

**ENVIRONMENT, HIGHWAYS AND WASTE POLICY
OVERVIEW AND SCRUTINY COMMITTEE**

Tuesday, 5th July, 2011

10.00 am

Darent Room, Sessions House, County Hall, Maidstone





AGENDA

ENVIRONMENT, HIGHWAYS AND WASTE POLICY OVERVIEW AND SCRUTINY COMMITTEE

Tuesday, 5th July, 2011, at 10.00 am Ask for **Karen Mannering**
Darent Room, Sessions House, County Hall, Telephone **01622 694367**
Maidstone

Tea/Coffee will be available 15 minutes before the meeting

Membership (12)

Conservative (11): Mr D A Hirst (Chairman), Mr N J Collor, Mr J M Cubitt,
Mr M J Harrison, Mr J D Kirby, Mr S Manion, Mr R F Manning,
Mr R A Pascoe, Mrs E M Tweed, Ms A Hohler Mr M J Northey

Liberal Democrat (1): Mr M B Robertson (Vice-Chairman)

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UNRESTRICTED ITEMS

(During these items the meeting is likely to be open to the public)

Item No

A. COMMITTEE BUSINESS

- A1 Introduction/Webcasting
- A2 Substitutes
- A3 Declaration of interests by Members in items on the Agenda for this meeting
- A4 Minutes - 8 April 2011 (1 - 12)
- A5 Cabinet Member's and Directors' Update (Oral report)

B. PERFORMANCE REVIEW ITEMS FOR INFORMATION

- B1 EHW Directorate/Portfolio Financial Outturn 2010/11 (13 - 18)
- B2 2011/12 Budget Savings (19 - 22)
- B3 Core Monitoring Report (23 - 40)

C. ITEMS FOR DISCUSSION

- C1 KCC's Performance Management Framework - Delivering Bold Steps (41 - 52)
- C2 Kent Environment Strategy Update (53 - 60)
- C3 Preliminary Flood Risk Assessment for Kent (61 - 112)
- C4 Winter Service 2010/11 Review (113 - 116)
- C5 Member Highway Fund (117 - 120)

D. SELECT COMMITTEE UPDATE

- D1 Select Committee - update (121 - 122)

EXEMPT ITEMS

(At the time of preparing the agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public)

Peter Sass
Head of Democratic Services
(01622) 694002

Monday, 27 June 2011

Please note that any background documents referred to in the accompanying papers maybe inspected by arrangement with the officer responsible for preparing the relevant report.

KENT COUNTY COUNCIL

**ENVIRONMENT, HIGHWAYS AND WASTE POLICY OVERVIEW
AND SCRUTINY COMMITTEE**

MINUTES of a meeting of the Environment, Highways and Waste Policy Overview and Scrutiny Committee held in the Darent Room, Sessions House, County Hall, Maidstone on Friday, 8 April 2011.

PRESENT: Mr D A Hirst (Chairman), Mr M B Robertson (Vice-Chairman), Mr N J Collor, Mr H J Craske (Substitute for Mr S Manion), Mr J M Cubitt, Mr M J Harrison, Ms A Hohler, Mr J D Kirby, Mr R F Manning, Mr M J Northey, Mr R A Pascoe Mrs E M Tweed

ALSO PRESENT: Mr D L Brazier, Mr K A Ferrin, MBE Mr B J Sweetland

IN ATTENDANCE: Mr M Austerberry (Corporate Director, Environment, Highways and Waste), Mrs S Barton (Strategic Projects And Business Development Manager), M D Beaver (Head of Network Management and Performance), Mr J Burr (Director of Kent Highway Services), Mr N Caddick (Policy and Performance Manager), Mr P Crick (Director of Planning and Environment), Ms Dyson (Heritage Conservation Manager), Mrs S Garton (County Performance and Evaluation Manager), Mr R Hallett (Head of Finance and Resources - EHW), Dr L Harrison (Minerals & Waste LDF Project Manager), Ms C McKenzie (Sustainability and Climate Change Manager) Mrs K Mannering (Democratic Services Officer)

UNRESTRICTED ITEMS

17. Declaration of interests by Members in items on the Agenda for this meeting
(Item A3)

- (1) Mr Harrison declared an interest in Item C4 as the father of Chief Inspector Harrison, who was closely involved with English Heritage.
- (2) Ms Hohler declared an interest in Item C4 as the owner of an historic farmstead.
- (3) Mr Pascoe declared an interest in Item C6 as the proprietor of a restaurant in the Folkestone area, managed by his son, which used an A-board.

18. Minutes - 18 January 2011
(Item A4)

RESOLVED that the Minutes of the meeting held on 18 January 2011 are correctly recorded and that they be signed by the Chairman.

19. Cabinet Member's and Directors' Update

(Item A5)

(1) Mr Sweetland gave a verbal report on the following issues:-

Planning & Environment

Flood Risk; Local Transport Plan & Growth without Gridlock; Third Thames Crossing; Rail Action Plan for Kent; Thanet Parkway Station; Minerals & Waste Development Framework; and Local Development Frameworks.

Waste Management

Romney Marsh – HWRC; North Farm; and EK Waste.

Kent Highway Services

2011/12 Integrated Transport Schemes; Annual Carriageway & Footway Planned Maintenance Programme; KHS – new term maintenance contract; and Find & Fix 3.

(2) Mr Sweetland extended his thanks to the EHW Officers for the help they had given him since his appointment.

(3) RESOLVED that the update be noted and a copy circulated to Members of the Committee.

20. Financial Monitoring Report 2010/11

(Item B1)

(1) Members were asked to note the January budget monitoring report for 2010/11 reported to Cabinet on 4 April 2011.

Revenue

(2) The overall position for the EHW Directorate reported to Cabinet on 4 April was a predicted underspend of £0.507m. This was a real underspend of £0.207m in response to the Corporate moratorium on non-essential spend and a rephasing of £0.3m for the replacement of the MIDAS financial system, which would not be completed until the new financial year. The net real underspend of £0.207m was the result of a number of pressures and compensating savings. Pressures due to the increased popularity of the Freedom Pass, increased waste contract prices, costs of the two snow emergencies and completion of the find and fix programmes had been offset by savings as a result of reduced waste tonnage, new recycling contracts and increased recycling income, improved contracting for public transport, vacancy management and a drawdown from the emergency conditions reserve towards the costs of the snow.

Capital

(3) The highway maintenance and integrated transport programme was forecast to be fully spent. There had been some rephasing of the major schemes (East Kent access, Victoria Way, Ashford and Drovers roundabout & junction 9

improvements, Ashford) mainly as a result of the difficult weather conditions. There was also a real underspend declared on the Sittingbourne northern relief road, which was forecast to be delivered at least £2m under budget.

(4) RESOLVED that the budget variations for the EHW Portfolio for 2010/11 based on the January quarterly monitoring report to Cabinet be noted.

21. Savings Monitoring

(Item B2)

(1) Mr Hallett referred to the 2011/12 Budget which had a significant savings target of £95m, and informed Members that Finance had identified each of the individual managers for ensuring delivery of those savings. Those managers had completed a project initiation document for all savings over £200,000, which detailed how the saving was going to be made and what the key milestones were. This covered £92m and a detailed report and monitoring on each of those savings would be reported to Cabinet throughout the year, then to the POSC to enable members to scrutinise and overview what savings were and how they were being delivered and progressed.

(2) The EHW Directorate was confident of delivering savings and had comprehensive project plans in place which had been accepted by central finance.

(3) RESOLVED that the update be noted.

22. Core Monitoring Report

(Item B3)

(1) The third Core Monitoring report, updated to include information for the period up to the end of December 2010, was reported to Cabinet on 4 April 2011. The report included all of the indicators that were in the September 2010 report considered by the Committee in January 2011. The format and presentation of the information had been modified slightly in certain areas with the intention of making it clearer and more concise. The objective was to pick out a number of key areas of activity for Member's attention rather than seeking to provide information about, and comments on, all of the performance management information that was used operationally within the Directorate.

(2) The Cabinet Core Monitoring report set out the approach adopted for the Red/Amber/Green (RAG) and Direction of Travel (DoT) assessments; gave an overall KCC-wide summary of performance; and examined a number of cross-KCC indicators, one of which was complaint monitoring where the number of complaints regarding Kent Highway Services (KHS) were significantly higher than those for other KCC services. The total number of complaints regarding KHS amounted to around 1% of the total number of enquiries that KHS received and was comparable to that in other highway authorities.

(3) Most of the data included in the Core Monitoring formed part of the management information that was used, in a variety of forms, by managers and leadership teams within the Directorate. The final Audit Report on Data Quality was published on 23 December 2010 and the overall assurance level was high, the top rating available, with five of the six risk areas receiving the high rating and one the second category, substantial. On the basis of this report it was reasonable to state that key controls were in place and were effectively applied, data was sound, and the risks of poor quality data being produced and used were low.

(4) During discussion the following issues were raised:-

- (a) Ms Hohler asked if, when diverting waste to landfill, due to maintenance or breakdown at the plant, did KCC receive any compensation. Mr Hallett stated that when the plant was going through maintenance and there was a need to switch to landfill, at present landfill was still slightly cheaper.
- (b) Mr Robertson suggested that the Committee should select one of the RAG assessments for scrutiny. The Chairman suggested private discussions with Members, with a view to discussing at the Committee's next agenda setting meeting.
- (c) Mr Collor welcomed the reduction in killed or seriously injured people on the roads, and asked if the figures included highways agency roads. Mr Burr confirmed that they did.
- (d) Mr Harrison referred to the cards residents used to report faulty streetlights, and asked if they were no longer being issued/used. If that was the case could they be reintroduced or something similar issued. Mr Burr undertook to check the situation and discuss the details with Mr Harrison direct.

(5) RESOLVED that the December 2010 Core Monitoring report for Environment, Highways & Waste be noted.

