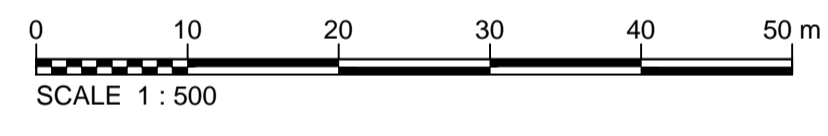
<i>Annex A</i>	<i>Previously Proposed Roundabout Junction Scheme</i>
<i>Annex B</i>	<i>Previously Proposed Signalised Junction Scheme</i>

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**KEY**

- Carriageway Improvement
- Verge / Earthworks / Landscaping
- New / Widened Footway
- Vehicle Overrun Area
- Non Pedestrian Hardstanding
- Block Paving Detail (20° slope) (Chevron)
- 1.8m high Chain Link Fencing



1	Existing Layout Inset added. Scheme Plan coloured & Plots 1A & 2A added	MIM	MIM	05-02-14
Rev	Revision details	Chkd	Appd	Date
Drawn:	TMW	Preliminary		
Design:		For comment		✓
Chkd:	MIM	For tender		
Appd:	MIM	For construction		
Date:	17 January 2014	As constructed		
		For Consultation		

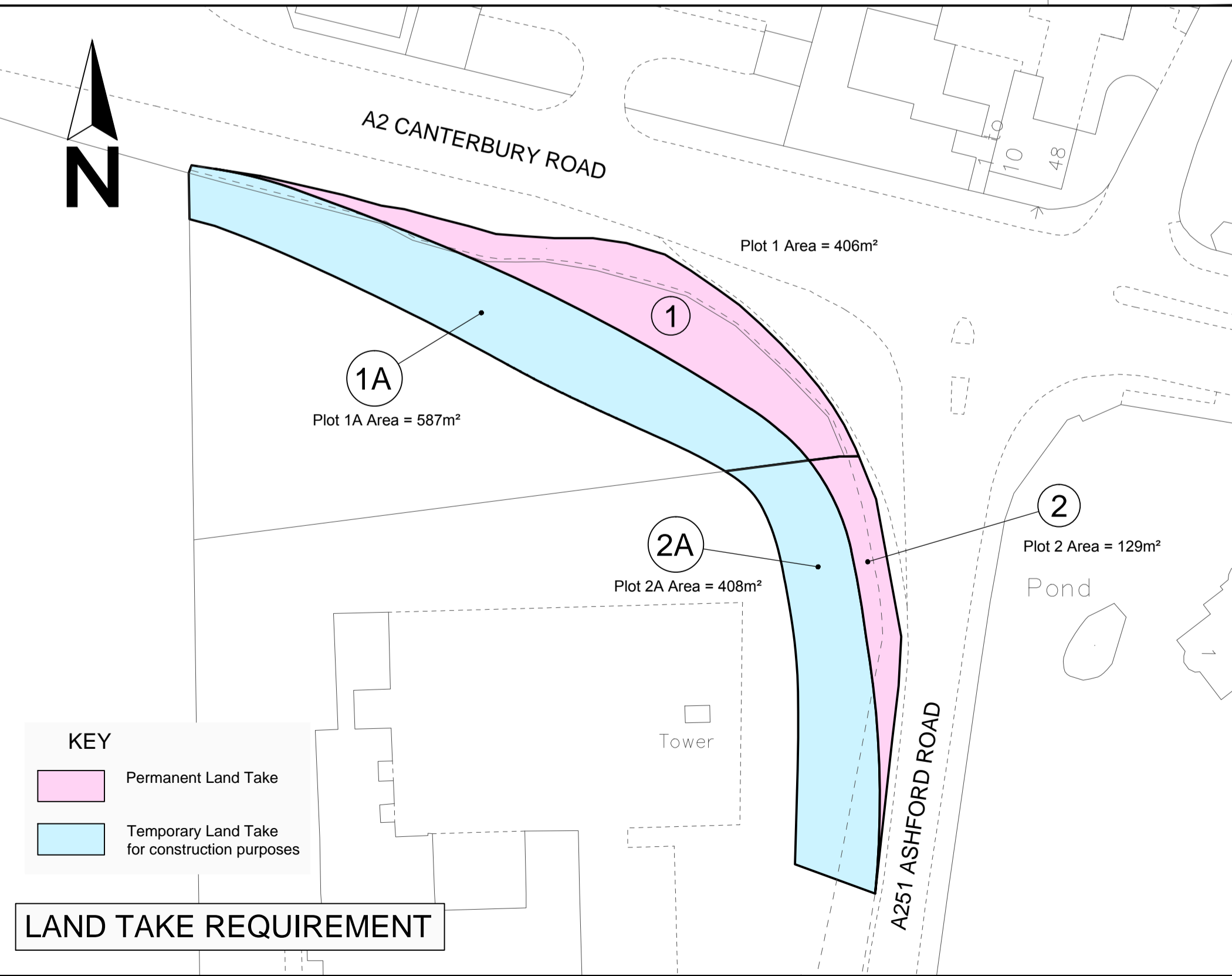


Client  
**A2/A251 Junction Improvement**  
**Faversham Annex A**

Drawing Title  
**Proposed Roundabout Scheme Plan**

Original Drawing Size : A1 Dimensions : -  
 Scale : 1:500 Copyright © Amey

Drawing No  
**4300161/000/01** Rev **1**



**KEY**

- Permanent Land Take
- Temporary Land Take for construction purposes

**LAND TAKE REQUIREMENT**

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**Key**

- Junction box 550 mm depth (with under kerb ducts)
- Junction pit 900 mm depth (no under kerb ducts)
- Junction pit 900 mm depth (with under kerb ducts)
- Duct FW/1 100 mm dia
- Duct FW/3 100 mm dia
- Duct FW/4 100 mm dia
- Duct FW/5 100 mm dia
- Duct CW/3 100 mm dia
- Duct CW/4 100 mm dia
- Duct CW/5 100 mm dia
- Traffic signal controller cabinet
- Electricity supply pillar
- BT termination pillar
- Vehicle detector loop and identity
- Primary traffic signal and pole
- Secondary traffic signal and pole
- Pedestrian push button unit with tactile cone
- Puffin pedestrian signal with push button
- Microwave vehicle detector
- Pedestrian on crossing detector
- Visual pedestrian presence detector
- Photo electric cell
- Layout of blister tactile surface modules (red)
- Roadstuds
- Existing lighting column
- Guardrail type PG/1 - HV (staggered infill bars)
- Kerb/footway alignment - existing to be removed
- Kerb/footway alignment - proposed
- HFS (All HFS to be coloured Dark Grey or Black)
- Traffic bollard (keep left)

**Notes - Civil Engineering Contractor**

This drawing is based on Ordnance Survey digital data supplemented by additional base detail measured on site.

High Friction Surface (HFS) shall extend 50m in advance of the stopline on each approach. The HFS shall extend to the first row of pedestrian studs beyond the stopline. All HFS is to be coloured dark grey or black.

This drawing shall be read in conjunction with KCC Standard Details:-  
 KCC/SD/400/002 - Pedestrian guardrail.  
 KCC/SD/500/020 to 025 - Ducting, Junction Pits and Junction Boxes.  
 KCC/SD/1100/007 Rev A - Layout of Signal Controlled Pedestrian Crossing Points.  
 KCC/SD/1200/007 Rev A - Traffic Signal Controller Cabinet Installation.  
 KCC/SD/1200/008 Rev A - Feeder Pillars.  
 KCC/SD/1200/009 Rev B - Traffic Signal Pole Retention Socket.

This drawing shall be read in conjunction with the Contract Specification Appendices:  
 Appendix 5/2 - Service Duct requirements.  
 Appendix 12/3 - Traffic Signs: Studs.  
 Appendix 12/5 - Traffic Signs: Traffic Signals.  
 Appendix 14/5 - Electrical Equipment.

