

Public Document Pack

DOVER JOINT TRANSPORTATION BOARD

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2 December 2013

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **DOVER JOINT TRANSPORTATION BOARD** will be held in the Council Chamber at these Offices on Thursday 12 December 2013 at 6.00 pm when the following business will be transacted.

Members of the public who require further information are asked to contact Kate Batty-Smith on (01304) 872303 or by e-mail at kate.batty-smith@dover.gov.uk.

Yours sincerely



Chief Executive

Dover Joint Transportation Board Membership:

Dover District Council Members

Councillor N J Collor (Vice-Chairman)
Councillor T A Bond
Councillor B W Bano
Councillor J A Cronk
Councillor J H Goodwin
Councillor F J W Scales
Councillor R S Walkden

KALC Representatives (non-voting)

Town Council Representatives (non-voting):

Kent County Council Members

Councillor S C Manion (Chairman)
Councillor P M Brivio
Councillor G Cowan
Councillor M R Eddy
Councillor G Lymer
Councillor L B Ridings
Councillor E D Rowbotham

Mr K Gowland
Mrs S Hooper

J M Smith (Dover Town Council)
M Burnham (Deal Town Council)
B Scott (Sandwich Town Council)

AGENDA

1 **APOLOGIES**

To receive any apologies for absence.



2 **APPOINTMENT OF SUBSTITUTE MEMBERS**

To note appointments of Substitute Members.

3 **DECLARATIONS OF INTEREST**

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

Where a Member has a new or registered Disclosable Pecuniary Interest (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.

Where a Member is declaring an Other Significant Interest (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.

4 **MINUTES** (Pages 5 - 9)

To confirm the attached Minutes of the meeting of the Committee held on 12 September 2013.

5 **HIGH SPEED RAIL SERVICE FOR DEAL AND SANDWICH**

To receive a verbal report from Mr Steve Rivers, Dover District Manager, KCC Highways and Transportation.

6 **PROPOSED WAITING RESTRICTIONS - BEVAN CLOSE, DEAL** (Pages 10 - 12)

To consider the attached report of KCC's Head of Transportation.

7 **WINTER SERVICE POLICY 2013/14** (Pages 13 - 37)

To consider the report of KCC's Director of Highways and Transportation. The report and appendices have been circulated to Members separately by e-mail due to their size.

8 **DOVER LOCAL WINTER SERVICE PLAN** (Pages 38 - 72)

To consider the attached report of KCC's Acting Head of Highway Operations. The appendix to the report (Dover Local Winter Service Plan 2013/14) has been circulated to Members separately due to its size.

9 **HIGHWAY WORKS PROGRAMME 2013/14** (Pages 73 - 80)

To consider the attached report of KCC Highways and Transportation.

10 **PROPOSED RESIDENTS' PARKING SCHEME** (Pages 81 - 88)

To consider the attached report of the Director of Environment and Corporate Assets.

11 **EXCLUSION OF THE PRESS AND PUBLIC** (Pages 89 - 90)

The recommendation is attached.

The procedure for determining applications for on-street disabled persons' parking bays is attached.

MATTER WHICH THE MANAGEMENT TEAM SUGGESTS SHOULD BE CONSIDERED IN PRIVATE AS THE REPORT CONTAINS EXEMPT INFORMATION AS DEFINED WITHIN PART 1 OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AS INDICATED AND IN RESPECT OF WHICH THE PROPER OFFICER CONSIDERS THAT THE PUBLIC INTEREST IN MAINTAINING THE EXEMPTION OUTWEIGHS THE PUBLIC INTEREST IN DISCLOSING THE INFORMATION

12 **APPLICATIONS FOR DISABLED PERSONS' PARKING BAYS** (Pages 91 - 98)

To consider the attached report of the Director of Environment and Corporate Assets.

Access to Meetings and Information

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.
- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is disabled access via the Council Chamber entrance and a disabled toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.
- Agenda papers are published five clear working days before the meeting. Alternatively, a limited supply of agendas will be available at the meeting, free of charge, and all agendas, reports and minutes can be viewed and downloaded from our website www.dover.gov.uk. Minutes are normally published within five working days of each meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting. Basic translations of specific reports and the Minutes are available on request in 12 different languages.
- If you require any further information about the contents of this agenda or your right to gain access to information held by the Council please contact Kate Batty-Smith,

Democratic Support Officer, telephone: (01304) 872303 or email: kate.batty-smith@dover.gov.uk for details.

Large print copies of this agenda can be supplied on request.

Minutes of the meeting of the **DOVER JOINT TRANSPORTATION BOARD** held at the Council Offices, Whitfield on Thursday, 12 September 2013 at 6.00 pm.

Present:

Chairman: Councillor S C Manion

Councillors: B W Bano (Minute Nos 200-207 only)
T A Bond
N J Collor
J A Cronk
G Cowan (Minute Nos 200-207 only)
M R Eddy
G Lymer
M J Ovenden (In place of R S Walkden)
J M Smith (In place of J H Goodwin)

Also Present: Mr K Gowland (KALC)
Mr C Tough (Dover Town Council)
Mr B Scott (Sandwich Town Council)
Director of Environment and Corporate Assets
KCC Highway Manager (East)

Officers: Mr S Rivers (KCC Highways and Transportation)
Highways and Parking Team Leader
Corporate Estate and Coastal Engineer
Democratic Support Officer

197 APOLOGIES

Apologies for absence were received from District Councillors J H Goodwin, F J W Scales and R S Walkden; County Councillors P M Brivio, L B Ridings and E D Rowbotham; and Mrs S Hooper (KALC).

198 APPOINTMENT OF SUBSTITUTE MEMBERS

It was noted that, in accordance with Rule 4 of the Council Procedure Rules, Councillors M J Ovenden and J M Smith had been appointed as substitute Members for Councillors R S Walkden and J H Goodwin respectively.

199 DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest.

200 MINUTES

In respect of Minute No 86, Mr Rivers referred Members to the document that had been circulated which gave an update on funding streams. Councillor M R Eddy welcomed the update, but commented that it contained several assumptions and requested that more formal reports be provided in future. Mr Rivers also handed out a document relating to Dover District Council's Community Infrastructure Levy charging schedule.

Further to Minute No 87, Mr Rivers reported that Stagecoach East Kent was piloting a scheme whereby electronic passenger information signs would be operational at

some bus-stops by April 2014. Subject to the pilot outcome, the provision of additional signs across Kent, funded through the Integrated Transport (IT) Programme, would be reviewed. The Pencester Road bus terminal was being considered as a future IT scheme, within which passenger information provision would be upgraded.

In respect of Minute No 89, Mr Rivers advised that work to the carriageway at Allenby Avenue, Deal was due to start on 15 October. A list of bus-stops on routes 14 and 14A which would be considered as part of Quality Bus Partnership improvement works was circulated to Members. These works were designed to ensure that bus-stops met the requirements of the Disability Discrimination Act, and only a third of stops were likely to be affected. A summary of the proposed works would be provided to Members once site surveys had been completed. Councillor N J Collor undertook to find out for Councillor B W Bano whether accessible buses would be used on these routes. Mr Rivers undertook to consult Richard Heaps (KCC Highways and Transportation) in respect of a query raised by Councillor T A Bond regarding a temporary bus-stop sited in London Road opposite Grange Road.

In respect of Minute No 91, Mr Rivers undertook to send Councillor Eddy a copy of KCC's reply regarding the impact of benefit changes on disabled parking bay applications. Councillor Eddy stressed that it was important for Members to understand fully the implications of the changes since they were expected to make finely balanced decisions.

The Minutes of the meeting of the Joint Transportation Board held on 27 June 2013 were approved as a correct record and signed by the Chairman.

201 ENVIRONMENT, HIGHWAYS AND WASTE CABINET COMMITTEE (EHWCC)

The Board received a report on the pothole 'Find and Fix' programme that had gone to the Environment, Highways and Waste Cabinet Committee meeting held on 19 June 2013. Mr Rivers corrected page 11 of the report, advising that the graph compared enquiry levels over the last eight months rather than two years. Enquiries were now at more normal levels which indicated that the 'Find and Fix' programme had been a success. In response to Councillor Eddy, Mr Rivers urged Members to report roads and gullies affected by weeds using the online reporting tool or contact centre. In response to a request from Councillor Collor, Mr Rivers undertook to update the graph.

RESOLVED: That the report be noted.

202 RIVER DOUR GREENWAY – BUCKLAND BRIDGE

Mr Rivers presented the report which explained the reasons for works to Buckland Bridge, over which the new cycle path was to be routed, not being progressed.

RESOLVED: That the report be noted.

203 EXPERIMENTAL PROHIBITION OF RIGHT TURN - RUSSELL STREET, DOVER

Mr Rivers introduced the report which outlined proposals to make permanent an Experimental Traffic Regulation Order (TRO) at the junction of Russell Street and Townwall Street (A20). The Experimental TRO had been introduced to prohibit right turns from Russell Street into Townwall Street in order to improve air quality

and traffic flow. Councillor Collor clarified that Russell Street would remain open between Castle Street and the Castle Inn.

RESOLVED: That it be recommended that the Experimental Traffic Regulation Order be made permanent.

204 PROPOSED SPEED LIMIT AND WAITING RESTRICTIONS - SANDWICH ROAD, LONDON ROAD AND SHOLDEN NEW ROAD, SHOLDEN

Mr Rivers presented the report which outlined proposals to extend the 30mph speed limit in Sandwich Road and London Road, and to introduce waiting restrictions in Sandwich Road, London Road and Sholden New Road. The proposals would be funded by the developer as part of the Section 278 agreement. Concerns had been raised by Kent Police and Sholden Parish Council and these were addressed in the report.

Councillor J A Cronk endorsed concerns raised by the Parish Council regarding bus access, and added that the bus route along Sholden New Road could be seriously affected by parked cars. Mr Rivers undertook to pass on the latter concern to traffic engineers.

Councillor Bond queried whether the cycle path would run past the scout hut into Sholden New Road, in which case there could be a potentially dangerous conflict between buses and cyclists. The route and length of the path agreed within the Planning permission should be implemented. It was also a concern that there was no intention to consult the public on the final route.

Mr Rivers advised that the proposed route had been subject to careful consideration by professionals and a safety audit carried out. If the path was part of infrastructure works undertaken through the Section 278 agreement, the route would have been agreed in principle at the Planning stage and further consultation would not therefore take place. Mr Rivers undertook to consult Sally Benge (KCC Highways and Transportation) who would advise Councillor Bond whether the route of the cycle path had been finalised.

In response to Councillor B W Butcher, Mr Rivers explained that Sandwich Road would be widened to accommodate the new development and, with a number of properties fronting the road, it was prudent to take pre-emptive measures which experience with similar developments had shown were necessary. It was clarified that a 'no right turn' sign into Cottington Lakes and the development was part of the developer's traffic management plan. Mr Rivers undertook to follow up concerns raised by Councillor Cronk regarding the developer's failure to keep the main road free of soil and building debris.

RESOLVED: (a) That it be recommended that the reduction in the speed limit be approved.

(b) That it be recommended that waiting restrictions be approved as advertised.

205 HIGHWAY WORKS PROGRAMME 2013/14

Mr Rivers presented the report which updated Members on works that had been approved for construction in 2013/14.

In respect of Appendix A, Members were advised that Spinney Lane, Aylesham had been assessed by the contractor as being marginally suitable for machine surfacing. However, funding for such treatment was doubtful given that it was considerably more expensive than micro asphalt surfacing. In respect of Appendix B, Mr Rivers advised that the drainage cleaning schedule offered a new postcode search facility and was on KCC's website.

In respect of Appendix C, Mr Rivers advised that Dover had been the first trial switch-off area in Phase 1. There had been no incidents reported, but the situation would be monitored. With respect to sites that had not yet been switched off, KCC was reviewing representations made and working with the police to identify any areas of concern. Of the sites considered by the Dover Joint Transportation Board at its meeting held on 28 February 2013, Whitfield Hill, the A257 Ash Bypass, Betteshanger Road and Folkestone Road had proceeded to switch-off. The Eythorne, Tilmanstone and Venson junctions on the A256 had been withdrawn from the proposals as a result of comments received. The East Kent Access Road had been deferred for inclusion in Phase 2 of the scheme.

Consultation on Phase 2 had closed on 23 August, with the majority of respondents supporting the part-night lighting proposals. A survey of all street lights was underway to assess whether they were suitable for inclusion in the proposals. Again, KCC was working with the police and other agencies to ensure that areas that experienced high levels of anti-social behaviour were excluded from the proposals, and the proposals modified as appropriate if it were found that particular groups would be adversely affected. Works to convert areas to part-night lighting were due to commence in west Kent in November.

In response to a query by Councillor Eddy, Mr Rivers advised that old lighting columns would remain in place until the power supply had been transferred to the new ones. Mr Rivers reassured Councillor M J Ovenden that any concerns raised by the police or public regarding lighting levels in Elvington, which suffered from high levels of anti-social behaviour, would be considered carefully.

In response to concerns raised by Councillor J M Smith regarding Whitfield Hill, Mr Rivers advised that both the police and street lighting engineers did not believe that lighting had been a contributory factor to any incidents occurring at this location.

Mr Rivers advised Members that, following a recent fatality on the A258 Dover/Deal road, KCC had inspected the accident site and found no evidence of any highway defects. The KCC Highway Manager (East) advised that, once the police and KCC had completed their investigations, the Board would receive a report.

RESOLVED: That the report be noted.

206 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: That, under Section 100(A)4 of the Local Government Act 1972, the public be excluded from the meeting for the remainder of the business on the grounds that the item to be considered involves the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A of the Act.

APPLICATIONS FOR DISABLED PERSONS' PARKING BAYS

The Corporate Estate and Coastal Engineer advised that Applications A, B, C and D had received no letters of objection following informal consultation with neighbours. Since the applicants met all the criteria, it was recommended that the applications be progressed to formal advertisement.

Item E of the report dealt with the removal of one disabled parking bay which was no longer needed as the original applicant had moved. It was therefore recommended that this bay be formally advertised with the intention of removing it.

- RESOLVED: (a) That it be recommended that Applications A, B, C and D be formally advertised and, in the event that no objections are received, be recommended for sealing by Kent County Council (with any objections being referred back to a future meeting of the Dover Joint Transportation Board for further consideration).
- (b) That it be recommended that the disabled parking bay detailed in Item E of the report be formally advertised with the intention of removing it and, in the event that no objections are received, be recommended for sealing by Kent County Council (with any objections being referred back to a future meeting of the Dover Joint Transportation Board for further consideration).

The meeting ended at 7.05 pm.

PROPOSED WAITING RESTRICTIONS – BEVAN CLOSE, DEAL

To: **Joint Transportation Board – 12 December 2013**

By: **Tim Read, Head of Transportation, Kent County Council**

Classification: **Unrestricted**

Ward: **Mill Hill**

Summary: **This report gives details of the proposed waiting restrictions to be introduced in Bevan Close, Deal**

For Decision

1.0 Introduction and Background

- 1.1 As part of the development of Bevan Close, Deal, funding was made available by the developer to implement traffic management measures.
- 1.2 It is proposed to introduce waiting restrictions at the junction of Bevan Close and Telegraph Road to preserve sightlines, and prevent vehicles from parking on the junction.
- 1.3 It is also proposed to introduce waiting restrictions further up the close where the road narrows, and where vehicles might have attempted to park with wheels on the footway thereby blocking it for pedestrians.
- 1.4 This would permit an area of Bevan Close to be used for parking on one side of the road where road width permits, and therefore maximise parking in the area.
- 1.5 A plan of the proposals can be found in Appendix A.

2.0 Consultation

- 2.1 One response was received from Deal Town Council. Kent Police also had no objections. No other objections or letters of support were received.
- 2.2 The comment from Deal Town Council was that it is felt that the break in the waiting restrictions would allow cars to park where there are accesses to premises, and therefore could cause access issues. They have requested that the lines be continuous on both sides of the road.
- 2.4 It is felt that the current proposal would maximise parking in the area, and making the lines continuous would remove the current car parking provision.