23. KCC's Performance Management Framework

(Item C1)

(1) The report provided details of work underway to develop a clear Performance Management Framework for the authority. The framework would have the following principles:-

- establish a single performance framework for the authority that provided an intelligent joined-up assessment of performance against key priorities
- report the information that members and the Corporate Management Team needed
- create a trigger when escalation and intervention was required

- performance manage not monitor
- challenge and accountability for poor or reducing performance
- transparency of performance data
- examine why something was working well
- less resource intensive and reduce duplication
- involve staff from all levels in the Council to create wider awareness and additional challenge in the process

(2) During debate Mr Manning asked if, when performance indicators went to amber, were there people ready to be immediately reactive. Mrs Garton stated that each performance indicator had an accountable manager.

(3) RESOLVED that the approach being taken to provide a clear performance management framework for the authority be noted.

24. The Minerals & Waste Development Framework: (1) Core Strategy, 'Strategy and Policy Directions' Consultation; (2) Mineral Sites Development Plan Document (DPD) 'Options' Consultation; and (3) Waste Sites DPD 'Options' Consultation

(Item C2)

(1) Further to Minute 12 of 14 September 2010, the report updated Members on progress with the Minerals and Waste Development Framework, and sought views on the Core Strategy Consultation Document (at Strategy and Policy Directions Stage); the contents of the Mineral Sites 'Options' DPD; and the Waste Sites 'Options' DPD.

(2) The draft consultation document for the *Core Strategy at 'Strategy and Policy Directions'* was to be released for consultation in May 2011. The consultation would ask for views on the preferred options for various issues in relation to the strategic planning needs for minerals and waste in Kent. It would also ask for comments on the suite of emerging draft policies being included within the Core Strategy.

2.4 Running in parallel with the Core Strategy, but one stage behind, KCC must produce the *Minerals Sites Development Plan Document* and the *Waste Sites Development Plan Document*, which would detail the land to be developed for minerals and waste. These were programmed for adoption one year after the Core Strategy, and included details of all proposals submitted to the MWDF team in response to the 2010 'Call for Sites'. At this early consultation stage there were no decisions given regarding whether the sites would be acceptable or not. The decisions would be made after the site appraisal process. The responses to the 'Issues' consultation would help to inform the decisions regarding site allocations.

(4) Under the 2004 Planning & Compulsory Purchase Act, KCC must prepare a *Statement of Community Involvement* (SCI) for all its planning functions, setting out how individuals, groups and organisations would be involved in the planning process.

The revised SCI was adopted in January 2011. It would commit KCC to make information accessible to everyone, to consult at formative stages, and to respond to the views expressed.

(5) During debate Mr Cubitt

(a) stated that there was no indication of existing provision. Dr Harrison stated that existing sites were shown in the introductory section of the Core Strategy.

(b) asked at what stage were those sites deemed not necessary released, having agreed appropriate sites. Dr Harrison stated that if it was decided that not as many sites were needed as first identified, there was an on-going review and monitoring process.

(6) RESOLVED that:-

(a) the progress with the Minerals and Waste Development Framework be noted; and

(b) Members comments on the *Core Strategy Strategy and Policy Directions DPD, the Mineral Sites DPD at 'Options' stage and the Waste Sites DPD at 'Options' stage*, to be published in May 2011, be noted.

25. Review of the operation of Household Waste Recycling Centres in Kent *(Item C3)*

(1) Household Waste Recycling Centres (HWRCs) provided an integral part of the waste management service to Kent residents. The services provided at the sites complement waste collection authorities (WCA) collections, and other "bring site" activities i.e. local bottle banks etc. The HWRCs contributed by collecting 42% of the County's recycle. They provided places where residents might dispose of their household waste (recycling and residual) and in doing so fulfilled the statutory obligation under the Environmental Protection Act 1990.

(2) Kent County Council had developed a network of nineteen sites across the county at an annual net cost of £7.4m net per annum. During the budget setting process for 2011-13, the HWRC service identified a savings target of £290k to be achieved by 2012-13. It was agreed that a review of HWRCs should be commissioned to identify how the saving could be met.

(3) Twelve of the HWRCs were operated through contracts which would expire in July 2013. Therefore the review needed to examine how the savings could be realised within the existing contracts and the outcomes of the review would inform the re-tendering process for new contracts, to identify further opportunities for additional savings. Any changes to the current service could be trialled ahead of the main contract re-let in 2013 to evaluate customer, operational and cost impacts.

(4) The review would examine the current provision and location of HWRCs, their operating policies, the potential for increasing income, as well as the options for

making the required savings. The output of the review would be a report giving a series of recommendations on how the HWRC service needed to change to deliver the optimum service.

(5) It was recommended that a cross-party Informal Member Group be convened to guide the work of the review and to consider the draft conclusions and recommendations to be made to Cabinet and Policy Overview and Scrutiny Committee. The Informal Member Group would, at a minimum, meet at the beginning of the review process (April) to agree the key questions of the review and the project plan, in July to receive the first draft recommendations and in late July/August to hear the results of the peer review and external consultation, and to inform the decision on what actions would be recommended.

(6) During debate the following issues were raised:-

(a) Mrs Tweed asked

(i) if there had been any serious consideration to introducing a nominal charge for the use of an HWRC. Mrs Barton stated that there was no proposal to charge in Kent at the moment.

(ii) if Ashford was any nearer to getting a waste transfer station. Mrs Barton stated that there was money in the capital programme for a waste transfer station at Ashford, and proposals were underway to bring provision forward.

(b) Mr Cubitt asked if the review was related to recycling centres and transfer stations or just recycling centres. Mrs Barton confirmed that although the transfer stations were co-located, the review was of recycling centres.

(7) RESOLVED that:-

(a) the formation of an Informal Member Group to guide the review be agreed; and

(b) the review recommendations be brought to the meeting of the Policy Overview and Scrutiny Committee in September 2011.

26. Kent Farmsteads Guidance

(Item C4)

(1) Kent County Council, English Heritage, Kent Downs AONB and High Weald AONB had collaborated to produce guidance to help keep Kent's fine legacy of historic farmsteads in active use. Draft guidance would be published at the end of March 2011 to help owners, agents, and local authorities understand the significance of their farmsteads and identify potential new uses which respected their character, were sensitive to the landscape and offered a sustainable future.

(2) Two linked documents were provided. The main consultation draft '*Kent Farmstead Guidance*' provided help in assessing the historic value of farmsteads and determining how best to conserve, enhance and develop the assets without destroying their value and ensuring their long term economic use. The second document '*Kent Downs AONB Farmstead Guidance*' provided easy access to the consultation draft from locations within the Kent Downs AONB, and gave specific advice on rarity and significance in that locality.

(3) Both sets of guidance had been produced by English Heritage as guidance for Local Planning Authorities, Planners, Conservation Officers, consultants, agents and landowners to help develop and determine sound and sensitive development proposals for historic farmsteads in Kent and the Kent Downs AONB. They set out the farmstead and building type within their historic character areas, identifying what was rare, significant and sensitive, and provided a method of how to assess development potential and design guidance appropriate to each farmstead type and layout.

(4) An informal consultation, seeking the views of key stakeholders on the draft guidance documents, would run for eight weeks from 29 March 2011 to 24 May 2011 through Kent Design Initiative. Opinions on content, accuracy, general usefulness and any areas not covered would be sought.

(5) During debate the following issues were raised:-

- (a) Mrs Tweed asked if there would be any funding available to farmers to help them in complying with the guidance. Ms Dyson stated that at present KCC had no plans to attach funding to this particular guidance.
- (b) Mr Northey asked how far district council planning committees were involved. Ms Dyson stated that they had been involved in the initial consultation process last year, and would be invited to participate in the next stage during May 2011. Mr Crick stated that district council colleagues were being encouraged to use the documents through the Kent Planning Officers Group.
- (c) Mr Harrison referred to the vandalism of buildings which were irreplaceable and expressed concern that the guidance was adding another layer of restrictions. Ms Dyson stated that the aim of the guidance was to help farmers rather than act as a further layer of restrictions.

(6) RESOLVED that:-

- (a) the guidance be endorsed; and
- (b) the next steps, including consultation and adoption by Kent local authorities as appropriate, be supported.

27. Future Highways Procurement Update

(Item C5)

(1) Mr Burr updated Members on the future highways procurement. The 3 'finalists' were May Gurney, Colas and Enterprise, and the successful contractor would be one of those 3. All information needed towards making a decision, i.e. pricing schedules; quality submissions; and detailed interview sessions had now been obtained, and a provisional result would be made in the next week or two. Following that informal decision, a variety of clarification with the documents would be sought from the bidders, and then recommended through the appropriate Committee cycle – Cabinet, Cabinet Scrutiny.

(2) RESOLVED that the update be noted.

28. Management of Obstructions on the Highway

(Item C6)

(1) The report sought comments from the POSC on proposals to streamline the administration for advertising boards. KCC's requirements must be adhered to as set out in the guidance by anyone placing an A-board on the highway.

(2) Advertising boards, commonly referred to as A-boards, must be placed in accordance with KCC's requirements as set out in the guidance (Appendix A of the report referred) so the public could move freely and safely along the highway. A survey of 581 premises had reported that across Kent the majority of businesses (74%) were complying with existing guidance. It was therefore considered that a formal application process, charging and licensing arrangement was unnecessary and should be removed from the policy.

(3) KCC had recently consulted with Town Centre Management Groups, Districts, City, Borough and Parishes Councils to seek assistance and support that would encourage even higher levels of compliance and promote alternative methods of advertising. KCC would adopt a number of approaches to providing clear guidance on A Boards. Discussion and demonstration of the practical difficulties experienced by visually impaired users had helped KHS staff to identify best practice regarding A Board placement and type.