Crossing width between road crossing studs = 3.2m.  
 Stop line to nearest stud line = 3.0m.  
 Stop line to traffic signal pole = 2.5m.

All traffic signal poles should be installed 0.8m from the edge of the carriageway (except poles numbers 2, 12 and 13 which will be installed as shown).

All traffic signal poles are to be installed in NAL retention sockets.  
 All proposed lining details are to be implemented in accordance with the TSRGD (latest revision) and are to tie into the existing lining details.

Ducting shall be adjusted locally to avoid existing Statutory Undertakers Plant.

The details of any existing services shown on this drawing are based upon information supplied by the statutory bodies and other authorities concerned. The accuracy of this information cannot be guaranteed and the presence of other apparatus, in particular service connections to individual properties, should be expected.

Rev	Revision Date	Purpose of revision	Drawn	Checked	Approved
0	15/02/2017	FIRST ISSUE	PT	AWM	TB



**Kent County Council**  
 Ashford Highway Depot  
 Henwood Industrial Estate  
 Ashford TN24 8AD  
 Tel: 08458 247 800

Project: **Proposed Traffic Signal Junction**

Drawing title: **A2 Canterbury Road / A251 Ashford Road Faversham Annex B Site Ref: TBC**

Drawing status: **DRAFT**

Scale: **1:250 at A1 Do not scale**

Drawing number: **KCC/ITS/2017/0107/S/1** Rev: **0**

This drawing is not to be used in whole or part other than for the intended purpose and project as defined on this drawing. Refer to the contract for full terms and conditions.

**Notes - Traffic Signal Contractor**

Technical Specification for Traffic Signal Equipment  
 Proposed Traffic Signal Controlled Junction  
 A2 Canterbury Road / A251 Ashford Road, Faversham

The site is located at map reference Eastings = 601457.86 & Northings = 160565.27

All traffic signal control equipment shall comply with the Kent County Council (KCC) Traffic Systems General Specification Issue 5.1. This specification has been pre-issued to the three traffic signal companies designated as Approved Traffic System Contractors for Kent County Council.

Where the signal company proposes to depart from compliance, either because they cannot meet a requirement of a KCC clause or the requirements of a constituent specification, then details of the proposed departure(s) must be made clear when the quotation is received. The significance of the departure(s) will then be taken into account when quotations are assessed.

The supply of all traffic signal heads shall be accompanied by evidence that the equipment has been independently verified for conformity with BS EN 12368 in accordance with the requirements of the Traffic Signs Regulations and General Directions 2016.

All signal heads (vehicle and pedestrian) and push button units shall be of the LED type. The quotation should include an estimate of the anticipated power consumption.

The traffic signal controller shall be of the ELV type. The controller root shall be galvanised. The controller cabinet shall be coloured grey.

The controller root shall be clearly marked with the finished ground level to assist the civil engineering contractor during installation.

A Method Statement shall be supplied detailing the proposed installation procedure at this site.

The traffic signal equipment and layout is shown on Drawing No. KCC/ITS/2017/0107/S/1.

All traffic signal poles are to be coloured grey. All poles are to be full length 4.2m long poles, with the exception of Pole No. 9, which is to be a short 2.4m (push button only) pole.

On crossing detectors are required on Pole Nos. 3, 6, 8 and 10. The detectors shall be KCC approved microwave units.

Visual kerbside detectors are required on Pole Nos. 4, 6, 7 and 10. The detectors may be KCC approved stereoscopic units (used in full stereo) or alternatively the detectors may be KCC approved radar units.

Tactile indicators are required on all push button units (Pole Nos. 3, 4, 5, 6, 7, 8, 9 and 10).

No Right Turn box signs are to be provided on Pole Nos 5 and 6.

A hurry call demand unit to call stage 3 is to be provided for the fire station located on Ashford Road.

All signal hoods shall be of the primary type unless otherwise shown.

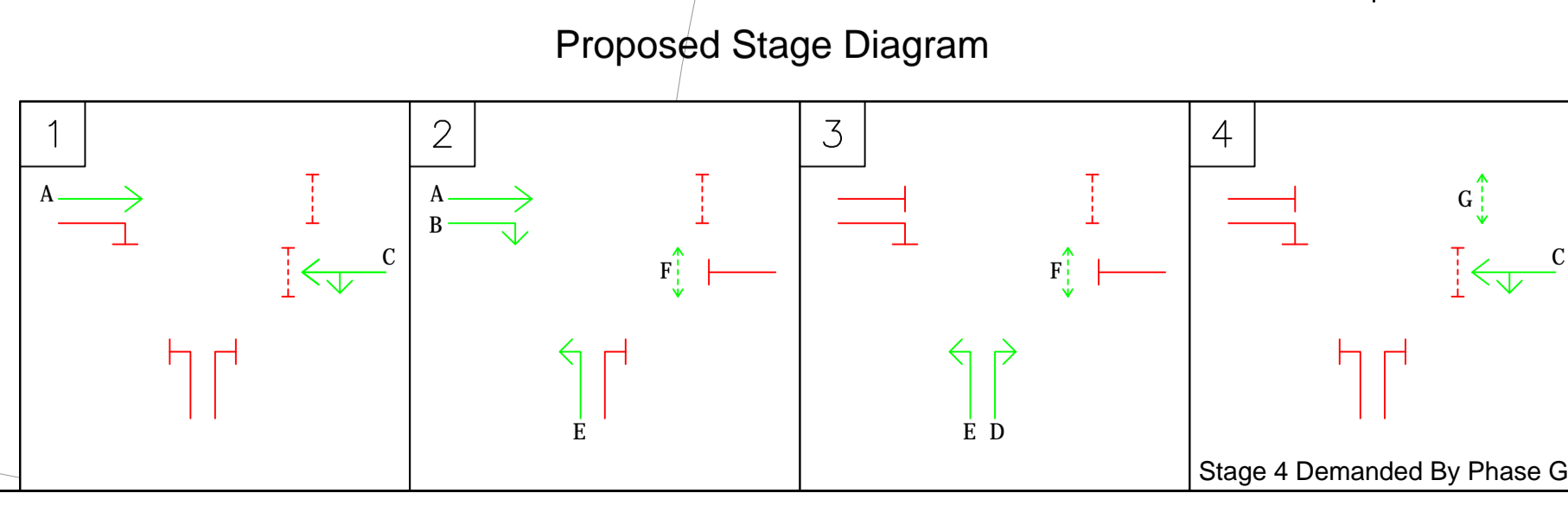
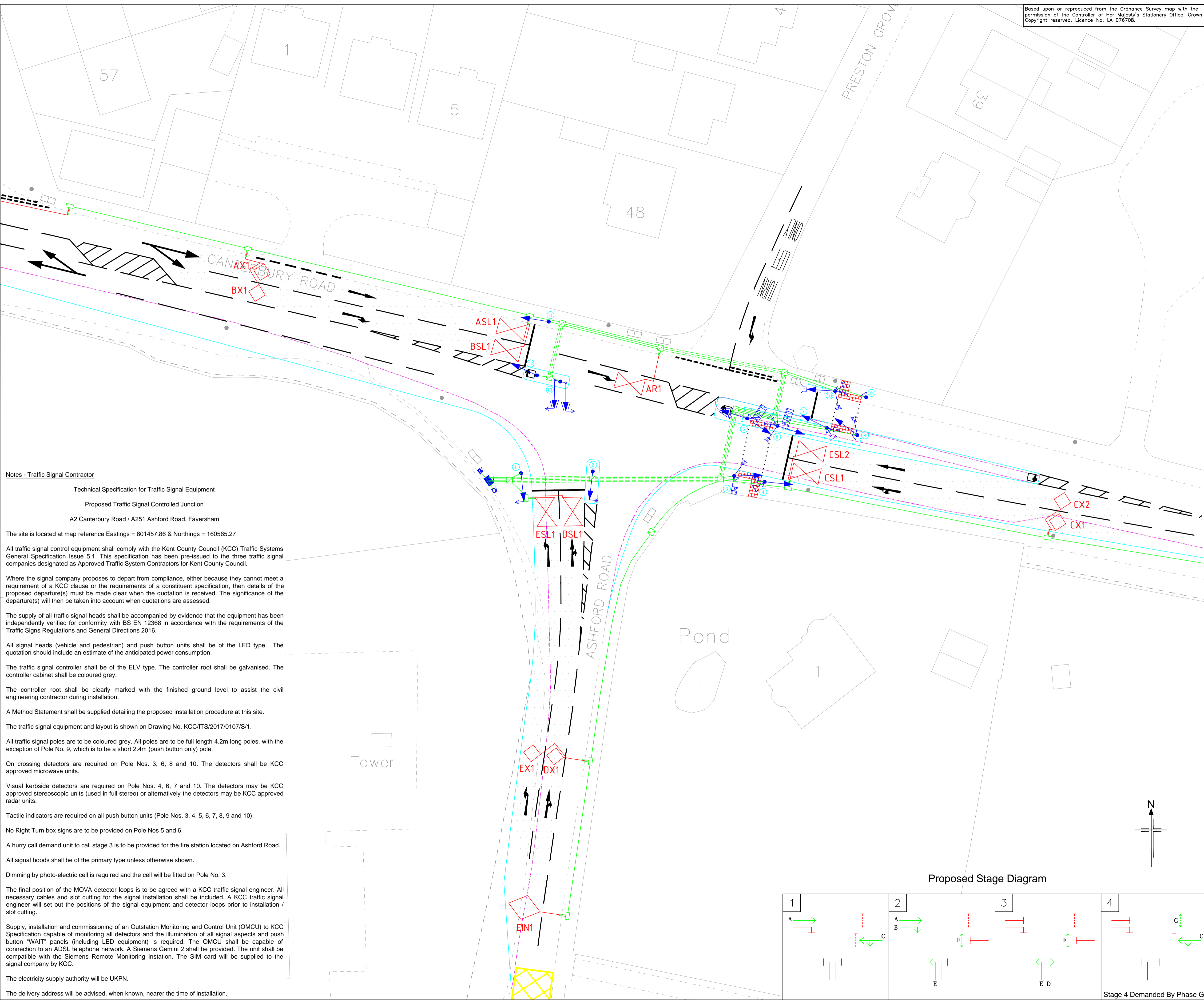
Dimming by photo-electric cell is required and the cell will be fitted on Pole No. 3.