3.0 Recommendation(s)

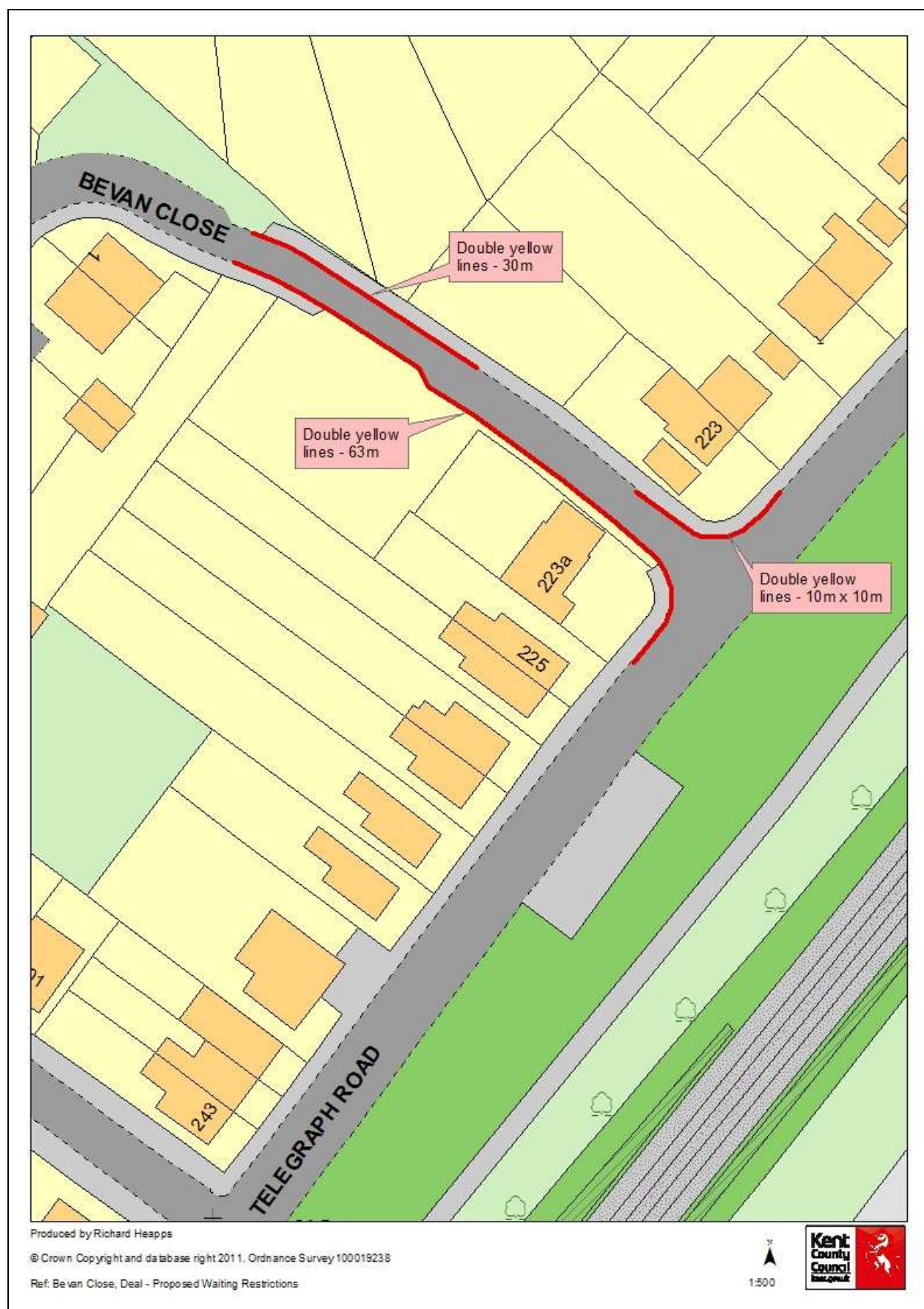
- 3.1 That Members agree to implement the waiting restrictions as advertised.

| | |
|------------------|--|
| Contact Officer: | Richard Heaps, Traffic Engineer, Kent County Council 08458 247800 |
| Reporting to: | Tim Read, Head of Transportation, Kent County Council 08458 247800 |

Background Papers

| Title | Details of where to access copy |
|-------------------|--|
| <i>Whole file</i> | <i>Highway Services, Kent County Council</i> |

Appendix A – Proposed Waiting Restrictions



From: **David Brazier, Cabinet Member – Transport & Environment** Agenda Item No 7

John Burr – Director of Highways & Transportation

To: **Environment, Highways & Waste Cabinet Committee – 3 October 2013**

Decision No: **13/00061**

Subject: **Highways and Transportation Winter Service Policy for 2013/14**

Classification: **Unrestricted**

Past Pathway of Paper: N/A

Future Pathway of Paper: For Cabinet Member Decision and future Joint Transportation Board reports

Electoral Division: All Kent divisions

Summary:

Each year Highways and Transportation reviews the Council's Highways and Transportation Winter Service Policy and the operational plan that supports it in light of changes in national guidance and lessons learnt from the previous winter. This report sets out proposed amendments following the review.

Recommendation(s):

That the Cabinet Committee discuss and note the proposed changes to the Highways and Transportation Winter Service Policy for 2013/14.

1. Introduction

1 (1) The winter of 2012/13 was one of the most prolonged periods of cold weather experienced in Kent for many years. As a result of this the winter service period had to be extended for two weeks and the last salting run of the season was 27th April.

National guidance for winter service delivery by highway authorities is issued by the Department for Transport and detailed in the Code of Practice for highway authorities – Well Maintained Highways - section 13 Winter Service. The appendix to this section of the guidance –Appendix H – has been updated and amended as a result of lessons being learnt in the industry over four successive cold and snowy winters. Earlier this year a series of seminars were held across the country to publicise the new guidance and officers from H&T and Enterprise staff attended.

Much of the guidance provided has long been incorporated in the Highways and Transportation (H&T) winter service policy and plan. However some of the technical recommendations (including issues such as vehicle calibration and salt storage) will be looked at and incorporated over the next few years into the planning for the Kent winter service. Guidance on decision making for salting runs

has also been provided and a matrix has been developed for use this winter season by Winter Duty Officers.

2. Financial Implications

2. (1) The allocated budget for winter service for 2013/14 is £3,299,900, £20,000 of this was allocated for the purchase of additional salt bins.

3. Bold Steps for Kent and Policy Framework

3. (1) The revisions to the winter service policy meet the objectives of the Council's medium term plan for 2014/15, Bold Steps for Kent. One of the priorities of Bold Steps is to ensure that the Council gets ever greater value for money from our services and seeks more efficient provision of those services. The proposals for the winter service policy support this approach. Working in partnership with other authorities contributes towards achieving a better service and value for money for Kent residents.

3. (2) Putting the citizen in control will be achieved by continuing to provide salt bags to parishes who request them. Salt bins will continue to be provided across the county. Advice on how people in the Kent community can self help during winter conditions will also be included on the website, including road safety tips.

3. (3) The service aims to ensure a safe operational highway network thus providing access to KCC services for all.

4. Winter resilience

4. (1) Well Maintained Highways recommends that local authorities identify a minimum network that would be treated continuously for a period of six days in the event of a severe winter event. Last year H&T identified the minimum network for Kent as being the main strategic network, i.e. all A and B roads and some other locally important roads as identified in the highway network hierarchy and amended the policy accordingly. Essentially, these equate to the current primary routes minus the local roads and roads that go through estates etc. H&T will always endeavour to treat the entire primary network as identified in the policy but recognise that there may be times as experienced in previous years where it will be prudent to reduce the network as stated above to maintain our salt levels and keep the main roads in Kent moving as much as possible

4. (2) Additionally H&T have identified an Operational Winter Period which is October to April and a Core Winter Period which is December to February and the stocks of salt needed during those periods to effectively treat the network in line with recommended resilience levels. The resilience levels are shown at Appendix A. H&T has 23,000 tonnes in stock so we are well within the recommended resilience level. Arrangements are in place for winter deliveries to keep us topped up during winter and 2000 tonnes are held in a strategic stockpile at Faversham Highway depot.

5. Collaboration with neighbouring authorities

5. (1) In previous years good relationships have been established with the Highways Agency MAC Area 4 who manage the trunk roads and motorways in Kent. KCC shares two depots with the HA and there has been a reciprocal salt sharing arrangement for some time which has worked very well. Additionally there

is an arrangement with Medway Council in respect of the weather forecast and treating areas on the borders of Kent and Medway. We also have good working relationships with adjacent local authorities who we can work with in the event that mutual aid is required during a snow emergency.

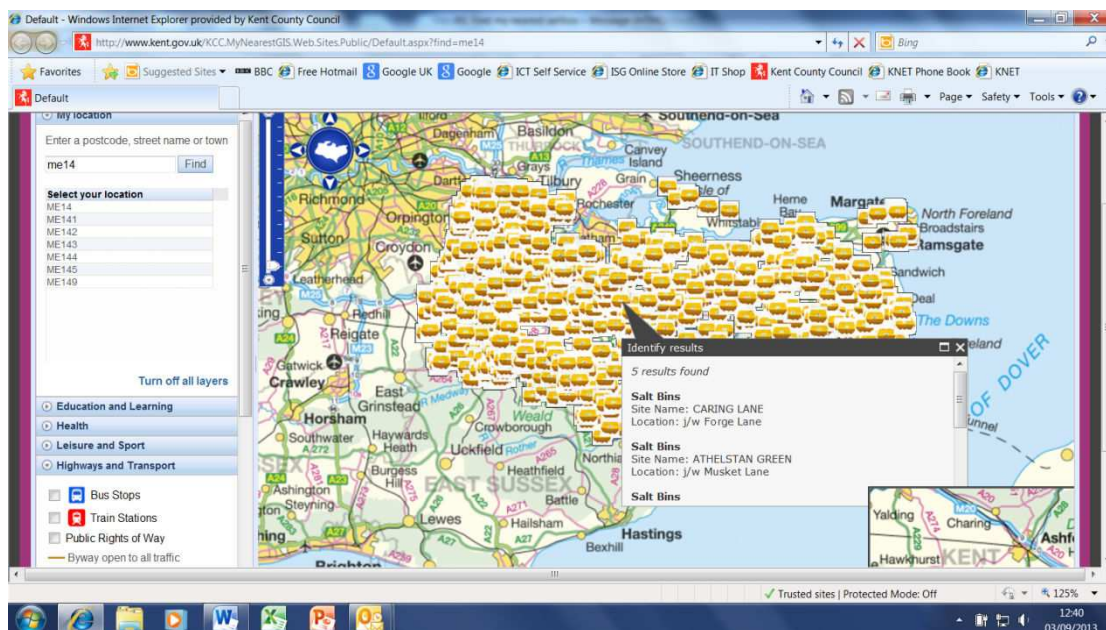
6. Farmers

6. (1) The farmers we currently have contracted to clear our rural areas when we have snow conditions provide an extremely valuable service. All farmers have agreed routes to clear, usually in rural areas, village centres etc. They are provided with KCC ploughs. This year as a trial we are providing a few farmers with a trailer and salt so that they can treat areas that they have in the past just ploughed. The results of this trial will be reviewed at the end of the season and decisions taken about how it can be taken forward in future years.

7. Media and communication

7. (1) Last year a successful winter service campaign 'We're prepared are/have you?' was run across the county. The campaign was designed to increase awareness of the service and also to encourage people to be prepared and use self-help when possible. The winter page on the website was well used with a peak of over 28,000 hits on Sunday 20th January and 64,516 hits in total for that month. This compares with 35,831 in February last year when we had a snow emergency. Additionally visits to the dedicated winter pages increased by 58%. A similar campaign has been designed for the coming year and we will continue to work closely with the media and use Twitter which proved to be a very successful communication tool this year.

7. (2) Additionally a new feature will be on the website – Find my nearest salt bin – which will enable people to identify the salt bin closest to their home or place of work (see picture below):



All KCC salt bins have been labelled as property of KCC and with a short message about how the contents should be used.

7. (3) Close working with local media organisations over the past few years has been beneficial and has increased positive coverage for the winter service. This year the media – radio, television and press – will be provided with pre prepared

media briefs in advance of the winter season detailing the basics of the winter service. Key staff in H&T are working with the press office to prepare generic statements and press releases for rapid issue at the onset of winter conditions. These will be pre approved for use during periods of severe conditions when the winter service delivery team will be busy.

8. Forecast and ice prediction service

8. (1) Last year a three year contract was awarded to Meteogroup for the supply of the winter weather forecast. At the time of writing this report the ice prediction service currently provided by Vaisala was out to tender and details of the new provider will be presented verbally at the committee meeting.

9. Winter Service Policy and Plan 2013/14

9. (1) The Winter Service Policy is presented at Appendix B. The Winter Service Policy is supported by an operational Plan which has been updated in line with the Policy and discussions have been had with our contractor Enterprise plc to ensure that plans are aligned. The Plan is available for Members to view on request from Highways and Transportation. In addition district plans have been developed in conjunction with district councils across the county and these will be used together with the Policy and Plan to deliver the winter service. Local district plans will be reported to the next round of Joint Transportation Boards.

10. Conclusion

10. (1) The Winter Service Policy sets out Highways and Transportation's arrangements to deliver a winter service across Kent. The following revisions have been made this year:

(a) Salt bins will be identified on a map on Kent.gov – Find my Nearest..

(b) A new one year contract to provide an ice prediction service will be in place for the start of the winter service season

(c) A trial with some farmers salting key routes through villages in addition to ploughing

11. Recommendation(s)

Recommendation(s):

11. (1) That the Cabinet Committee discuss and note the proposed changes to the Highways and Transportation Winter Service Policy for 2013/14.

12. Background documents

12. (1) The UK Road Liaison Group's Well Maintained Highways - Section 13 Winter Service

<http://www.ukroadsliaisongroup.org/en/utilities/document-summary.cfm?docid=C7214A5B-66E1-4994-AA7FBAC360DC5CC7>

8. Contact details

Report Author

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Relevant Director:

Name: David Hall
Title: Assistant Director Highways and Transportation
Email: david.hall@kent.gov.uk

Appendix A

Minimum Salt Stock

| Minimum Stock | | | | | |
|---------------|-------------------------------|---|--|--|--|
| Routes | Normal salting network | Minimum Winter Network (tonnes/run | Full Pre season stock (12 days/48 runs) | Core winter period 6 days/36 runs | Overall winter period Minimum Network(3 days/18 runs) |
| Primary | 350 | 350 | 16,800 | 12,600 | 6,300 |
| Secondary | 300 | 0 | 0 | 1800 | 5400 |
| | | | | | |
| Total | | | 16,800 | 14,400 | 11,700 |

Overall winter period - 18th October to 25th April

Core winter period - 1st November to 1st March

Days resilience (overall winter period) 3 days

Days resilience (core winter period) 6 days

The minimum in season stocks are the minimum to which stocks should be allowed to fall, i.e. restocking should take place well before the minimum is likely to be reached

Kent County Council

Winter Service Policy

Highways and Transportation Plan for 2013/14
Winter Service Period

H&T CV
V10 08/2013 C.Valentine



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1. INTRODUCTION

1.1 Winter Service - Statutory Duty

- 1.1.1 The statutory basis for Winter Service in England and Wales is Section 41(1A) of the Highways Act 1980, modified on 31st October 2003 by Section 111 of the Railways and Transport Act 2003

“(1A) In particular, a highway authority is under a duty to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice.

- 1.1.2 The County Council recognises that the winter service is essential in aiding the safe movement of highway users, maintaining communications, reducing delays and enabling everyday life to continue. It is very important to both road safety and the local economy. The winter service that the County Council provides is believed to be sufficient so far as is reasonably practical to discharge the duty imposed by the legislation.

- 1.1.3 The County Council, as highway authority, takes its winter service responsibilities extremely seriously. However, it is important to recognise that the council has to prioritise its response to deal with

- 1.1.4 Highways and Transportation provides the winter service through a contractual arrangement between Kent County Council and Enterprise plc.