(4) Highways Officers would begin to issue advice in accordance with the new guidelines and raise awareness of the dangers that inappropriately placed A boards could cause. Work would also be undertaken with local planning authorities to encourage more considered advertising methods. Officers would have the ultimate sanction to take enforcement action in accordance with legislation set out in the Highways Act 1980 and within KCC's new guidelines. Kent Highway Services would use enforcement powers if businesses wilfully ignored advice given. Compliance would be measured after 6 months to monitor the effectiveness of the proposal.

(5) During debate the following issues were raised:-

- (a) Mr Harrison expressed concern about the issue of enforcement, and asked who was going to be responsible, and how would it be carried out. Mr Sweetland informed Members that the enforcement issue was a difficult one, and it was the intention to launch an awareness

campaign. Mr Burr stated that enforcement would be taken under the 1980 Highways Act. Any A-board causing an obstruction or considered to be a hazard, and brought to his attention, would be dealt with accordingly.

(b) Mrs Tweed

(i) referred to the use of A-boards by businesses based in narrow side streets which were placed in the main thoroughfare and recommended that a design for a finger post on columns be considered as a solution. Mr Beaver referred to street furniture/clutter, and stated that the design of a finger post could be considered. Mr Sweetland stated that an A-board would be difficult to see by the partially sighted. He was trying to strike a balance between the interests of the shopkeeper/businesses, and the general public.

(ii) requested clarity on charging, was it to be the responsibility of the District Council concerned to decide charges for enforcement/licence. Mr Sweetland stated that enforcement was still the statutory responsibility of the County Council, and this paper proposed that there would be no charge.

(c) Mr Pascoe sought re-assurance that where highways were overlapped private/leased land, negotiations took place before any enforcement, so that the owners were made aware of their liabilities and requirements. Mr Sweetland informed Members that discussions were taking place with Planning Officers at Maidstone Borough Council relating to the possibility of a range of shops or a street applying for planning permission collectively, with a view to easing the burden on the shopkeeper.

(d) Mr Cubitt asked how the information would be communicated, i.e. a standard publicity document that District Councils should be encouraged to use, perhaps including in their individual publications. Mr Sweetland welcomed comments and stated that it would form part of the awareness campaign.

(6) RESOLVED that:-

(a) the proposal by the Cabinet Member for Environment, Highways and Waste to implement a streamlined arrangement for the administration of advertising boards, by removing the formal application process, charging and licensing arrangement, be supported; and

(b) Guidance must be adhered to by anyone placing an A-board on the highway, supported by a publicity and awareness campaign.

29. Select Committee - Renewable Energy Action Sheet and Update
(Item D1)

Select Committee: Renewable Energy

(1) In accordance with the monitoring process agreed by the County Council, an action for the Renewable Energy Select Committee was circulated to Members. The Select Committee would be reconvened at December 2011 or January 2012 to consider progress made with the recommendations.

Select Committee topic review work programme

(2) The Select Committee work programme consisted of the following:-

- Dementia – carrying out visits and hearing sessions.
- Educational Attainment of Pupils and Schools in Areas of High Deprivation – held its inaugural meeting in 3 February 2011 and Mr Wells was elected Chairman.
- The Student Journey – due to start its work in Spring 2011.

(3) RESOLVED that:-

- (a) the Select Committee action sheet be noted; and
- (b) Members advise the Democratic Services Officer of any further items that they would like to suggest for inclusion in the topic review programme.

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TO: Environment, Highways and Waste (EHW) Policy
Overview & Scrutiny Committee – 5 July 2011

BY: Bryan Sweetland, Cabinet Member, EHW
Mike Austerberry, Corporate Director, E&E

SUBJECT: EHW Directorate/Portfolio Financial Outturn 2010/11

Classification: Unrestricted

Summary:

This report summarises the 2010/11 financial outturn for each of the service units within the EHW Portfolio. Previously, outturn reports to POSCs have included performance outcome information but this is now covered in the separate Core Monitoring report

FOR INFORMATION

1. Introduction:

- 1.1 In the March/April cycle of meetings POSCs received a report setting out the latest forecast outturn for the 2010/11 financial year as reported to Cabinet based on the position as at the end of the third quarter. Third quarter performance monitoring against unit business plans was also covered at the same meetings in the Core Monitoring report.
- 1.2 This is the second year we have been able to bring the final outturn reports to the July round of POSC meetings. It is important that committees receive timely information on actual costs in advance of considering options for future years' budgets during the autumn. This report includes the final outturn for each of the service units within the EHW Portfolio in the same format as reported throughout the year in monitoring reports together with an explanation of any significant variances from the third quarter's monitoring. We are not in a position to report the outturn in the A to Z Service format used for the 2011/12 Budget Book as financial reporting for 2010/11 was not set up to produce information in this format.
- 1.3 At its meeting on 26th May, Scrutiny Board considered how POSCs can be more engaged in the budget planning process. Scrutiny Board recommended that each POSC should establish an Informal Member Group of up to 5 members which should meet between July and October in order to report back to the November POSC meeting on options for the forthcoming budget. The 2010/11 outturn report was identified as one of the core pieces of information that IMGs will need for these series of meetings.

2. EHW Directorate/Portfolio 2010/11 Financial Outturn- Revenue

- 2.1 The provisional revenue outturn was reported to Cabinet on 20th June together with recommendations on rollover for committed projects and contributions to reserves for uncommitted under spends. The overall position for the EHW Portfolio was an under spend of £0.602m. This figure includes a rephasing of £0.364m for the MIDAS financial system replacement project, leaving a net real underspend of £0.237m (the Directorate was given a target underspend of £0.2m to contribute towards alleviating future budget pressures).
- 2.2 Table 1 sets out the original budget, final approved cash limit and spending for each service unit within the EHW Portfolio. The changes between the original budget and final approved cash limit are all within KCC's "virement" rules as set out in Financial Regulations.

Table 1 – EHW revenue outturn

Service Unit	Original Budget £	Cash Limit £	Outturn £	Variance £
Highways	51,301	50,918.0	53,533.9	2,615.9
Public transport	17,922	18,513.0	19,590.6	1,077.6
Waste	67,933	67,413.0	64,042.6	-3,370.4
Environmental Group	4,744	5,282.6	5,233.5	-49.1
Strategic Management	850	850.0	847.4	-2.6
Resources	4,822	5,063.7	4,202.0	-861.7
Transport Strategy	503	503.0	493.9	-9.1
Planning Applications	657	657.0	655.3	-1.7
Planning & Development	755	755.0	755.1	0.1
Support Services purchased from CED	1,774	1,767.7	1,766.9	-0.8
Total	151,261	151,723.1	151,121.3	-601.8
Central overheads	6,022	5,302.3	5,302.3	0
Capital Charges	34,205	55,508.1	55,508.1	0
PORTFOLIO TOTAL (per TB)	191,488	212,533.5	211,931.8	-601.8

- 2.3 This represents a movement of £29k compared to the third quarter's monitoring.

The significant variations include the following:

Highways +£2.616m

There were a number of pressures on the highways budget, the most significant of which were the find and fix pothole programme +£1.3m and the winter weather emergencies +£1.9m. These pressures were partially offset by reductions in energy usage on streetlights and additional income on roadworks.

Public transport +£1.078m

The popularity of the Freedom pass continued to grow during 2010-11 and the additional take-up caused a pressure of +£1.5m. This was offset by a reduction on the net public transport expenditure of -£0.4m.

Waste -£3.37m

Contractual inflation of +£1m was more than offset by improved contracting -£1.4m, over recovery of recycling income -£0.675m, reduced HWRC and transfer station costs -£0.36m, abandoned vehicles and Clean Kent -£0.2m and reduced tonnage -£1.7m.

Resources -£0.862m

Resources held a number of posts vacant during the year to help offset the Directorate pressures and also managed reductions in spending on training, IT, legal, and events to deliver the Directorate's £0.2m moratorium savings target.

- 2.4 The approved budget for 2011/12 was set on the basis of known/forecast activity as at December 2010. Of the above variations £3.2m relate to one-off issues for 2010/11 and should not impact on the 2011/12 budget, unless we experience another severe winter. The other ongoing pressures such as Freedom Pass take-up and waste inflation were addressed in the MTFP and the impact of any ongoing further variations in 2011/12 will be reported as part of the in-year budget monitoring together with progress on delivering the savings needed to balance the budget.
- 2.5 The first exception monitoring for 2011/12 will be reported to Cabinet on 18th July and the full monitoring as at the first quarter is scheduled to be reported on 19th September. The timing of this Cabinet means reports to the September round of POSCs may have to be despatched late in order to include the latest position considered by Cabinet.
- 2.6 The under spend for 2010/11 includes a number of areas of committed expenditure which Cabinet agreed should be rolled forward into 2011/12. The figure for this portfolio is shown in table 2 over.

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Table 2	Amount
Replacement of the MIDAS financial system	£0.364m

- 2.7 The balance of the uncommitted underspend (£2.128m) for the County Council was transferred to the Economic Downturn reserve in accordance with the recommendation agreed by Cabinet.

3. EHW Directorate/Portfolio 2010/11 Financial Outturn – Capital

- 3.1 Table 3 over identifies the planned and actual spend on all capital projects in 2010/11 and the total approved and forecast spending over the lifetime of these projects.