The final position of the MOVA detector loops is to be agreed with a KCC traffic signal engineer. All necessary cables and slot cutting for the signal installation shall be included. A KCC traffic signal engineer will set out the positions of the signal equipment and detector loops prior to installation / slot cutting.

Supply, installation and commissioning of an Outstation Monitoring and Control Unit (OMCU) to KCC Specification capable of monitoring all detectors and the illumination of all signal aspects and push button "WAIT" panels (including LED equipment) is required. The OMCU shall be capable of connection to an ADSL telephone network. A Siemens Gemini 2 shall be provided. The unit shall be compatible with the Siemens Remote Monitoring Instation. The SIM card will be supplied to the signal company by KCC.

The electricity supply authority will be UKPN.

The delivery address will be advised, when known, nearer the time of installation.



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**To:** Swale Joint Transportation Board  
**By:** KCC Highways and Transportation  
**Date:** 4<sup>th</sup> March 2019  
**Subject:** Highway Works Programme 2018/19  
**Classification:** Information Only

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Summary: This report updates Members on the identified schemes approved for construction in 2018/19

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## 1. Introduction

This report provides an update and summarises schemes that have been programmed for delivery in 2018/19

**Footway and Carriageway Improvement Schemes** – see Appendix A

**Drainage Repairs & Improvements** – see Appendix B

**Street Lighting** – see Appendix C

**Traffic Systems** – see Appendix D

**Developer Funded Works** – see Appendix E

**Transportation and Safety Schemes** – see Appendix F

**Public Rights of Way** – see Appendix G

**Bridge Works** – see Appendix H

**Member Highway Fund** – see Appendix I

**Pothole Blitz** – see Appendix J

## Conclusion

1. This report is for Members information.

## Contact Officers:

The following contact officers can be contacted on **03000 418181**

Kirstie Williams	Highway Manager (Mid)
Alan Blackburn	Swale District Manager
Alan Casson	Road & Footway Asset Manager
Earl Bourner	Drainage and Structures Manager
Sue Kinsella	Street Lighting Manager
Toby Butler	Intelligent Transport Systems Manager
Andrew Hutchinson	Transportation, PROW and Safety Schemes
Nick Abrahams	Economic Development

## Appendix A – Footway and Carriageway Improvement Schemes

The delivery of these schemes is weather dependent; should it prove not possible to carry out these works on the planned dates, new dates will be arranged and the residents will be informed by a letter drop to their homes.

<b>Machine Resurfacing – Contact Officer Byron Lovell</b>			
<b>Road Name</b>	<b>Parish</b>	<b>Extent of Works</b>	<b>Current Status</b>
A2 St Michael's Rd	Sittingbourne	Forum to Crown Quay Lane	To be reviewed once Spirit of Sittingbourne works are completed
A250 High St	Sheerness	Millennium Way to junction with Victoria Street	To be programmed from April 2019
A250 Millennium Way	Sheerness	50m each approach to High Street	To be programmed from April 2019
A2 London Road	Sittingbourne	The Billet PH for a distance of 100m easterly towards Sittingbourne Town Centre	To be programmed from April 2019
A2 London Road	Sittingbourne	Between Adelaide Drive and Lydbrook Close	To be programmed from April 2019
<b>Footway Improvement - Contact Officer Neil Tree</b>			
<b>Road Name</b>	<b>Parish</b>	<b>Extent and Description of Works</b>	<b>Current Status</b>
Wickham Close	Newington	Entire length. (Footway Protection Treatment)	Weather permitting the work is programmed for 25 <sup>th</sup> February 2019
<b>Surface Treatments - Contact Officer Clive Lambourne</b>			
<b>Micro Surfacing</b>			
<b>Road Name</b>	<b>Parish</b>	<b>Extent of Works</b>	<b>Current Status</b>
The Street	Oare	Oare Road To Cole Gates Road	Completed
Selling Road	Selling	Monica Close to Sondes Court	Completed
Otterden Road	Eastling	Between Kettle Hill Road and Kettle Hill Road (Eastling)	Completed

Halstow Lane	Upchurch	Extends Through junction to Twinney Lane	Completed
Perry Wood	Selling	From Grove Road to Selling Road	Completed
South Road	Faversham	Between Napleton Road and Bridge Road	Completed
Cheney Hill	Rodmersham	From Stockers Hill to Bottles Lane	Completed
Parsonage Lane	Bobbing	From Belnor Avenue to Stickfast Lane	Completed
Bull Lane	Hartlip	M2 bridge to Old House Lane	Completed
Bank Street	Faversham	Whole Length	Postponed until 2019
<b>Surface Treatments - Contact Officer Clive Lambourne</b>			
<b>Surface Dressing</b>			
<b>Road Name</b>	<b>Parish</b>	<b>Extent of Works</b>	<b>Current Status</b>
Ashford Road	Sheldwich	New House Lane to Salters Lane	Completed
Whitstable Road (& Graveney Road)	Graveney	Whole Length	Completed
Ashford Road	Badlesmere	Bagshill Road to Shottenden Road	Completed
School Lane	Borden	Whole Length	Completed
Selling Road	Selling	Vicarage Lane to Crouch Lane	Completed
Plough Road	Minister on Sea	Whole Length	Completed

## **Appendix B – Drainage Repairs & Improvements**

<b>Drainage Repairs &amp; Improvements - <i>Contact Officer Katie Lewis</i></b>			
<b>Road Name</b>	<b>Parish</b>	<b>Description of Works</b>	<b>Current Status</b>
Tunstall Road	Swale	Re-shape driveway cleanses the system. Install new gullies at the junction with Woodstock road	Committed passed to contractor Half term school break

## **Appendix C – Street Lighting**

Structural testing of KCC owned street lights has identified the following as requiring replacement. A status of complete identifies that the column replacement has been carried out. Programme dates are identified for those still requiring replacement.