1.2 Winter Service Standards

- 1.2.1. In order to respond as quickly and efficiently as possible to its responsibilities Highways and Transportation has adopted policies and standards for each of the winter service activities and these are detailed within this document. The operational details for the winter service activities in Kent are detailed in the Winter Service Plan 2013/14 that complements this Policy Document.

- 1.2.2 Highways and Transportation provides a winter service which, as far as reasonably possible will:

- Minimise the loss of life and injury to highway users, including pedestrians, and preventing damage to vehicles and other property
- Keep the highway free from obstruction and thereby avoiding unnecessary hindrance to passage

Winter Service Policy

(As amended September 2013)

1.3 County Council Maintained Highways

- 1.3.1 KCC Highways and Transportation delivers the winter service on Kent County Council maintained highways.

1.4 Motorways and Trunk Roads

The Department for Transport (DfT) is the highway authority for motorways and all-purpose trunk roads in Kent and the Highways Agency acts for the DfT in this respect. Responsibility for the operational maintenance of motorways and trunk roads lies with the Highways Agency. Highways and Transportation therefore has no responsibility for winter service activities on these roads. However, close liaison exists between the Highways Agency contractors over action taken during the winter service operational period within respective areas of responsibilities.

2. WINTER SERVICE OBJECTIVES

2.1 Salting

- 2.1.1
- To prevent the formation of ice on carriageways (precautionary salting)
 - To facilitate the removal of ice and snow from carriageways and footways (post salting).

2.1.2 Roads to be Included within Primary Precautionary Salting Routes

Routine precautionary salting will be carried out on pre-determined primary precautionary salting routes covering the following roads:

- Class 'A' and 'B' roads
- Other roads included in the top three tiers of the maintenance hierarchy as defined in the Kent Highway Asset Maintenance Plan. These are termed Major Strategic, Other Strategic and Locally Important roads.
- Other roads identified by Highway Managers (based on local knowledge and experience and input from relevant local stakeholders including district and parish councils), that are particularly hazardous in frosty/icy conditions

- 2.1.3 It would be impractical and financially draining to carry out precautionary salting of footways, pedestrian precincts or cycle ways

Winter Service Policy

(As amended September 2013)

and therefore no provision has been made. However, there will be a certain amount of salt overspill onto footways and cycle ways when precautionary salting is being carried out on adjacent carriageways. Post salting of footways and cycle ways will be carried out on a priority basis during severe winter weather, as resources permit.

2.1.4 Minimum Winter Network

In the event of a prolonged snow event or other circumstances leading to a shortage of resources including salt, sand and vehicles, precautionary salting will be limited to the main strategic network, i.e. all A and B roads and some other locally important roads as identified in the highway network hierarchy. Essentially, these equate to the current primary routes minus the local roads and roads that go through estates etc.

2.2 Snow Clearance

- 2.2.1
- To prevent injury or damage caused by snow
 - To remove obstructions caused by the accumulation of snow (section 150 of the Highways Act 1980)
 - To reduce delays and inconvenience caused by snow
- 2.2.2 Snow clearance on carriageways will be carried out on a priority basis as detailed in paragraph 6.2.
- 2.2.3 Snow clearance on certain minor route carriageways will be carried out by local farmers and plant operators, who are under agreement to the County Council, using agricultural snow ploughs and snow throwers/blowers. This year a small number of farmers will be equipped with spreaders to distribute dry salt after snow clearance. Snow clearance on other minor route carriageways will be carried out as resources permit. Some minor routes and cul-de-sacs will inevitably have to be left to thaw naturally.
- 2.2.4 Snow clearance on footways and cycle ways will be carried out on a priority basis as detailed in paragraph 6.3, utilising Highways and Transportation staff and district council staff where agreements exist.
- 2.2.5 Due to current budget constraints snow fencing will only be erected in exceptional circumstances and with the approval of the appropriate Highway Manager.

2.3 Roadside Salt Bins

Salt Bins are provided to give motorists and pedestrians the means of salting small areas of carriageway or footway where ice is causing difficulty on roads not covered by primary precautionary salting routes.

3. WINTER SERVICE GENERAL

3.1 Winter Service Contracts

- 3.1.1 Winter service in Kent is included within the Term Maintenance Contract awarded to Enterprise plc. This contract was awarded in 2011 and is currently in place until 2016.

3.2 Winter Service Season

- 3.2.1 In Kent the weather can be unpredictable and the occurrence and severity of winter conditions varies considerably through the season, and from year to year. To take account of all possible winter weather the County Council's Operational Winter Service Period runs from mid-October to mid-April. This year the season runs from the 18 October 2013 to the 25th to April 2014. The core winter service operates between December and February and increased salting runs are planned for this period.

3.3 Salt usage and alternatives to Salt

Rock Salt will be used as the de-icing material for precautionary and post salting. H&T uses a pre-wet system which improves the effectiveness of treatment by reducing particle distribution, increasing adherence to the surface and increasing the speed of anti-icing or de-icing action. Dry salt is also used in appropriate conditions including when there is severe snow and ice.

In cases of severe snowfall, alternatives to salt will be used including sharp sand and other forms of grit, including a salt/sand mix up to 50/50 proportion.

- 3.3.1 A number of alternative materials to salt are now available which can be used for the precautionary and post treatment of ice and snow. The cost of these is extremely high and there are also environmental disadvantages associated with most of them. Salt will therefore, for the time being, remain in use throughout Kent for the precautionary and post treatment of snow and ice.

3.4 Winter resilience standard

Winter Service Policy

(As amended September 2013)

At the start of the winter service season H&T will have 23,000 tonnes of salt in stock in depots around the county. National guidance to local authorities suggests a resilience benchmark of 12 days/48 runs i.e. the authority would be able to continuously salt its minimum winter network during its core winter period for 12 days. The level of salt in stock ensures that this number of runs can be carried out.

4. WEATHER INFORMATION

4.1 Weather Information Systems

- 4.1.1 An effective and efficient winter service is only possible with reliable and accurate information about weather conditions, at the appropriate times in the decision making process. Highways and Transportation utilise the best weather forecast information currently available allied to the latest computer technology to ensure that decisions are based on the most accurate data available at the time. The current weather forecast provider is Meteogroup.

4.2 Weather Reports

- 4.2.1 During the operational winter service period Highways and Transportation will receive detailed daily weather forecasts and reports specifically dedicated to roads within Kent.

4.3 Winter Duty Officers

- 4.3.1 Experienced members of staff from KCC Highways and Transportation will act as Winter Duty Officers, throughout the operational winter service period, on a rota basis. The Officer on duty is responsible for the following:
- Receiving forecast information from the forecasting agency
 - Monitoring current weather conditions
 - Issuing countywide salting instructions for primary and secondary routes
 - Issuing the Kent Road Weather Forecast
 - Recording all actions taken
- 4.3.2 The Kent Road Weather Forecast will be issued daily containing information about expected weather conditions together with any salting instructions. The Winter Duty Officer will also be responsible for issuing forecast updates and any revised salting instructions when necessary. The Kent Road Weather Forecast will be sent to

KCC Highways and Transportation, contractors, neighbouring highway authorities, and other relevant agencies.

5. SALTING

5.1 Planning of Precautionary Salting Routes

- 5.1.1 Primary precautionary salting routes will be developed from those lengths of highway that qualify for treatment, whenever ice, frost or snowfall is expected. Primary routes include the roads which will be precautionary salted or cleared in most cases of wintry weather when an instruction is given by the Winter Duty Officer. Currently the primary routes comprise a third of the total length of roads in Kent which is 1597 miles, 2571 km. Each primary precautionary salting route will have a vehicle assigned which is capable of having a snow plough fixed to it, when required. In times of severe snowfall and/or extreme ice formation, dedicated vehicles will be assigned to patrol key strategic routes. Secondary precautionary salting routes will also be developed from other important highways for treatment during severe winter weather conditions. This currently equates to 15% of the total road network which is 843 miles, 1357 km.

5.2 Precautionary Salting

- 5.2.1 Precautionary salting will take place on scheduled precautionary salting routes on a pre-planned basis to help prevent formation of ice, frost, and/or the accumulation of snow on carriageway surfaces.

5.3 Post Salting

- 5.3.1 Post salting will normally take place on scheduled precautionary salting routes to treat frost, ice and snow that has already formed on carriageway or footway surfaces. Post salting may also be carried out on roads or sections of road beyond the scheduled precautionary salting routes.

5.4 Spot Salting

- 5.4.1 Spot salting will normally take place on parts or sections of scheduled precautionary salting routes either to help prevent formation of ice, frost and/or the accumulation of snow or as treatment to ice, frost and the accumulation of snow that has already formed on carriageway or footway surfaces. Spot salting may also be required on roads and footways, or sections thereof, beyond the scheduled precautionary salting routes.

5.5 Instructions for Salting of Primary Routes

Winter Service Policy

(As amended September 2013)

- 5.5.1 Instructions for precautionary salting of primary routes will be issued if road surface temperatures are expected to fall below freezing unless:
- Road surfaces are expected to be dry and frost is not expected to form on the road surface
 - Residual salt on the road surface is expected to provide adequate protection against ice or frost forming
- 5.5.2 Instructions for precautionary salting of primary routes will also be issued if snowfall is expected.
- 5.5.3 The Winter Duty Officer will issue routine instructions for precautionary salting of primary routes, for the whole of Kent, by means of the Kent Road Weather Forecast.

The Winter Duty Officer or Highway Manager may issue instructions for post salting and spot salting.

5.6 Instructions for Salting of Secondary Routes

- 5.6.1 The Winter Duty Officer will issue instructions for precautionary salting of secondary routes if prolonged heavy frost, widespread ice and low temperatures or snow, is expected.

6. SNOW CLEARANCE

6.1 Instructions for Snow Clearance

- 6.1.1 The Winter Duty Officer and/or the Highway Manager nominated representatives are responsible for issuing snow clearance instructions. Snow clearance will initially take place on scheduled primary precautionary salting routes, based on the priorities given in para. 6.2.1. Subsequently, snow clearance will take place on secondary salting routes and other roads, and footways, on a priority basis.
- 6.1.2 Snow ploughing shall not take place on carriageways where there are physical restrictions due to traffic calming measures, unless it has been deemed safe to do so following a formal risk assessment and a safe method of operation documented.
- 6.1.3 Where hard packed snow and ice have formed and cannot be removed by ploughing, a salt/sand mixture or other appropriate grit material will be used in successive treatments. This aids vehicular traction and acts to break up the snow and ice.

6.2 Snow Clearance Priorities on Carriageways

6.2.1 Snow clearance on carriageways should be based on the priorities given below:

- A229 between M20 and M2, A249 between M20 and M2, A299, A260 (Whitehorse Hill & Spitfire Way) and the B2011 (Dover Hill) (NB: continuous treatment & clearance will be carried out in the event of a snow emergency)
- Other “A” class roads;
- All other roads included within primary precautionary salting routes;
- One link to other urban centres, villages and hamlets with priority given to bus routes;
- Links to hospitals and police, fire and ambulance stations;
- Links to schools (in term time), stations, medical centres, doctor’s surgeries, old people’s homes, cemeteries, crematoria and industrial, commercial and shopping centres;
- With the approval of Highway Manager, other routes as resources permit.

6.3 Snow Clearance Priorities on Footways

6.3.1 Snow clearance on footways should be based on the priorities given below:

- One footway in and around shopping centres, and on routes to schools (in term time), stations, bus stops, hospitals, medical centres, doctor’s surgeries, old people’s homes, industrial and commercial centres and on steep gradients elsewhere;
- One footway on main arteries in residential areas and the second footway in and around local shopping centres;
- With the approval of Highway Managers, other footways, walking bus routes and cycle ways as resources permit;

- District council staff will be commissioned to clear agreed priority footways in their local areas. Arrangements are in place between the Director of Highways and Transportation and district council Chief Executive Officers.

6.4 Agricultural Snowploughs for Snow Clearance

- 6.4.1 Agreements are in place whereby snowploughs are provided and maintained by Highways and Transportation and assigned to local farmers and plant operators for snow clearance operations, generally on the more rural parts of the highway.

6.5 Snow Throwers/Blowers for Snow Clearance

- 6.5.1 KCC Highways and Transportation also has a number of snow throwers/blowers, which are allocated to operators on a similar basis to the arrangements for agricultural snowploughs.

7. SEVERE WEATHER CONDITIONS

7.1 Persistent Ice on Minor Roads

- 7.1.1 During longer periods of cold weather Highway Managers may instruct salting action to deal with persistent ice on minor roads which are not included within the precautionary salting routes and invoke arrangements with district and parish councils to take action in their local area.

7.2 Ice and Snow Emergencies

- 7.2.1 During prolonged periods of severe and persistent icing, or significant snow fall, delegated officers may declare an ice or snow emergency covering all or part of the County. In this event Highway Managers will establish a "Snow Desk" usually within the Highway Management Centre and implement a course of action to manage the situation in either of these events.

8. ROADSIDE SALT BINS

8.1 Provision of Roadside Salt Bins

- 8.1.1 Roadside salt bins can be sited at potentially hazardous locations for use by the public, to treat ice and snow on small areas of the carriageway or footway.

8.1.2 Salt bins will be filled using a mixture of sharp sand or other grit material and salt and will be refilled twice during the winter season. In the event of severe weather further refills will be carried out as time and resources permit.

8.1.3 Assessment criteria for installing a new salt bin have been devised and are shown at Appendix A. The form will be used by Highway Operations staff to assess requests from parish councils, community groups etc., A sum of money will be allocated from Highways and Transportation to provide these salt bins. All KCC salt bins are labelled.

8.2 Payment for salt bins

8.2.1 Once a salt bin has been approved by the assessment criteria, the cost of installation, filling and maintenance will be borne by Highways and Transportation.

8.2.2 Additionally one tonne bags of a salt/sand mix will be provided to parish councils who request them at the start of the winter season for use in their local area.

8.2.3 Member Highway Fund

Members are able to purchase salt bins using their Member Highway Fund in line with the usual application process.

8.2.4 Parish councils

8.2.4.1 Parish councils are permitted to purchase salt bins and place them on the highway once a suitable location has been approved by a qualified engineer from Highways and Transportation. These salt bins ideally should not be yellow and should be clearly identified by a label as being the property of the parish council. Highways and Transportation will have no obligation to fill or maintain these salt bins. However, the Highway Manager may agree to refill parish-owned salt bins upon request, subject to availability of salt and staff resources and the payment by the parish of an appropriate charge.

9. BUDGETS

9.1 Winter Service Budget

9.1.1 The budget for the annual operational winter service period is based on salting the primary precautionary salting routes on 55 occasions. The main budget is managed by the Head of Highway Operations as a countywide budget.

9.2 Ice and Snow Emergencies

Winter Service Policy

(As amended September 2013)

- 9.2.1 There is no specific budget allocation within Highways and Transportation for ice or snow emergencies. The cost of dealing with periods of icy conditions or significant snowfalls will be met by virement from other planned programmes of work on the highway or from special contingency funds for emergencies.

10. PUBLIC AND MEDIA COMMUNICATIONS

10.1 Neighbouring Authorities and other Agencies

- 10.1.1 The Kent Road Weather Forecast containing details of the winter service action for Kent will be transmitted daily to neighbouring highway authorities and other agencies so that activities can be co-ordinated regionally.

10.2 The Media

- 10.2.1 Communicating with communities, businesses and emergency services during winter is essential to delivering an effective service. Local media organisations will be informed when instructions for salting of primary precautionary salting are issued. The Kent County Council Internet site will be updated regularly and the Highway Management Centre will issue road updates.

10.3 Pre-Season Publicity

- 10.3.1 It is important that the public are aware of and understand the Highways and Transportation approach to winter service. The Kent County Council website will have practical advice and guidance including information on the location of salt bins and self-help for communities to encourage local action where appropriate.

10.4 Publicity during Ice or Snow Emergencies

- 10.4.1 Liaison with the news media, particularly local radio stations, is of the utmost importance and links will be established and maintained particularly during ice or snow emergencies.

