

AGENDA

MAIDSTONE JOINT TRANSPORTATION BOARD MEETING



Date: Wednesday 19 April 2017

Time: 5.00 pm

Venue: Town Hall, High Street,
Maidstone

Membership:

Councillors Bird, Brown, D Burton (Vice-Chairman), Carter, Chittenden, Clark, Cooke, Cuming, Daley, Garten, Mrs Grigg, Hotson (Chairman), T Sams, Springett, Mrs Stockell, Vizzard, Mrs Whittle, Wilby and Willis

Page No.

1. Apologies for Absence
2. Notification of Substitute Members

Continued Over/:

Issued on Friday 7 April 2017

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 01622 602263**. To find out more about the work of the Committee, please visit www.maidstone.gov.uk

**Alison Broom, Chief Executive, Maidstone Borough Council,
Maidstone House, King Street, Maidstone Kent ME15 6JQ**

3. Notification of Visiting Members
 4. Disclosures by Members and Officers
 5. Disclosures of lobbying
 6. To consider whether any items should be taken in private because of the possible disclosure of exempt information
 7. Minutes of the Meeting Held on 21 March 2017 1 - 7
 8. Petitions (if any)
 9. Questions/Statements by members of the public
 10. Report of the Head of Transport and Development - Update on Petitions Submitted to Kent Highway Services
 11. Report of the KCC Director of Governance and Law: Amendments to the Maidstone Joint Transportation Board Agreement 8 - 21
 12. Report of the KCC Director of Highways, Transportation and Waste: A Boards 22
 13. Verbal Report of the KCC Director of Highways, Transport and Waste: A20 Through Harrietsham Update
- INFORMATION ONLY REPORTS**
14. Report of KCC's Head of Countywide Improvements: Highway Improvement Schemes 23 - 37

Registering for Public Speaking

In order to book a slot to speak at this meeting of the Joint Transportation Board please contact Ezzie Tunnicliff on 01622 602272 by 5.00pm one clear working day (13th April 2017) before the meeting. You will also need to inform us of the topic you wish to speak on. Please note that slots will be allocated on a first come, first served basis up to a maximum of ten speakers.

MAIDSTONE BOROUGH COUNCIL

MAIDSTONE JOINT TRANSPORTATION BOARD

MINUTES OF THE MEETING HELD ON TUESDAY 21 MARCH 2017

Present: Councillors Bird, Brown, D Burton, Carter, Chittenden, Clark, Cooke, Cuming, Daley, Garten, Mrs Grigg, Hotson (Chairman), T Sams, Springett, Mrs Stockell, Vizzard, Mrs Whittle and Willis

Also Present: Councillors M Burton, Cox, Harvey and Prendergast

29. APOLOGIES FOR ABSENCE

There were no apologies.

30. NOTIFICATION OF SUBSTITUTE MEMBERS

There were no substitute members.

31. NOTIFICATION OF VISITING MEMBERS

Councillors M Burton, Cox, Harvey and Prendergast were present as visiting members.

32. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures by members or officers.

33. DISCLOSURES OF LOBBYING

There were no disclosures of lobbying.

34. TO CONSIDER WHETHER ANY ITEMS SHOULD BE TAKEN IN PRIVATE BECAUSE OF THE POSSIBLE DISCLOSURE OF EXEMPT INFORMATION

RESOLVED: That all items be taken in public as proposed.

35. MINUTES OF THE MEETING HELD ON 19 OCTOBER 2016

RESOLVED: That the minutes of the previous meeting be approved as a correct record and signed.

36. PETITIONS (IF ANY)

Councillor Dan Daley presented a petition to the Committee with the following wording:

You will be aware of issues of traffic safety and congestion in Queens Avenue.

We the undersigned require our local representatives to take action to ensure that KCC undertakes a full study to explore all opportunities for controlling and limiting traffic movement and inconsiderate parking, fully consults all affected residents and businesses in Queens Avenue and adjoining roads and further acts to implement appropriate solutions.

Councillor Daley spoke on the petition and suggested:

- That an officer from Kent County Council Highways should conduct a traffic survey of this area, with a view to regulating the traffic flow better; and
- Some solutions to the problems faced by residents may include single yellow lines, a commuter ban or introducing a one way system on Queens Avenue.

Peter Wiles presented a petition to the Committee with the following wording:

Maidstone Arriva – Service 19 Bus

We, the undersigned, as regular users of the above service, consider that the service is unpunctual and unreliable. It is often late and regularly does not turn up. We would like Arriva, if it is to continue running this service, to make satisfactory improvements.

Mr Wiles spoke to the committee on his petition and stated that in his opinion, the number 19 service had been particularly poor and Arriva's handling of complaints by bus users had not been satisfactory.

At the conclusion of Mr Wiles' speech the Chairman stated that the points Mr Wiles raised would be addressed during agenda item 11. Question and Answer Service with Arriva: Changes to Bus Services and their Effect on Rural Areas.

RESOLVED:

That an officer report on the feasibility of a traffic study to explore congestion issues on Queen's Avenue be brought back to a future Joint Transportation Board meeting.