<b>Street Lighting Column Replacement – <i>Contact Officer Sue Kinsella</i></b>			
<b>Road Name</b>	<b>Parish</b>	<b>Description of Works</b>	<b>Status</b>
Fonblanque Road	Sheerness	Replacement of 2 no street lights complete with LED Lanterns	Completed
Mansfield Drive	Iwade	Replacement of 2 no street lights complete with LED Lanterns	Works awaiting programming
North Lane	Faversham	Replacement of 1 no street light complete with LED Lantern	Works awaiting programming
Sanderling Way	Iwade	Replacement of 1 no street light complete with LED Lantern	Works awaiting programming
Roper Road	Sittingbourne	Replacement of 1 no street light complete with LED Lantern	Works awaiting programming
Cavour Road	Sheerness	Replacement of 1 no street light complete with LED Lantern	Works awaiting programming
Millway	Sittingbourne	Replacement of 1 no street light complete with LED Lantern	Completed
<u>Borden Lane</u>	Sittingbourne	Replacement of 1 no street light complete with LED Lantern	Works awaiting programming
Dover Road	Sittingbourne	Replacement of 2 no street lights complete with LED	Completed

		Lanterns	
Miller Court	Minster	Replacement of 1 no street light complete with LED Lantern	Works awaiting programming
Wills Court	Minster	Replacement of 1 no street light complete with LED Lantern	Completed
Cromwell Road	Sheerness	Replacement of 1 no street light complete with LED Lantern	Completed
Lower Road	Minster	Replacement of 1 no street light complete with LED Lantern	Works awaiting programming
The Broadway	Minster	Replacement of 2 no street lights complete with LED Lanterns	Works awaiting programming
London Road	Newington	Replacement of 5 no street lights complete with LED Lanterns	Works awaiting programming
Minster Drive	Minster	Replacement of 1 no street light complete with LED Lantern	Completed
Watson Hill	Sittingbourne	Replacement of 2 no street light complete with LED Lantern	Works awaiting programming
Rectory Road	Sittingbourne	Replacement of 1 no street light complete with LED Lantern	Works awaiting programming
The Leas	Faversham	Replacement of 1 no street light complete with LED Lantern	Works awaiting programming
Cullet Drive	Queenborough	Replacement of 1 no street light complete with LED Lantern	Works awaiting programming
Gore Court Road	Sittingbourne	Replacement of 1 no street light complete with LED Lantern	Works awaiting programming
Leysdown Road	Leysdown	Replacement of 1 no street light complete with LED Lantern	Works awaiting programming
Bonham Drive	Sittingbourne	Replacement of 1 no street light complete with LED Lantern	Completed
Southview Gardens	Sheerness	Replacement of 1 no street light complete with LED Lantern	Completed
Peregrine Drive	Sittingbourne	Replacement of 1 no street light complete with LED Lantern	Completed
Boyces Hill	Newington	Replacement of 1 no street light complete with LED Lantern	Completed
Staplestreet Road	Faversham	Replacement of 1 no street light complete with LED Lantern	Completed

## **Appendix D – Traffic Systems**

There is a programme of scheduled maintenance to refurbish life expired traffic signal equipment across the county based upon age and fault history. The delivery of these schemes is dependent upon school terms and holiday periods; local residents, businesses and schools will be informed verbally and by a letter drop of the exact dates when known.

<b>Traffic Systems - Contact Officer: Toby Butler</b>		
<b>Location</b>	<b>Description of Works</b>	<b>Current Status</b>
A2 London Road near St Michaels Road	Refurbishment of pedestrian crossings	Proposed February 18 <sup>th</sup> 2019

## **Appendix E – Developer Funded Works**

<b>Developer Funded Works (Section 278 Works)</b>				
<b>File Ref.</b>	<b>Road Name</b>	<b>Parish</b>	<b>Description of Works</b>	<b>Current Status</b>
SW/2047	School Lane Iwade	Iwade	Provision of New Junction /Access for Housing Development	End of Maintenance Works underway
SW/3038	Land at Chequers Hill Doddington	Doddington	Provision of Footway/Junction for Housing Development	Works Completed Serving Maintenance period
SW/003028	Ospringe C of E School Water Lane Faversham	Ospringe	Provision of Revised Vehicle Access	Works Completed Serving Maintenance Period
SW/3027	Tunstall Road Tunstall	Tunstall	New School access Traffic calming changes and footway Connection	Works Completed Serving Maintenance Period
SW/003055	Scocles Court	Minster on Sea	New access to Private Housing development	Technical Design Approved
SW/003056	Sittingbourne Community College Canterbury Road Murston	Sittingbourne	New access for School bus drop off park	Stage 3 Safety Audit works to be carried out
SW/003025	Sheppey Way Iwade	Iwade	Provision of New Junction/Access for Housing Development	Stage 3 Safety Audit works to be carried out

SW/3046	Power Station Road Halfway Sheppey	Minster on Sea	Provision of Private Housing development Junction and Traffic Calming	Agreement in Place
SW003094	Nova Graveney Road Faversham	Faversham	Provision of Private Housing development Junction and Pedestrian Crossing	Technical Vetting underway
SW/3043	34-40 Rushenden Road	Queenborough	Reconstruction of existing lay-by as new Footway	Works Underway
SW/003054	Ceres Court	Sittingbourne	Provision of New Housing site access road	Works Completed Serving Maintenance Period
SW/003047	The Old Dairy Halfway	Sheppey	Provision of New entrance to Private Housing Site	Works Completed Serving Maintenance Period
SW003048	Parsonage House School Lane Newington	Newington	Provision of New Access to Housing site and Traffic Calmed footway crossing	Agreement in place works underway
SW/003049	Sunny View Scocles Road Minster	Minster on Sea	Provision of entrance to Private Housing Site	Stage 3 Safety Audit works to be carried out to enable Certificate 1.
SW/003050	Love Lane/Graveney Road Faversham	Faversham	Provision of New Signalised Junction to A2 Junctions to Love Lane/Graveney Road	Initial design submission received
SW/003051	Spirit of Sittingbourne SECTION 3 Milton Rd, St Michaels Rd -Town Centre Highway Revisions	Sittingbourne	Provision of Revised Highway Layouts for New Cinema -M/S Car Park-	Agreement in place works underway
SW/003063	Spirit of Sittingbourne SECTION 4 Station St, St Michaels Rd -Town Centre Highway Revisions	Sittingbourne	Provision of Revised Highway Layouts for New Cinema -M/S Car Park-Access Works	Letter of Agreement in place - Works Underway
SW/003071	Spirit of Sittingbourne SECTION 5 West St, Station St -Town Centre Highway Revisions	Sittingbourne	Provision of Revised Highway Layouts for New Cinema -M/S Car Park	Letter of Agreement in place - Works Underway
SW/003057	Spirit of Sittingbourne SECTION 6 Eurolink Way Retail Access - Town Centre Highway Revisions	Sittingbourne	Provision of Revised Highway Access for Retail Park	Letter of Agreement in place - Works Underway
SW/003058	Spirit of Sittingbourne SECTION 6 Milton Road -Town Centre Highway Revisions	Sittingbourne	Provision of Pelican Crossing Upgrade for Existing Zebra Crossing	Letter of Agreement in place - Works Underway