Appendix A**SALT BIN ASSESSMENT FORM**

| | | |
|----------------------|-----------------|-------------|
| Location of Salt Bin | Assessment Date | Assessed by |
| | | |

| Characteristic | Severity | Standard Score | Actual Score |
|--|----------------------------|----------------|--------------|
| (i) Gradient | Greater than 1 in 15 | 75 | |
| | 1 in 15 to 1 in 29 | 40 | |
| | Less than 1 in 30 | Nil | |
| (ii) Severe Bend | Yes | 60 | |
| | No | Nil | |
| (iii) Close proximity to and falling towards | Heavy trafficked road | 90 | |
| | Moderately trafficked road | 75 | |
| | Lightly trafficked road | 30 | |
| (iv) Assessed traffic density at peak times | Moderate (traffic group 5) | 40 | |
| | Light (traffic group 6) | Nil | |
| (v) * Number of premises for which only access | Over 50 | 30 | |
| | 20 - 50 | 20 | |
| | 0 - 20 | Nil | |

| | | | |
|---|---------------|---------------|--|
| (vi) Is there a substantial population of either disabled or elderly people | Yes No | 20 Nil | |
| TOTAL | | | |

* N.B. Any industrial or shop premises for which this is the only access is to be automatically promoted to the next higher category within characteristic (V).

Any site for which the summation of the weighing factors equals or exceeds 120 would warrant the siting of a salt bin.

KENT COUNTY COUNCIL – PROPOSED RECORD OF DECISION

DECISION TO BE TAKEN BY:

David Brazier, Cabinet Member for Transport & Environment

DECISION NO:

13/00061

For publication

Subject: Winter Service Policy 2013/14

Decision:

As Cabinet Member for Transport and Environment, I agree to the Winter Service Policy for 2013/14.

Reason(s) for decision:

The revisions to the winter service policy meet the objectives of the Council's medium term plan for 2014/15, Bold Steps for Kent. One of the priorities of Bold Steps is to ensure that the Council gets ever greater value for money from our services and seeks more efficient provision of those services. The proposals for the winter service policy support this approach. Working in partnership with other authorities contributes towards achieving a better service and value for money for Kent residents.

Cabinet Committee recommendations and other consultation:

To be entered after the meeting and considered by the Cabinet Member when taking the decision.

Any alternatives considered:

None

Any interest declared when the decision was taken and any dispensation granted by the Proper Officer:

.....
signed

.....
date

To: Joint Transportation Board – 12 December 2013

By: **Toby Howe** - Acting Head of Highway Operations

Subject: Dover Local Winter Service Plan

Classification: Information only

| |
|---|
| <p>Summary: This report outlines the Dover Local Winter Service Plan to provide a local winter service in the event of an operational snow emergency in the district</p> |
|---|

Introduction

1. KCC H&T prepares an annual Winter Service policy and plan which are used to determine actions that will be taken to manage its winter service operations. This is supported locally by the Dover Local Winter Service Plan

District based winter service plans

2. The Local Winter Service Plan for Dover District is a working document. It will evolve and be revised as necessary throughout the year. The document will be available on the KCC website. This document complements the KCC Winter Service Policy and Plan 2013-14. Following successful work in previous years with Dover District Council, arrangements have again been put in place this year whereby labour from Dover District Council can be used during snow days. Additionally H&T have supplied a quantity of a salt/sand mixture to the district council to use on the highway network. This plan enhances the work that H&T will continue to do in providing a countywide winter service. The local plan comes into effect when a snow operational emergency is declared that affects the district of Dover.

Farmers

3. 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.

Recommendations

4. Members are asked to note this report .

| |
|---|
| <p>Background documents: Kent County Council Winter Service Policy and Plan 2013/14</p> |
|---|

Contact officer: Steve Rivers
Tel: 03000 418181

Redacted JTB version

KENT COUNTY COUNCIL HIGHWAYS AND TRANSPORTATION

Dover Local Winter Service Plan

2013/14



Version 2 - 20/11/13

1. Winter service procedure

During normal working hours the District Manager will deal with all winter service matters, including managing local action in snow/ice emergencies. The Duty Officer (DO) will assume control out of hours. District Manager (DM) will also ensure that adequate support is provided to DO out of hours in emergency situations and that a suitable handover briefing takes place at the start and end of the normal working day. See Appendix 1 for personnel roles in winter service.

- 1.1 The DO will commence duty at 1700 hours on Friday until 1700 the following Friday and will be responsible for all the actions below. Assistance will be given but the ultimate responsibility will be with the DO.
- 1.2 Immediately after 1400 hours daily the weather forecast/information will be available on email/telephone on 01622-221077. (Update forecasts may be available at 21.30 hours each day, or when issued.)
- 1.3 **Instructing and recording actions** –The DO will record action taken on the Winter Service action sheet (attached as Appendix 2). The District team will record all Ad Hoc actions on the winter service action sheet. Email to Enterprise; this will instruct them of the action that is needed. Provide as much detail as possible on the form. In the event that additional actions are needed, confirm by phone with the Enterprise Duty Supervisor. If, in the opinion of the duty officer, or on a site check, different action is taken to that recommended by the Winter Duty Officer (WDO), please inform the WDO. Enterprise will be informed directly of the main action. DO will decide and instruct on any other action needed.

The winter service action sheet should also be copied by email to the relevant Priority Response Officer (PRO), DO and Highways Manager (HM). The PRO will ensure that a WAMS order is raised as soon as practicable. The PRO will save the form in the designated folder on the H&T IT system.

- 1.4 At weekends/bank holidays the winter forecast/action will be sent out at 14.00 hours or soon thereafter. In the event that a forecast is not received the DO will phone the KCC forecast on 01622-221077 to receive forecast and instructions.
- 1.5 If there are any changes, i.e. rain, contact the Enterprise Winter Duty Supervisor as soon as possible to cancel/ amend the instruction and inform the WDO
- 1.6 A snow/ice emergency can be declared by a HM or in exceptional circumstances by the WDO. In the event of a snow/ice emergency being declared, strategic action should be considered, i.e. opening an Emergency Room and calling in other staff etc.
- 1.7 In a declared snow emergency the treatment priorities are primary routes and secondary routes followed by recorded snow clearance priorities when resource allows and finally anything reported by the public etc. All urgent public reports will be entered as enquiries into the WAMS system and followed up accordingly.

Sections of primary and secondary routes that we are unable to clear using lorry mounted ploughs, due to on street parking, will be attended to as resources permit.

1. Useful Phone numbers/sites

Weather

KCC Weather 01622 221077

Meteogroup UK

Senior Management - Operations

| | |
|-----------------|--|
| Carol Valentine | |
| Toby Howe | |
| Andy Moreton | |
| John Burr | |

Winter Service Manager

| | |
|-----------------|--|
| Carol Valentine | |
|-----------------|--|

Winter Duty Officers 2012/13

| WDO | Office telephone | Home telephone | Mobile |
|----------------|------------------|----------------|--------|
| Earl Bournier | | | |
| Lisa Holder | | | |
| Alan Casson | | | |
| Toby Howe | | | |
| Richard Emmett | | | |

District Managers

| Name | District | Telephone number |
|-----------------|--------------------|------------------|
| Steve Rivers | Dover | |
| Alan Blackburn | Swale | |
| Paul Valek | Thanet | |
| Chris Maw | Canterbury | |
| Julian Cook | Sevenoaks | |
| Mark Simmons | Tonbridge& Malling | |
| Earl Bournier | Tunbridge Wells | |
| Richard Emmett | Maidstone | |
| Ian Grigor | Dartford | |
| Alan Casson | Gravesham | |
| Pauline Rockett | Shepway | |
| Lisa Holder | Ashford | |

Engineers

| Name | District | Telephone number |
|-------------------|---------------------|------------------|
| Stephanie Wadhams | Dover | |
| Jamie Cunningham | Swale | |
| Kingsley Williams | Thanet | |
| Kevin Abell | Canterbury | |
| Lee Goodman | Ashford | |
| James Bowen | Shepway | |
| Mike Payton | Sevenoaks | |
| Roger Beasley | Dartford | |
| Sue Laporte | Tunbridge Wells | |
| John Reynolds | Maidstone | |
| Jez Massey | Tonbridge & Malling | |
| Tony Atherton | Gravesham | |

Other

| Name | Position | District | Telephone number |
|---|----------|----------|------------------|
| KCC contact centre | | | |
| Lone working phone numbers | | | |
| Traffic Link (informs all radio stations) | | | |

Enterprise

| District | Name | Phone | Mobile |
|------------------|---------------|-------|--------|
| Ashford | Judith Bilboe | | |
| Sandwich | Mick Marsh | | |
| Preston | Arthur Godden | | |
| Swanley | Chris Pantry | | |
| Aylesford | Paul Catt | | |

Police Force Control switch board (24/7)

Highway Agency

Other numbers specific to your area.

Dover District Council –
Barry Finch (DDC – salt bins) –

Sue Carr DDC Resilience Officer
Teresa Young KCC Emergency Planning Officer -
KCC Emergency Planning Centre

KCC Highway &Transportation Inspectors/ Stewards / HUB

Stewards

Paul Hubbard
Craig Marsh
Deborah Watkins

PRO

Tina Piper

Inspectors

Gerry Jordan
Stan Bell

2. Team duty officer rota

See Appendix 4.

3. Senior duty officer rota

See Appendix 5.

4. Enterprise depot staff rota

See Appendix 6.

5. Farmer snow plough

See Appendix 7.

6. Alphabetical list of roads & Traffic calming features on primary routes

See Appendix 8.

7. Snow clearance priorities, with details by town/area in priority order

See Appendix 9.

8. Plans of primary and secondary routes

See Appendix 10

9. Spot salt list i.e. wet spots on and off precautionary routes.

See Appendix 11

10. Emergency primary actions

See Appendix 12

11. Salt bin locations

See Appendix 13

Parish salt bag locations

See Appendix 14

12. Local agreements/actions with Districts/others

Pavements

During snow days arrangements will be made to clear pavements in key town centre and other areas as identified and agreed by district council and H&T staff. The prioritised pavements/footways are identified in this document.

13. Emergency local control centres

KCC Highway Depot
Ash Road
Sandwich
CT13 9HZ

Dover District Council
White Cliffs Business Park
Honeywood Parkway
Whitfield
Dover
CT16 3PT

Appendix 1

Personnel Roles

Duty Officer (DO), is the DO who assumes responsibility for winter service out of hours and is usually the same DO that would deal with all out of hours calls.

Winter Duty Officer (WDO) is the H&T officer who receives weather forecasts and decides the appropriate salting actions.

Enterprise Winter Duty Supervisor (EWDS) is the Enterprise officer who arranges the Enterprise out of hours winter service actions

Highway Manager (HM) will declare a snow/ice emergency when appropriate

District Managers will co-ordinate action during normal office hours in conjunction with the WDO and where necessary the relevant HM

Appendix 2

ENGINEER'S INSTRUCTION

Contract: Winter Service 2013/14

Contractor: Enterprise

The Contractor is instructed to act on or carry out work in accordance with the undernoted instruction.

Instruction Number

Date Time

**Issued under the authority of Clause 7(1)
of the conditions**

Action

..... for (evening/morning of 2013/14

(other

Engineer's Representative

Appendix 3

| WINTER SALTING REQUEST FOR: | | | | | | |
|-----------------------------|-------------------------------|------------|--|--|-------------------------------|----------------|
| Parish - Road | C/W, F/W, Salt Bin Fill | CSM Log | Suitability for gritter or hand salt | Route Priority Primary, Secondary, Other | Inspector knowledge if needed | Budget Code |
| Shoreham - | CW | 1000000000 | HS | S | | |
| Shoreham Rd | CW | 1000000000 | HS | S | | |
| London Road | FW | 1000000001 | Gritter | O | | |
| Richards Close | SBF | 1000000002 | Gritter | S | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
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Appendix 4

| |
|--------------------------------------|
| <h2>KENT COUNTY COUNCIL - DOVER</h2> |
|--------------------------------------|

Duty Standby Officer Rota Friday to Friday

OCT 13 – MARCH 14

Appendix 5

KCC H&T Senior Duty Officer

Senior Duty Officer Rota

Winter Service Period 2013/14

[illegible]

Duty Officer
Mark Simmons
Carol Valentine
Toby Howe

Home Telephone No.

Mobile No.

- 1) Duty commences at 17.00hrs on first day of duty, or by agreement between the two Officers where the handover occurs on a Public Holiday.
- 2) Duty Officers must complete a report for each incident reported to Operations on completion of their tour of duty, on the log sheets provided.
- 3) If Officers nominated for duty are unable to undertake the duty assigned, they are responsible for arranging a deputy.

Appendix 6

WINTER SERVICE DUTY OFFICER ROTA **EAST KENT AREA 2013/2014**



- Mobile Phone Officer –

Home

Mobile

| WEEK COMMENCING (FRIDAY PM) | ASHFORD/STANFORD | PRESTON/SANDWICH | Senoir Duty Officer |
|-----------------------------|------------------|------------------|---------------------|
| 18-Oct-12 | | | |
| 25-Oct-12 | | | |
| 01-Nov-12 | | | |
| 08-Nov-12 | | | |
| 15-Nov-12 | | | |
| 22-Nov-12 | | | |
| 29-Nov-12 | | | |
| 06-Dec-12 | | | |
| 13-Dec-12 | | | |
| 20-Dec-12 | | | |
| 27-Dec-12 | | | |
| 03-Jan-14 | | | |
| 10-Jan-14 | | | |
| 17-Jan-14 | | | |
| 24-Jan-14 | | | |
| 31-Jan-14 | | | |
| 07-Feb-14 | | | |
| 14-Feb-14 | | | |
| 21-Feb-14 | | | |
| 28-Feb-14 | | | |
| 07-Mar-14 | | | |
| 14-Mar-14 | | | |
| 21-Mar-14 | | | |
| 28-Mar-14 | | | |
| 04-Apr-14 | | | |
| 11-Apr-14 | | | |
| 18-Apr-14 | | | |

Winter Service

Depot Routes

| Ashford Depot | |
|---------------|-----------|
| Primary | Secondary |
| ASH 1 | ASH A |
| ASH 2 | ASH B |
| ASH 3 | ASH C |
| ASH 4 | ASH D |
| ASH 5 | ASH E |
| ASH 6 | ASH F |
| ASH 7 | ASH G |
| ASH 8 | |
| | |

| Stanford Depot | |
|----------------|-----------|
| Primary | Secondary |
| STAN 1 | STAN A |
| STAN 2 | STAN B |
| STAN 3 | STAN C |
| STAN 4 | STAN D |
| | |
| | |
| | |
| | |

| Sandwich Depot | |
|----------------|-----------|
| Primary | Secondary |
| SAND 1 | SAND A |
| SAND 2 | SAND B |
| SAND 3 | SAND C |
| SAND 4 | SAND D |
| SAND 5 | SAND E |
| SAND 6 | SAND F |
| SAND 7 | SAND G |
| SAND 8 | SAND H |
| SAND 9 | SAND I |
| | |

| Preston Depot | |
|---------------|-----------|
| Primary | Secondary |
| PRES 1 | PRES A |
| PRES 2 | PRES B |
| PRES 3 | PRES C |
| PRES 4 | PRES D |
| PRES 5A&B | PRES E |
| PRES 6 | PRES F |
| PRES 7 | PRES G |
| PRES 8 | PRES H |
| PRES 9 | |
| | |

| Aylesford Depot | |
|-----------------|-----------|
| Primary | Secondary |
| COLD 2 | COLD B |
| COLD 4 | N/A |
| COLD 5 | COLD E |
| COLD 6 | N/A |
| COLD 8 | COLD D |
| COLD 9 | N/A |
| | |
| | |
| | |

| Coldharbour Depot | |
|-------------------|-----------|
| Primary | Secondary |
| COLD 1 | COLD A |
| COLD 3 | COLD C |
| COLD 7 | COLD F |
| HAYS 8 | HAYS H |
| HAYS 10 | HAYS J |
| | |
| | |
| | |
| | |

| Haysden Depot | |
|---------------|-----------|
| Primary | Secondary |
| HAYS 1 | HAYS A |
| HAYS 2 | HAYS B |
| HAYS 3 | HAYS C |
| HAYS 4 | HAYS D |
| HAYS 5 | HAYS E |
| HAYS 6 | HAYS F |
| HAYS 7 | HAYS G |
| HAYS 9 | HAYS I |
| HAYS 11 | HAYS K |
| | |

| Swanley Depot | |
|---------------|-----------|
| Primary | Secondary |
| SWAN 1 | SWAN A |
| SWAN 2 | SWAN B |
| SWAN 3 | SWAN C |
| SWAN 4 | SWAN D |
| SWAN 5 | SWAN E |
| SWAN 6 | SWAN F |
| SWAN 7 | SWAN G |
| SWAN 8 | SWAN H |
| SWAN 9 | SWAN I |
| SWAN 10 | SWAN J |

