



Agenda

Meeting: **Folkestone and Hythe Joint Transportation Board**
Date: **25 November 2019**
Time: **6.00 pm**
Place: **Boulogne Room, Civic Centre**

To: **The members of the Folkestone & Hythe Joint Transportation Board**

The Board will consider the matters listed below at the date, time and place shown above. The meeting is open to the press and public.

Members of the Board who wish to have information on any matter arising on the Agenda which is not fully covered in these papers are requested to give notice prior to the meeting to the Chairman or appropriate officer.

1. **Apologies for absence**
2. **Declarations of interest (Pages 3 - 4)**

Members of the Board should declare any discloseable pecuniary interest or any other significant interests in any item/s on this agenda.

3. **Minutes (Pages 5 - 8)**

To consider and approve the minutes of the meeting held on 1 July 2019.

4. **Proposed Parking Restrictions 2019 (Pages 9 - 14)**

During the year parking restrictions have been proposed to the council. Report JTB/19/03 outlines the areas where restrictions would help to improve traffic flow, safety margins and resolve parking problems.

5. **Highway Works Programme (Pages 15 - 28)**

Report JTB/19/04 updates Members on the identified schemes approved for construction.

Queries about the agenda? Need a different format?

Contact Kate Clark – Tel: 01303 853267
Email: committee@folkestone-hythe.gov.uk or download from our
website
www.folkestone-hythe.gov.uk

6. **Local Winter Report and Plan (Pages 29 - 36)**

Report JTB/19/05 outlines the arrangements that have been made between Kent County Council and Folkestone & Hythe District Council to provide a local winter service in the event of an operational snow alert in the district.

Declarations of Interest

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

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Minutes

Folkestone and Hythe Joint Transportation Board

Held at:	Council Chamber - Civic Centre, Folkestone
Date	Monday, 1 July 2019
Present	Councillors Mrs Ann Berry, Miss Susan Carey, Tony Hills, Frank Hobbs, Terence Mullard, Dick Pascoe, Martin Whybrow and John Wing
Apologies for Absence	Councillors Peter Gane, David Godfrey, Rory Love and David Monk
Officers Present:	Kate Clark (Committee Services Officer), Fred Miller (Transportation Manager), Pauline Harmer (District Manager - Folkestone & Hythe, KCC Highways) and Paul Thompson (District Highways Engineer)
Others Present:	

1. **Appointment of Chairman**

The Board noted that Kent County Council had appointed Mr Tony Hills as Chairman of the Folkestone & Hythe Joint Transportation Board for 2019-20.

2. **Appointment of Vice-Chairman**

The District Council Members of the Board appointed Councillor David Godfrey as Vice-Chairman of the Folkestone & Hythe Joint Transportation Board for 2019-20.

3. **Declarations of interest**

There were no declarations of interest.

4. **Minutes**

The minutes of the meeting held on 11 February 2019 were submitted, approved and signed by the Chairman.

5. Highway Works Programme

Report JTB/19/01 provided an update and summarised schemes that have been programmed for delivery in 2019/20.

Various points noted by members as follows:

- Ashentree Lane (App A) – waiting for a response from Natural England with regard to badger setts.
- Hammonds Corner (App D) – the timescales seem long.
- Radnor Park Road/Cheriton Road (App D) – more details required re island and relocation of crossing point. Pauline Harmer to respond.
- Folkestone & Hythe Cycle Route Phase 3 (App D) – Village green application rejection was due to not meeting all correct categories.
- Folkestone & Hythe Cycle Route Phase 4 (App D) – members were impressed that this phase was completed in good time and asked if there is a phase 5 using land at the Redoubt bend to join up to the sea wall. Pauline Harmer to respond.
- St Andrews Road (App I) – this work to be completed by 31 August 2019.
- Portland Road (App I) – this scheme is not member funded.
- Tanners Hill (App I) – Speeds along with section are variable and need aligning.

A further question was raised with regard to Appendix D – Transportation and Safety Schemes as to how works are prioritised. Pauline Harmer to respond.

RESOLVED:

To receive and note report JTB/19/01

6. Proposed parking restrictions 2019

During the year parking restrictions have been proposed to the council. Report JTB/19/02 outlines the areas where restrictions would help to improve traffic flow, safety margins and resolve parking problems.

Members welcomed this report and made the following comments:

- Generally peak times will mean increased traffic, especially in Dymchurch which is popular through the Summer months.
- Cllr Ms Carey referred to DPPB outside Elham Methodist Church and was concerned that the space will not be fully utilised, however it was noted that the space will be available at all times for Blue Badge holders. Cllr Ms Carey will circulate this information in the village newsletter.
- Although further enforcement rules can be made, enforcement of rules is paramount, however officer numbers remain the same which ultimately means they cover a larger area.
- Members agreed that enforcement of all parking restrictions should be carried out which will discourage complacency from drivers.

RESOLVED:

To receive and note report JTB/19/02.

Before closing the meeting, Cllr Hills referred to a meeting between Stagecoach and KCC which has resulted in looking into redesigning the Jolly Fisherman junction in Greatstone to allow buses to turn more easily. There is also a proposal for a community bus service for the Marsh and the next stage is to look at management of this proposed service.

Cllr Hobbs was keen to know if a new JTB agreement was forthcoming between KCC and the District Council allowing him voting rights on the Board as a Parish Councillor. Pauline Harmer advised this is under review.

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JTB/19/03

Proposed Parking Restrictions 2019

A report by the F&HDC Highway Engineer to the Joint Transportation Board.

1. Introduction

During the year parking restrictions have been proposed to the council. This report outlines the areas where restrictions would help to improve traffic flow, safety margins and resolve parking problems.

Proposed Parking Restrictions

2. Footway Parking Prohibition

2.1 Grace Hill, Folkestone Cheriton [Map 1]

KCC removed railings some time ago. Motorists now realise they can park on footway the other side of the crossing zig zags (unlike DYL where the restriction covers the footway zig zags only apply to the carriage way).

2.2 Canterbury Road, Hawkinge [Map 1a]

An area with access points to private land that vehicles park on outside the parade of shops from near village hall to the Childrens Centre.

3. Motorhome or HGV overnight ban (6pm to 7am all days)

3.1 Mountfield Road, New Romney [Map 2a] (HGV)

Requests from residents as refrigerated vehicles are parking up at the rear of properties often running evenings and at weekends.

4. Waiting Restrictions (Double Yellow Lines)

4.1 Broomfield Crescent, Cheriton [Map 3]

A request from a ward Cllr for DYL on the slope leading off from Broomfield Road to assist with refuse collections and deliveries.