37. QUESTIONS/STATEMENTS BY MEMBERS OF THE PUBLIC

Councillor Bob Hinder, Chairman of Boxley Parish Council, asked the following question of the Chairman of the Committee:

Boxley Parish Council recognises that due to the financial cutbacks that services and highway projects have to be prioritised but it

feels, certainly to this parish council and its residents, that communities are being abandoned and common sense is going out of the window. The report before the committee highlights the issues that residents are bringing to the parish council; some of the issues are not huge money pits but rather common sense preventative measures that, in the case of yellow lines at Grove Green, are preventative to stop injuries to children and other road users.

Recognising the dire financial straits that principle councils face Boxley Parish Council has identified a budget of up to £40,000 to be spent on a suitable highway project or projects and is also investigating the possibility of using Crowdfunding. The parish council wants to work with Kent County Council and Maidstone Borough Council but currently feels that even though it is willing, as the saying goes, to put its money where its mouth is there is no dialogue or even a sense that the principle authorities are willing to talk to parish councils who are attempting to find solutions to problems that they don't want to know about, even though they might have caused them.

The Chairman of the Committee referred the question to the Leader of Kent County Council, who stated that Kent County Council would always look to work with Parish Councils and welcomes the proposals put forward by Boxley Parish Council.

Angelo Martinez, of the Maidstone Cycle Campaign Forum, asked the following question of the Chairman of the Committee:

Would the relevant authority consider the addition of protection barriers and extra lighting in a very dangerous section of the Medway Towpath as it passes under the Maidstone Bridges, so we do not have to lament any fatalities?

The Chairman of the Committee referred the question to the Senior Public Rights of Way Project Officer.

RESOLVED: That the Senior Public Rights of Way Project Officer provides a written response to Mr Martinez's question

38. VERBAL REPORT OF KCC'S HEAD OF TRANSPORT AND DEVELOPMENT - UPDATE ON PETITIONS SUBMITTED TO KENT COUNTY COUNCIL HIGHWAYS

There were no petitions.

39. QUESTION AND ANSWER SESSION WITH ARRIVA: CHANGES TO BUS SERVICES AND THEIR EFFECT ON RURAL AREAS

Kevin Root, Arriva Maidstone General Manager, gave a presentation to the committee that covered the following areas:

- That Arriva had a change to their management team, and the new team had undertaken a review of the network
- Congestion had been a huge issue for Arriva in Maidstone. Therefore the network review had aimed to prevent congestion in particular areas of the town having an impact on bus routes that crossed the borough
- The way in which the new routing had been designed to address the issue of congestion was to use central Maidstone as a hub by running routes into and out of the centre, rather than routes running across the borough
- This had meant that some of the routes that had previously crossed the borough had been split into two services. However it also meant that Arriva could be more flexible by re-routing buses that were affected by congestion
- Arriva had upgraded the buses on the network in Maidstone, bringing new and nearly new buses into the Maidstone network from other areas of their network
- Arriva had also made changes to their drivers' working day to ensure there was more time to allow for problems that may occur on their route
- Altogether, Mr Root believed that these changes would provide a more reliable service in Maidstone

Members of the committee raised some specific issues that they had faced in their wards, including:

- The number 19 - which often didn't turn up in the mornings meaning children couldn't get to school and commuters could not get into work
- The number 12 bus had stopped serving the bus stop in Heath Road, Langley Heath, which meant residents had to cross a dangerous busy road to get to the bus stop
- The new timetable for the number 12 bus meant it left later in the mornings, not leaving enough room for school pupils to get into school on time if there were any hold ups
- The cancellation of the service to East Farleigh
- Reliability of the service in Fant, and that the service level was being reduced
- There was a lack of response from Arriva when the public and members raised issues, particularly as complaints were dealt with in

Luton not locally

- The 59 bus service, which served Maplesden Noakes School and Maidstone Girls Grammar School from the South of the borough at school times, did not align well with the school start and finish times for both of these schools

RESOLVED:

- 1) That the Committee Clerk writes to Arriva, outlining the individual concerns about services raised by ward members, so that Arriva can provide a formal response to the Committee
- 2) That Arriva be invited back in four months time, once the changes to the timetable have come into place, to provide an update to the Joint Transportation Board

40. **REPORT OF THE KCC DIRECTOR OF HIGHWAYS, TRANSPORT AND WASTE: MAIDSTONE INTEGRATED TRANSPORT PACKAGE**

The Major Capital Programme Project Manager presented his report on the Maidstone Integrated Transport Package (MITP). The Committee noted:

- The MITP was a package of measures designed to address congestion due to population growth, and corresponding transport growth
- The MITP was funded through developer contributions (Section 106 funding) from major housing sites and was supported by the Local Growth Fund provided by the South East Local Enterprise Partnership (SELEP)
- The funding agreed by SELEP was for the specific measures outlined in the MITP, and was time limited, meaning that if the schemes were not in place by the end of the period the funding would be withdrawn

In response to questions from members, the Major Capital Programme Project Manager explained that all of the schemes in the MITP would include public engagement before construction.

The Committee discussed the report and reminded the Major Capital Programme Project Manager that any bus prioritisation measures proposed in the MITP must not be to the detriment to the motorist, as per their previous resolution.