POD ROUTE

Appendix 7

Redacted

Appendix 8

| Road | Area | Route | Feature |
|--|---------------|----------------------|----------------------|
| Astor Avenue | Dover | Primary - Dover | Traffic calming site |
| Bunkers Hill Road | Dover | Not on route | Too steep |
| Clarendon Place | Dover | Secondary - Dover A | Parked cars |
| Douglas Road | Dover | Not on route | Traffic calming site |
| Eaton Road | Dover | Primary - Dover | Traffic calming site |
| Eythorne Road | Shepherdswell | Primary - Sandwich 3 | Traffic calming site |
| Freemans Way | Deal | Not on route | Traffic calming site |
| Goschen Road | Dover | Not on route | Traffic calming site |
| Lowther Road | Dover | Not on route | Traffic calming site |
| Melbourne Avenue | Dover | Primary - Dover | Traffic calming site |
| Mill Hill | Deal | Primary - Sandwich 4 | Traffic calming site |
| Mount Road | Dover | Secondary - Dover A | Parked cars |
| Park Street | Deal | Secondary - Dover B | Traffic calming site |
| Salisbury Road | Deal | Primary - Sandwich 4 | Traffic calming site |
| Sandown Road (from Alfred Square to Godwin Road) | Deal | Secondary - Dover B | Traffic calming site |
| Sandown Road (Godwin Road to dead end) | Deal | Not on route | Traffic calming site |
| Sandwich Road | Whitfield | Primary - Sandwich 3 | Traffic calming site |
| Sandwich Road | Eythorne | Not on route | Traffic calming site |
| Shakespeare Road | Dover | Not on route | Too steep |
| Shepherdswell Road | Eythorne | Primary - Sandwich 3 | Traffic calming site |
| South Road | Dover | Primary - Dover | Traffic calming site |
| Tower Street | Dover | Primary - Dover | Traffic calming site |
| Upper Street | Kingsdown | Primary - Sandwich 4 | Parked cars |
| Wyndham Road | Dover | Not on route | Traffic calming site |
| Church St St Marys | Sandwich | Not on route | Traffic calming site |

Appendix 9

DOVER

Pencester Road
Pedestrian shopping area
London Road/High Street
Coombe Valley Road

Bus area and shops
Market Sq to Town Hall
Up to Cherry Tree Avenue
Around *Buckland Hospital*

Folkestone Road

Length to railway station

DEAL

High Street
South Street
Park Street
West Street
Broad Street/Queen Street
London Road, Bowling Green Lane
Mill Hill
The Strand

Precinct areas

Deal Hospital
Shops
Starting at The Cedars surgery

OTHER

Sandwich
Aylesham
Eastry

Town centre, Guildhall, Market Street, King Street
Shops and Market Place
High Street/Surgery

| | |
|---------------------------|---|
| Ambulance Stations | |
| Deal | Bowling Green Lane, Deal(included with Hosp above) |
| Dover South | Winchelsea Road, Dover CT17 9TT |
| Dover North | Menzies Road, Dover CT16 2HQ |
| | |
| | |
| Fire Stations | |
| Dover | Ladywell, Dover, CT16 1DG |
| St Margaret's | Reach Road, St Margaret's, CT15 6AE |
| Whitfield | Sandwich Road, Whitfield, CT16 3LZ |
| Deal | London Road, Deal, CT14 9TB |
| Eastry | Mill Lane, Eastry, CT13 0JW |
| Sandwich | Ash Road, Sandwich, CT13 9HZ |
| | |

Dover Coastguard

HM Coastguard

Langdon Battery

Swingate

Dover

Kent

CT15 5NA

RCC Manager : Mr Spike Hughes

Operational Area :

Reculver Towers to BeachyHead,Belle

Tout

Walmer Lifeboat Station

The Strand

Walmer

Kent

CT14 7DY

Station telephone:

WINTER CLEARANCE PROCEDURES ON BUS ROUTES IN EAST KENT

FINAL VERSION – DECEMBER 2011

- 1 During adverse winter weather conditions the local Stagecoach Operations Manager (or Deputy Manager) will contact his or her local counterpart in KCC to identify any particular sections of bus route which need attention.
- 2 Close liaison between each local Operations Manager and local KCC District Highway Manager will ensure that as much as possible of the main bus routes are kept clear.
- 3 Kent Road and Shakespeare Road in Folkestone, and Menzies Road in Dover, are both a high priority for snow clearance, and are now included in the secondary route snow clearance list as these roads provide essential access to Cheriton and Dover bus depots respectively.
- 4 Contact details for both parties must not be made public, and are given here solely for internal use and for use between each party. Please use the different KCC contact numbers depending on whether the call is made inside or outside operating hours.
- 5 The **Out of Hours** numbers should be used as follows:

Out of Hours

Monday 1700 - 0900 Tuesday

Tuesday 1700 - 0900 Wednesday

Wednesday 1700 - 0900 Thursday

Thursday 1700 - 0900 Friday

Friday 1700 – 0900 Monday (inc. all day Saturday and Sunday and
Public Holidays)

PRIVATE AND CONFIDENTIAL

TABLE OF KEY CONTACTS AT KCC AND STAGECOACH IN EAST KENT

[illegible]

Plus other various locations including: (Dependant of situation and available resources)

Doctor's surgeries, Schools, Care Homes

Doctors' Surgeries

| Surgery | Location | Parish |
|------------------------------|--|---------------|
| AC Mottershead | 10 Pencester Road, Dover | Dover |
| Eastry Surgery | High Street, Eastry | Eastry |
| The Market Place Surgery | Cattle Market, Sandwich | Sandwich |
| The Surgery | Chilton Place, Ash | Ash |
| Dr T Bahadur | Brookfield Place, Dover | Dover |
| Balmoral Surgery* | Canada Road, Walmer | Deal |
| Collins & Partners | Peter Street, Dover | Dover |
| Dover Medical Practice | Maison Dieu Road, Dover | Dover |
| The Surgery | 7 The Butchery, Sandwich | Sandwich |
| The Cedars Surgery* | 24 Marine Road, Deal | Deal |
| High Street Surgery | 100 High Street, Dover | Dover |
| St James Surgery | 2 Harold Street, Dover | Dover |
| M Ford | 38 Manor Road, Deal | Deal |
| P Premnath | 143 Folkestone Road, Dover | Dover |
| R Premnath | 23 Cherry Tree Avenue, Dover | Dover |
| River Surgery | 110 London Road, Dover | Dover |
| Sandwich Road Branch Surgery | 43 Sandwich Road, Whitfield | Dover |
| T Bahadur | The Droveaway, St Margarets Bay, Dover | Dover |
| St Richards Road Surgery | 227 St Richards Road, Deal | Deal |
| Lydden Surgery | 114 Canterbury Road, Lydden | Lydden |
| White Cliffs Medical Centre | Mill Lane | Shepherdswell |
| Golf Road Surgery | 22 Golf Road | Deal |
| Wingham Surgery | 2 North Court Road | Wingham |
| Aylesham Medical Centre | Market Place, Aylesham | Aylesham |
| Deal Hospital | London Road, Deal | Deal |
| Buckland Hospital | Coombe Valley Road, Dover | Dover |

*Plan in file includes footway to Pharmacy

| School | Address | Parish | Type |
|---------------------------------------|--|----------------|----------------|
| Astor College for the Arts | Astor Avenue, Dover, CT17 0AS | Dover | High School |
| Aycliffe Community Primary School | Saint Davids Avenue, Dover, CT17 9HJ | Dover | Primary School |
| Aylesham Primary School | Attlee Avenue, Aylesham, Canterbury, CT3 3BS | Aylesham | Primary School |
| Barton Junior School | Barton Road, Dover, CT16 2ND | Dover | Primary School |
| Capel-le-Ferne Primary School | Capel Street, Capel le Ferne, CT18 7HB | Capel-le-Ferne | Primary School |
| Cartwright & Kelsey CE Primary School | School Road, Ash, CT3 2JD | Ash | Primary School |

| | | | |
|---|--|--------------------------|-----------------|
| Castle Community College | Mill Road, Deal, CT14 9BD | Deal | Academy |
| Charlton CE Primary School | Barton Road, Dover, CT16 2LX | Dover | Primary School |
| Deal Parochial CE Primary School | Gladstone Road, Walmer, Deal, CT14 7ER | Walmer | Primary School |
| Dover Christ Church Academy | Melbourne Avenue, Whitfield, Dover, CT16 2EG | Whitfield | Academy |
| Dover Grammar School for Boys | Astor Avenue, Dover, CT17 0DQ | Dover | Grammar School |
| Dover Grammar School for Girls | Frith Road, Dover, CT16 2PZ | Dover | Grammar School |
| Downs CE Primary School, The | Owen Square, Walmer, Deal, CT14 7TL | Walmer | Primary School |
| Duke of York's Royal Military School | Dover, CT15 5EQ | Dover | Academy |
| Eastry CE Primary School | Cook's Lea, Eastry, Sandwich, CT13 0LR | Eastry | Primary School |
| Eythorne Elvington Community Primary School | Adelaide Road, Eythorne, CT15 4AN | Eythorne | Primary School |
| Goodnestone CE Primary School | The Street, Goodnestone, CT3 1PQ | Goodnestone | Primary School |
| Green Park Community Primary School | The Linces, Buckland, Dover, CT16 2BN | Dover | Primary School |
| Guston CE Primary School | Burgoyne Heights, Guston, Dover, CT15 5LR | Guston | Primary School |
| Harbour School | Elms Vale Road, Dover, CT17 9PS | Dover | Special Schools |
| Hornbeam Primary School | Mongeham Road, Deal, CT14 9PQ | Deal | Primary School |
| Kingsdown & Ringwould CE Primary School | Glen Road, Kingsdown, CT15 8DD | Ringwould with Kingsdown | Primary School |
| Langdon Primary School | Westside, East Langdon, Dover, CT15 5JQ | Langdon | Primary School |
| Lydden Primary School | Stonehall Road, Lydden, Dover, CT15 7LA | Lydden | Primary School |
| Nonington CE Primary School | Church Street, Nonington, Dover, CT15 4LB | Nonington | Primary School |
| Northbourne CE Primary School | Coldharbour Lane, Northbourne, CT14 0LP | Northbourne | Primary School |
| Portal House School | Sea Street, St Margarets at Cliffe, CT15 6SS | St Margarets at Cliffe | Special Schools |
| Preston Primary School | Mill Lane, Preston, CT3 1HB | Preston | Primary School |
| Priory Fields School | Astor Avenue, Dover, CT17 0FS | Dover | Primary School |
| River Primary School | Lewisham Road, River, CT17 0PP | River | Primary School |
| Sandown School | Golf Road, Deal, CT14 6PY | Deal | Primary School |

| | | | |
|---|--|------------------------|---------------------|
| Sandwich Infant School | School Road, Sandwich, CT13 9HT | Sandwich | Infant School |
| Sandwich Junior School | Saint Bart's Road, Sandwich, CT13 0AS | Sandwich | Junior School |
| Sandwich Technology School | Deal Road, Sandwich, CT13 0FA | Sandwich | Academy |
| Shatterlocks Infant School | Heathfield Avenue, Dover, CT16 2PB | Dover | Infant School |
| Sholden CE Primary School | London Road, Sholden, Deal, CT14 0AB | Sholden | Primary School |
| Sibertswold CE Primary School | Coldred Road, Shepherdswell, CT15 7LF | Shepherdswell | Primary School |
| Sir Roger Manwood's School | Manwood Road, Sandwich, CT13 9JX | Sandwich | Grammar School |
| St Edmund's Catholic School | Old Charlton Road, Dover, CT16 2QB | Dover | Wide Ability School |
| St Joseph's Catholic Primary School | Ackholt Road, Aylesham, CT3 3AS | Aylesham | Primary School |
| St Margaret's at Cliffe Primary School | Sea Street, St Margarets at Cliffe, CT15 6SS | St Margarets at Cliffe | Primary School |
| St Martin's School | Markland Road, Dover, CT17 9LY | Dover | Primary School |
| St Mary's Catholic School | St Richard's Road, Deal, CT14 9LF | Deal | Primary School |
| St Mary's CE Primary School | Laureston Place, Dover, CT16 1QX | Dover | Primary School |
| St Richard's Catholic Primary School | Castle Avenue, Dover, CT16 1EZ | Dover | Primary School |
| Temple Ewell CE Primary School | 3-4 Brookside, Temple Ewell, CT16 3DT | Temple Ewell | Primary School |
| Vale View Community School | Vale View Road, Elmsvale, Dover, CT17 9NP | Dover | Primary School |
| Warden House Primary School | Birdwood Avenue, Deal, CT14 9SF | Deal | Primary School |
| White Cliffs Primary College for the Arts | St Radigund's Road, Dover, CT17 0LB | Dover | Primary School |
| Whitfield and Aspen School | Mayfield Road, Whitfield, CT16 3LJ | Whitfield | Primary School |
| Wingham Primary School | School Lane, Wingham, CT3 1BD | Wingham | Primary School |
| Worth Primary School | The Street, Worth, Deal, CT14 0DF | Worth | Primary School |

Day Care Centres

Deal, Dover and Sandwich Age Concern Day Care Centres are all situated in areas that are identified in treatment priorities shown in appendix 9.

Appendix 10

<http://www.kent.gov.uk/SaltingRoutes/Map.aspx>

Appendix 11

Spot salt list i.e. wet spots on and off precautionary routes.