4.2 Radnor Cliff, Sandgate [Map 3a]

Extend current DYL across driveway of Marine Point – already covered by dogbone so no loss of parking but will reinforce need to keep clear.

4.3 Sea Wall, Dymchurch [Map 3b]

A request from Dymchurch PC to change the seasonal DYL to all year to help combat increased inconsiderate parking outside of the summer season.

5. Revocations

5.1 Ashley Avenue, Cheriton [Map 4]

A request from a resident with no off-street parking to remove a section of DYLS (originally installed in 2017 to assist with nearby building works) to enable some additional parking. The final length still needs to be confirmed once the entrance to the new builds is complete but it is approximately 25 metres as shown on the map.

6. Recommendations

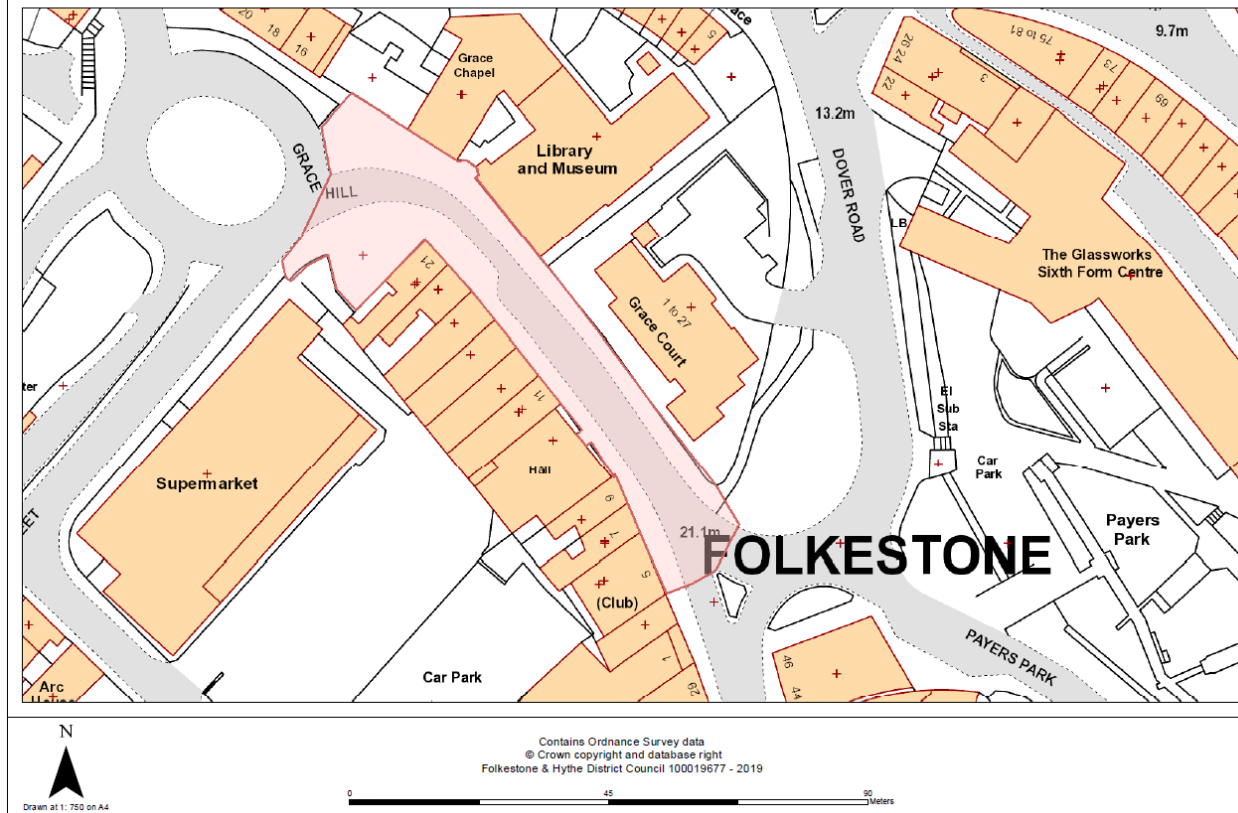
6.1 It is recommended that

6.2 Traffic Regulation Orders are made or amended for the above proposals in the next financial year (2020/21). Before a TRO is made, the regulations require statutory consultations with all affected persons.

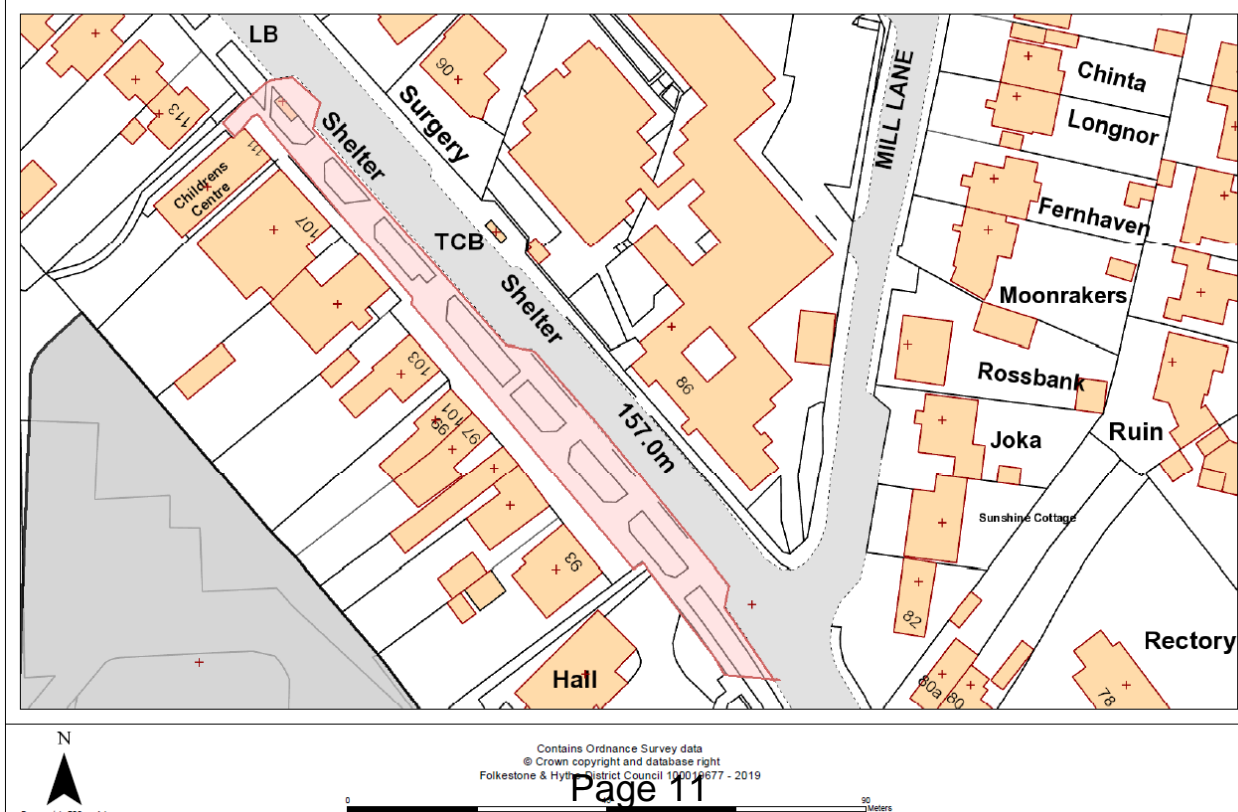
6.3 Any objections to the TROs are reported to the Cabinet Member for Transport to consider and decide on whether a scheme should be progressed.