Table 3	2010-11 Spend				Total scheme cost		
	Original Budget 2010-11 £000s	Cash Limit 2010-11 £000s	Outturn 2010-11 £000s	Variance 2010-11 £000s	Cash Forecast limit exp £000s	Variance £000s	Variance £000s
ROLLING PROGRAMMES							
Major Scheme- preliminary design fees	567	434	425	-9	N/A		
Management & modernisation of assets	105	105	100	-5	N/A		
PROW- structural maintenance	950	1,065	1,111	46	N/A		
Country Park access and development	1,125	868	838	-30	N/A		
Highway major maintenance	40,505	39,573	39,529	-45	N/A		
Member Highway Fund	0	837	671	-166	N/A		
Integrated Transport Scheme	11,065	7,310	7,204	-106	N/A		
A2 slip road	0	729	673	-56	N/A		
Old scheme residual works	0	-283	-300	-17	N/A		
Non TSG land compensation claims and blight	3,275	913	839	-74	N/A		
Total Rolling programmes	57,592	51,551	51,089	-462			
APPROVAL TO SPEND							
Energy reduction	335	410	323	-87	410	410	0
Small community projects		20	1	-19	20	20	0
North Farm Transfer Station		251	251	0	1,077	1,077	0
Lydd/New Romney HWRC	500	1,845	1,845	0	2,150	2,150	0
LTP- A228 Leybourne and West Malling	59	103	28	-75	29,526	29,526	0
Ashford Ring Road	704	456	445	-11	15,777	15,778	1
Sittingbourne Northern Relief Road	13,876	10,352	10,361	9	32,366	32,199	-167
East Kent Access PH2	37,286	44,000	44,008	8	87,001	87,001	0
Rushenden Link Road	969	1,474	1,236	-238	11,474	11,474	0
Re-shaping Kent Highways accommodation	3,919	2,745	2,726	-19	21,858	21,869	11
Safety Camera Partnership	632	132	135	3	1,350	1,350	0
A2 Cyclo Park	2,085	1,090	1,140	50	4,376	4,435	59
Salt storage infrastructure	0	35	36	1	175	176	1
Victoria Way Ph 1	12,176	11,792	11,813	21	17,470	17,470	0
Ashford-Drover's Roundabout / junct. 9	15,888	11,875	12,148	273	18,152	18,425	273
Vehicle	0	0	14	14	0	14	14
Total approval to spend	88,429	86,580	86,510	-70	243,182	243,374	192
APPROVAL TO PLAN							
Windmills refurbishments	0	100	72	-28	100	100	0
Kent Thameside Strategic Transport Programme		83	32	-51	145,311	145,311	0
PSW		0	0	0	0	0	0
Total approval to plan	0	183	104	-79	145,411	145,411	0
Total Capital Expenditure	146,021	138,314	137,702	-612	388,593	388,785	192

- 3.2 The movements from the original budget and the approved cash limit have been reported in monitoring during the year and the cash limits were changed when the capital programme in 2011/13 Medium Term Financial Plan was approved in February. The variance from approved cash limit represents the latest actual spending for 2010/11 (and forecast spending for future years) since the capital programme was published and includes the following issues:
- There has been some rephasing of integrated transport scheme works that are due to be funded by developer contributions -£106k
 - Member Highway Fund schemes have also seen some rephasing into the new financial year - £166k
 - There were two slight variations to major road schemes, with a small rephasing on the Rushenden relief road -£238k and the expenditure on the Drovers / J9 scheme in Ashford being slightly ahead of the February plan +£278k
- 3.3 These variances will be included in the budget monitoring reports to Cabinet in July and September together with any other issues affecting capital projects which have arisen during 2011/12.

4. Recommendations

- 4.1 Members of the EHW POSC are asked to:
- a) NOTE the revenue and capital financial outturn for 2010/11 including rollovers for committed projects and changes to capital programme
 - b) NOTE the potential impact of variations since the 2011/12 budget was approved
 - c) PROVIDE any comments and guidance to IMG members on potential impact for 2012/13 and future years' budgets

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To: Environment Highways and Waste (EHW) Policy Overview & Scrutiny Committee – 5 July 2011

By: Bryan Sweetland, Cabinet Member, EHW
Mike Austerberry, Corporate Director, EHW

Subject: **2011/12 Budget Savings**

Classification: Unrestricted

Summary: This report sets out the process we have been through to ensure the delivery of the 2011/12 budget savings allocated to the services overseen by this POSC.

1. Introduction

- 1.1 This is a one-off report setting out the detail behind the 2011/12 budget savings allocated to the services overseen by this POSC.
- 1.2 The scale of the savings to be made in 2011/12 is unprecedented and we have put additional processes in place to monitor their delivery.
- 1.3 The delivery of the £95m of savings will be a major factor in delivering the 2011/12 budget on target. However, our overall net budget for 2011/12 is £908m and it is crucial that we ensure that the whole budget is delivered on target.
- 1.4 The 2011/12 budget is not all about savings. There is a substantial reorganisation under way, which will change the way we run our business. Our new structure will enable us to effectively deliver front line services in the most efficient way, and ensure we can adapt and prosper in what is sure to be a difficult financial climate. We have a clear vision for the future shape of the Authority, as evidenced in Bold Steps for Kent, and in future years of budget setting we will seek to ensure that we can deliver our vision for Kent.

2. Background

- 2.1 The 2011/12 budget approved by County Council on 17th February included £95m of savings. This is some three or four times larger than the savings requirement we have been used to in recent budget rounds, and is an unprecedented amount of savings for this Authority. We are doing this with minimal disruption to front line services.

- 2.2 The savings that the Authority will be required to make in the next few years will also be extremely tough, and we have therefore set up a rigorous process to monitor the delivery of the £95m savings, and we will follow this process again in future years, if necessary.
- 2.3 At the point when the budget was approved by County Council, as is usual at this point in the process some detail about how these savings would be made was missing. This was partly due to the impact of the County Council restructure, and partly due to a change in responsibilities for some services at Director level.
- 2.4 The process began with each saving line in the MTFP being allocated to responsible managers. As the MTFP is presented in the old structure, we had to ensure that savings were correctly split and allocated to the correct responsible managers where a saving in the old structure split across two Directorates in the new structure. In addition to this, where people had left the organisation it was important that their successor, or a suitable alternative officer, was made aware of the savings that had been agreed.
- 2.5 In March responsible managers were asked to 'RAG rate' each of their savings according to the following guidelines:
- Red – detailed plans not yet finalised and/or delivery not totally within our control
 - Amber – anything that is between 'Green' and 'Red'
 - Green – delivery of savings has already started
- 2.6 Subsequently 'Blue' has been added to this rating for savings that are already delivered and 'in the bag'. The 'BRAG rating' of savings has been an iterative process, and responsible managers provided several updates.
- 2.7 The current KCC-wide savings totals for each of the 'BRAG ratings' is:
- | | |
|-------|--------|
| Blue | £32.4m |
| Green | £29.1m |
| Amber | £28.4m |
| Red | £4.8m |
- 2.8 For savings in excess of £200k over the two years in the MTFP the responsible managers completed a Project Initiation Document (PID).
- 2.9 We set the threshold at £200k to ensure that we covered as much of the £95m of savings as possible, but with the emphasis being on the larger savings which would have the biggest impact if they were not delivered. There are around 250 savings lines in total, and around 100 PIDs have been created. The PIDs cover £92m of the £95m.

- 2.10 The PIDs identify how it is intended that the saving will be achieved and the key milestones which need to be met in order to deliver the saving as planned. This will enable us to monitor progress throughout the year to ensure that we are on target to deliver the planned savings and where plans have slipped what remedial action needs to be taken to ensure we stay within budget. It will also enable the necessary support for many of these savings, from HR and Communications in particular, to plan their workload accordingly.
- 2.11 The first PIDs were returned in March. A PID surgery was held by Corporate Finance on 6th April to discuss some of the savings with the responsible manager and the Directorate's Finance Business Partner (formerly the Head of Finance in each Directorate). Savings that were discussed at this surgery were those where there was some uncertainty over the deliverability of the saving from reading the contents of the PID. The PID surgery gave assurance over the deliverability of many of the savings discussed and revised PIDs have been submitted for the most of the savings discussed at the surgery. There were some savings discussed at the PID surgery which remained 'red rated'.
- 2.12 As set out in paragraph 2.7, there is currently a total of £4.8m of 'red rated' savings across the Authority. The Corporate Management Team has agreed to continue to pursue £2.6m through the original means, and have asked the responsible Directorates to work up alternative savings for the remaining £2.2m.

3. Savings for services covered by this Committee

- 3.1 The total savings for 2011-12 for the services covered by this Committee is £11.212m.
- 3.2 The savings fall currently under the following "BRAG" categories:

Red	£0m
Amber	£0.250m
Green	£8.097m
Blue (delivered)	£2.865m

- 3.3 PIDs have been developed for £10.190m. Savings targets that are below the PID threshold have already been delivered or are on target to be delivered.
- 3.4 There is one amber saving, a review of third party recycling (£0.25m), which is commented upon below and also one saving that has just turned from amber to green – the highways restructure / contract procurement (£4.161m) – also explained below.

- 3.5 We have recently changed the highways saving from amber to green as it is largely delivered now. The major element of the required service efficiencies will be delivered through the implementation of the new highway maintenance contract which has now been signed and will commence in September 2011. Highways is also nearing completion on its major staffing restructure, which will bring significant staff efficiencies and result in a new approach to highway safety inspections, assessment surveys and customer service and combining activities such as Sustainable Transport and Road Safety.
- 3.6 Other efficiencies are also being secured across all areas of highways business including; revisiting and improving contractual arrangements for traffic and works management systems; improved maintenance capability using more up to date asset inventories, the upkeep of which will now be done through business as usual; reduction in assessment / condition surveys; reductions in energy consumption for streetlights and traffic signals and signs; rationalisation of vegetation control; further reductions in use of term consultancy and the full year-effect of the route optimisation for drainage that commenced in 2010-11 and the continuation of this process through street lighting and highway inspection.
- 3.7 The Waste Service is reviewing the third party recycling credits scheme because the cost of this discretionary function in Kent is very large compared to other waste disposal authorities, and it is believed that the current administration arrangements of the scheme has led to inequalities across Kent. The existing administration arrangements are being reviewed to achieve a consistent and equitable approach, with clear accountability for public expenditure.
- 3.8 Both of these areas have met their project milestones to date and it is expected that both will fully deliver their target savings.
- 3.9 To date the focus of attention has been on the £95m savings in the 2011/12 budget. It is important that we now shift the focus to monitoring the overall 2011/12 budget of £908m and ensure we deliver this on target. Therefore, from now on monitoring the delivery of savings will be picked up as part of the routine budget monitoring process and reports.