Liverpool Rd, Deal o/s KCC Social Education Centre - spot blast to carriageway adjacent to steep access when on 2ry route Sand D

Appendix 12

Emergency Primary Actions

In severe conditions consider:-

Whitfield Hill, Dover

Lydden hill, Lydden

A256 Dual Carriageway (particularly elevated section Whitfield end)

Use of farmer routes and possible additional hand salting

Appendix 13

DOVER SALT BIN LOCATIONS

292

| Total No. | Parish/Area | Road | No. | Location |
|-----------|----------------|--------------------------|-----|--|
| 12 | Alkham | The Forstal | 1 | by church gates |
| | | Hogbrook Hill | 2 | Junction Alkham Valley Road on bend |
| | | Meggett Lane | 2 | Alkham Court Farm House by Green Hill Farm |
| | | Short Lane | 2 | Junction Alkham Valley Road at lower entrance to Glebelands |
| | | Slip lane | 2 | Junction Whites Hill Junction Chalksole Green Lane |
| | | Wolverton Hill | 3 | Ewell Minnis (half way up) |
| | | | | Ewell Minnis (by phone box) |
| | | | | Ewell Minnis (bottom by bus stop) |
| 6 | Ash | Cop Street | 1 | on Forge corner |
| | | Durlock Road | 1 | on corner at Minters |
| | | Holness Road | 1 | Junction Chequer Lane |
| | | Molland Lane | 1 | Opposite Glebelands |
| | | New Street | 1 | Junction Cherry Garden Lane |
| | | Queens Road | 1 | Near village hall |
| 5 | Aylesham | Cooting Road | 2 | Junction Spinney Lane Junction Adisham Road |
| | | Dorman Avenue North | 1 | Junction B2046 |
| | | Dorman Avenue North | 1 | Junction Market Place |
| | | Snowdown Road | 1 | Snowdown, nr Railway bridge |
| 1 | Barfrestone | Barfrestone Road | 1 | Next to phone box near church |
| 3 | Capel le Ferne | Capel Street | 2 | Junction with Lancaster Avenue Outside School |
| | | Cauldham Lane | 1 | Junction Cauldham Close |
| 2 | Coldred | Coldred Hill (The Green) | 1 | Near Parsonage & Chilli Farms |
| | | Church Road | 1 | junction Singledge Lane |
| 5 | Deal | Beauchamp Avenue | 1 | On roundabout |
| | | Downs Road | 1 | On hill approaching Owen Square |
| | | Downs Road | 1 | Entrance to alleyway near primary school |
| | | Rectory Road | 1 | Junction Addelam Road |
| | | Station Road | 1 | junction Sydney Road |
| 7 | Denton | Agester Lane | 2 | at entrance to Homewood Farm Junction with A260 Canterbury Road |
| | | Lodge Lees | 1 | Junction with Agester Lane |
| | | Shelvin Lane | 1 | Junction with A260 Canterbury Road |
| | | Snodde Hill | 2 | 500m SW of junction Agester Lane |
| | | | | Junction with Gatteridge Lane |

| | | | | |
|----|-------|---------------------|---|-----------------------------------|
| | | Walderchain | 1 | 100m from Agester junction |
| 83 | Dover | Anstee Road | 1 | Junction with Shooters Hill |
| | | Astley Avenue | 1 | At top adjacent to bridge |
| | | Auckland Crescent | 1 | Opposite 17 |
| | | Belgrave Road | 2 | Junction with Westbury Crescent |
| | | | | Outside Belgrave House |
| | | Bunkers Hill | 1 | Junction Hillside Road |
| | | Bunkers Hill Avenue | 1 | Junction Bunkers Hill Road |
| | | Carlsden Crescent | 1 | on top of bend just off London Rd |
| | | Castle Hill Road | 1 | Junction Dover Road, Guston |
| | | Channel View Road | 3 | Between P&O and Travelmaster |
| | | | | At the top of steps on spiral |
| | | | | top of road |
| | | Clarendon Road | 1 | Outside no. 1 |
| | | Colton Crescent | 1 | Junction Rokesley Road |
| | | Connaught Road | 2 | Near Top entrance |
| | | Upper Danes Court | 2 | On island outside 33 |
| | | | | At junction with Roman Road |
| | | Lower Danes Court | 1 | on island jct Old Charlton Road |
| | | De Burgh Hill | 1 | On bend at top of hill |
| | | Dunedin Drive | 1 | Junction with Auckland Crescent |
| | | Eaves Road | 2 | On bend by flats |
| | | | | Outside 54 in turning head |
| | | Edgar Road | 1 | junction Prospect Place |
| | | Elm Park Gardens | 1 | In turning head |
| | | Farthingloe Road | 1 | East end jct with Manor Road |
| | | Green Lane | 1 | Between Brookfield Ave and bridge |
| | | Hobart Crescent | 2 | Side of 40, entrance to mast site |
| | | | | Junction Napier Rd o/s no.2 |
| | | Holmestone Road | 1 | In side road outside Rawlsons |
| | | Kimberley Close | 1 | Junction with Durban Crescent |
| | | Kings Road | 2 | Top of road |
| | | | | Junction with Queens Avenue |
| | | Longfield Road | 1 | near 93 |
| | | Malvern Road | 2 | Opposite no.1 |
| | | | | side of Malvern Pub |
| | | Manor Rise | 2 | Junction Mount Road |
| | | | | Junction Farthingloe Road |
| | | Marjan Close | 1 | On fork in road |
| | | Markland Road | 1 | Outside 130 |
| | | Marlborough Road | 2 | Junction with Newbury Close |
| | | | | Outside 23/25 |
| | | Maxton Road | 2 | Junction Hardwicke Road |
| | | | | Junction Mount Road |
| | | Mayfield Avenue | 1 | junction Mayfield Gardens |

| | | | | |
|----|--------|-----------------------------|---|--|
| | | Military Road | 2 | On bend at jct Lancaster Road Junction with Citadel Road |
| | | Monks Way | 1 | Opposite number 1 |
| | | Napier Road | 1 | On island outside 12 |
| | | Nightingale Road | 1 | Outside 2 Heathfield Avenue |
| | | Noahs Ark Road | 1 | opp junction Anselm Road |
| | | Ottawa Crescent | 1 | on grass verge o/s no.4 |
| | | Park Road | 1 | o/s Shatterlocks School |
| | | Peverall Road | 1 | Junction Rokesley Road |
| | | Pilgrims Way | 1 | Junction Friars Way |
| | | Pioneer Road | 1 | junction with Old Park Hill |
| | | Primrose Place | 1 | Junction with St Radigund's Road |
| | | Priory Hill | 1 | On bend outside 36 |
| | | Randolph Road | 2 | Opposite 31 opp no.4 |
| | | Reading Road | 1 | Outside 12 |
| | | Shakespeare Road | 3 | Junction with Churchill Road Junction with Hardwicke Road Side of number 6 |
| | | Shooters Hill | 1 | On bend in parking area |
| | | South Road | 1 | Junction with Tower Hill |
| | | St Andrew's Gardens | 1 | Junction Bunkers Hill |
| | | St David's Avenue, Aycliffe | 2 | jct St George's Cres (eastern end) jct St George's Cres (western end) |
| | | St Martins Road | 1 | Front garden of No.5 |
| | | St Radigunds Road | 1 | On elevated section opp 82 |
| | | Stanhope Road | 1 | Top of hill |
| | | Taswell Street | 1 | Junction with Harold Street |
| | | The Linces | 1 | Junction with Milton Crescent |
| | | Tower Hill | 1 | Junction with The Abbots |
| | | Vale View Road | 1 | Side of 3A at school entrance |
| | | Victoria Street | 1 | no.21 |
| | | Westbury Road | 1 | Junction with Westbury Heights |
| | | Widred Road | 1 | Junction with Edred Road |
| | | Winant Way | 1 | Near junction with Green Lane |
| | | Winchelsea Road | 3 | Entrance to Ambulance station on bend on top of road |
| 15 | Eastry | Boystown Place | 1 | Opposite 32 |
| | | Brook Stret | 1 | On bend by Old Lynch Cottage |
| | | Centenary Gardens | 1 | Just off Gore Lane |
| | | Cooks Lea | 1 | near Gore Lane/Close parking areas |
| | | Gore Road | 1 | os 15 |
| | | High street | 1 | Outside Village Hall |
| | | Mill Lane | 2 | Junction Gore Lane |

| | | | | |
|----|----------------|---------------------------|---|--|
| | | | | Junction Bellevue |
| | | Northbourne Road | 1 | outside Eastry Park |
| | | Orchard Road | 1 | junction Gore Lane |
| | | Peak Drive | 1 | Junction Woodnesborough Lane |
| | | Swaynes Way | 1 | Just off Mill Lane |
| | | Wheelwrights Way | 1 | Just off Mill Lane |
| | | Whitewood Road | 1 | Just off Liss Road |
| | | Wilmot Place | 1 | by entrance to skate park and alleyway |
| 12 | Eythorne | Chapel Hill | 1 | On roundabout |
| | | Church Hill (Elvington) | 1 | by Church |
| | | Green Lane | 1 | Junction Sandwich Road |
| | | Kennel Hill | 1 | Junction The Street |
| | | Rose Gardens | 1 | Junction Monkton Court Lane |
| | | Shepherdswell Road | 1 | Junction Shooters Hill |
| | | Sun Valley Way | 1 | Junction Sandwich Road |
| | | Sweetbriar Ln (Elvington) | 1 | Junction Beech Drive |
| | | Terrace Road (Elvington) | 1 | Junction Adelaide Road |
| | | Tye Wood Rd (Elvington) | 1 | Junction Roman Way |
| | | Willow Way | 2 | Junction Green Lane |
| | | | | Junction Cherry Way |
| 5 | Goodnestone | Boyes Lane | 1 | Junction Cave Lane |
| | | Catsole Hill | 1 | between G'stone and Chillenden |
| | | Lower Rowling Road | 1 | at entrance to PROW EE276 |
| | | Goodnestone Road | 1 | jct Cave Lane |
| | | Griffin Hill, Chillenden | 1 | Near Orchard Court |
| 5 | Great Mongeham | Mongeham Road | 1 | Junction Church Path |
| | | St Richards Road | 1 | Junction Mongeham Road |
| | | St Richards Road | 1 | Junction St Edmunds Close |
| | | Cherry Lane | 2 | Junction with Northborne Road |
| | | | | Junction Pixwell Lane |
| 4 | Guston | Old Charlton Road | 1 | Jct Guston Road/Dover Road |
| | | Prescott Close | 1 | Below 21/23 |
| | | The Street | 2 | Junction Dover Road |
| | | | | Junction Pineham Road |
| 7 | Hougham | Abbey Road | 1 | On hill near sharp bend |
| | | Elms Hill | 1 | On verge by flint wall |
| | | Gravel Hill | 1 | Between the Kennels |
| | | Eight Acres | 1 | 20yds from jct Capel Street |
| | | Ingleton Wood Road | 1 | on bend near Fern Cottage |
| | | Hougham Court Hill | 1 | opp Hougham Court Farm |
| | | Lowslip Hill | 1 | Halfway up |
| 7 | Kingsdown | Balmoral Road | 1 | on verge near 51 |
| | | Cliffe Road | 1 | Slip road jct Undercliffe Road |
| | | Clim Down | 1 | entrance to close on LHS |
| | | Courtlands | 1 | Junction with Kingsdown Road |

| | | | | |
|----|-------------|---------------------|---|---|
| | | Glen Road | 1 | on verge outside 5 Kings Close |
| | | Sea Road | 1 | Junction Balmoral Road |
| | | The Rise | 1 | Junction with Chalk Hill Road |
| | | Upper Street | 1 | Junction with The Avenue |
| 3 | Langdon | Solton Lane | 2 | outside Glebelands Farm in dip Junction A258 |
| | | Station Road | 1 | Junction A258 |
| 2 | Lydden | Stonehall Road | 2 | by the school |
| | | | | opposite The Close |
| 4 | Martin | Hollands Hill | 1 | near Railway Bridge |
| | | Lucerne Lane | 1 | near Pumping Station |
| | | Martin Mill Station | 1 | at entrance |
| | | Westside | 1 | opposite no.8 |
| 6 | Nonington | Easole Street | 2 | Junction Mill Lane |
| | | | | Junction Butchers Lane |
| | | Holt Street | 2 | Opposite Vicarage Lane |
| | | | | Junction Butter Street |
| | | Vicarage Lane | 1 | Junction St Marys Close |
| 7 | Northbourne | Ruberries Wood | 1 | Junction The Street, Frogham |
| | | Broad Lane | 2 | Approach to Burgess Green |
| | | | | Junction North Road |
| | | Northbourne Road | 1 | Junction Broad Lane |
| | | Stoneheap Road | 1 | Jct Betteshanger Farm Rd nr school |
| | | Straight Mile | 1 | Betteshanger Church Road |
| 1 | Preston | The Street | 1 | Junction Northbourne Road |
| | | | | O/S The Hare and Hounds |
| 1 | Ringwould | Front Street | 1 | Junction Mill Lane |
| 5 | Ripple | Chapel Lane | 1 | (Green bin) |
| | | Church Lane | 1 | Junction Pommeus Lane |
| | | Mantles Hill | 1 | Junction Chapel Lane |
| | | Sunnyside Close | 1 | 90m from junction Mongeham Road |
| | | Vale Road | 1 | Junction Mongeham Road |
| 15 | River | Ash Close | 1 | junction Sutton Road |
| | | | | near steps |
| | | Badgers Rise | 1 | o/s number 5 |
| | | Common Lane | 1 | Junction of Dove Lea Gardens |
| | | Coxhill Gardens | 1 | Junction with Coxhill Crescent |
| | | Crabble Lane | 2 | Junction with The Ridgeway |
| | | | | Junction with Lewisham Road |
| | | Deanwood Road | 2 | o/s number 69 |
| | | | | Junction Crabble Lane |
| | | Hawthorne Close | 1 | Junction Lyndhurst Road |
| | | Hazeldown Close | 1 | Opposite number 5 |
| | | Meadway | 1 | o/s number 5 |
| | | Minnis Lane | 1 | Opp Frangham Kennels |

| | | | | |
|---|---------------|--------------------------|---|---|
| | | Sanctuary Close | 1 | by sub station fence at close entrance |
| | | Wingrove Hill | 1 | Junction with The Ridgeway |
| | | Woodland Close | 1 | Junction with The Ridgeway |
| 5 | Shepherdswell | Church Hill | 1 | Outside 65 |
| | | Coxhill | 1 | on access slope to Village Hall |
| | | Mill Lane | 1 | on The Green |
| | | Westcourt Lane | 2 | Jct Eythorne Rd os Bricklayers Junction The Grange |
| 2 | Sholden | The Street | 1 | on bend |
| | | Vicarage Lane | 1 | Junction with The Street |
| 3 | St Margaret's | Downside | 1 | o/s number 1 |
| | | Kingsdown Road | 1 | Junction Freedown |
| | | Kennilworth Close | 1 | at entrance to close |
| 3 | Staple | School Lane | 1 | Junction Durlock Road |
| | | The Street | 1 | Buckland Lane |
| | | Staple Road | 1 | opposite Grain Harvesters |
| 2 | Stourmouth | Church Lane | 2 | phone box junction Preston Road |
| 8 | Sutton | Waldershare Road, ashley | 2 | on A256 flyover outside Wellards |
| | | Church Hill | 1 | at top |
| | | Downs Road | 2 | Junction Strakers Hill, East Studdal Jct Northbourne Road, East Studdal |
| | | Forge Lane | 1 | By Sutton Village nameplate |
| | | Roman Road | 2 | Junction Strakers Hill, East Studdal On Three Horseshoes Triangle |
| | | | | |
| 6 | Temple Ewell | Church Hill | 1 | Entrance to Church |
| | | Green Lane | 2 | Top junction with Target Firs Bottom junction with Target Firs |
| | | London Road | 1 | Junction with High Street |
| | | Whitfield Hill | 1 | Junction Kearsney Ave |
| | | Watersend | 1 | Junction with London Road |
| 9 | Tilmanstone | Chapel Road | 1 | 80m from Lower Street |
| | | Dover Road | 1 | opposite St Mary's Grove |
| | | Lower Street | 2 | Junction White Hill junction Dover Road |
| | | School Road | 2 | On triangle jct Pike Rd Entrance Dane Ct Mews |
| | | Upper Street | 3 | Junction North Court Lane Junction School Road Outside Memorial Cottage |
| | | | | |
| 9 | Whitfield | Archers Court Road | 1 | Junction with Newlands |
| | | Aspen Drive | 1 | Junction Kinson Way |
| | | Beechwood Close | 1 | Junction Forge Lane |
| | | Bewsbury Cross Lane | 1 | Junction Nursery Lane |

| | | | | |
|---|--|---------------------|---|-----------------------------------|
| | | Castle Drive | 1 | Junction Singledge Lane |
| | | Crangleigh Drive | 1 | Junction Alison Crescent |
| | | Guildford Avenue | 2 | near junction Nursery Lane |
| | | | | Junction with Forge Lane |
| | | Nursery Lane | 1 | Junction with Singledge Lane |
| 5 | Wingham | Preston Hill | 1 | 100m from A257 |
| | | St Mary's Meadow | 1 | by toilets |
| | | School Lane | 1 | 80m from junction Canterbury Road |
| | | Southcourt | 1 | by bungalows |
| | | Staple Road | 1 | outside Court Cottages |
| 4 | Woodnesborough | Sandwich Road | 1 | Junction with Drainless Road |
| | | Sandwich Road | 1 | Jct Foxborough Hill/Beacon Lane |
| | | The Street | 1 | Junction with Melville Lea |
| | | The Street | 1 | Junction with Fir Tree Hill |
| 6 | Wootton | Geddinge Lane | 1 | Near Church |
| | | Shelvin Lane | 1 | Junction with Shelvin Farm Road |
| | | Wootton Hill | 3 | Jct A260 Canterbury Road |
| | | | | 200m from jct A260 |
| | | | | Near village nameplate |
| | | Wootton Lane | 1 | Junction with Hill House Lane |
| 1 | Worth | Jubilee Road | 1 | Junction with The Street |
| 5 | Railway Stn bins not owned by us to be filled by us. | Dover priory Stn | 1 | |
| | | Deal Stn | 1 | |
| | | Martin Mill Station | 1 | |
| | | Sandwich | 1 | |
| | | Walmer | 1 | |