Paul Thompson
Highways Engineer
paul.thompson@folkestone-hythe.gov.uk

Grace Hill Footway parking ban proposal Map 1



Canterbury Road, Hawkinge, Footway parking ban proposal Map 1a



Mountfield Road HGV ban proposal Map 2a

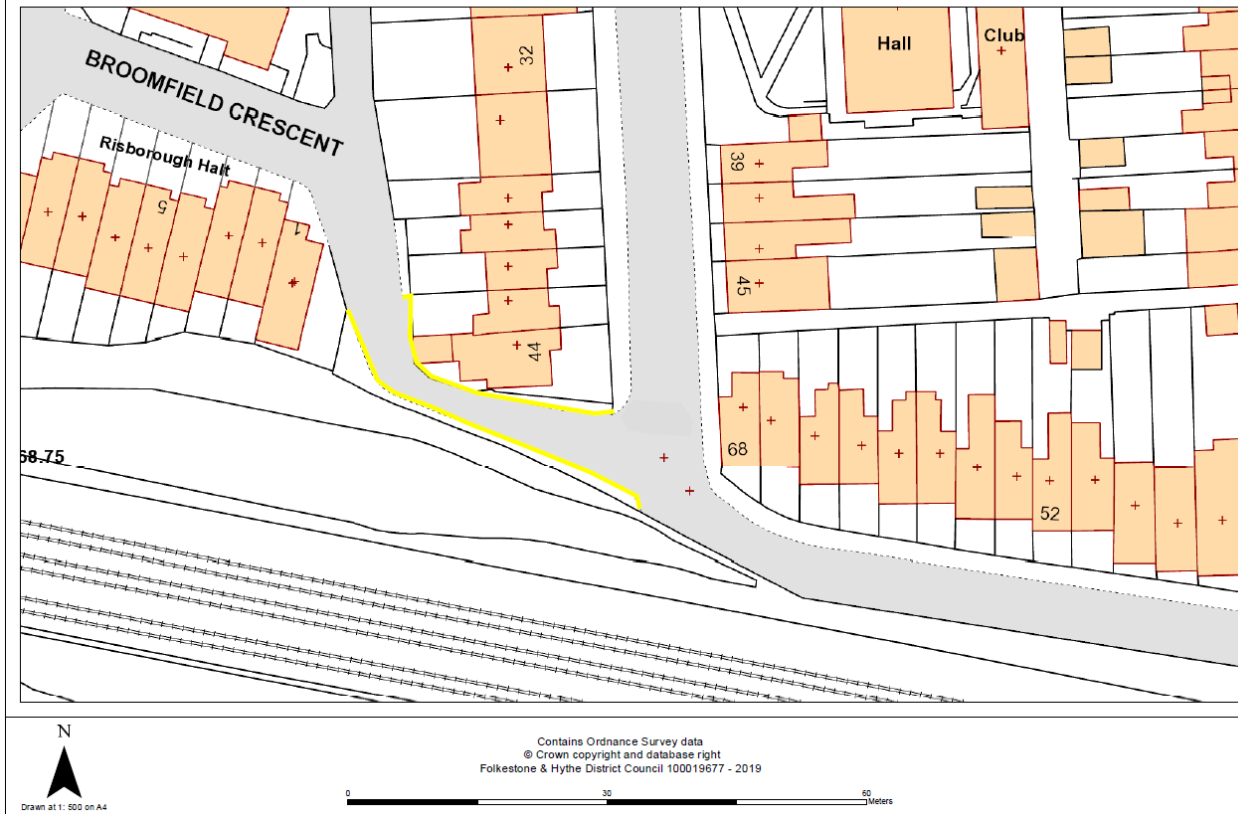