4. Recommendations

- 4.1 The EHW Policy Overview and Scrutiny Committee is asked to note the progress against the delivery of the savings covered by the Committee

Contact Officer:

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Finance Business Partner, EHW
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By: Bryan Sweetland, Cabinet Member, Environment, Highways and Waste
Mike Austerberry, Corporate Director, Enterprise and Environment

To: Environment, Highways and Waste Policy Overview and Scrutiny Committee

Date: 5 July 2011

Subject: Core Monitoring Report

Classification: Unrestricted

Summary

The purpose of this report is to inform Members about key areas of performance and activity relating to Environment, Highways and Waste, as reported to Cabinet. It includes information up to the end of March 2011.

Introduction

1. The forth quarterly Core Monitoring report for 2010/11, including information up to the end of March 2011 was presented to Cabinet on 20 June.
2. Attached in Appendix 1 is the Environment, Highways and Waste element of that report and the overall summary of performance for the whole authority.
3. This process contributes to the management of the overall performance of the authority and the reports are published on the external web site as part of KCC's transparency agenda.

Core Monitoring

4. Of the indicators relating to Environment, Highways and Waste in the Core Monitoring, three have a current status of Green, which is up from one indicator previously.
5. Three indicators are currently rated as Red, which is up from two indicators previously.
6. The current Red indicators are :
UKPN streetlight repairs times (previously Red),
Routine highway repairs times (previously Amber)
Freedom Pass (previously Amber).

7. It should be noted that the Freedom Pass is shown as an activity indicator within Core Monitoring with the RAG rating based on variance to budget. The Red rating reflects the position that take-up has exceeded the budget and a financial pressure has resulted. The Red rating for the Freedom Pass is not a reflection of performance and overall the Freedom Pass is considered to be a successful scheme with many positive benefits, including reduced congestion and improved choice and access for pupils (ie increased Freedom).

Future Reports

8. The new reporting framework for 2011/12 is under development and will replace the current Core Monitoring. The new framework will deliver a single performance management process for the organisation and will incorporate the monitoring of "Bold Steps for Kent" and other outcomes for core services of the authority.
9. Within the new reporting framework, attention will be given to ensure activity indicators with financial implication are treated separately from service performance and outcomes for residents/users of services.

Recommendation

10. Members of the Environment, Highways and Waste Policy Overview and Scrutiny Committee are asked to NOTE this report.

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Kent County Council

Core Monitoring Report

Cabinet 20 June

Extracts for Environment, Highways and Waste

**Including Information up to the end of
March 2011**



Contents

Description	Previous Status	Current Status
Overall Summary of Performance		
Key to interpreting the data		
Council-wide Indicators		
Contact Kent : calls answered within 20 seconds	Green	Amber
Gateways	Provided for information only	
Complaints		
Staffing numbers (FTE)		
Staffing age profile	Amber	Amber
Staffing equalities – disability	Amber	Amber
Staffing equalities – ethnicity	Amber	Amber
Staff turnover	Information only	
Staff sickness absence	Amber	Green
CO2 emissions from KCC non-schools estate	Amber	Amber
CO2 emissions from schools	Red	Red
Children, Families and Education		
Foundation Stage pupil attainment	Amber	Green
Key stage 2 attainment – all children	Red	Red
Key stage 2 attainment – looked after children	Red	Amber
GCSE results – all children	Amber	Amber
GCSE results – children with free school meals	Red	Red
GCSE results – looked after children	Amber	Red
Young people not in education, employment or training	Green	Green
Secondary schools inspections	Green	Green
Primary schools inspections	Red	Red
Early years and childcare providers inspections	Amber	Green
Schools in special measures	Amber	Red
SEN assessments	Amber	Amber
Pupil exclusions	Amber	Amber
Pupil absence – secondary schools	Amber	Amber
Children’s Social Services		
Referrals to children’s social services	Red	Red
Initial assessments	Red	Red
Initial assessments completed within 7 days	Red	Amber
Core assessments within timescales	Red	Red
Children with child protection plan	Red	Red
Number of looked after children (LAC)	Red	Red
Social worker vacancies	Amber	Green
Asylum service – young people now aged 18+	Red	Red
LAC placed in Kent by other local authorities	Red	Red

Description	Previous Status	Current Status
Adult Social Services		
Direct payments/Personal budgets	Amber	Green
Older people in residential care	Amber	Amber
Older people in nursing care	Amber	Amber
Domiciliary care for older people	Amber	Green
Learning disability residential care	Red	Red
Environment, Highways and Waste		
Household waste tonnage	Amber	Amber
Recycling/composting	Amber	Amber
Municipal waste taken to landfill	Green	Green
Congestion - Maidstone	Amber	Green
Freedom pass	Amber	Red
Routine highways repairs within 28 days	Amber	Red
Pothole repairs – average repair time	Red	Amber
Streetlight faults repaired - KCC	Amber	Amber
Streetlight faults repaired - UKPN	Red	Red
Road traffic casualties	Amber	Green
Communities		
Library visits	Amber	Amber
Library book issues	Red	Red
KCC apprenticeships	Green	Green
New entrants to the youth justice system	Amber	Amber
Young offenders in education, employment and training	Amber	Amber
Adult education enrolments	Green	Green
Drug users leaving treatment free of dependency	Green	Green
Supporting People – people achieving independent living	Amber	Amber

Overall Summary of Performance

This is our fourth Core Monitoring report for 2010/11. It provides information on key activity and performance for the fourth financial quarter, up to the end of March 2011.

The publication of this report is part of our transparency agenda, making the information and data we use as an organisation more open to public scrutiny.

The main concern in the financial year was the poor Ofsted report for our children's social services received in November. An Improvement Plan has been drawn up and various actions to improve the service are now underway. The improvement of services for vulnerable children is the top priority for the council and additional indicators relating to Children's Social Services have been added to the Core Monitoring report to ensure that the position and improvements are openly reported.

Overall performance for the indicators included in the current Core Monitoring is as follows:

RAG Status	Indicators in each category		
	Previous	Current	Net Change
Green	7	14	+7
Amber	29	21	-8
Red	17	18	+1
Total	53	53	

The following areas have shown improvement:

- Average days sickness for staff has reduced in the year
- Attainment for Kent children is now significantly better than the national average at Foundation Stage
- Ofsted inspection results for early years settings are also now better than the national average
- Attainment for looked after children at Key Stage 2 has improved and is now close to the national average
- Timeliness of initial assessments for children's social services has improved and is now closer to the Improvement Notice target
- Social worker vacancies have now been reduced to close to zero
- The percentage of adult social services clients with personal budgets and direct payments has reached the national target level
- Hours of domiciliary care for older people purchased from the independent sector during the year has come in within budget
- Average journey time in Maidstone morning peak hours has improved in the quarter compared to the same time last year
- Average time to repair potholes improved in the quarter and performance was close to target
- The numbers of people with serious injury in road traffic accidents in Kent has continued to reduce this year and the rate of reduction is ahead of the last published national average.

The following areas have shown a drop in performance:

- Response times for answering in-coming phone calls dropped below the national benchmark for the quarter

- GCSE results for looked after children have fallen significantly behind the national average and actions to address this are in the Improvement Plan
- The number of schools in special measures has again increased in the quarter and is above the national average
- Take-up of the Freedom Pass has been very successful and as a result has led to a budget pressure
- Response times for routine highway repairs have dropped in the quarter and remain below target.

The following areas have maintained a high level of performance:

- The percentage of young people aged 16 to 18 not in education, employment or training in Kent continues to be significantly below the national average
- The rate of good or better Ofsted inspection results for secondary schools continues to be ahead of the national average
- The percentage of household waste taken to landfill in Kent is significantly lower than the national average
- The number of apprenticeships provided by KCC continues to be ahead of target
- Adult education enrolments in Kent exceeded target for the year
- Success rates for drug treatment services continue to be significantly better than national average.

The following areas show performance continuing to be rated with a Red RAG status:

- Carbon dioxide emissions from schools have increased and our target for a 10% reduction by 2010 has not been met
- Pupil attainment at Key Stage 2 remains significantly behind the national average as do the related primary school Ofsted inspection results
- Attainment results for children with free school meals is significantly below the national average
- A range of indicators relating to children's social services from referral rates, to speed of carrying out core assessments to the numbers of children on child protection plans or looked after are below target levels set in the Improvement Plan
- The number of unaccompanied asylum seeker children, now aged over 18 and continuing to be supported by KCC continues to be above past levels
- The number of looked after children placed in Kent by other local authorities continues to be significantly higher than the average for other local authorities
- The number of adults with learning disability supported in residential care continues to be significantly above the national average resulting in budget pressures
- Average response times for repairing streetlights where the network operator is responsible continue to remain some way behind the target level
- The number of library book issues continues to be significantly below the national average.

Further details on these areas of concern and the actions to address them can be found in the main body of this report.

Katherine Kerswell
Group Managing Director
Kent County Council

General notes on interpreting the data included in this report

A selection of key indicators for the core areas of activity and performance of the council is included in this report. Indicator values are shown by graph and data tables, including Direction of Travel and RAG ratings (see tables below for a key to interpreting these).




A range of presentation styles are provided for different indicators depending on the information available. In some cases we provide the most recent results for the last four financial year quarters, while for other indicators we provide annual data for the last few years with the most recent quarter's data also shown.

Where relevant and available, the indicators are provided with comparative data showing national averages or other suitable benchmark information.




It should be noted that past annual data provided in this report is generally validated data which is public domain and available in many cases within the remit of national statistics.