SW/003052	Eurolink Phase 5 Swale Way Great Easthall	Sittingbourne	Provision of New Industrial Estate Road Junction Arm to Existing Roundabout	Works Completed Serving Maintenance Period
SW/003053	Barge Way Kemsley	Sittingbourne	Provision of Revised Access Arm from Existing Roundabout	Initial Design Submission Received.
SW/003035	109-111 Staplehurst Road Sittingbourne	Sittingbourne	Provision of revised traffic calming and vehicle access for Housing developments	Works Underway
SW/003026	Attlee Way/Wyvern Close Sittingbourne	Milton	Provision of revised traffic calming and vehicle access for Housing developments	Works Completed Serving Maintenance Period
SW/0033024	Dover Street Sittingbourne	Sittingbourne	Revision of Vehicle Access to Lidl Store and footway revisions	Works complete awaiting Safety Audit
SW/003029	Thistle Hill Way Minster Sheppey	Minster on Sea	Provision of new Primary School Exit and Footpath	Works Completed Serving Maintenance Period
SW003077	Spirit of Sittingbourne SECTION 4 Station St, St Michaels Rd -Town Centre Highway Revisions (FULL AGREEMENT)	Sittingbourne	Provision of Revised Highway Layouts for New Cinema -M/S Car Park-Access Works	Agreement in place works underway
SW/003033	Grove Ave/The Promenade Leysdown on Sea	Leysdown	Revision of Surface Water Drainage	Works Completed Serving Maintenance Period
SW/003040	Otterham Quay Lane Upchurch	Upchurch	Provision of Right Turn Lane / Junction and Footway for Housing Development	Agreement in place, Works underway
SW/003041	Larkrise Conyer Road Conyer	Teynham	Provision of footway to Small Housing Development	Works Completed Serving Maintenance Period
SW/003036	Wyvern Close Sittingbourne	Milton	Provision of Revised Footway and Access to Housing Development	Works Completed Serving Maintenance Period
SW/003032	Old Water Works Site Rook Lane Keycol Bobbing	Bobbing	Provision of Revised Footway and Access to Housing Development	Technical Vetting of Design Submission



SW/003068	Canterbury Road Sittingbourne	Sittingbourne	Revision of existing footways to proposed Retirement Home frontage	Agreement in place works underway
SW/003067	Old Brickworks Western Link Faversham	Faversham	Provision of New Roundabout Access for Housing Development	Design Approved Agreement being prepared.
SW/003074	School Lane Bapchild	Bapchild	Provision of Vehicle access and new footway connection for small housing development	Technical Vetting of Design Submission
SW/003069	Rushenden Road Queenborough Sheppey	Queenborough	Provision of New Access for Housing Development	Agreement in place works underway
SW/003081	Ham Road Oare Road Faversham	Faversham	Provision of Access Road to new Housing Development and Revision of Ham Road from Junction	Technical Vetting of Design Submission
SW/003082	Brogdale Road Ospringe	Ospringe	Provision of Access Road to new Housing Development	Technical Vetting of Design Submission complete Agreement instructed
SW/003084	Eurolink Way Sittingbourne	Sittingbourne	Provision of Junction Access Road to new Housing Development	Letter of Agreement in Place Works Underway
SW/003085	Brogdale Road Ospringe	Faversham	Provision of temporary construction access for housing development	Letter of Agreement in place works programmed
SW/003086	Lower Road Teynham	Teynham	Provision of Footway for small Housing Development	Technical Vetting underway
SW/003087	A251 Ashford Rd & A2 London Rd Faversham	Faversham	Provision of Roundabout access to Housing Development	Agreement in place Works underway
SW/003088	Leysdown Road Eastchurch Sheppey	Eastchurch	Provision of revised access for Wind Farm	Agreement in place Works programme to be Agreed for reinstatement
SW/003089	A2 High St Newington	Newington	Provision of Access for new small Housing Development	Letter of Agreement in place Works underway

SW/003090	Minster Road Minster Sheppey	Minster	Provision of Access for new small Housing Development	Letter of Agreement in place Works underway
SW/003118	Grovehurst Road Sittingbourne	Sittingbourne	Provision of Access for new small Housing Development	Technical Vetting underway
SW/003091	Eurolink Way, Milton Road Sittingbourne	Sittingbourne	Footway Access to Retail Development	Agreement in place works underway
SW/003092	Castle Road Sittingbourne	Sittingbourne	New Access and footway to Industrial Units	Letter of Agreement in place works underway
SW003096	North St Milton Regis	Sittingbourne	Temporary Construction Access for proposed School Drop Off facility	Agreement in place Works underway
SW003103	Oak Lane Upchurch	Upchurch	Traffic Calming/Footway Access to Small Housing Development	Design Technical Vetting underway
SW003104	Spirit of Sittingbourne Section 1 St Michaels Road	Sittingbourne	Traffic Calming and access to new Housing development	Design Technical Vetting underway
SW003105	Spirit of Sittingbourne Section 2 St Michaels Road/Dover Street/Fountain St	Sittingbourne	Traffic Calming and access to new Housing development	Design Technical Vetting underway
SW003108	Chequers Road Minster Sheppey	Minster	Frontage Footway and Access for Small Housing development	Design Technical Vetting underway
SW00109	Spirit of Sittingbourne Street Lighting Michaels Road/Dover Street/Fountain St Milton Road	Sittingbourne	Street Lighting Submission for Overall Sprit of Sittingbourne Schemes	Design Approved Letter of Agreement in Place
Sw003110	Spirit of Sittingbourne Retaining Wall Fountain St	Sittingbourne	Fountain Street turning Area Retaining Wall	Design Technical Vetting Underway
SW003113	Leaveland Corner Faversham	Leaveland	Minor road widening and access for small housing development	Design Technical Vetting Underway
SW003114	North Lane/Partridge Lane Faversham	Faversham	Footway works to Brewery Visitor Centre	Design Technical Vetting Underway

SW003115	Regis House New Road Sheerness	Sheerness	New vehicle access and footway to industrial development	Design Technical Vetting Underway
SW003117	North Street Milton Regis	Sittingbourne	Permanent School Drop-off facility and Zebra crossing	Design Technical Vetting Underway
SW003141	Stones Farm Canterbury Road Bapchild	Bapchild	Traffic Signal Junction and Access for Private Housing Development	Initial Design Submission
SW003188	Crown Quay lane Sittingbourne	Sittingbourne	New Vehicle/Pedestrian Access for Housing Development site	Agreement being prepared
SW003191	Admirals Walk Halfway Sheppey	Halfway	Highway Drainage and Access works for new Housing Development	Initial Design Submission

#### Appendix F – Transportation and Safety schemes

The Schemes Planning & Delivery Team is implementing schemes within the Swale District, to meet Kent County Council's strategic targets (for example, addressing traffic congestion, or improving road safety). Contact Officer – **Paul Brand**

#### CASUALTY REDUCTION MEASURES

Identified to address a known history of personal injury crashes

Road Name	Parish	Description of Works	Current Status
None.			(2019/20 sites currently under investigation).