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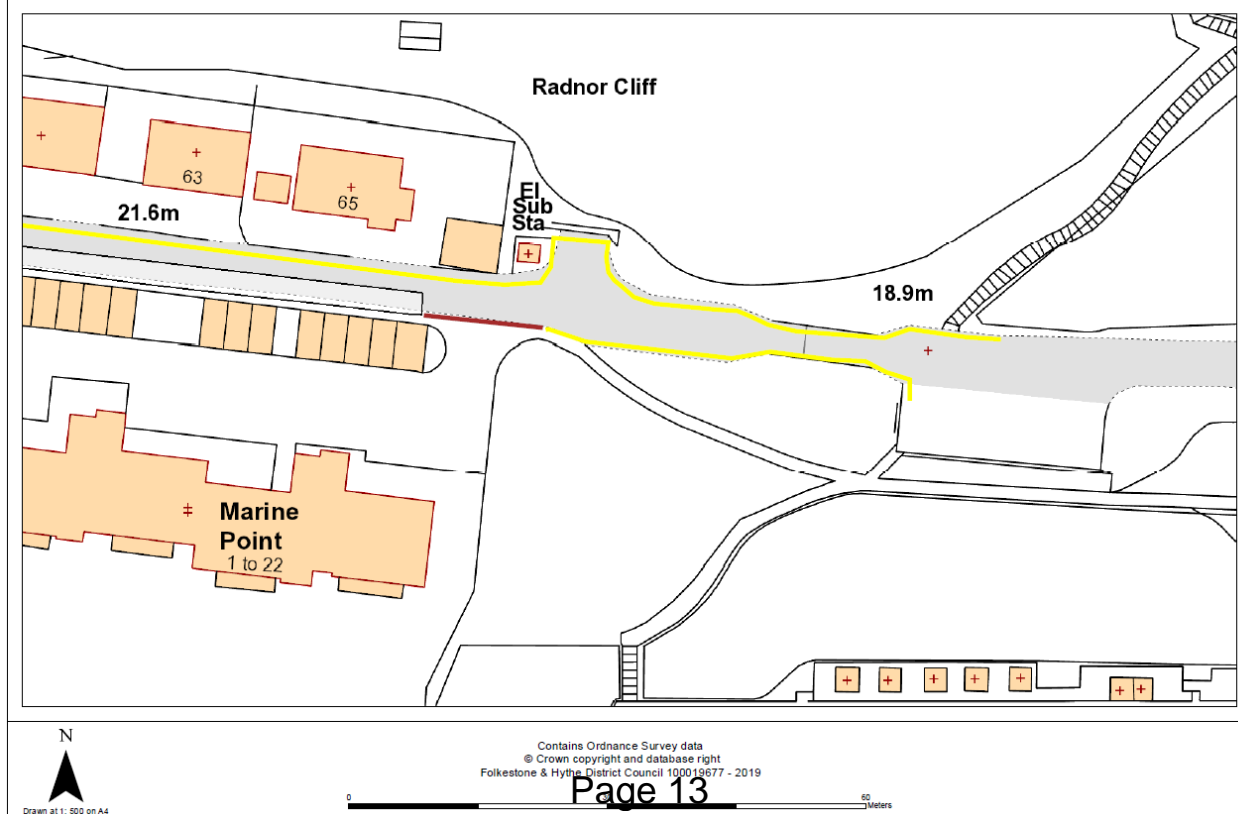
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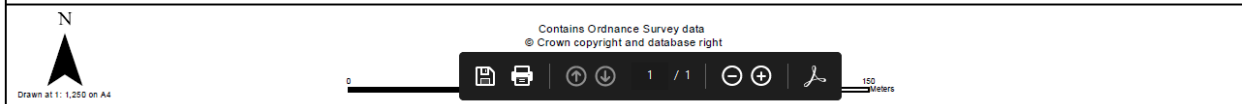
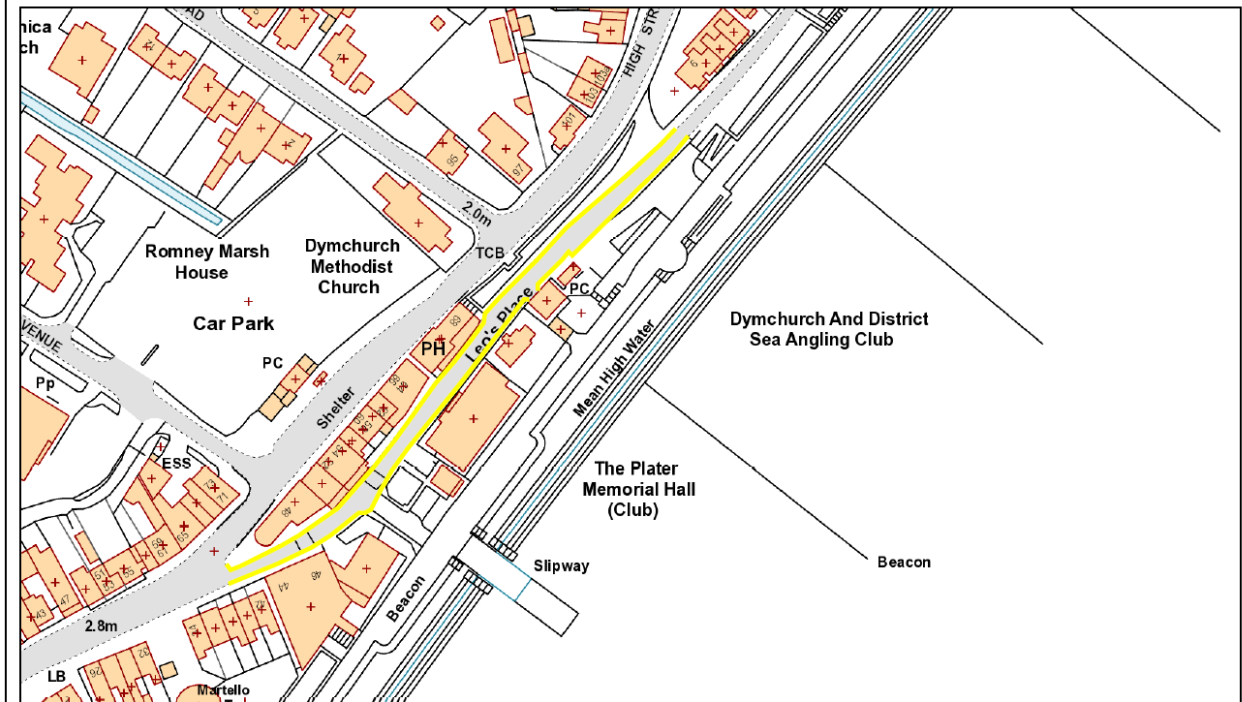
Broomfield Crescent DYL proposal Map 3