RESOLVED: That

- 1) The Joint Transportation Board notes the report

- 2) The Joint Transportation Board requests an update report on the further development of the MITP schemes at a future Joint Transportation Board meeting

41. REPORT OF THE KCC DIRECTOR OF HIGHWAYS, TRANSPORT AND WASTE - MAIDSTONE SUSTAINABLE ACCESS TO EDUCATION AND EMPLOYMENT LEP SCHEME: RIVER MEDWAY TOWPATH

The Senior Public Rights of Way Project Officer updated the Committee on the progress of the River Medway towpath scheme.

In response to questions from the Committee, the Senior Public Rights of Way Project Officer stated:

- That benches had been included in the finished scheme; and
- Cycle path orders were being applied for, and after these had been granted signage would be erected

RESOLVED: That the report be noted.

42. REPORT OF THE KCC DIRECTOR OF HIGHWAYS, TRANSPORTATION AND WASTE: A BOARDS

RESOLVED: That this item be deferred to the next Joint Transportation Board Meeting.

43. REFERENCE FROM THE PLANNING COMMITTEE - WEST STREET, HARRIETSHAM, KENT

The Committee discussed this reference and pointed out that Kent County Council Highways had been consulted on this planning application, and it was up to the Planning Committee to ensure that the comments from Highways were incorporated in conditions set for any permission. The Committee also stated that developers should be made to contribute to any mitigation for developments and this money should not come from the public purse.

RESOLVED: That the reference from Planning Committee be returned to the Planning Committee

44. REFERENCE FROM THE PLANNING COMMITTEE - A229/HEADCORN ROAD/MARDEN ROAD JUNCTION

The Chairman refused to take this item as it related to legal proceedings underway between Maidstone Borough Council and Kent County Council.

45. REPORT OF THE KCC DIRECTOR OF GOVERNANCE AND LAW: AMENDMENTS TO THE MAIDSTONE JOINT TRANSPORTATION BOARD AGREEMENT

RESOLVED: That this item be deferred to the next Joint Transportation Board Meeting.

46. VERBAL REPORT OF THE KCC DIRECTOR OF HIGHWAYS, TRANSPORT AND WASTE- BEFORE AND AFTER STATISTICS FOR BRIDGES GYRATORY AND POTENTIAL CHANGES TO LIGHT TIMINGS

The Strategic Transport and Development Planner updated the Committee on the before and after statistics for the new layout for the bridges gyratory system in Maidstone.

The committee noted:

- New signage and road markings had been introduced to improve usage of the junctions
- Light timings will be adjusted once evidence had been gathered on the usage and effectiveness of the junction
- Evidence from the traffic control centre suggested that the new system had a positive effect on traffic flow in the network

RESOLVED: That a further review is brought back to the Joint Transportation Board once the light timing changes have been implemented.

47. VERBAL REPORT OF THE MBC PLANNING POLICY MANAGER - PARK AND RIDE, PARKING AND BUS WORKSTREAMS

RESOLVED: That this item be deferred to the next Joint Transportation Board Meeting.

48. VERBAL REPORT OF THE KCC DIRECTOR OF HIGHWAYS, TRANSPORT AND WASTE - LEEDS/LANGLEY RELIEF ROAD FUNDING

RESOLVED: That this item be deferred to the next Joint Transportation Board Meeting.

49. VERBAL REPORT OF THE KCC DIRECTOR OF HIGHWAYS, TRANSPORT AND WASTE - A20 THROUGH HARRIETSHAM UPDATE

RESOLVED: That this item be deferred to the next Joint Transportation Board Meeting.

50. DURATION OF MEETING

3.00 pm to 6.18 pm

Agenda Item 11

To: Maidstone Joint Transport Board – 19 April 2017

Subject: Amendments to the Joint Transportation Board agreement between Maidstone Borough Council and Kent County Council

Classification: Unrestricted

Summary: This report seeks agreement from the Joint Transportation Board (JTB) to the JTB agreement as amended and attached at appendix 1 for adoption by each party in accordance with the appropriate governance procedures for each.

Recommendation(s):

That the Maidstone Joint Transportation Board approve the amended agreement as attached at appendix 1 for adoption in accordance with each parties governance procedures.

1. Background

- 1.1 In 2013 the Kent Association of Local Councils (KALC) requested that Parish Council representation at Joint Transportation Boards be increased to two members and that those two members be permitted voting rights.
- 1.2 Under the existing JTB agreement only one Parish representative may be appointed and although that representative may speak there are currently no voting rights attached to the appointment.
- 1.3 The agreement was duly amended by officers at Kent County Council to include the KALC recommendation and to include any other changes made necessary by committee or governance changes that had occurred in the time since it was originally signed.
- 1.4 Each JTB was consulted on the matter as was the KCC Environment and Transport Cabinet Committee. Despite the Cabinet Committee endorsing the proposed decision and amended agreement it was not taken by the KCC Cabinet Member for Environment and transport at that time as it was not possible to amend the agreement in such ways that would suit all JTB's.