#### INTEGRATED TRANSPORT SCHEMES

Local Transport Plan funded non-casualty reduction schemes

Road Name	Parish	Description of Works	Current Status
St Katherine Road, Filer Road and Danley Road, Halfway.	(Unparished.)	Traffic signs for 20 miles per hour speed limit.	Works ordered.
A2 London Road at its junction with Lynsted Lane.	Lynsted with Kingsdown.	Yellow box junction marking on carriageway.	Complete

#### EXTERNALLY FUNDED TRANSPORT SCHEMES

<b>Road Name</b>	<b>Parish</b>	<b>Description of Works</b>	<b>Current Status</b>
Adelaide Drive, Cryalls Lane, Somerset Close and Sydney Avenue, Sittingbourne.	(Unparished)	Waiting restrictions (double and single yellow lines).	Works substantially complete. A short length of lining on Somerset Close that was missed from the original job is due to be completed.
Danley Road, Halfway.	(Unparished)	Traffic signs for one-way restriction (traffic restricted to one-way east-to-west).	Works ordered on same job as 20 miles per hour speed limit shown in Integrated Transport Schemes table above.
High Street / Central Avenue, Sittingbourne.	(Unparished)	Reversal of one-way restriction on Central Avenue and associated works, including relaying paving blocks.	Works ordered awaiting roadspace.
Head Hill.	Goodnestone.	New advance warning sign for height limit under Faversham Road railway bridge, Seasalter.	Complete.

### Appendix G – Public Rights of Way

<b>Public Rights of Way – Contact Officer – David Fleck</b>			
<b>Path No</b>	<b>Parish</b>	<b>Description of Works</b>	<b>Current Status</b>
ZR147 – West of Tunstall Road	Tunstall	Surface improvements- Contractor dismissed. (Did not complete works)	Completed

### Appendix H – Bridge Works

<b>Bridge Works – Contact Officer Earl Bourner</b>			
<b>Road Name</b>	<b>Parish</b>	<b>Description of Works</b>	<b>Current Status</b>
No works planned			

## Highway Improvement Schemes Progress Report

### Appendix F – Combined Member Grant

#### Combined Member Grant programme update for Swale Borough Council

The following schemes are those which have been approved for funding by both the relevant Member and by the Director of Highways, Transportation and Waste. The list only includes schemes, which are

- in design
- at consultation stage
- Handed over for delivery
- Recently completed on site.

The list is up to date as of **28 January 2019**

The details given below are for highway projects only. This report does not detail

- Contributions Members have made to other groups such as parish councils
- Highway studies
- Traffic / non-motorised user surveys funded by Members.

More information on the schemes listed below can be found by contacting the District Manager for the Swale District.

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**SWALE JOINT TRANSPORTATION BOARD (JTB)**

*Updates are in italics*  
**Reported to this meeting**

Minute No	Subject	SBC/ KCC	Recommendations Made by Board	KCC/SBC - Comments/date due back to JTB
235/09/13	A2 / A251 Junction, Faversham	KCC	(1) That both proposed traffic improvements (Annex 1 and 2 in the report), the inclusion of consideration of the junction of The Mall and the A2, plus the option of 'no change', be approved for the purposes of a wider public consultation and the results of the consultation brought back to the JTB at a later date.	<b>Report being presented at Swale JTB March 2019</b>
Page 75	Subsequent related Minute No. 72/06/14 A2/A251 Junction, Faversham Highway Improvement Scheme	KCC	(1) That Option B (roundabout) be progressed as the preferred option for the A2/A251 junction, Faversham.	
218/09/14	Lower Road Junction with Barton Hill Drive, Isle of Sheppey	KCC	(1) That the preferred option for the Lower Road junction with the Barton Hill Drive junction be a small roundabout, rather than a mini-roundabout.	<i>Scheme plan and details reported to later JTBs - Roundabout Now Constructed. Chosen roundabout has benefit of being generally off line and can be constructed with minimal impact on the traffic.</i>
1079/12/16	Update on the 20's Plenty for Faversham Working Group	Third-party scheme	(1) That the JTB supports the recommendations put forward by the Working Group, and officers submit a report to the next JTB meeting on the feasibility of the proposals. (2) That the officers' report considers how proposals might be rolled-out across the Borough.	<i>Kent County Council had another very productive meeting with the 20's Plenty for Faversham group on 18 January 2019. The group (Amanda Russell), along with Cllr David Simmons and Phil Jones met to review the possible scope of a town-wide 20mph speed limit. Previously, the County Council had agreed that around 60% of the roads in Faversham were suitable for a signed-only 20mph limit however officers had strong reservations about the remaining</i>

Minute No	Subject	SBC/ KCC	Recommendations Made by Board	KCC/SBC - Comments/date due back to JTB
Page 76				<p><i>roads and the likelihood of compliance being achieved.</i></p> <p><i>The County Council has a statutory duty to promote road safety and act to reduce the likelihood of road casualties from occurring. In locations where existing speeds are well in excess of 24mph, it is the County Council's view that additional traffic calming is first required to reduce traffic speed in order to mitigate the risk of new road collisions and ensure that speed limits are realistic and respected. This was considered to make the scheme as a whole undeliverable as Faversham Town Council and 20's Plenty for Faversham do not have access to considerable amounts of funding and they do not want to accept a partial town-wide scheme.</i></p> <p><i>Having discussed these specific roads in more detail again at the meeting, the County Council and the group have found a positive resolution and way forward. The County Council has agreed that the majority of the roads requested can be supported through cost effective traffic calming measures such as lining amendments, the provision of cycle facilities and changes to on-street parking bays for example. These measures are being looked at by the group with a view to agreeing schemes to facilitate a 20mph limit on these roads.</i></p> <p><i>We agreed there is a need for post-scheme evaluation to measure the effects of any scheme.</i></p> <p><i>There are still a small number of roads that will not be</i></p>



Minute No	Subject	SBC/ KCC	Recommendations Made by Board	KCC/SBC - Comments/date due back to JTB
				<i>part of this large scheme, however both parties accept this. The roads that will not be included are Western Link, A2, Love Lane and Oare Road. We have agreed that certain roads will require traffic calming of some sort, including Bysing Wood Road, Lower Road and Newton Road. County Council officers will comment on the proposals at these locations when they have been prepared.</i>
1084/12/16	A2 Teynham Speed Limit Petition Response	KCC	(1) That the Cabinet Member at KCC be advised that the three tiers of Local Government represented on the Swale JTB are dissatisfied with the report and would like the matter to be looked into again, to include looking at how changes could be made.	<i>KCC has installed a yellow box junction marking the junction of A2 London Road with Lynsted Lane.</i>  KCC is preparing designs for new gateway features on A2 eastern approach to Teynham.  KCC is preparing an outline design for the A2 London Road between Cellar Hill and Station Road with a view to public consultation at the end of <i>March 2019</i> .
1228/03/17	A request from Eastchurch Parish Council to investigate the possibility of installing a one-way system in the upper section of Church Road, Eastchurch	Third-party scheme	(1) That KCC supports the proposals set-out by Eastchurch Parish Council for the re-designation of Church Road, Eastchurch, as a one-way road, and note that the Parish Council was happy to fund the scheme.	<i>KCC has advertised its intent to make a traffic order restricting traffic to one-way north-to-south between High Street and Rowetts Way. KCC has received two objections to the proposed traffic order and is awaiting advice from Eastchurch Parish Council as to how it wishes to proceed.</i>
209/09/17	Proposed Speed Limit Reduction, Queenborough and Halfway Houses, Isle of Sheppey	KCC	(1) That 20mph be installed for the whole of Queenborough, and the Halfway option be as noted in the report, with the addition of St Katherine Road, Danley Road and Filer Road, if possible, with other potential roads to come back to the next meeting of the Board.	<b>See Highway Works Programme.</b>
77/06/18	Public Session –	SBC	The Chairman accepted the petition which	Proposed scheme sent to Teynham Parish Council