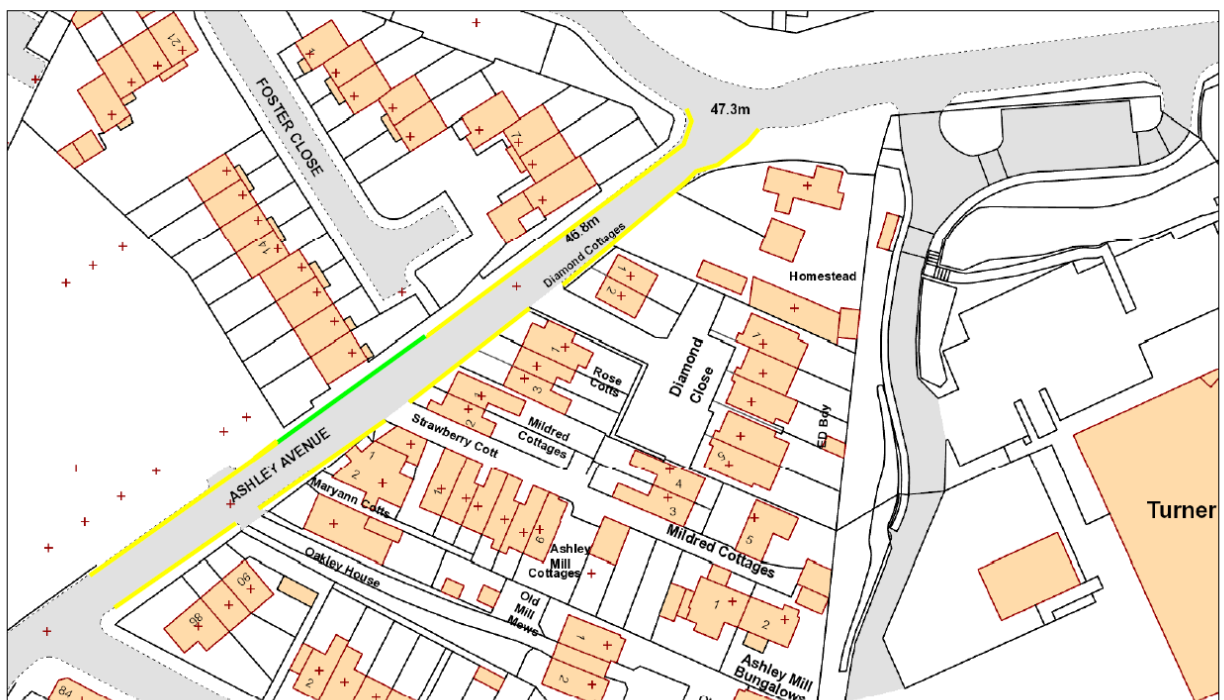
Radnor Cliff DYL proposal Map 3a



Sea Wall proposed change to seasonal DYL Map 3b



Ashley Avenue removal of DYL Map 4



JTB/19/04

To: Folkestone & Hythe Joint Transportation Board

By: KCC Highways, Transportation & Waste

Date: 25th November 2019

Subject: Highway Forward Works Programme – 2019/20 onwards

Classification: Information Only

Summary: This report updates Members on the identified schemes approved for construction

1. Introduction

This report provides an update and summarises schemes that have been programmed for delivery in 2019/20.

Kent County Council has agreed a substantial increase in the budget for planned highway works over the next three years, and as a result we are still in the process of identifying and designing schemes for inclusion in our full Year One to Two (2019/20 and 2020/21) and Year Three to Five (2021/22 to 2023/24) programmes. Because of this, we have decided to publish an interim programme, and to publish the full programmes later this year. For some assets this interim programme covers approximately the first six months of 2019/20, whilst for others it includes most of the works planned for the whole year.

This programme is subject to regular review and may change for a number of reasons including budget allocation, contract rate changes, and to reflect KCC's changing priorities. The programme and extent of individual sites within the programme may also be revised following engineering assessment during the design phase.

Road, Footway & Cycleway Renewal and Preservation Schemes – see Appendix A

Drainage Repairs & Improvements – see Appendix B

Street Lighting – see Appendix C

Transportation and Safety Schemes – see Appendix D

- **Casualty Reduction Measures**
- **Externally funded schemes**
- **Local Growth Fund**

Developer Funded Works – see Appendix E

PROW – see Appendix F

Bridge Works -see Appendix G

Traffic Systems – see Appendix H

Combined Member Fund – see Appendix I

Street Works – see Appendix J

Conclusion

1. This report is for Members' information.

Contact Officers:

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

Pauline Harmer	Interim Highway Manager East Kent
Pauline Harmer	Folkestone & Hythe District Manager
Alan Casson	Strategic Asset Manager
Earl Bournier	Drainage & Structures Asset Manager
Sue Kinsella	Street Light Asset Manager
Toby Butler	Traffic & Network Solutions Asset Manager
Jamie Hare	Development Agreements Manager
Nikola Floodgate	Schemes Programme Manager
Alison Hews	Street Works East Manager

Appendix A – Road, Footway and Cycleway Renewal and Preservation Scheme

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.

Road Asset Renewal Schemes – <i>Contact Officer: Byron Lovell</i>			
Road Name	Parish	Extent of Works	Current Status
A260 Canterbury Road	Densole	North of Black Horse Farm Caravan Park to Black Horse Pub	Completed
B2068 Stone Street	Stelling Minnis	George Inn Pub to Misling Lane	Completed
A259 High Street	New Romney	Sainsburys Roundabout to north of B2071 Station Road	Completed
A260 The Tram Road	Folkestone	Harbour Street to Harvey Street	Programmed 5 th December 2019
A2033 Dover Road	Folkestone	Harbour Way through to Grace Hill Roundabout	Programmed 6 th December 2019
A260 Spitfire Way	Hawkinge	Between Canterbury Road and Aerodrome Road	Programmed 22 nd November 2019
A259 Cheriton Road	Folkestone	Cheriton Rd to Shorncliffe Rd	Programmed 10 th February 2020
A259 Pavilion Road	Folkestone	Radnor Pk Rd 4 Way Jcn to Black Bull Rd	Programmed 6 th February 2020
A259 Radnor Park Road	Folkestone	Black Bull Rd to 4 Way Jcn with Pavilion Rd	Programmed 20 th February 2020
Road Asset Preservation Schemes - <i>Contact Officer: Jonathan Dean</i>			
Surface Treatments			
Road Name	Parish	Extent of Works	Current Status
ASHENTREE LANE	Old Romney/Ivychurch	From Hook Wall to Narrowbush Lane	Completed (Badger Investigation still ongoing)
HIGH MINNIS	Lyminge	Between Property Oak Ridge to Property Woodside Cottage	Completed
CALDICOTT LANE	Lydd	From Romney Road to Level Crossing	Completed

JTB/19/04

FROM NEWCHURCH TOWN BOUNDARY TO EASTBRIDGE ROAD	Burmarsh/Dymchurch	From Eastbridge Road to Property Merrifields	Completed
FROM JUNCTION WITH TURNAGATE COTTAGE	St Marys in the Marsh	From just past Rectory Road to Hope Lane	Completed
MIDLEY WALL	New Romney	From Ashentree Lane towards Cold Harbour Lane	Completed
BLUE HOUSE LANE	Postling	Whole Road	Postponed until 2020
BECKETT LANE	Old Romney/Ivychurch	TBC	Programmed for November 2019
Footway/Cycleway Asset Renewal & Preservation Schemes - <i>Contact Officer: Neil Tree</i>			
Road Name	Parish	Extent of Works	Current Status
Corone Close	Cheriton	Entire Length (Footway Protection)	Completed
Fairway Avenue	Cheriton	Entire Length (Footway Protection)	Completed
Pentvale Close	Cheriton	Entire Length (Footway Protection)	Completed
Southmead Close	Cheriton	Entire Length (Footway Protection)	Completed