2. Developments

- 2.1 Maidstone JTB, through the Chairman, has requested that amendments to its individual agreement with KCC be made to adopt the recommendations of KALC as described in 1.1 above.
- 2.2 Nothing in the current agreement precludes amendments to individual agreements.

2.3 The amended document at appendix 1 reflects the recommendations of KALC but also makes amendments to the reporting and dispute resolution procedures to improve current practice and reflect changes to committee structures that have occurred since the original agreement was entered in to, eg. The decommissioning of the Highways Advisory Board and Maidstone Borough Council's change in governance model to the Committee System.

3. Financial Implications

3.1 There are no financial implications of the proposed amendments.

4. Legal implications

4.1 There are no direct legal implications of the proposed amendments, however more clearly set out reporting and recording methods will strengthen any resulting decisions at both authorities.

5. Equalities implications

5.1 There are no equalities implications resulting from the proposed amendments.

6. Governance

6.1 Should the amended agreement be approved by the Maidstone JTB, Democratic Services Officers at MBC and KCC will ensure that the agreement is signed and sealed in accordance with the relevant governance requirements of each authority.

7. Conclusions

7.1 The proposed decisions and actions set out in this report will allow the wishes of the Maidstone JTB to be reflected within an individual agreement. In addition the amended agreement corrects any factual inaccuracies that have occurred over time since the original agreement was signed and strengthens reporting and recording procedures.

<p>8. Recommendation:</p> <p>8.1 That the Maidstone Joint Transportation Board approve the amended agreement as attached at appendix 1 for adoption in accordance with each parties governance procedures.</p>

10. Background Documents

10.1 None

11. Contact details

Report Author: Lou Whitaker

Name and job title: Democratic Services Manager (Executive)

Telephone number: 0300 416824

Email address: louise.whitaker@kent.gov.uk

DATED

.....2017

THE KENT COUNTY COUNCIL

-and-

MAIDSTONE BOROUGH COUNCIL

AGREEMENT ON
JOINT TRANSPORTATION BOARDS

Kent Legal Services
Kent County Council
County Hall
Maidstone
Kent ME14 1XQ

Contact Tel: 03000 416824

Appendix 1: Amdended JTB Agreement

THIS DEED OF AGREEMENT is made the [date] day of [Month] Two thousand and seventeen between THE KENT COUNTY COUNCIL of County Hall Maidstone Kent ME14 1XQ of the one part (hereinafter referred to as "KCC") and MAIDSTONE BOROUGH COUNCIL of London House 5-11 London Road Maidstone Kent ME16 8HR (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 into account 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 highways 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 first day of {Date to be confirmed after adoption date}Two thousand and Seventeen and will continue until terminated by either party in writing in accordance with the provisions of this Agreement

Appendix 1: Amdended JTB 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 committee structure 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 at the instigation of the Kent and Medway Chief Executives 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.

Appendix 1: Amdended JTB Agreement

THE FIRST SCHEDULE

Joint Transportation Boards

- 1.1 A Joint Transportation Board {JTB) will be established by KCC and the 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 forum.

Membership

- 2.1 JTB membership will comprise all KCC local members for divisions in the Council's area an equal number of members appointed by the Council and two representatives of the Parish Councils within the district. The Council may appoint substitutes for its Members.
- 2.2 The Parish 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.
- 2.2(a) All Board members, including Parish Council Members shall have the right to propose motions and amendments and to vote on the same

Representations to the JTB

- 2.3 Any JTB Member, KCC elected Member and any Maidstone Borough Council elected Member, may place a relevant item on the agenda and attend and speak at any meeting of the JTB but may not vote nor propose a motion nor an amendment (unless already a voting member of the JTB)

Appendix 1: Amdended JTB Agreement

- 2.4 The Chairman of any Parish Council within the area of the Council (or a Parish Councillor of that Parish nominated by him/her) may attend any meeting to speak with the permission of the Chairman on any item on the agenda of particular relevance 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 appointed by the respective Councils as they may determine within their constitutional arrangements. The Chairman and Vice Chairman of the JTB will take office at the first meeting of the JTB following the Annual Meetings of both Councils 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 The quorum for a meeting shall be four comprising at least two voting members present from each of KCC and the Council.
- 4.3 Subject to the procedural rules in Clauses 2, 3 and 4.2 above taking precedence the Council's procedural rules shall apply to JTB meetings as if they were Council committees.
- 4.4 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 his/her behalf).
- 4.5 The Access to information principles shall be applied to the JTB as if it were a Council committee.

Appendix 1: Amdended JTB Agreement

Terms of Reference

- 5.1 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 Be a forum for consultation between KCC and the Council on policies, plans and strategies related to highways road traffic and public transport
- 5.3 Review the progress and out-turn of works and business performance indicators
- 5.4 Recommend and advise on the prioritisation of bids for future programmes of work
- 5.5 Receive reports on highways and transportation needs within the district
- 6.1 The overview and/or scrutiny committee of KCC can require the member of that council holding the office of Chairman or Vice-Chairman of JTB to attend and be asked questions subject to the provisions of the constitution of KCC
- 6.2 The overview and scrutiny committee of KCC can request (but not compel) members of the other council who serve on the JTB and officers employed by the other council who report to the JTB to attend and be asked questions.
- 6.3 The overview and scrutiny committee of KCC will abide by the protocol on inter-authority co-operation on overview and scrutiny agreed by the former Kent Association of Local Authorities and appended as Appendix 1 to this Schedule

Local Member and Parish Consultation

7. The local members of both the KCC and the Council and the Parish Council(s) will be consulted on any relevant scheme proposals (other than routine operational maintenance of the highway) within the scope of this Agreement.