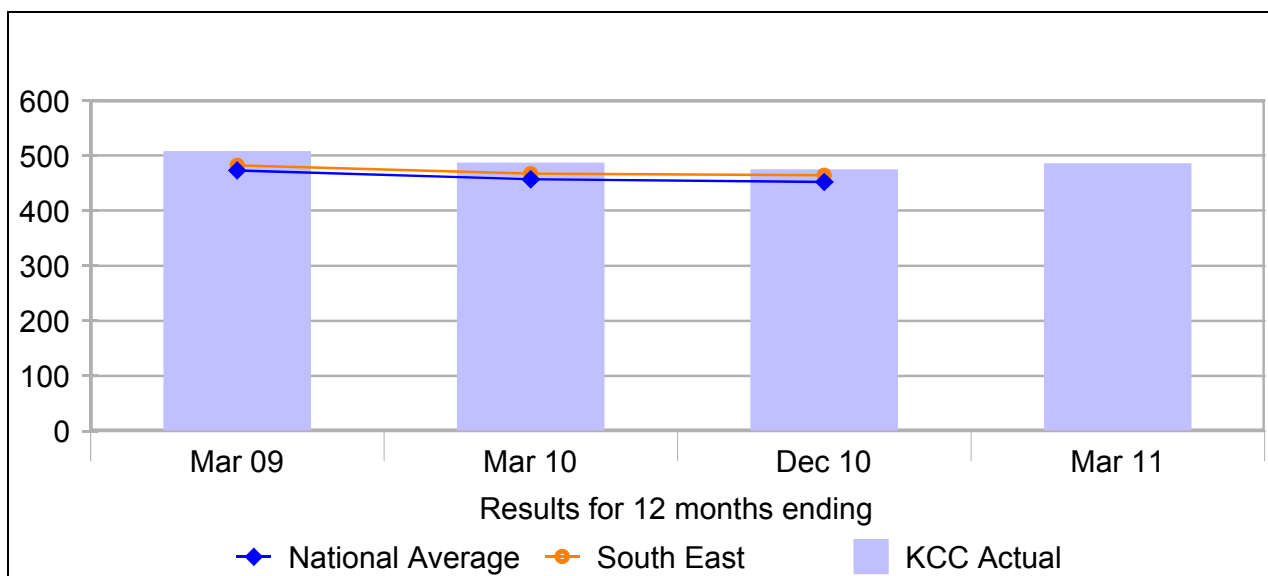
However, quarterly data provided in this report and all information subsequent to March 2010 is classed as provisional local management information which in some cases is provided on an estimated basis. This data is likely to be subject to future revisions.

Key to RAG (Red/Amber/Green) ratings

		RAG Ratings
Green		Performance is significantly better than the most recently published national average/benchmark or exceeds local targets where set or the indicator represents an activity which is performing within the budget allocation
Amber		Performance not significantly different from most recently published national average or close to but not exceeding local target or an activity which is performing close to the budget allocation
Red		Performance significantly worse than the most recently published national average or significantly behind local targets where set or the indicator represents an activity which is performing over the budget allocation provided
N/a		Data not available in order to assess performance

Key to DoT (Direction of Travel) ratings

		DoT Ratings
		Improvement in performance or change in activity levels with a positive impact on budgets and resources
		Fall in performance or change in activity levels with a negative impact on budget and resources
		No change in performance or activity levels

Kilograms of household waste collected per resident**Amber**

Lower figure is better	Year ended Mar 09	Year ended Mar 10	Year ended Dec 10	Year ended Mar 11 Provisional
KCC Result	507	486 ↑	474 ↑	485 ↓
National Average	473	457	452 *	N/a
RAG Rating	●	●	●	●
South East	482	467	464 *	N/a

The total tonnage of household waste produced in Kent continues to decline and the amount collected per resident has been moving closer to the national average in recent years.

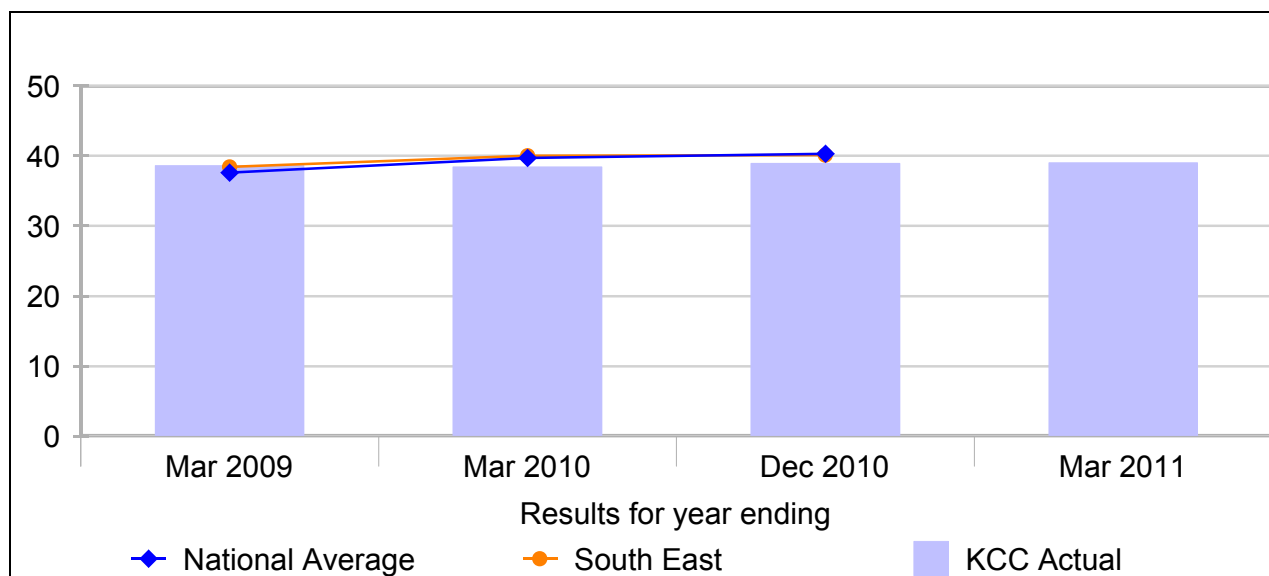
The provisional data for the year ending March 2011 is for the kilograms collected per resident to be lower than the previous year for the fourth year running, but only by a small margin. Previous forecasts as shown by the December 2010 figure were for a larger reduction to happen in the year, but waste volumes increased significantly in the final quarter.

Data Notes:

- Source: KCC monitoring systems and national WasteDataFlow system.
- Recent data is provisional in nature as it includes some estimated tonnage figures which are based on previous trends; this may change slightly as final, validated information becomes available.
- The RAG ratings for December and March are based on comparison to the most recently published national average – September 2010 (marked with *).

Percentage of household waste recycled or composted

Amber



Higher figure is better	Year ended Mar 09	Year ended Mar 10	Year ended Dec 10	Year ended Mar 11 Provisional
KCC Result	38.6%	38.4% ↓	38.9% ↑	39.0% ↑
National average	37.6%	39.7%	40.3% *	N/a
RAG Rating	●	●	●	●
South East	38.4%	40.0%	40.1% *	N/a

The percentage of Kent's household waste recycled or composted has levelled off in recent years, as no significant additional district council kerbside recycling schemes have been put in place. However there has been a slight increase this year with a rate of 39.0% for the last 12 months. Plans for new collections are being implemented in Maidstone, Dover and Shepway in 2011, which should lead to a further increase in the level of recycling.

Over the next few years, as collection services are reviewed and contracts re-tendered, it is expected that the introduction of additional recycling and composting services will be possible.

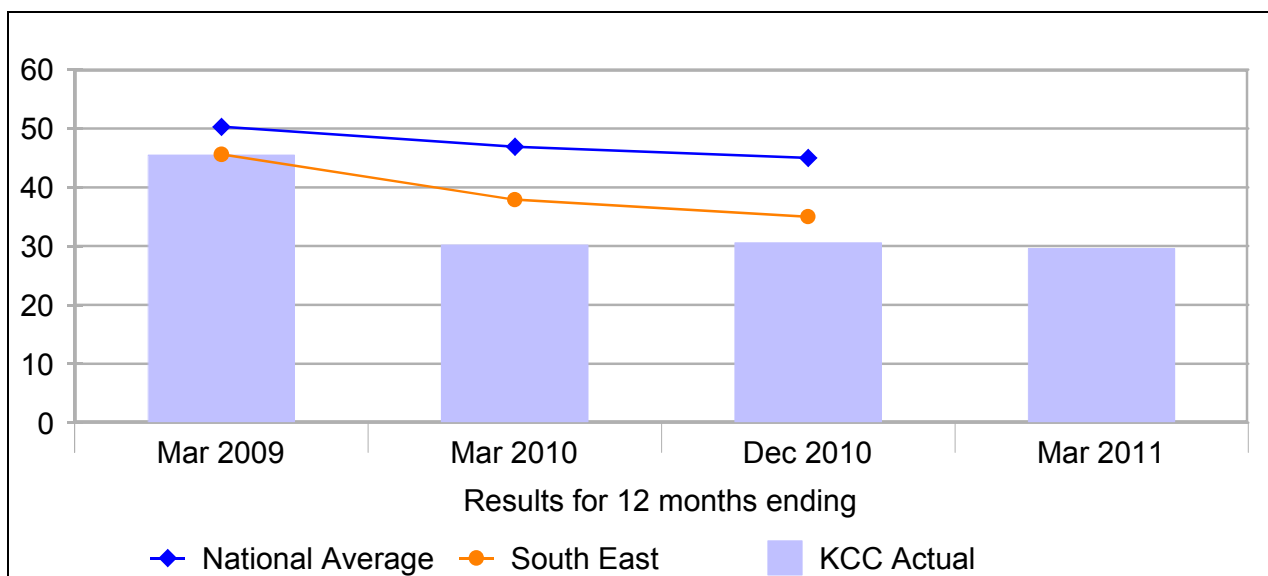
Current national targets are to achieve a household waste recycling rate of 45% by 2015 and 50% by 2020.