Appendix 14

| Parish | Request salt bag | Location | Contact |
|----------------------------|------------------|---|------------|
| Alkham | yes | Village Hall car park at Hogbrook Hill Lane Behind 8 Newlyn's Meadow and Chalksole Farm (Mr Melvin Kirby) | Angela M |
| Ash | | | |
| Aylesham | | | |
| Capel le Ferne | yes | Hollingbury Farm, Capel Street | Maureen |
| Deal Town Council | | | |
| Denton with Wootton | yes | Tappington Farm, Denton, Nr Canterbury, Kent CT4 6RG | Paul Horn |
| Dover Town | yes | Masion Dieu Car Park in front of Age concern building and one in Ladywell Car Park | Tracey H |
| Eastry | | | |
| Eythorne | | | |
| Goodnestone | yes | JLT Parson's & Sons, Claypits Farm, Goodnestone, CT3 1PB | Bridie Bir |
| Great Mongeham | | | |
| Guston | | | |
| Hougham Without | | | |
| Langdon | yes | Delivery to the car park at East Langdon Village Hall | Jannine H |
| Lydden | | | |
| Nonington | | | |
| Northbourne | | | |
| Preston | | | |
| Ringwould with Kingsdown | | | |
| Ripple | yes | Ledger Farm | Kath Has |
| River | | | |
| Sandwich Town | | | |
| Shepherdswell with Coldred | yes | Landtech South East Ltd Guilford House Singledge Lane Coldred dover | Steven D |
| Sholden | | | |
| St Margarets at Cliffe | yes | East Valley Farm, Collingwood Road | Jane Coo |
| Staple | | | |
| Stourmouth | yes | Rising Sun car park the Street Stourmouth. | Pat Coler |
| Sutton | yes | Mr Hugh Densham, Stud Dale Farm House, Homestead Lane | Veronica |
| Temple Ewell | | | |
| Tilmanstone | | | |
| Walmer | | | |
| Whitfield | | | |
| Wingham | yes | WC's n St Mary's Meadow | Kerry Col |
| Woodnesborough | yes | Foxborough Close on the grass area that used to be a play area. | Sarah We |
| Worth | | | |

To: Dover Joint Transportation Board
By: KCC Highways and Transportation
Date: 12th December 2013
Subject: Highway Works Programme 2013/14
Classification: Information Only

Summary: This report updates Members on the identified schemes approved for construction in 2013/14

1. Introduction

This report provides an update and summarises schemes that have been programmed for delivery in 2013/14

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

PROW – see Appendix E

Bridge Works – see Appendix F

Traffic Systems – see Appendix G

Member Highway Fund – see Appendix H

Conclusion

1. This report is for Members information.

Contact Officers:

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

| | |
|-----------------|-------------------------|
| Toby Howe | Highway Manager (East) |
| Steve Rivers | District Manager |
| Sue Kinsella | Street Lighting Manager |
| Katie Lewis | Drainage Manager |
| Russell Boorman | Resurfacing Manager |
| Tony Ambrose | Structures Manager |
| Traffic Systems | Toby Butler |

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 – <i>Contact Officer Russell Boorman</i> | | | |
|---|---------------|---|---|
| Road Name | Parish | Extent of Works | Current Status |
| A260 High Street Denton | Denton | From its junction with Denton Lane to The Old Rectory | Completed |
| Allenby Avenue | Deal | Whole Length | Works have been postponed for investigatory drainage works |
| Footway Improvement - <i>Contact Officer Wendy Boustead</i> | | | |
| Road Name | Parish | Extent and Description of Works | Current Status |
| Allenby Avenue | Deal | Whole length – Replacement of asphalt surface and kerbs | Works substantially complete. One section of footway will need to be redone due to the sewer surcharging and lifting the new kerbs and surface. This will be programmed once investigations are complete. |

Appendix B – Drainage Repairs & Improvements

| Drainage Repairs & Improvements - <i>Contact Officer Katie Lewis</i> | | | |
|---|---------------|--|-------------------------------|
| Road Name | Parish | Description of Works | Current Status |
| Megget Lane | Alkham | Structural Repairs to culvert and cleaning | Works Completed 03/09/13 |
| Warren Lane | Lydden | Installation of new gullies and chambers | Works Completed 08/11/13 |
| Palm Tree Lane | Aylesham | Installation of new gullies and soakaway | Estimated completion 22/11/13 |
| Ratling Road | Aylesham | Pond Clearance works | Works Programmed for 25/11/13 |

Appendix C – Street Lighting

Structural testing is on-going in Dover District. Following assessment of the all results, it is anticipated that a number of columns will require replacement which will be listed in future reports.

Works are now in progress at the following locations

| Street Lighting Column Replacement – Contact Officer Sue Kinsella | | | | |
|--|----------|-------------------|---|--------------------------------|
| Road Name | | Column Ref | Location | Status |
| New Street | Sandwich | GNAS 501 | Junction Delf Street | Replacement by end of Jan 2013 |
| The Butchery | Sandwich | GTAQ 002 | J/W Harnet St. | Replacement by end of Dec 2013 |
| St.Peters Street | Sandwich | GSEN 004 | O/S 42 | Replacement by end of Dec 2013 |
| St.Peters Street | Sandwich | GSEN 005 | O/S 50 | Replacement by end of Dec 2013 |
| Harnet Street | Sandwich | GHAO 503 | J/W The Butchery | Replacement by end of Dec 2013 |
| | | | | |
| Gazen Salts | Sandwich | GSFN 203 -204 | Car Park as part of Sea Defences Scheme | Replacement by end of Jan 2013 |
| The Quay | Sandwich | GLBT 201 -205 | Car Park as part of Sea Defences Scheme | Replacement by end of Jan 2013 |

Lamp Replacement Scheme

The columns below currently have orange lights these will be replaced with much more efficient white LED lights

(LED Lantern Replacements)

| Street Lighting Lantern Replacement – Contact Officer Sue Kinsella | | | | |
|---|-------|-------------------|-----------------|--------------------------------|
| Road Name | | Column Ref | Location | Status |
| King Street | | GMAU 002 | On 22/22A | Replacement by end of Jan 2013 |
| King Street | | GMAU 003 | On 26 | Replacement by end of Jan 2013 |
| King Street | | GMAU 005 | On 50 | Replacement by end of Jan 2013 |
| King Street | | GMAU 006 | On 58/60 | Replacement by end of Jan 2013 |
| Salisbury Avenue | Dover | GSAC 001 - 012 | Whole Road | Replacement by end of Jan 2013 |
| Lowther Road | Dover | GLCC001 - 007 | Whole Road | Replacement by end of Jan 2013 |

| | | | | |
|-------------------|-------|----------------|------------|--------------------------------|
| Douglas Road | Dover | GDBP 001 - 006 | Whole Road | Replacement by end of Jan 2013 |
| Wyndham Road | Dover | GWDB 001 - 007 | Whole Road | Replacement by end of Jan 2013 |
| Castle Avenue | Dover | GCAS 001 - 014 | Whole Road | Replacement by end of Jan 2013 |
| Harold Street | Dover | GHAR 001 - 010 | Whole Road | Replacement by end of Jan 2013 |
| Monastery Avenue | Dover | GMFC 001 - 009 | Whole Road | Replacement by end of Jan 2013 |
| Godwyne Road | Dover | GGAU 001 - 008 | Whole Road | Replacement by end of Jan 2013 |
| Park Avenue | Dover | GPAM 001 - 013 | Whole Road | Replacement by end of Jan 2013 |
| Albert Road | Dover | GAAP 001 - 004 | Whole Road | Replacement by end of Jan 2013 |
| Leyburne Road | Dover | GLAS 002 - 007 | Whole Road | Replacement by end of Jan 2013 |
| Castle Mount Road | Dover | GCAW 001 - 004 | Whole Road | Replacement by end of Jan 2013 |
| The Abbots | Dover | GTEM 001 004 | Whole Road | Replacement by end of Jan 2013 |
| Queens Avenue | Dover | GQAD 001 - 007 | Whole Road | Replacement by end of Jan 2013 |
| Kings Road | Dover | GKAQ 001,003 | Whole Road | Replacement by end of Jan 2013 |
| Godwyne Closer | Dover | GGAT 001 - 005 | Whole Road | Replacement by end of Jan 2013 |
| Tower Hill | Dover | GTCR 001 - 004 | Whole Road | Replacement by end of Jan 2013 |
| North Road | Dover | GNBD 001 - 003 | Whole Road | Replacement by end of Jan 2013 |

Appendix D – Transportation and safety schemes

Appendix D1 – Local Transport Plan Funded Schemes

The Traffic Schemes Team have analysed the crash clusters within the Dover District, from which a shortlist of sites have been identified. Below is a list of these locations.

| Local Transport Plan Funded Schemes- Contact Officer Richard Heaps | | | |
|--|----------------------------|---|--------------------|
| Road Name | Parish | Description of Works | Current Status |
| Dover QBP | Deal and Dover Town Routes | Clearways, poles/flags, timetable cases and raised boarders at principal stops. | Design in progress |

| | | | |
|--------------------------------|--|---|---|
| River Dour Greenway | | Shared use pedestrian and cycle work. | Complete – some minor adjustments outstanding |
| 2013/14 Crash Remedial Schemes | | <p>Quick-win measures to address crash issues identified by crash cluster analysis</p> <ul style="list-style-type: none"> ▪ A256 Sandwich by-pass and Ramsgate Road, Sandwich ▪ Ringwould Road, Kingsdown ▪ Manor Road and London Road, Deal ▪ A256 Barville Roundabout | All works complete |

Appendix D2 – Developer Funded Works

| Developer Funded Works (Section 278 Works) Contact Officer Michele Ellis | | | |
|---|-------------------|---|--|
| Road Name | Parish | Description of Works | Current Status |
| Kingsdown Road | Kingsdown, Walmer | New footway and bellmouth entrance | Works Completed. Awaiting Stage 3 Safety Audit before adoption. |
| A258 London Road | Sholden, Deal | Road widening to Accommodate right turn lane into new access road and new toucan crossing | Works underway. |
| Shepherdswell Road | Eythorne | Erection of a detached meeting hall and construction of vehicular access and associated car parking | Works Completed. Certificate 1 issued 9 April 2013, now in 12 months maintenance period. |
| Honeywood Parkway | Whitfield | Provision of a new access road junction | Developer GSE Design & Build has gone Into liquidation. Works to be completed using performance security, currently in discussion with Land Owner. |
| Foxborough Hill | Woodnesborough | Erection of 4 dwellings and construction of new vehicular access | Works completed. Certificate 1 issued 5 November 2012, now in 20 month maintenance period. |
| Maison Dieu Road | Dover | Provision of a new bellmouth entrance | Works completed. Certificate 1 issued 11 January 2013, now in 12 months Maintenance period. |

| | | | |
|----------------------------|----------|---|--|
| Sandwich Industrial Estate | Sandwich | Provision of a new 3 arm access roundabout | Developer GSE Design & Build has gone into liquidation. Awaiting completion of remedial works. |
| A256 Ramsgate Road | Sandwich | Creation of a vehicular access (40 acre site) | Awaiting technical approval. |
| A256 Ramsgate Road | Sandwich | Upgrading of zebra crossing to puffin crossing | Awaiting for information from Traffic Signals. |
| Coombe Valley Road | Dover | Construction of vehicular accesses at Buckland Hospital | Works underway. |

Appendix E – PUBLIC RIGHTS OF WAY

| Public Rights Of Way- <i>Contact Officer Andrew Hutchinson</i> | | | |
|--|--------------------------|--|----------------|
| Road Name | Parish | Description of Works | Current Status |
| EE335 | Eythorne and Tilmanstone | Byway in poor condition surface enhancements to take place | completed |

Appendix F – Bridge Works

| Bridge Works – <i>contact officer Tony Ambrose</i> | | | |
|--|----------|---|-------------------------------|
| Road Name | Parish | Description of Works | Current Status |
| New Street | Sandwich | 1945 Market Street Culvert Delf Stream culvert Relining/strengthening | Works deferred until 2014/15. |
| Austins Lane | Sandwich | 1944 Austins Lane Culvert Delf Stream culvert Relining/strengthening | Works deferred until 2014/15. |
| Galliards Street | Sandwich | Galliards Street Culvert Delf Stream culvert Relining/strengthening | Works deferred until 2014/15. |

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 |
| A256 London Road / Cherry Tree Avenue | Refurbishment of traffic signal controlled junction. | Works being reviewed due to complexity and not yet programmed. |
| A256 Priory Road near Norman Street | Refurbishment of traffic signal controlled crossing. | Works commencing December 2013 for three weeks. |
| A256 Sandwich Road near Mayfield Road | Refurbishment of traffic signal controlled crossing. | Works commencing December 2013 for three weeks. |

Appendix H – Member Highway Fund

The following schemes are those which have been approved for funding by both the relevant Member and by John Burr, Director of Highways and is up to date as of 14th November 2013.

The details below are for **Highway Schemes only** and do not detail contributions Members have made to other groups such as Parish and District Councils.

More detail on their schemes can accessed by each Member via the online database or by contacting their Member Highway Fund Engineer.

Pam Brivio

| Scheme | Status |
|---|-----------------|
| Improved HGV routing and low bridge warning signing: St Radigunds Rd, Dover | Scheme complete |

Geoff Lymer

| Scheme | Status |
|---|-----------------|
| Installation of timber bollards in highway verge to prevent damage by parked vehicles | Scheme complete |

Steve Manion

| Scheme | Status |
|---|--|
| Reduction in speed limit to 50mph on A258 between Upper Road and the A2. | TRO advertising under way, comments awaited. |
| Creation of hardened verge to assist with parking problems. Milner Road, Elvington. | Scheme complete |

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: Toby Howe / Steve Rivers 03000 418181

DOVER DISTRICT COUNCIL

REPORT OF THE DIRECTOR OF ENVIRONMENT AND CORPORATE ASSETS

DOVER JOINT TRANSPORTATION BOARD – 12 DECEMBER 2013

PROPOSED RESIDENTS' PARKING SCHEME

Recommendation

The Board is asked to agree that the Residents' Parking Scheme detailed in this report be formally advertised and in the event that no objections are received, that the scheme is recommended to be sealed by Kent County Council. Any objections received to the formal advertisement will be referred back to a future meeting of the Board for further consideration prior to making any final recommendations.

Contact Officers: Gordon Measey Ext 2422
Des Connolly Ext 2793

Reasons why a decision is required

1. The Parking Services Unit at Dover District Council is responsible for the processing of waiting restrictions having regard to the Kent/District – Transport Operations – Protocol No 3, 'Parking Delivery'. It is necessary for the Board to consider whether the proposals outlined in this report should progress and be formally advertised.

Evaluation of options available to the Council

2.
 - i) To agree to the recommendation that the proposed scheme be formally advertised, or
 - ii) To amend the proposed scheme and consult a second time with the residents before bringing the matter back before this Board for approval for the amended scheme to be formally advertised, or
 - iii) To withdraw the proposed scheme.