Appendix 1: Amdended JTB Agreement

Committee Action

- 8.1 The Council Clerk to the JTB shall ensure that the Council's Strategic Planning, Sustainability and Transport Committee is made aware of any recommendations made by the Board that relate to its responsibilities and will record that notification and any comments received.
- 8.2 The Council Clerk to the JTB shall ensure that the relevant KCC Democratic Services Officer is made aware of any recommendations made by the Board that relate to the responsibilities of the KCC Executive. The KCC officer will in turn report them to the relevant Cabinet Member and record that notification and any comments received.
- 8.3 The KCC Executive will normally act in accordance with the advice or views of the JTB. If the Executive is minded to act otherwise, no decision will be taken until after a discussion between the relevant Executive Member and the Chairman and Vice-Chairman of the JTB has taken place.
- 8.4 The Council's Strategic Planning, Sustainability and Transport Committee will normally act in accordance with the advice or views of the JTB. If the Strategic Planning, Sustainability and Transport Committee is minded to act otherwise, no decision will be taken and the decision will be deferred until the next meeting to enable further information to be obtained. A final decision will then be made at the next meeting following full consideration of the additional information.

Appendix 1

Protocol as agreed by the former KALA during November 2001

OVERVIEW AND SCRUTINY - INTERAUTHORITY 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.

Appendix 1: Amdended JTB Agreement

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 the 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 that process e.g. allowing any findings and recommendations to be available in time to influence the final decision.
8. Subject to such prior consultation, Authorities will seek to respond positively to requests for information or for a Member or officer to attend meetings of Overview and Scrutiny Committees 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 specific requests.
10. Dates and times 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 procedures.

Appendix 1: Amdended JTB Agreement

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 highway network shall be construed accordingly
"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
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

Appendix 1: Amdended JTB Agreement

EXECUTED as a DEED by Kent County Council and Maidstone Borough 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 MAIDSTONE)
BOROUGH COUNCIL was hereunto)
affixed in the presence of:-)

Authorised Signatory

Agenda Item 12

Information Paper to the Joint Transportation Board - **19 April 2017** - presented by Susan Laporte, District Manager, Maidstone, KCC

'A' boards on the public highway – specifically in Week Street, Maidstone

This item was raised as an item by the One Maidstone Street Scene Group following obstruction complaints by members of the public.

The current arrangement is that businesses do not need a licence, but do need to agree to the requirements set out by KCC. The requirements exist to protect all highway users, including those with mobility and visual impairments. Kent County Council as the Highway Authority promotes the free and safe passage of all users of the highway. The requirements follow the "Inclusive Mobility" guidance from the Department for Transport, which requires a minimum unobstructed footway width of 2.0m wherever possible, or 1.5m where fewer pedestrians are expected. Only one 'A' is permissible for each business.

A joint initiative has been set up collaboratively working with Maidstone Borough Council (MBC) and Kent County Council (KCC) to ensure that businesses follow the requirements set out by KCC as the highway authority.

The collaborative proposal is for KCC and MBC to jointly visit Week Street to tackle the obstructions issues using uniformed Enforcement Officers and Highway Stewards. The officers will visit premises displaying 'A' Boards and deploy a 'soft' approach to encourage businesses to display their boards in accordance with the KCC guidance policy.

This will take place during early summer in advance of the increase in footfall as a result of tourism and good weather.

Businesses may be encouraged to consider other alternatives such as:

- externally mounted boards
- hanging signs
- externally mounted display boxes
- additional signage in the shop front

Local Authorities can act on behalf of KCC in relation to powers available to Local Authorities under the Highways Act 1980 (the 'Act'). Maidstone Borough Council is permitted to consider prosecution under Section 137 & 137A of the Highways Act 1980. This section of legislation would also confer the powers to take action under Section 132 of the 'Act' – relating to illegal advertising on the highway. A delegated authority would not be required.

Should Kent County Council wish to tackle the more prolific offenders around the County, under Section 101(1), (b) of the Local Government Act 1972, KCC could request permission to prosecute under the Town & Country Planning Act.

To: Maidstone Joint Transportation Board
By: KCC Highways, Transportation and Waste
Date: 19th April 2017
Subject: Highway Works Programme 2016/17
Classification: Information Only

Summary: This report updates Members on the identified schemes approved for construction in 2016/17

1. Introduction

This report provides an update and summarises schemes that have been programmed for delivery in 2016/17

Footway and Carriageway Improvement 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** – See Appendix D1
- **Integrated Transport Schemes** – See Appendix D2
- **Local Growth Fund** – See Appendix D3

Developer Funded Works – Appendix E

Bridge Works – see Appendix F

Traffic Systems – see Appendix G

Combined Member Fund - See Appendix H

Conclusion

1. This report is for Members information.

Contact Officers:

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

Kirstie Williams	Mid Kent Highway Manager
Susan Laporte	Maidstone District Manager
Alan Casson	Resurfacing Manager
Kevin Gore	Drainage Manager & Interim Structures Manager
Sue Kinsella	Street Lighting Manager
Toby Butler	Intelligent Transport Systems Manager
Jamie Hare	Development Agreement Manager
Nikola Floodgate	Transportation and Safety Schemes Manager
Nikola Floodgate	Combined Member Fund Manager

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.