Minute No	Subject	SBC/ KCC	Recommendations Made by Board	KCC/SBC - Comments/date due back to JTB
	Petition on behalf of local residents which sought a review of parking restrictions in Conyer Road, Conyer		was passed to the Head of Commissioning and Customer Contact for a report to be submitted to the next meeting of the Board on 10 September 2018.	for comments prior to consultation with residents, 11 <sup>th</sup> October 2018. Response received from Parish Council to say they do not support proposed changes to restrictions and state that parking restrictions are required to enable large vehicles/HGVs to access farms. Full report <b>submitted to JTB in March 2019</b> summarising current position of residents and Parish Council.
78/06/18  Page 78	Bell Road/Highsted Road Traffic	SBC	(2) That a further report to include a proposal to implement trial parking measures by the relevant authority be brought back to a future meeting if feasible.	Meeting between KCC/SBC and Councillors took place on 20 <sup>th</sup> November 2018, following concerns raised by Police over planned experimental Traffic Order for Bell Road. <i>Traffic Regulation Order programmed to be drafted and formally advertised in March 2019.</i>  <i>The Seafront and Engineering Manager to update further at the meeting.</i>
	Highsted Road proposed footway	KCC		<b>See separate report.</b>
80/06/18 & 193/09/18	St. Mary's School, Orchard Place/Queen Elizabeth Grammar School, Abbey Place, Faversham	SBC	(1) That a report to consider proposed double yellow lines at St. Mary's School, Orchard Place, Faversham and Queen Elizabeth Grammar School, Abbey Place, Faversham be brought to the next Swale Joint Transportation Board meeting on 10 September 2018.  (1) That an update report on St. Mary's School be brought back to the next meeting of the Board on 17 December 2018, following a meeting between the relevant Officers and Members with the	(1) Meeting took place on site with representative from school on 3 October 2018 and possible double yellow lines agreed. Awaiting confirmation from representative regarding funding and agreement to proceed with Traffic Order Chasing e-mail sent 23 October and 29 November 2018 – awaiting response. <i>Confirmation of funding now available received 17 January 2019, proposals will be included in Swale Amendment 1 TRO, with formal consultation scheduled for March 2019.</i>  <i>(2) Traffic Order Swale Amendment 13 due to be</i>

Minute No	Subject	SBC/ KCC	Recommendations Made by Board	KCC/SBC - Comments/date due back to JTB
			Caretaker at the school. (2) That a short section of single yellow line in Abbey Place, Faversham be added to the next Traffic Regulation Order.	<i>sealed by KCC on 8 March 2019, to come into effect on 25 March 2019.</i>
191/09/18	Public Session – Parking at The Leas, Minster	KCC/ SBC	The Chairman accepted the petition which was handed to Officers so that a report could be written and submitted to a future meeting of the Board.	<i>Traffic Regulation Order Swale Amendment 18 prepared and advertised to introduce restriction on motorhome and campervan parking on north side of The Leas between 6pm – 6am. No formal objections received before closing date of 15<sup>th</sup> February 2019, so Traffic Order now progressing.</i>
394/12/18 Page 79	Formal Objections to Traffic Regulation Order Swale Amendment 13	SBC	(1) That the proposed double yellow lines extension in Lyndhurst Grove, Sittingbourne be abandoned and removed from the draft Traffic Regulation Order. (2) That the existing advisory disabled persons' parking bay outside 37 Imperial Drive, Warden be formalised.	(1) <i>Proposed double yellow lines removed from Traffic Regulation Order – residents advised.</i>  (2) <i>Traffic Regulation Order Swale Amendment 13 due to be sealed by KCC on 8<sup>th</sup> March 2019, to come into effect on 25<sup>th</sup> March 2019 – objectors advised.</i>
395/12/18	Sydney Avenue Parking Restrictions	KCC	(1) That the proposed Traffic Regulation Order with one amendment to reduce it to term time only be agreed.	<b>See Highway Works Programme.</b>

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**DATED** (DAY/MONTH/YEAR)

**THE KENT COUNTY COUNCIL**

-and-

**DISTRICT/BOROUGH COUNCIL**

**AGREEMENT ON  
JOINT TRANSPORTATION BOARDS**

Legal & Secretariat  
Kent County Council  
County Hall  
Maidstone  
Kent ME14 1XQ

File ref:  
Fax No: 01622 694402  
WP Ref:  
DX No:  
Tel:

THIS DEED OF AGREEMENT is made the (day) of (month) Two thousand and nineteen between THE KENT COUNTY COUNCIL of County Hall Maidstone Kent ME14 1XQ of the one part (hereinafter referred to as "KCC") and (NAME OF DISTRICT/BOROUGH) of (address) (hereinafter referred to as the "Council") of the other part

In this Agreement the words and expressions contained or referred to hereunder shall have the meaning thereby ascribed to them in the Second Schedule. The clause headings do not form part of this Agreement and shall not be taken in its construction or interpretation.

**WHEREAS:**

1. KCC and the Council are local authorities as defined by Section 270(1) of the 1972 Act
2. By virtue of Section 1(2) of the Act KCC is the local highway authority for all the highways in the County of Kent whether or not maintainable at the public expense (and which are not highways for which the Secretary of State for Transport is the highway authority) and is by enactments also the Traffic Authority and Street Works Authority
3. KCC and the Council have agreed to act together to continue with certain political arrangements previously established in relation to highway issues
4. This Agreement reflects the intention of KCC and the Council to co-operate regarding highway and transportation issues in the interests of the residents of Kent.

**COMMENCEMENT AND OPERATING TERM**

5. This Agreement shall commence on the X day of (month / year) and will continue until terminated by either party in writing in accordance with the provisions of this Agreement

**COUNCIL OBLIGATIONS**

6. The Council will establish and maintain during the currency of this Agreement the arrangements for the Joint Transportation Board as set out in the First Schedule

**KCC OBLIGATIONS**

7. KCC will establish and maintain during the currency of this Agreement the arrangements for the Joint Transportation Board as set out in the First Schedule

**MISCELLANEOUS**

8. The parties acknowledge that the constitutions of KCC and/or the Council may change which may result in consequential changes to the Agreement
9. This Agreement shall be known as the JTB Agreement
10. Nothing in this Agreement shall create a legal partnership between the parties and

save as may be specifically provided in this Agreement neither party shall be or hold itself out as or permit itself to be held out as :-

- a) the agent of the other or
- b) entitled to pledge the credit of the other; or
- c) entitled to incur any other obligations or make any promise or representation on behalf of the other

## **REVIEW**

11. This Agreement may be reviewed every four years or at the instigation of the Kent County Council Corporate Director responsible for Highways and Transportation and amended by agreement between the parties if necessary as a consequence of any review.
12. This Agreement may be terminated by either party on six months written notice addressed to the relevant Chief Executive/ Kent County Council Corporate Director responsible for Highways and Transportation.

## **THE FIRST SCHEDULE**

### **Joint Transportation Boards**

- 1.1 A Joint Transportation Board (JTB) will be established by KCC and the Council (name of council).
- 1.2 Each Party shall be responsible for their own costs incurred in the operation of the JTB.
- 1.3 The JTB shall be a non-statutory advisory forum

### **Membership**

- 2.1 JTB membership will comprise all KCC local members for divisions in the Council's area with an equal number of members appointed by the Council. The Council may appoint substitutes for its Members.
- 2.2 The JTB shall agree a number of Parish/Town Council representative, not less than one and no greater than three from within its geographical area. The parish and town council representatives will be nominated by the Area Committee of the Kent Association of Parish Councils or other representative body for parish councils within the district if this provides a more complete representation a substitute member may also be nominated. The parish or town council representatives may speak but may neither vote nor propose a motion nor an amendment.
- 2.3 Any JTB Member may request an item to be included on the JTB agenda. Any Council Member or County Local Member may attend and speak at any meeting of the JTB but may not vote nor propose a motion nor an amendment (unless voting members of the JTB).
- 2.4 The Chairman of any parish or town council within the area of the council (or a parish councillor of that parish nominated by him/her) may attend any meeting to

speaking with the permission of the Chairman on any item on the agenda of a particular reference to that parish.