Appendix B - Drainage

Drainage Works – Contact Officer: Earl Bournier			
Road Name	Parish	Description of Works	Current Status
A261	Pedlinge	Investigation works to be carried out due to water leaking from the verge on to the road	All works were carried out and completed. There is also a buried culvert that needs further investigation.
Church Hill	Hawkinge	Cleansing of soakaways due to flooding under the bridge	Awaiting confirmation of works date with contractor.
Lymbridge Green	Stowting	Carriageway flooding issue	All works including the pond are completed.
Shorncliffe Road	Folkestone	Carriageway flooding issues near dentist	Works are completed.
Enbrook Road	Sandgate	Carriageway flooding issues from overflowing water course	Expected start date now Monday 11/11/19.
School Road	Saltwood	Drainage improvement works	Works have now been completed
From Bunkers Hill to Canterbury Road	Wingmore	Drainage improvement	Works are completed.
Robin Hood Lane	Lydd	Installation of 2no. gullies, 1no. chamber and 30m kerbing	Programmed for 18/11/2019
Horn Street	Hythe	Removal of highway drain connected to combined sewer, install 2no. gullies and 1no. catchpit and connect to highway surface water drain	Awaiting programme date from contractor

Appendix C – Street Lighting

Structural testing of KCC owned streetlights 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.

Street Lighting Column Replacement – <i>Contact Officer: Sue Kinsella</i>			
Road Name	Town	Description of Works	Current Status
Military road	Folkestone Sandgate	Replacement of 1 no street light	Completed
Langhorne gardens	Folkestone I	Replacement of 1 no street light	Works Programmed for completion by end of February 2020
Castle hill avenue	Folkestone	Replacement of 1 no street light	Completed
Dental street	Hythe	Replacement of 1 no street light	Works Programmed for completion by end of February2020
Morrison Road	Folkestone	Replacement of 2 no street light	Completed
Enbrook Road	Folkestone Sandgate	Replacement of 2 no street light	Completed
Holywell Avenue	Folkestone	Replacement of 1 no street light	Completed
Sandgate Hill	Folkestone Sandgate	Replacement of 1 no street light	Completed
Cherry Garden Avenue	Folkestone	Replacement of 1 no street light	Completed
Wallace Mews	Folkestone	Replacement of 1 no street light	Completed
Burrow Road	Folkestone	Replacement of 3 no street light	Completed
Greenfield Road	Folkestone	Replacement of 1 no street light	Completed
Meadows Grove	Folkestone	Replacement of 1 no street light	Completed

Joyes Close	Folkestone	Replacement of 1 no street light	Completed
The Leas	Folkestone	Replacement of 1 no street light	Works Programmed for completion by end of February 2020
Canterbury Road	Folkestone	Replacement of 1 no street light	Completed
Archer Road	Folkestone	Replacement of 1 no street light	Completed
The Stade	Folkestone	Replacement of 1 no street light	Completed
Ashford Road	Lympne & Stanford	Replacement of 1 no street light	Works Programmed for completion by end of February 2020
Cambridge Gardens	Folkestone	Replacement of 1 no street light	Completed
Meadow Grove	Folkestone	Replacement of 1 no street light	Completed
Church Road	Hythe	Replacement of 1 no street light	Works Programmed for completion by end of February 2020
Bolton Road	Folkestone	Replacement of 1 no street light	Completed
Cheriton Road	Folkestone	Replacement of 1 no street light	Completed
Fairfax Close	Folkestone Cheriton	Replacement of 1 no street light	Completed
Naseby Avenue	Folkestone Cheriton	Replacement of 2 no street light	Completed
Newbury Close	Folkestone Cheriton	Replacement of 1 no street light	Completed
Oxenden Road	Folkestone Sandgate	Replacement of 1 no street light	Completed

Appendix D – Transportation and Safety Schemes

Casualty Reduction Measures

The Schemes Planning & Delivery team is implementing schemes within the Folkestone & Hythe District, in order to meet Kent County Council's (KCC) strategic targets (for example, addressing traffic congestion or improving road safety). Casualty reduction measures have been identified to address a known history of personal injury crashes. Current status correct as of 30th May 2019.

Local Transport Plan funded schemes – <i>Contact Officer: Damien Cock</i>		
Road Name	Description of Works	Current Status
Casualty reduction measures (reactive) – Folkestone & Hythe		
Lydd Road j/w B2075 Old Romney (Hammonds Corner)	Surveys and junction modelling for a scheme to be delivered in 2019/20.	Commission for detailed modelling and options report
Radnor Park junction with Cheriton Road.	Relocation of existing pedestrian crossing point.	Works completed September 2019
LTP Schemes, Folkestone & Hythe		

Local Growth Fund

Local Growth Fund programme update for the Folkestone & Hythe District.

The Department for Transport (DfT) added £100m to the Local Growth Fund (LGF) pot in order to fund Local Sustainable Transport Fund Style schemes. KCC subsequently submitted four Local Sustainable Transport Fund (LSTF) capital bids 1) East Kent – A network for Growth, 2) Kent Thameside – Integrated door-to-door journeys and 3) West Kent – Tackling Congestion. The fourth was for Tonbridge Town Centre Regeneration, which included a highway improvements scheme in the Lower High Street as well as additional LSTF style measures. The objective of all the capital bids is to boost economic growth by decreasing carbon emissions and reducing congestion.

The Kent Thameside, West Kent and Tonbridge Town Centre Regeneration bids were all successful. The schemes aim to:

- improve access to employment and services
- reduce the need to travel by the private car
- enhance pedestrian, cycle and public transport facilities
- improve sustainable transport connections

The following schemes have been submitted as part of the successful Kent Thameside LSTF this financial year.

Scheme	Status
Cinque Ports Cycle Route Phase 3 – Hythe Promenade through 'The Green' to Reachfields.	Design complete. Awaiting funding to construct.
Cinque Ports Cycle Route Phase 4B – St Georges Place to Nickoll's Road, Hythe.	Design complete – Awaiting funding to construct.
Cinque Ports Cycle Route Phase 5 – Nickoll's Road to Dymchurch Rebut.	Outline design in place. – Awaiting Funding
Rolfe Lane	Construction completed 30/08/19
Hawkinge New Bus Stops. Page Road, Pannell Drive & Atkinson Road	Construction completed on 19/09/19, Stagecoach have been using the new stops since 27 th October 2019.