Data Notes:

- Source: KCC monitoring systems and national WasteDataFlow system.
- Recent data is provisional in nature as it includes some estimated tonnage figures which are based on previous trends; this may change slightly as final, validated information becomes available.
- The RAG ratings for December and March are based on comparison to the most recently published national average – September 2010 (marked with *).

Percentage of municipal waste taken to landfill

Green



Lower figure is better	Year ended Mar 09	Year ended Mar 10	Year ended Dec 10	Year ended Mar 11 Provisional
KCC Result	46%	30% ↑	31% ↓	30% ↑
National average	50%	47%	45% *	N/a
RAG Rating	●	★	★	★
South East	46%	38%	35% *	N/a

In recent years Kent has been significantly ahead of the national and south east averages for the percentage of municipal waste going to landfill.

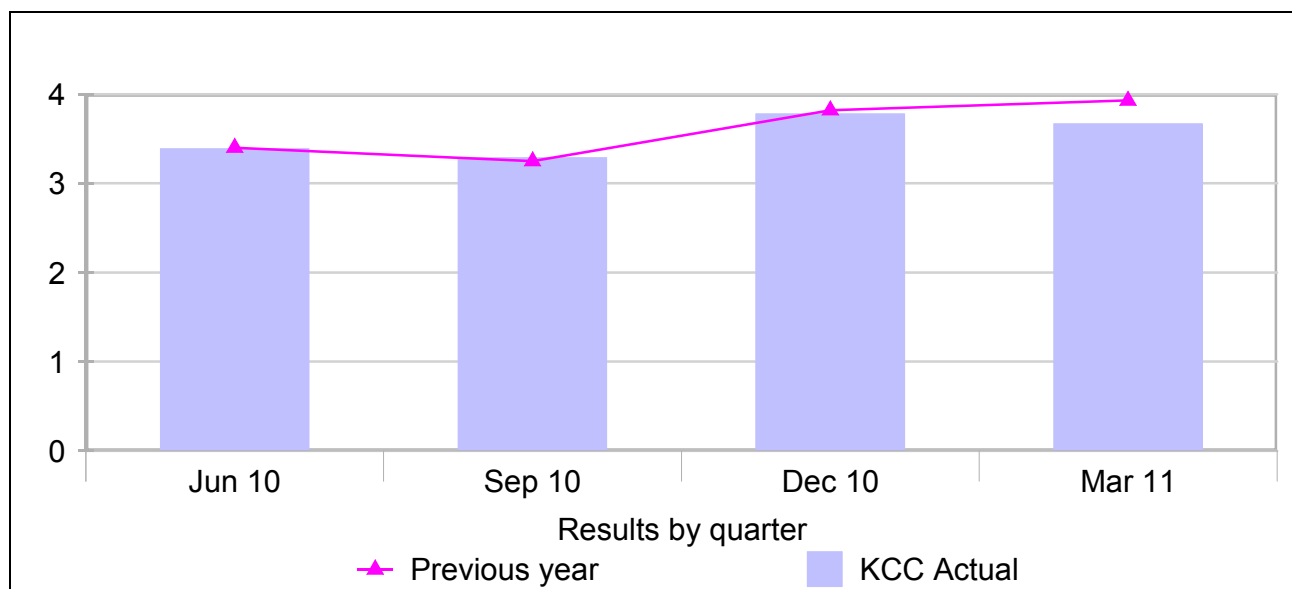
Currently nearly 40% of waste is recycled or composted with 30% being managed via the Allington waste to energy plant. A further reduction in waste going to landfill is forecast for the future, and plans are in place to landfill less than 15% by 2013/14.

Data Notes:

- Source: KCC monitoring systems and national WasteDataFlow system.
- Recent data is provisional in nature as it includes some estimated tonnage figures which are based on previous trends; this may change slightly as final, validated information becomes available.
- The RAG ratings for December and March are based on comparison to the most recently published national average – September 2010 (marked with *).

**Average minutes per mile for AM peak travel time
in Maidstone on inbound links**

Green
↑



Lower figure is better	Qtr to Jun	Qtr to Sept	Qtr to Dec	Qtr to Mar
Current year	3.39	3.29	3.78	3.67
Previous year	3.40	3.25	3.82	3.93
RAG Rating	●	●	●	★

Average journey time in the quarter to March 2011 showed a significant improvement over the same time last year, although this was not significantly different from the previous quarter. Average annual journey for financial year 2010/11 was 3.49 compared to 3.60 for the previous year.

A seasonal pattern has emerged now that we have collected data for two full years with the quarter to September showing the lowest travelling times and with longer journey times in winter months.

We will soon have the first full year journey time data for key routes into Gravesend and Canterbury. This will allow us to report current journey time reliability against THE previous year's seasonal results. We plan to install equipment to cover journey times in Dartford and on selected inter-urban links during the new financial year.

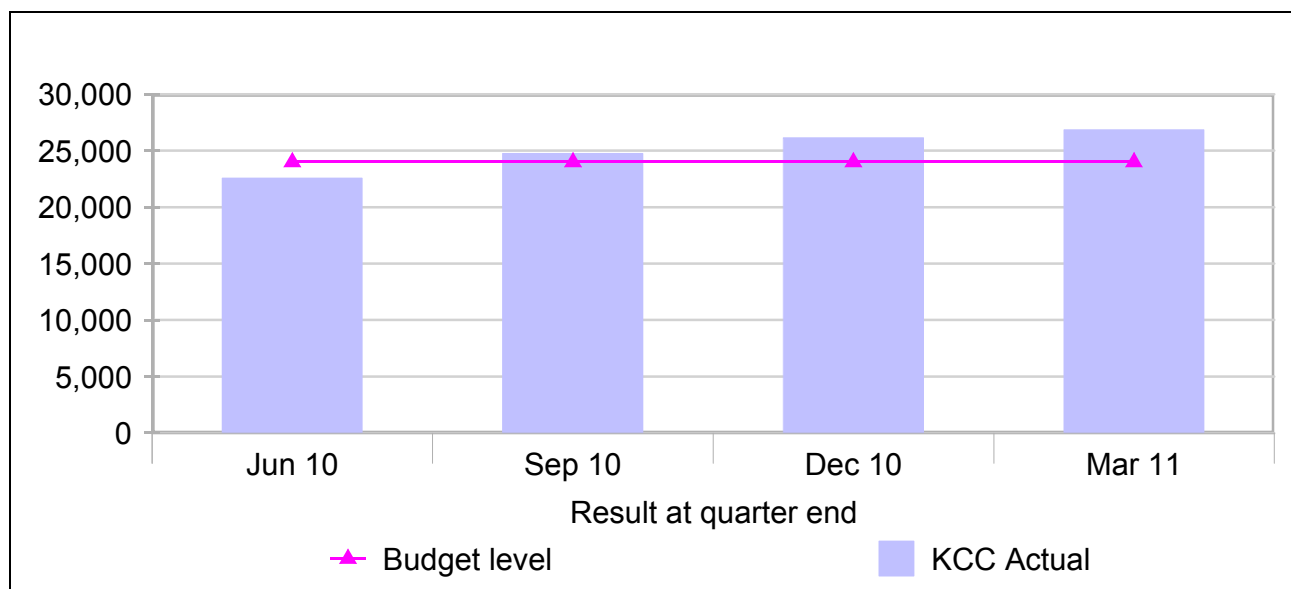
Continued investment in this area helps us to understand the issues that affect journey times and cause travel delays, improving our network intelligence and allowing us to use this information to improve journey reliability.

Data Notes:

- Performance is now assessed by comparison to the previous year's result, measured on a consistent basis. Previously the assessment was made against a target based on an old baseline measurement which was not collected on a consistent basis.

Number of Freedom passes in issue

Red



Lower figure is better in terms of cost	Qtr ended Jun 10	Qtr ended Sept 10	Qtr ended Dec 10	Qtr ended Mar 11
KCC Result	22,600	24,700	26,100	26,800
Budget level	24,000	24,000	24,000	24,000
RAG Rating	●	●	●	▲

The Kent Freedom Pass continues to be a great success and the number of passes in issue continues to increase. As of 31 March 2011, 26,800 passes had been issued.

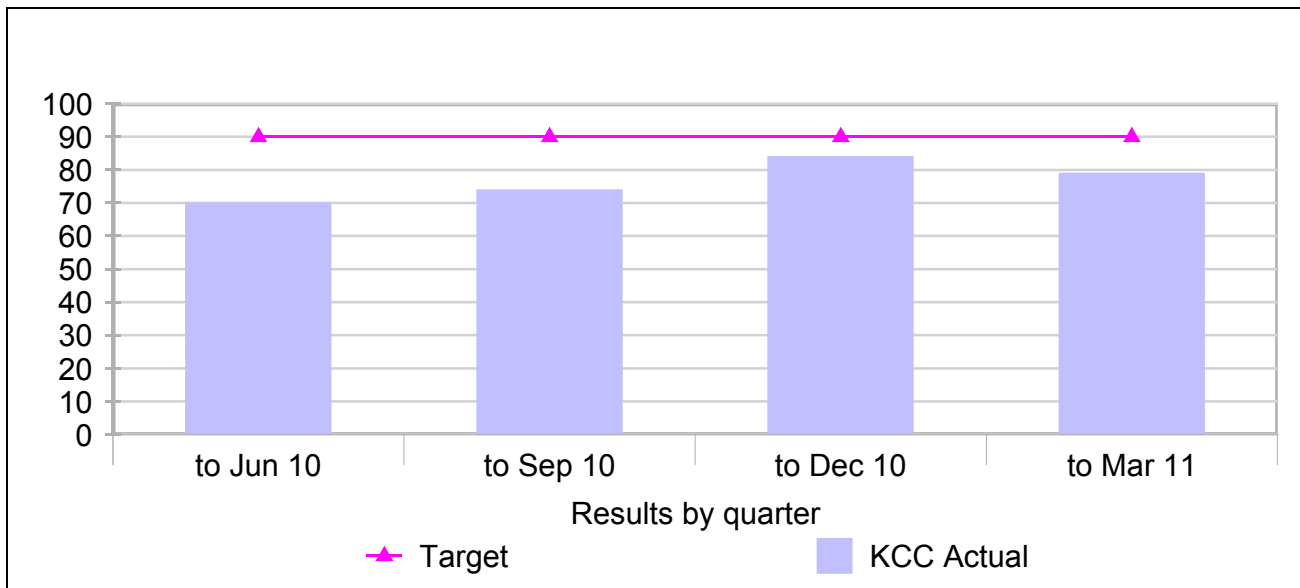
While this is good news in terms of the success of the scheme it also presents a budget pressure as the number of passes issued and journeys being made now exceeds the level provided for in the budget, hence the “red” rating here.