## **Chairman**

- 3 In alternate years a Member of KCC (who is a member of the JTB) will chair the JTB and a Council Member (who is a member of the JTB) will be Vice-Chairman of the JTB and then a Member of the Council will chair the JTB and a KCC Member will be Vice-Chairman of the JTB and so on following on the arrangements which existed in the year before this agreement came into force. The Chairman and Vice-Chairman will be nominated by their respective councils. Once ratified by the Leader of KCC, the Chairman and Vice-Chairman of the JTB will take office at the first meeting of the JTB following the Annual Meetings of the Council each year.

## **Meetings**

- 4.1 The JTB will generally meet four times a year on dates and at times and venues to be specified by the Council in accordance with its normal arrangements in consultation with KCC.
- 4.2 Six weeks prior to each JTB meeting the Chairman, Vice-Chairman and relevant officers from both authorities will meet to discuss and set the agenda for the forthcoming meeting. The final decision on agenda items will be determined by the JTB Chair. Agenda will be split between Part A, (KCC items), Part B (Local Council items) and for information reports
- 4.3 A Forward Work Programme will be maintained and reported at each JTB for information.
- 4.4 The quorum for a meeting shall be four comprising at least two voting members present from each of KCC and the Council.
- 4.5 Subject to the procedural rules in Clauses 2, 3 and 4.4 above taking precedence the Council's procedural rules shall apply to JTB meetings as if they were Council committees.
- 4.6 The JTB will be clerked by an officer of the Council. Copies of all papers shall be sent to the Monitoring Officers of both councils who may attend and speak at any meeting (or instead each Monitoring Officer may arrange for a substitute officer to speak on their behalf). Officer will be expected to attend JTB meetings to present substantive report items.
- 4.7 At the discretion of the Chairman, non-members of the JTB, including members of the public may speak for a maximum of three minutes. The number of speakers allowed will also be at the discretion of the Chairman. Parish Council representatives / Chairman shall be given preference as set out in paragraph 2.4
- 4.8 The access to information principles shall be applied to the JTB as if it were a Council committee.
- 4.9 Following each meeting, the clerk will produce a summary of the JTB's recommendations on any items under Part A and send to the Cabinet Member at



KCC. The summary should include the title of the agenda item, a copy of the report and a copy of the recommendations agreed by the JTB. A similar report should be prepared for recommendations under Part B depending on the preference of the individual Borough or District.

### **Terms of reference**

5.1 The role of the JTB is advisory to discuss and advise on highways and transportation works scheduled and completed. The JTB will consider:

- (i) capital and revenue funded works programmes
- (ii) traffic regulation orders
- (iii) street management proposals

and will provide advice on these matters to the relevant Executive as appropriate.

5.2 The JTB to advise and recommend in relation to:

- i. Strategic parking and waiting restriction issues
- ii. Petitions received in relation to parking and waiting restrictions
- iii. Street nameplates
- iv. Street naming and numbering
- v. Street seats and furniture on the highway
- vi. Council street lighting schemes on highways
- vii. Public transport operations including bus shelters
- viii. Local Transport Strategy

and will provide advice on these matters to the relevant Executive as appropriate.

5.3 Be a forum for consultation between KCC and the Council on affordable policies, plans and strategies related to highways, road traffic and public transport

5.4 Review the progress and out-turn of works and business performance indicators

5.5 Recommend and advise on the prioritisation of bids for future programmes of work

5.6 Receive reports on highways and transportation needs within the district

### **Petition Discussions**

6.1 Where a petition is agreed as being appropriate for discussion at the JTB, the lead petitioner, Local Council or KCC Member shall be invited to speak for three minutes. Officers will be asked to prepare a response to the petition to be discussed at the next JTB meeting. No further discussion will take place.

6.2 The lead petitioner will also be able to submit a written statement of up to 500 words which should be sent to the Council to arrive by 5pm one week prior to the next JTB meeting,

6.3 The JTB will not debate a petition on the same decision/issue as one debated in the previous twelve months.

## **Overview and Scrutiny**

- 7.1 The Scrutiny Committees of KCC or the Council can require the Chair or Vice-Chair of JTB to attend and be asked questions subject to the provisions of the Constitution of KCC or the Council whichever is relevant
- 7.2 the Scrutiny Committees of KCC or the Council can request (but not compel) officers who report to the JTB to attend and be asked questions

## **Local Member and parish consultation**

- 8 The local members of both the KCC and the Council and the parish or town council(s) will be consulted on any relevant scheme proposals (other than routine operational maintenance of the highway) within the scope of this agreement.

## **Executive Action**

- 9.1 Recommendations under Part A agenda items shall be made to the Cabinet Member of KCC for decision.
- 9.2 Recommendations under Part 3 agenda items shall be made to the Local Council for decision.

## **Appendix 1**

### **Protocol as agreed by the former KALA during November 2001**

## **OVERVIEW AND SCRUTINY – INTER AUTHORITY CO-OPERATION**

### **Aim of Protocol**

- 1 To ensure the Overview and Scrutiny Committees of all Kent Local Authorities can review issues of community interest effectively and with efficient use of all local authority staff resources.

### **Principles**

- 2 All authorities should be supported in considering issues of community well-being wider than the responsibilities of their Councils
- 3 Authorities should work together to maximise the exchange of information and views, minimise bureaucracy and make best use of the time of Members and officers of local and other Authorities

### **Procedures**

- 4 Authorities should seek to exchange information or programmes and results of reviews.
- 5 If an Overview and Scrutiny Committee wishes to review an issue in which another Authority has a statutory role or in which evidence from the officers of another Authority would be helpful, it should consult with that Authority about:-

- (a) the purpose of the review
  - (b) the areas of interest to the other authority
  - (c) the input that can be given by Members or officers of the other Authority
- 6 Consideration should be given to whether the issue is more appropriately discussed in another forum, for example, a joint committee, or whether there is scope for joint action including co-opting of Members of the other Authority onto the Overview and Scrutiny Committee for the purpose of the review
  - 7 Where a proposal is subject to a public consultation process, scrutiny is most helpful if conducted as part of the process eg allowing any findings and recommendations to be available in time to influence the final decision
  - 8 Subject to such prior consideration, Authorities will seek to respond positively to requests for information or for a Member or officer to attend meetings of Overview and Scrutiny meetings or for information
  - 9 While it is ultimately for each Authority to decide who it considers that most appropriate person(s) to speak on its behalf to an Overview and Scrutiny Committee, consideration will be given to meeting special requests
  - 10 Dates and time of Member and officer attendance at Overview and Scrutiny meetings should be agreed with them
  - 11 Each Authority will nominate a contact officer for the operation of these procedure

## **THE SECOND SCHEDULE**

### **Definitions and Interpretations**

“1972 Act”	:	the Local Government Act 1972
“Act”	:	The Highways Act 1980
“Agreement”	:	these terms and conditions together with the Schedule
“Highways”	:	shall have the meaning prescribed by Section 328 of the Act and the term shall be construed accordingly
highways network		
“KCC – local member”	:	The member for the County Council electoral divisions within the Council's area
“Member”	:	the elected Members of KCC or the Council as the case may be
“Environment and Transport Cabinet Committee”	:	the KCC body to advise the Cabinet Member on highways matters
“Kent and Medway Chief Executives:	:	The group of Chief Executive Officers of the Kent County Council the twelve District Councils in Kent and Medway Council

EXECUTED as a DEED by KCC and the Council the day and year first before written

THE COMMON SEAL of the KENT )  
COUNTY COUNCIL was hereunto )  
affixed in the presence of:-

Authorised Signatory

THE COMMON SEAL of DISTRICT )  
BOROUGH COUNCIL was hereunto )  
affixed In the presence of:-

Authorised Signatory