Appendix E – Developer Funded Works

Developer Funded Works (Section 278 Agreement Works) – Contact Officer: Dean Heynes				
Scheme Name	Mastergov File Ref No	Parish	Description of Works	Current Status
A259 Seabrook, Olivia Court,	Ref: 3040	Seabrook	New entrance and footway adjacent to new flats	KCC to complete works with agreement from developer, by early 2020
Stone St Old Stone Gate Farm	Ref: 3285	Stelling Minnis	Widening of carriageway and formation of right turn lane for new development	Works start 27 th August for 14 weeks, completion due end of December 2019
Sellindge A20 Phase I	Ref:3066	Sellindge	Road narrowing, site entrance to new Section 38, zebra crossing, new cycleway/footway and speed reduction to 30mph	Complete, maintenance period till March 2020
Sellindge A20 Phase II	Ref:3064	Sellindge	Road narrowing, site entrance to new Section 38, zebra crossing by school, new cycleway/footway and speed reduction to 30mph	Complete, maintenance period till March 2020
Cheriton High Street	Ref: 3052	Cheriton	Tesco/Horn Street, traffic lights, slip lane to Horn Street and surfacing of carriageway	Phase I to be commence Early 2020
Cheriton High Street/Cheriton Approach	Ref: 3053	Cheriton	New traffic lights and re alignment of junction forming a right-hand lane into Cheriton	Phase II to be commence Mid 2020
Jointon Road, Folkestone	Ref: SH3344	Folkestone	Entrance to new housing development	Started November 2020

Appendix F – PROW

Bridge Works – Contact Officer: David Fleck			
Path No	Parish	Description of Works	Current Status
HE282	Lyminge/ Saltwood	Chalk Byway deeply scoured	Completed
HF55/HE351 Paths alongside M20 Cheriton	Folkestone	New tarmac path	Completed

Appendix G – Bridge Works

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

Appendix H – 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.

Traffic Systems - Contact Officer: Toby Butler		
Location	Description of Works	Current Status
Harbour Street near Beach Street	Replacement of signal controller	Completed July 2019

Appendix I - Combined Member Grant programme update

Member Highway Fund programme update for the Shepway District.

The following schemes are those which have been approved for funding by both the relevant Member and by Roger Wilkins, 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 **30th August 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 via Kent Gateway, the online database for all Combined Member Grant schemes and studies, or by contacting the Traffic and Safety Engineer for the Combined Member Grant Shepway District.

Tony Hills

Details of Scheme	Status
1920-CMG-SH St Andrews Road, Littlestone Installation of SLOW road markings and a junction warning sign.	Works programmed for completion September 2019
1920-CMG-SH Dunes Road, Greatstone Traffic island alterations.	Works currently being designed

Appendix J – Street Works

Please note that this list is accurate at the time of running the report and is subject to cancellations and additions.

Report highlighting all works in Folkstone & Hythe District that require road closures with a duration of 10+ days.

Street Works – Contact Officer Alison Hews						
Road	Location	Works Description	Works Promoter	Dates from	Dates to	Traffic management comments
Canterbury Road & Spitfire way	Hawkinge	KCC resurfacing	KCC	22/11/2019	28/11/2019	Road Closure 20.00 – 05.00
Dawson Road	Folkestone	Lay approx. 8m of BT Duct to facilitate compression of a Street Cabinet to create additional capacity	Openreach	2/12/19	13/12/19	Road Closure

1.1 Legal Implications

1.1.1 Not applicable.

1.2 Financial and Value for Money Considerations

1.2.1 Not applicable.

1.3 Risk Assessment

1.3.1 Not applicable.

Contacts: Pauline Harmer / Toby Howe 03000 418181

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To: Folkestone and Hythe Joint Transportation Board

By: Andrew Loosemore – Head of Highway Asset Management

Date: 25th November 2019

Subject: Local Winter Service Plan

Classification: Information only

<p>Summary: This report outlines the arrangements that have been made between Kent County Council and Folkestone and Hythe District Council to provide a local winter service in the event of an operational snow alert in the borough/district</p>
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1. Introduction

1 (1) Kent County Council Highways, Transportation & Waste (KCC HTW) takes its winter service responsibilities very seriously and is proactive as well as reactive to winter weather conditions. Winter service costs KCC in the region of £3.3m every winter and needs careful management to achieve safety for the travelling public and to be efficient. The Highways Operations teams in HTW work to ensure that the winter service standards and decisions made are consistent across the whole county.

1(2) HTW prepares an annual Winter Service policy and plan which are used to determine actions that will be taken to manage its winter service operations. The policy was presented to the Environment and Transport Cabinet Committee on 10th October 2019 and subsequently approved by the Cabinet Member.

2. District based winter service plans

2(1) The Local Winter Service Plan for the Folkestone and Hythe District is a working document which will evolve and be revised as necessary throughout the year. This document complements the KCC Winter Service Policy and Plan 2019/20; the Policy is available on the KCC website.

2(2) Following successful work in previous years with district councils, arrangements have again been put in place this year whereby labour from district councils can be used during snow days. Additionally, HTW will supply a quantity of a salt/sand mixture to district councils to use on the highway network. The details are contained in the plan which enhances

the work that HTW will continue to do in providing a countywide winter service. The local plan comes into effect when a snow emergency is declared that affects the district of Folkestone and Hythe.

<http://www.kent.gov.uk/about-the-council/strategies-and-policies/transport-and-highways-policies/winter-service-policy>

3. Pavement clearance

3 (3) Areas for clearing pavements have been identified in the local plan. These are the areas where local knowledge has indicated that people are concerned and would most like to be kept clear when there is snow and ice.

4. Farmers

4(1) The work that our contracted farmers have done in recent years is greatly appreciated and has made a big difference in keeping rural areas clear on snow days. Again, this year farmers will have predetermined local routes and will use their own tractor and KCC ploughs for clearing snow. The ploughs supplied are serviced by KCC each year. Each farmer will have plans detailing the roads that they are responsible for ploughing. When snow reaches a depth of 50mm on roads in their areas the farmers will commence ploughing notifying KCC as agreed in their contract. A list of farmers and their contact details can be found in the local plan, (although some personal information will not be available via this report or the website due to General Data Protection Regulations).

5. Conclusion

5(1) Working in partnership with the district councils will enable HTW to provide an effective winter service across the county.

6. Recommendations

6(1) Members are asked to note this report.