Machine Resurfacing – Contact Officer Mr Byron Lovell			
Road Name	Parish	Extent of Works	Current Status
A20 London Road (The Broadway)	Maidstone	Between Gyratory and Maidstone West Train Station	Deferred until Southern Water repair breakages to their system
A249 Sittingbourne Road	Detling	Northbound only. Approach to Stockbury Roundabout and between County Showground and Aerodrome Estate	Completed
A229 Royal Engineers Road	Maidstone	Roundabout adjacent to Stacey Street	Completed
Mill Street	Maidstone	Full extents	Completed
Footway Improvement - Contact Officer Mr Neil Tree			
Road Name	Parish	Extent and Description of Works	Current Status
Trevor Drive	Maidstone	Entire Length. (Footway Reconstruction).	Completed
Maxwell Drive	Maidstone	Entire Length. (Footway Reconstruction).	Completed

Surface Treatments – Contact Officer Mr Clive Lambourne			
Road Name	Parish	Extent and Description of Works	Current Status
Buckland Hill	Maidstone	Buckland Road to Pevensey Court Microsurfacing	Postponed to 2017
Goddington Lane And Holm Mill Lane	Harrietsham	No through road up to Goddington Cottages Microsurfacing	Completed
Knightrider Street	Maidstone	From Upper Stone Street to Mill Street	Completed

Appendix B – Drainage

Drainage Works – Contact Officer Kevin Gore			
Road Name	Parish	Description of Works	Current Status
No drainage works planned over £5000.			

Appendix C – Street Lighting

Street Lighting Works – Contact Officer Sue Kinsella			
Road Name	Parish	Description of Works	Current Status
No Street Lighting works planned.			

Appendix D – Transportation and Safety Schemes

Appendix D1 – Casualty Reduction

Schemes identified to address a known history of personal injury crashes.

Location	Parish	Description of Works	Lead officer	Current Status
A274 Sutton Road j/w St Saviours Road	Urban	Review of traffic signal operation, minor signal head alteration	Michael Heath	Design in progress. Evaluating different options
A274 Sutton Road j/w Wallis Avenue	Urban	Review of traffic signal operation, revised pedestrian facilities proposed	Michael Heath	Design in progress. Estimated handover 17 April 2017
A274 Maidstone Road j/w Chartway Street	Sutton Valence	Signage and road markings	Michael Heath	Handed over for delivery. Due on site May 2017
A20 Lenham j/w Faversham Road	Lenham	Improved ADS signage, warning signage and road markings approaching junction	Michael Heath	Contractor on site March 17
A249 Detling to town centre	Detling, Thurnham and urban	Route study work	Michael Heath	Handed over for delivery. Due on site 20/03/17
A229 Royal Engineers Rd and Fairmeadow roundabouts	Urban	Replace and improve advance direction signs on the A229 approaches to the two roundabouts.	Paul Brand	Design in progress with handover due March 2017.
A229 Hayle Road j/w College Road	Urban	Junction improvements with pedestrian facility.	Paul Brand	Handed over for delivery
A229 Upper Stone Street j/w Brunswick Street	Urban	Review of lining and signing	Thomas Williams	Design complete, will be ordered in early 17/18
A229 Upper Stone Street near Tesco Express	Urban	Carriageway marking improvements	Paul Brand	Handed over for delivery

Appendix D2 – Integrated Transport Schemes

All other LTP funded non-casualty reduction schemes.

Location	Parish	Description of Works	Lead officer	Current Status
A274 Maidstone Road	Sutton Valence	Implementation of new pedestrian crossing and associated footway works	Michael Heath	Design complete, however, scheme is on hold until land issues have been resolved
Old Chatham Road	Boxley	Implementation of improved pedestrian and cycle facilities	Michael Heath	Design complete, pending handover to contractor

Appendix D3 – Local Growth Fund

Local Growth Fund programme update for the Maidstone Borough area:

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 of 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 West Kent LGF this financial year.