Information to be considered in taking the decision

3. Bridgeside in Deal has been experiencing regular daytime problems with non-residents using the road for parking by drivers working or shopping in the town and/or commuting to work on the train. One way to address this problem is to introduce a residents' parking scheme. Residents have frequently requested this and last year submitted a petition signed by 56 residents supporting such a scheme.
4. In response, this Council has hand-delivered letters to all the properties within the proposed zone asking whether or not they would support the scheme together with a plan showing the extent of the proposed new zone. Copies of the plan, letter, questionnaire and information leaflet are attached as Appendix 1 – 4 to this report.
5. The result of the consultation was that out of the 65 properties that returned questionnaires:
 - 56 supported the proposal
 - 6 objected to the proposal

- 1 would support the scheme only if Albert Road, Sutherland Road and Beechwood Avenue were included, as these were the roads which the resident preferred to use for parking
- 1 had no strong feelings either way

6. Comments from the six residents who objected to the scheme are summarised below:

1. *"The scheme doesn't permit me to park my camper van in my street nor account for a household with 2 or more cars. My garage is too small to accommodate my vehicles and is little more than a storeroom for my small house."*
2. *"Current double yellow lines (No Parking) parking would obstruct road traffic and exit/entrance to (car) driveway"*
3. *"Doesn't really affect me at all."*
4. *"All residents have parking facilities so no need for the scheme. Can find a space most times in the road. Why are London Road residents eligible to join the scheme? This will reduce the parking available to Bridgeside residents."*
5. *"As so many of the houses in Bridgeside were built with a garage and/or parking space, I do not see that this scheme is necessary."*
6. *"All this does is force people from the top down to where I live." "Why do I have to pay to park in my own road? With technology as it is, could I not log it with your database?"*

7. All the returned questionnaires and letters will be available to Members at the Board meeting on 12 December 2013 and can be viewed in advance by prior arrangement with the Highways and Parking Team Leader, Gordon Measey (Ext 2422).

8. In light of the amount of support indicated for the proposed residents' parking scheme, the Board is requested to permit the scheme to be formally advertised and in the event that no objections are received, that the scheme be recommended to be sealed by Kent County Council. Any objections received to the formal advertisement will be referred back to a future meeting of the Board for further consideration prior to making any final recommendations.

Background Papers

Parking Services Files.

Consultation Statement

The Portfolio Holder for Access and Property Management has been consulted on the proposal outlined in this report. As part of the statutory process a formal advertisement will be undertaken for the proposal through which objections can be made.

Impact on Corporate Objectives

The proposed changes to the waiting restrictions outlined in this report will foster improved opportunity and access.

Attachments

- Appendix A Plan showing extent of proposed Zone P residents' parking scheme.
- Appendix B Letter to residents
- Appendix C Questionnaire

Appendix D Zone H leaflet (showing conditions applicable to Zone P scheme)

ROGER WALTON

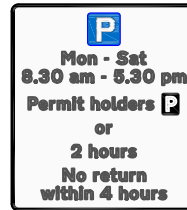
Director of Environment and Corporate Assets

The officer to whom reference should be made concerning inspection of the background papers is the Highways and Parking Team Leader, Dover District Council, White Cliffs Business Park, Dover, Kent CT16 3PJ. Telephone: (01304) 821199, Extension 2422

Key to Map



Proposed extent of Zone P Residents' Parking Scheme



Zone P signs and posts on footway adjacent to white-marked parking bays

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Prepared by

Property Services
Dover District Council
Honeywood Close
White Cliffs Business Park
Dover CT16 3PJ
Tel: (01304) 821199

Euring **Roger Walton**, C.Eng, M.I.C.E.
DIRECTOR OF ENVIRONMENT AND CORPORATE ASSETS

Scheme

**Proposed Residents' Parking
(Zone P)**

Location

**Bridgeside, London Road,
Deal**

North



Designed: GEM

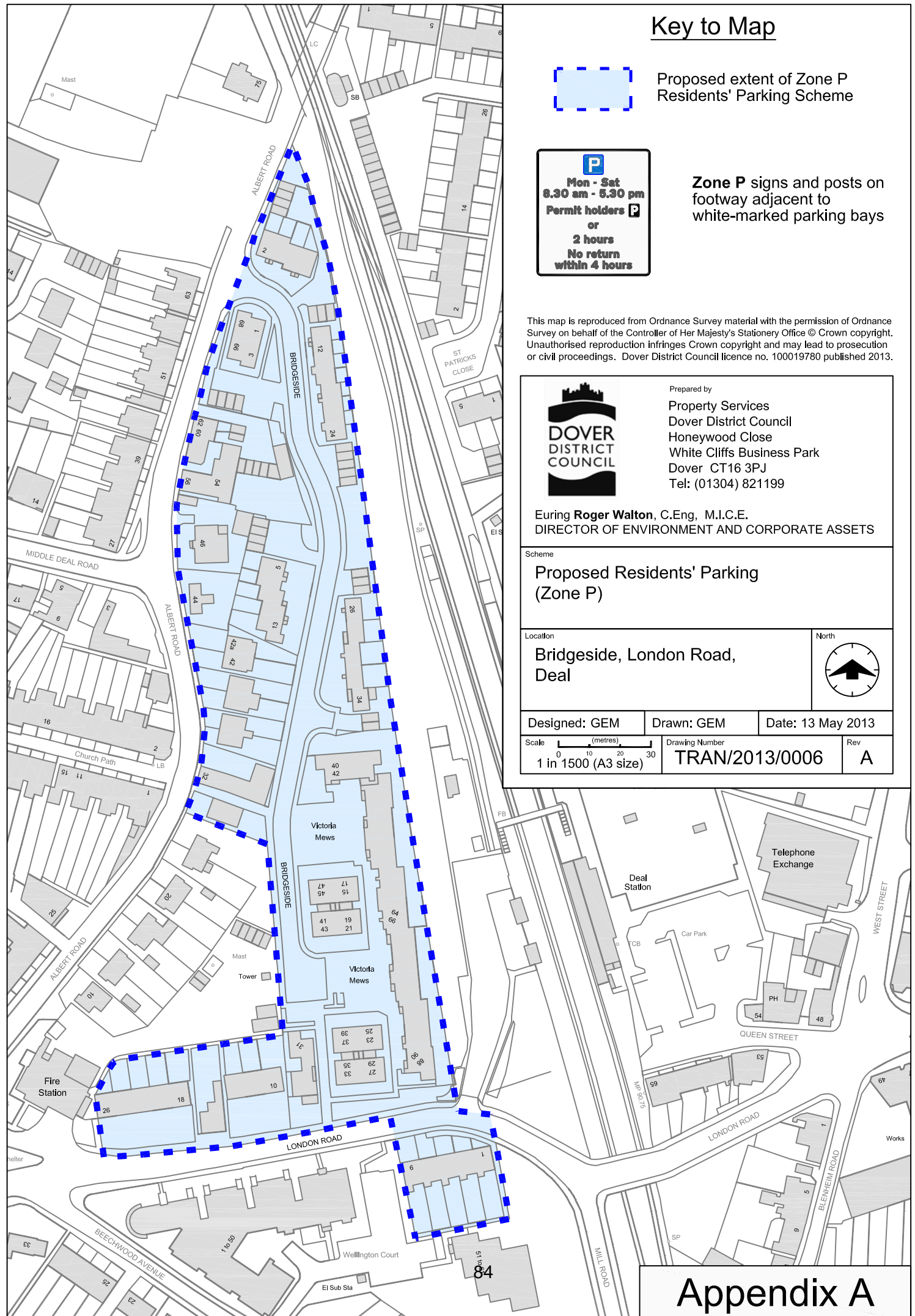
Drawn: GEM

Date: 13 May 2013

Scale (metres)
1 in 1500 (A3 size)

Drawing Number
TRAN/2013/0006

Rev
A



Appendix A



Owner/Occupier
Bridgeside/Albert Road (part of)/
London Road (part of)

Parking Services
White Cliffs Business Park
Dover
Kent CT16 3PJ

Telephone: (01304) 821199
Fax: (01304) 872445
DX: 6312
Minicom: (01304) 820115
Website: www.dover.gov.uk

Contact: Mr D. Connolly
Direct line: (01304) 872793
E-Mail: des.connolly@dover.gov.uk
Our ref: DC/Park.Dea
Your ref:
Date: 22 October 2013

Dear Sir/Madam,

Proposed residents parking scheme

We are aware that non-residents are using Bridgeside to park their vehicles for long periods making it difficult for you and your neighbours to park close to home. One possible way to address this problem would be to introduce a residents' parking scheme.

I am, therefore, writing to enquire whether or not you would support the introduction of a residents' parking scheme.

Please find enclosed a plan showing the extent of the residential parking scheme (**Zone P**) being proposed for your area. I would like to point out that the large blocked-paved parking areas off the main carriageway and belonging to Victoria Mews will remain private and exclusive for use by Victoria Mews (as is now) and that it is only the parking along the tarmac carriageway of Bridgeside that will be covered by the scheme. Residents in Victoria Mews may, nevertheless, apply for a road permit if the scheme goes ahead and they wish to.

The scheme, if progressed, would involve introducing a limit of 2 hours parking (return prohibited for 4 hours) along the road within the zoned area. The limited waiting restriction would apply during the working day (8.30am – 5.30pm, Mon – Sat) but not in the evenings nor on Sundays. Residents' vehicles displaying the new **Zone P** Resident Permits would be exempt from the 2-hour limit, but all other vehicles would need to comply with the Monday to Saturday daytime limit. Permits, which currently cost £50 per annum, would be restricted to one per residential household and its purchase would not guarantee the holder the availability of a space.

These conditions are similar to those in streets closer to the town centre, which currently operate under a residential parking scheme and, to save having to detail all the proposed terms for the new scheme in this letter, I have enclosed a leaflet for the existing Zone H scheme, which operates near by. Apart from specific references in the leaflet to zone labeling and addresses, all the other conditions detailed therein would apply to the scheme proposed for your area. I hope that the leaflet is self explanatory, but should you require any additional information, please contact me as detailed above.

Cont/d.....

It is worth pointing out that the proposed area shown covered by Zone P, if it proceeds, could expand over time. For example, Albert Road, Sutherland Road, Church Lane, Middle Deal Road, Beechwood Avenue or sections of these roads may wish to join Zone P, in which case the residents' parking would be expanded and shared across an enlarged zone.

To help me gauge the views of the residents, could you please indicate your preference for, or against, the proposed residents' parking scheme by filling in and returning the enclosed questionnaire in the prepaid envelope, to reach this office by 12 noon on Wednesday 13th November 2013. Alternatively, you can reply via email (using my address detailed above) if you prefer, stating whether or not you support the proposed scheme. Please ensure that any emails are delivered by 12 noon on Wednesday 13th November 2013 and that they include your name and postal address.

If the majority of respondents support the proposed scheme, permission will be sought from the Councillors on the Joint Transportation Board (JTB) to formally advertise the proposal. Conversely, if the majority of respondents object, it is likely that the JTB will abandon the proposal. Assuming that the proposed scheme is generally supported and that there are no major complications when it is formally advertised, it is hoped that the scheme could be introduced by April next year.

Yours faithfully,



Des Connolly

(Parking and Highway Administrative Officer)

Enc.

A large text version of this letter and accompanying questionnaire can be provided, if required. Please contact:

Tel: 01304 872397, or

Email: des.connolly@dover.gov.uk

Proposed Residents Parking Scheme, Deal – Zone P

Bridgeside Road, Albert Road (even numbers 30 - 68),
London Road (odd numbers 1 - 9 and even numbers 10 - 26)

Please fill in your name and address below:

Name: _____

Address: _____

Please tick (☐) the appropriate boxes below

1. Do you have use of any off street parking (e.g. a garage or hard standing)?

| | |
|--------------------------|--------------------------|
| Yes | No |
| <input type="checkbox"/> | <input type="checkbox"/> |

2. How many vehicles do you regularly park in yours or neighbouring streets?

| | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|
| 0 | 1 | 2 | 3 or more |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

3. Having considered the proposal, would you support the introduction of the residents' parking scheme as detailed in the accompanying documents?

| | | |
|--------------------------|--------------------------|--|
| Yes | No | (If No , please state reason below): |
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |
| | Other | (If Other , please state reason below): |
| | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |

Additional Comments: _____

1. The number of visitor's permits is restricted to a maximum of 20 per annum, per household.
2. Visitor's permits must be completed with vehicle registration number in ink and appropriate year, month and date panels scratched off. Visitor permits are only available for use on the date stated on the permit.
3. Visitor's permits must be clearly displayed on the inside surface of the front windscreen, or on the dashboard, so that it can easily be seen from the front of the vehicle at all times. In the case of a motorcycle, or any vehicle without a windscreen, the permit should be securely displayed on the front of the vehicle, facing forwards.
4. The purchase of a permit does not guarantee the availability of a parking space, but will exempt the vehicle from the time restriction within the zone for which the permit has been issued.
5. The permit does not entitle the vehicle to be parked on yellow lines.
6. Any contravention of these conditions will result in the withdrawal of any unused visitor's permits issued to that household.

DOVER DISTRICT COUNCIL

DOVER JOINT TRANSPORTATION BOARD – 12 DECEMBER 2013

EXCLUSION OF THE PRESS AND PUBLIC

Recommendation

That, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the remainder of the business on the grounds that the item to be considered involve the likely disclosure of exempt information as defined in the paragraphs of Part I of Schedule 12A of the Act set out below:

| <u>Item Report</u> | <u>Paragraph Exempt</u> | <u>Reason</u> |
|--|-----------------------------|--|
| Applications for Disabled Persons' Parking Bays | 1 and 2 | Information relating to any individual and Information which is likely to reveal the identity of an individual |

DOVER JOINT TRANSPORTATION BOARD

PROCEDURE FOR DETERMINING APPLICATIONS FOR ON-STREET DISABLED PERSONS' PARKING BAYS

1. Under the current arrangements with Kent County Council (the Highway Authority) an applicant has to satisfy a list of criteria set by County in order to qualify for a disabled person's parking bay being provided outside, or close to, his or her house. The set of criteria was adopted by this Board at its meeting on 7 February 2005 and is listed below:
 - (i) the applicant must be a Blue Badge holder.
 - (ii) the applicant must be in receipt of a qualifying benefit entitlement, either:
 1. the Higher Rate Mobility component of **Living Allowance**, or
 2. Higher Rate of **Attendance Allowance** if the applicant was over 65 years or over when an entitlement was first claimed(Other entitlements such as a War Pension may also qualify).
 - (iii) the applicant must be a driver of vehicle (unless there are exceptional mitigating circumstances).
 - (iv) The applicant must not have any off-street parking (eg have no hard standing, nor garage, nor use of either).

In addition, bays will not be provided:

- along sections of roads subject to stopping, waiting or loading restrictions (eg on clearways; yellow lines or blips; zig zags outside schools or on approaches to pelican crosses; etc)
 - in close proximity to road junctions (typically within 10metres)
 - along a road whose width is less than 3.6 metres
 - where there are other disabled bays in a street and these collectively exceed 5% of the available road parking space
 - where the application is for a temporary disability only
 - in areas where the safety or convenience of the applicant or other highway users could be compromised (eg close to or on the brow of a hill or within the turning head of a cul-de-sac)
2. If the listed criteria are met then an application goes through a two-stage process: Under delegated authority, the Head of Regeneration firstly carries out an informal consultation with the neighbours. If no objections are received then an advisory (non-enforceable) disabled bay is marked on site and the application progresses to the second stage where it is formally advertised as a proposed Traffic Regulation Order (TRO). This latter stage can take considerable time to complete, which is why an advisory bay is provided in the interim period. If no objections are received in response to the formal (second stage) advertisement, then the TRO is sealed and the disabled bay becomes enforceable. At either stage of consultation, objections can be received which are referred back to the Board to make a recommendation to proceed, or not, with the application.
 3. If at any time an applicant appeals against an officer's decision then in accordance with the resolution taken by the Dover Joint Transportation Board on 13 September 2005, the Chairman, Vice-Chairman and the relevant Ward and County Members are contacted to seek views on determining the appeal. If the views of the Members who reply are unanimous then the appeal is determined accordingly. However, if any Members are not in agreement, then the appeal comes back before the Dover Joint Transportation Board to be determined.

Agenda Item No 12

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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