Background documents: Kent County Council Winter Service Policy and Plan 2019/20

Contact officer: Pauline Harmer
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Folkestone and Hythe

Local Winter Service Plan

2019/20

Distribution:

**Highway Manager
Senior Highway Manager
District Manager
Highway Engineer
Highway Stewards
HMC Manager
Hub
Amey Depot Agent
Incident Response Officers
Senior Duty Officers
Winter Duty Officers
Borough / District Council**

Appendices: (INTERNAL USE ONLY)

- 1) Engineers Instruction Sheet**
- 2) Maps of Primary & Secondary Salting Routes**
- 3) Salt Bin Locations**
- 4) Farmer Snow Plough Agreements**
- 5) Hand Clearance & Salting of Key Pedestrian Areas**

- 6) Incident Response Officer (IRO) Rota**
- 7) Senior Duty Officer (SDO) Rota**
- 8) Winter Duty Officer (WDO) Rota**
- 9) Amey Out of Hours Rota**

Winter Service Plan for Folkestone and Hythe

Contents

1. KCC Highways' Winter Service Policy Statement

1.1 Kent County Council Highways, Transportation & Waste (KCC HT&W) takes its winter service responsibilities very seriously and is proactive as well as reactive to winter weather conditions. Winter service costs KCC in the region of £3.3m every winter and needs careful management to achieve safety for the travelling public and to be efficient. The Highways Asset Management Operations teams in HT&W work to ensure that the winter service standards and decisions made are consistent across the whole county.

1.2 HT&W prepares an annual Winter Service Policy and Plan which are used to determine actions that will be taken to manage its winter service operations.

The Policy is available on the KCC website at <http://www.kent.gov.uk/about-the-council/strategies-and-policies/transport-and-highways-policies/winter-service-policy>

2. District Based Local Winter Service Plans

2.1 The Local Winter Service Plan is a working document which will evolve and be revised as necessary throughout the year. This document complements the KCC Winter Service Policy and Plan mentioned above and comes into effect when a snow / ice emergency is declared by the Highway Manager (HM).

2.2 Following successful work in previous years with district councils, arrangements have again been put in place this year whereby labour from district councils can be used during snow days. Additionally, HT&W will supply a quantity of a salt/sand mixture to district councils to use on the public highway network. The details are contained in the plan which enhances the work that HT&W will continue to do in providing a countywide winter service.

3. Winter Service Procedure

3.1 During normal working hours, the District Manager, (DM), and Highway Engineer for the area will deal with all Winter Service matters, excluding primary and secondary salting route decisions which are made by the Winter Duty Officer. Any local action instructed should be recorded on an Engineers Instruction Sheet (see **Appendix 1**) and issued to the Contractor.

3.2 The Standby Officer, (SO), will assume control out of hours, seeking advice as appropriate, from the Winter Duty Officer, (WDO), and Senior Duty Officer (SDO). The Standby Officer will commence duty at 16.00 hours on Friday until 08.00 the following Friday and will be responsible for all the actions below out of hours.

3.3 During the operational winter service period the Kent Road Weather Forecast will be issued every day, (between 1300 & 1400 hours), details of which will be sent to the Highway Management Centre (HMC) and the DM. The daily weather forecast / information will be available on 03000 413111.

The District Manager and/or Highway Engineer will review the forecast and any action instructed.

3.4 In a declared snow emergency, the priorities are primary routes. It is unlikely that any other actions, save safety critical issues, will be taken initially until KCC is on top of keeping primary routes clear. In the event that all primary routes are clear, secondary routes will be instructed for treatment by the WDO.

3.5 Any requests to spot salt locations or clear snow will be triaged, prioritised and actioned where necessary as resource allows. It is expected that the Contact Centre and Hub staff will be able to resolve most enquiries by referring to the Winter Service Policy linked in Section 1 of this document.

3.6 Reporting back information to Duty Officers on the conditions in their local area during a snow/ice emergency is essential and the District Update Report (Appendix J of the annual Winter Service Policy and Plan) is due to be completed by 09:30 and 15:30 every day.

4. Plans of Primary and Secondary Routes

4.1 Maps showing the primary and secondary salting routes are attached at **Appendix 2**. Primary salting routes can also be seen and searched online at <http://www.kent.gov.uk/roads-and-travel/what-we-look-after/winter-service>

4.2 Primary and Secondary routes will not be amended mid-season. Instead any requests to change these routes will be considered next summer. Most bus routes will be covered by these routes but not all.

Appendix 2 includes details of traffic calming measures on these routes.

5. Salt Bin Locations

5.1 Current salt bin locations are listed in **Appendix 3** and can be found on the website at the following address:

<http://webapps.kent.gov.uk/KCC.MyNearestGIS.Web.Sites.Public/Default.aspx?lyrs=36&xmin=510905&xmax=671095&ymin=91716&ymax=191284&bg=osColour>

5.2 Salt bins will be filled once at the beginning of the winter season with further refills only if there is severe weather and time and resources permit. During the winter period, no additional salt bins will be deployed (unless funded through the Combined Members Grant). Any other requests will be considered during the following summer if considered at all.

6. Farmer Snow Plough Agreements

6.1 Farmers local to the area are contracted to plough snow on the more rural routes when necessary. Staff will be familiar with the farmers that have agreements and the roads they cover. Each farmer will have details of the roads to be ploughed. The farmer uses his own tractor, often with a KCC plough, which is serviced every year and maintained by KCC.

6.2 When snow reaches a depth of 50mm on roads in their areas the farmers will commence ploughing. They should email confirmation of start and stop times and advise of any issues with this. Farmers are paid by the hour when ploughing.

6.3 Contact details and maps showing the farmers who have been contracted to carry out snow clearance and the areas they cover are attached in **Appendix 4**. However, these areas are flexible, and the farmers may be instructed to plough any adopted road.

7. Hand Clearance and Salting of Key Pedestrian Areas.

7.1 Hand clearance and salting of priority pedestrian areas and routes (including bridges and underpasses if appropriate) will be carried out using Amey operatives or District Council operatives during snow emergencies.

A list of priority areas for hand salting with associated plans can be seen in **Appendix 5**.

7.2 Inclusion in the Local Winter Service Plan does not guarantee that action will be taken at these locations. The crews will be directed to areas as the situation demands but staff will target resources to areas of higher risk such as approaches to emergency services, public transport stations and shopping centres and local shops.

7.3 In addition to this, Parish Councils will have been provided with bulk bags of salt/sand for use on the highway if requested, prior to the winter season.

8. Clearing Snow and Ice Guidance for the Public

8.1 The Department for Transport 'Snow Code' gives guidance for members of the public relating to the risks and liability of clearing snow and ice on the public highway <https://www.gov.uk/clear-snow-road-path-cycleway>

9. Incident Response Officer (IRO) rota

The Incident Response Officer rota is attached in **Appendix 6**.

10. Senior Duty Officer (SDO) rota

The Senior Duty Officer rota is attached in **Appendix 7**.

11. Winter Duty Officer (WDO) Rota

The Winter Duty Officer Rota is attached in **Appendix 8**.

12. Amey's Out of Hours rota

Amey's Out of Hours rota is attached in **Appendix 9**.

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