Local Growth Fund (Transport Innovations)		
Scheme Name	Description of Works	Current Status
Maidstone East Station Forecourt Scheme	Re-development of the station building and forecourt to improve the transport interchange	Network Rail has secured funding for the demolition of the Old Vic Pub which is due to commence in March 2017. The scheme will be reported in detail to a later meeting of the JTB once designs

		have been further progressed.
--	--	-------------------------------

Appendix E – Developer Funded Works

NB Phase 3 Maidstone town centre (Week Street) advised but no drawings received yet.
Expected start Jan 2018

Developer Funded Works (Section 278 Agreement Works) Maidstone Borough – Contact Officer Claremarie Vine				
Scheme Name	Mastergov File Ref No	Parish	Description of Works	Current Status
Tovil Green Lane	MA 3095	Tovil	New Footway and crossing point to side of site	Submission acknowledged.
Cripple Street Maidstone	MA3093	Tovil	New access to development, slight road widening and footway works.	Submission acknowledged
Bell Farm Ashford Road Harrietsham	MA3094	Harrietsham	Realignment of Church Road to form new access onto A20. New footway along A20.	Initial S278 works agreed and commenced along Church Road
Grigg Lane/Lenham Road /Oak Lane, Wheeler Street, Headcorn	MA3050	Headcorn	Access on Grigg Lane and Lenham road. Footway on Grigg Lane and Oak Lane, Jcn improvement at Wheeler	Submission details received. Oak Lane footway provisional timing mid spring.

			St/Oak Lane	
Howland Road, Marden	MA3088	Marden	New development access and footway link	Submission details acknowledged
Ledian Farm, Leeds	MA3086	Leeds	Proposed new access to development site at Ledian Farm, Leeds	Submission received
Wallis Avenue Phase 3, Maidstone	MA3085	Maidstone	Some stopping up of highway completed for redevelopment of old carpark and shops area opp LongshawRd	Submission received
Hubbards Lane	MA3084	Boughton Monchelsea	2x access to minor new developments	Works completed on both accesses, pedestrian crossing point to add
Caring Wood House Caring Road	MA3083	Leeds/Bearstead	New Minor access	Works completed and in maintenance
Gatland House, Gatland Lane, Maidstone, Kent. ME16 8PF	MA3081	Tovil	Parking Restrictions, Signage, Road Markings and Tactile crossings for new school	Works completed except for flashing amber lights for school signs.
Bell Lane Staplehurst	MA3080	Staplehurst	New footway provision extending existing towards main road	Works complete. Cert1 issued

Napoleon Drive and Plain Road, Marden	MA3079	Marden	New access on each road for new housing development.	Agreement signed, works to Plain Road access carried out
The Oaks, Maidstone Road, Sutton Valence. ME17 3LR	MA3078	Sutton Valence	Upgrade existing Vehicle crossing access to Bellmouth with tactile crossing.	Submission approved
Lenham Road Headcorn	MA3062	Headcorn	New Footway to site and extend speed limit boundary	Works substantially complete
Hermitage Lane – opposite hospital	MA003060	Maidstone	New Traffic signal junction	Works underway due to completed mid-April
The Coppice, A274 Sutton Road, Toucan Crossing	MA003076	Maidstone	Install new Toucan crossing	Agreement signed
BP Tudor Servicestation, London Road Maidstone	MA003072	Allington	Alter access arrangements	Works complete, except pedestrian crossing point to add and additional signage
Buckland Rise, Buckland Hill	MA03074	Maidstone	Reshaped access	Works complete – remedial works due
Hermitage Lane/ Howard Drive, Maidstone	MA003070	Maidstone	New access for development (opposite the quarry entrance)	Agreement signed
Boughton Lane, Boughton Monchelsea	MA003069	Boughton Monchelsea	Widen carriageway around new site	Submission received. More info requested

			accesses	
The Parsonage, Goudhurst Road Marden	MA003066/7	Marden	New access and associated upgrade works	Agreement signed, works commenced.
King Street Maidstone	MA003064	Maidstone	New access into retirement home - old bowling site	Letter of Agreement signed.
Heath Road Coxheath	MA003063	Coxheath	New access and Footway works	Works largely completed.
Ashford Road Harrietsham	MA003058	Harrietsham	Upgrade of existing bellmouth	Works in maintenance
Lenham Road (South side)	MA003057	Headcorn	New footway	Agreement finalised.
Valdene Industrial Estate	MA003054	Sutton Valence	Upgrade of existing bellmouth plus extension to footway	Stage 2 audit complete
Bridge House Nursery, London Road	MA003051	Maidstone	Traffic light Jcn Beaver Rd to become X-rds	Works complete, stage 3 safety audit completed
Church Road Tovil (Courteney school)	MA003049	Tovil	New access	Works completed.
Oak Lane	MA003048	Headcorn	New footway plus junction improvements	Revised submission under review
Bunyards Farm, Beaver Road	MA003047	Allington	New bellmouth and associated ancillary works for new development	Works in progress.

Oakapple Lane/ Hermitage Lane,	MA003046	Maidstone	New bellmouth and associated ancillary works for new development including new bus stop.	Works in progress
531 Tonbridge Rd	MA003045	Maidstone	Service layby for new retail unit	Works completed
Brooklyn Yard	MA003041	Maidstone	New access	Approaching end of maintenance period
Land to the north of Sutton Rd (The Coppice)	MA3040	Maidstone	New right turn lane and bellmouth	Works part complete
8 Faversham Rd Lenham	MA003032	Lenham	New access	Works completed
Bell Lane Staplehurst	MA003030	Staplehurst	Upgrade of existing access for new development	Works substantially complete. Neighbouring development joining on to and widening last section of new footway.
Langley Park, Sutton Road	MA003028	Boughton Monchelsea	New roundabout and associated ancillary works for new development	Works mostly completed, awaiting further inspection
Oliver Road Staplehurst	MA003019	Staplehurst	New pedestrian crossing to Marden Rd, junction improvements and bus boarders	Crossing works on Marden Road to be planned in asap once finalised. Traffic and Pedestrian count surveys carried out to help determine best solution.
Old Ashford Rd Lenham	MA003018	Lenham	New footway plus access	Approaching end of maintenance period

Imperial Park	MA003017	Maidstone	New right turn lane and bellmouth, plus footway works	Works substantially complete
McDonalds Drivethru, Hart street Maidstone	MA003013	Maidstone	New access, improvements to Hart street.	Approaching end of maintenance period – Structure affecting highway requires maintenance agreement prior to handover.
MAP Depot, Goudhurst Road, Marden	MA003012	Marden	New Bellmouth and footway	Works substantially complete. Snagging works requested
Site opposite cottages 129-147 Dean St/Farleigh Hill	MA003007	Tovil	New access and speed limit relocation, footway and bus stop provision	Works completed – access, footway across front of site, downhill to Tesco, crossing to cottages and new bus boarders.

Appendix F – Bridge Works

Bridge Works – Contact Officer Kevin Gore			
Road Name	Parish	Description of Works	Current Status
No works planned.			

Appendix G – 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
A20 Ashford Road near Turkey Mill	Refurbishment of traffic signal controlled crossing	Completed

Appendix H – Combined Member Fund

Combined Member Fund (Highways) programme update for the Maidstone District:

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

- in design, or
- at consultation stage, or
- about to be programmed, or
- have recently been completed on site.

The list is up to date as of **2nd February 2017**

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, or
- highway studies, or
- traffic/non-motorised user surveys funded by Members, or
- requests for tree planting to be 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 (Maidstone).

Member	Reference	Request	Location	Status
Brian Clark	16-MHF-MA-17	Environmental improvement scheme, including new parking bays, grassed area with fencing and cycle bypasses.	Cumberland Avenue shops	Completed
Brian Clark	16-MHF-MA-18	Implement school keep clear markings on both sides of the carriageway.	Park Way, outside of Park Way Primary School	Works in progress

Brian Clark	16-MHF-MA-21	Extension of existing 7.5 tonne environmental weight limit to include Cripple Street (part) and other intermediate roads.	Cripple Street	Handed over for delivery
Eric Hotson	16-MHF-MA-28	Speed limit extension and waiting restrictions on Chart Hill Road junction with Amber Lane	Chart Hill Road	Works Completed
Jenny Whittle	16-MHF-MA-57	Advisory HGV signs	Friday Street	Works Completed
Brian Clark	16-MHF-MA-1	Revoke existing 40mph local speed limit and replace with 30mph local speed limit to make a continuous length.	Dean Street, between a point outside Dean Farm to just west of the junction with Burial Ground Lane.	Handed over for Delivery
Paulina Stockell	16-MHF-MA-5	Advisory 20 miles per hour speed limit with school wig-wag signals and gateways	West Street, outside of Hunton Primary School	Handed over for Delivery
Paulina Stockell	16-MHF-MA-7	Advisory 20 miles per hour speed limit with school wig-wag signals	B2079 Goudhurst Road, outside of Marden Primary School	Handed over for Delivery
Paulina Stockell	16-MHF-MA-8	Advisory 20 miles per hour speed limit and gateways	Collier Street, outside of St Margaret's Primary School	Handed over for Delivery
Paulina Stockell	16-MHF-MA-9	Implementation of 40 miles per hour speed limit following speed on Hunton Road (part) and Dairy Lane.	Chainhurst	Works Completed
Ian Chittenden	16-MHF-MA-24	Adjustment to parking bays and waiting restrictions to facilitate emergency access to Barden Court.	St Luke's Avenue	Works in progress
Eric Hotson	16-MHF-MA-53	Progress design and implement speed limit signage A229 Staplehurst to Cranbrook	From Staplehurst to Cranbrook	Handed over for Delivery

Paulina Stockell	16-MHF-MA-10	Advisory 20 miles per hour speed limit and school wig-wag signals.	Vicarage Road, outside of Yalding Primary School.	Handed over for Delivery
Brian Clark	16-MHF-MA-23	20 miles per hour speed limit	Northumberland Road (part), Maidstone.	Works complete
Ian Chittenden	16-MHF-MA-25	20 miles per hour speed limit	Peel Street, Gladstone Road and Hillary Road area.	Works in progress
Jenny Whittle	16-MHF-MA-29	TRO and consultation fee for proposed Prohibition of Motorised Traffic - access only - for Detling Village	Detling Village Prohibition of Motorised Traffic Order	Works Completed
Jenny Whittle	16-MHF-MA-37	HGV signage across three parishes that have routes accessing their village	Lenham, Boughton Malherbe, Harrietsham, Headcorn	Handed over for Delivery
Dan Daley	16-MHF-MA-61	Upgrade to bus lane signage	A20 bus lane, including junctions with Castle Road and Grace Avenue	Works Completed

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: Kirstie Williams / Susan Laporte 03000 418181