Administration fees for the Freedom pass will rise next year to help alleviate the budget pressure which has resulted from take up exceeding expectations.

Survey work in the year has indicated that some 6% of pass holders have now chosen a different school as a consequence of the scheme, indicating that the scheme has allowed new choices for users of the pass.

Data Notes:

- Freedom passes are issued by academic year. Most passes are issued at the beginning of the year in the quarter to September, but new applications continue to be made throughout the year.

Percentage of routine highway repairs completed within 28 days
Red


Higher figure is better	Qtr to Jun 10	Qtr to Sept 10	Qtr to Dec 10	Qtr to Mar 11
KCC Result	70%	74% ↑	84% ↑	79% ↓
Target	90%	90%	90%	90%
RAG Rating	▲	▲	●	▲

Performance for the last quarter was affected by the significant increase in demand for repairs caused by the bad winter weather. This saw enquiries from customers double from 2,000 to 4,000 per week.

Additional repair gangs were put to work but as can be seen from the graph above we still missed our 90% performance target for the quarter as a whole. During March the enquiry demand has fallen back to 'normal' levels and we are now very close to meeting our 90% standard.

Average performance for the year was for 77% of repairs to be completed within timescale.

Currently we have 2,500 open routine enquiries that are our 'work in progress' and this has fallen from almost 5,000 in January. Of these, just over 200 (8%) have gone beyond our 28 day standard and are being treated as a priority, leaving 92% within target.

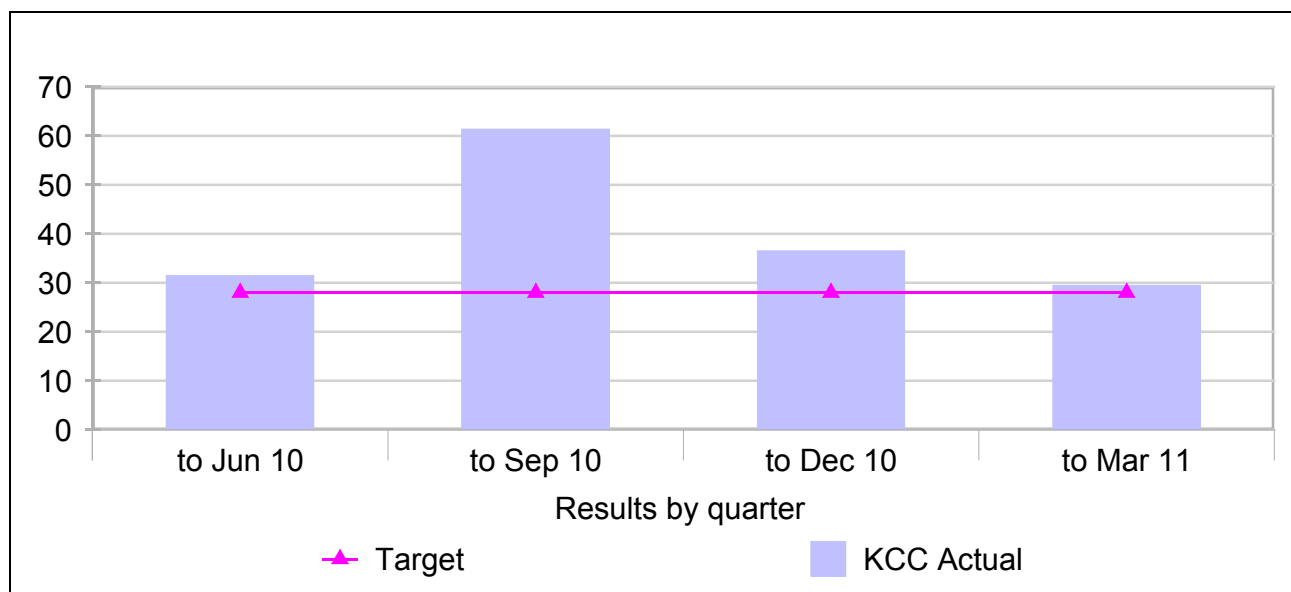
Keeping on top of the backlog of enquiries will continue be a top priority and we are currently monitoring this on a weekly basis.

Data Notes:

- The indicator only measures new requests completed within 28 days and does not show the amount of backlog or how quickly backlogs are addressed.

Average number of days to repair potholes

Amber



Lower figure is better	Qtr to Jun 10	Qtr to Sept 10	Qtr to Dec 10	Qtr to Mar 11
KCC Result	31.5	61.4 ↓	36.6 ↑	29.5 ↑
Target	28	28	28	28
RAG Rating	●	▲	▲	●

Following the extreme winter weather in November and December, additional repair gangs were employed from Ringway. In addition, each district team was allocated extra funding to employ the local contractors who carried out the Find & Fix work in 2010. This work was completed at the end of March and has caused the average number of days to repair potholes in the first quarter of 2011 to be reduced.

Performance for the year as a whole was an average time of 40.1 days to repair potholes.

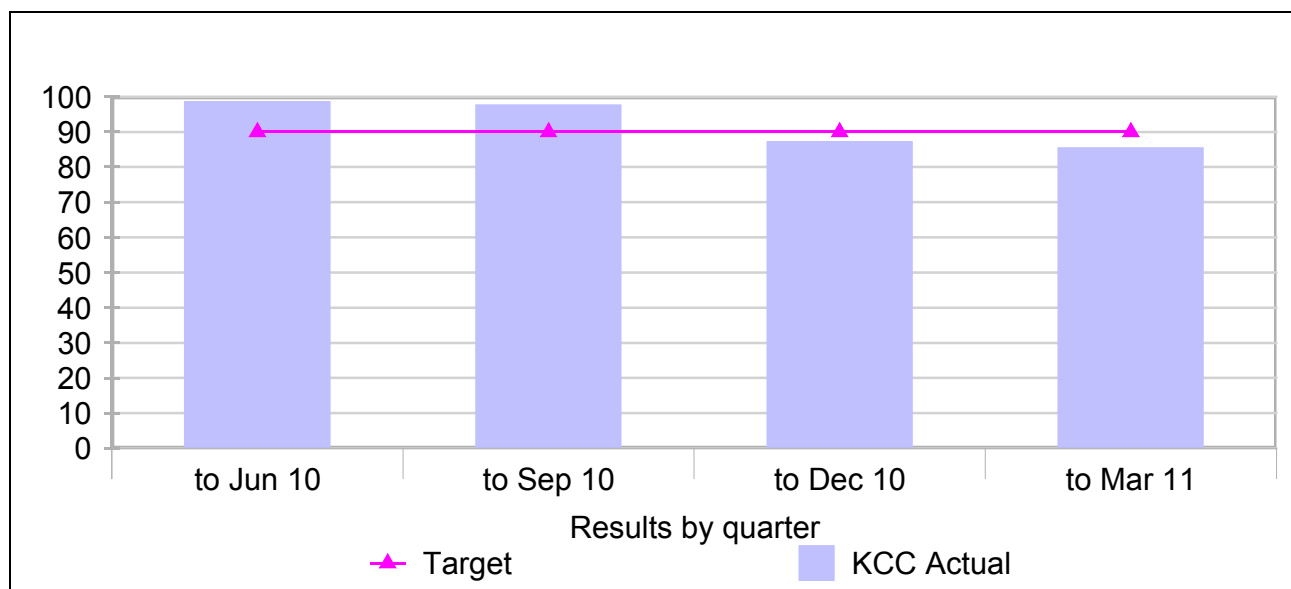
The next phase of Find & Fix will commence during April which will have a further impact in reducing the average number of days. Once this phase of Find & Fix is completed, additional funding has been allocated to treat roads previously repaired, thus reducing the risk of future potholes.

Data Notes:

- This indicator includes all repairs completed during the period being measured, including the backlog.
- The indicator is calculated on the number of jobs, so where several potholes are fixed in the same location at the same time, this is only counted once.

**Percentage of streetlight faults attended to within 28 days –
KCC responsible**

Amber



Higher figure is better	Qtr to Jun 10	Qtr to Sept 10	Qtr to Dec 10	Qtr to Mar 11
KCC result	98.6%	97.7% ↓	87.2% ↓	85.5% ↓
Target	90%	90%	90%	90%
RAG Rating	★	★	●	●

Performance in the last quarter has dropped slightly compared to the previous quarter and remains below the target standard of 90%. However as an average across the whole year, performance was for 91.2% of repairs to be within timescale which is above the target standard.

The seasonal variation with the longer, dark nights and the subsequent increase in public awareness of street lighting has continued to lead to high volumes of faults being reported this quarter in line with volumes in the previous quarter.

Based on previous year's experience it is anticipated that from April, volumes of faults reported will reduce and performance on repair times will return to our published standard.

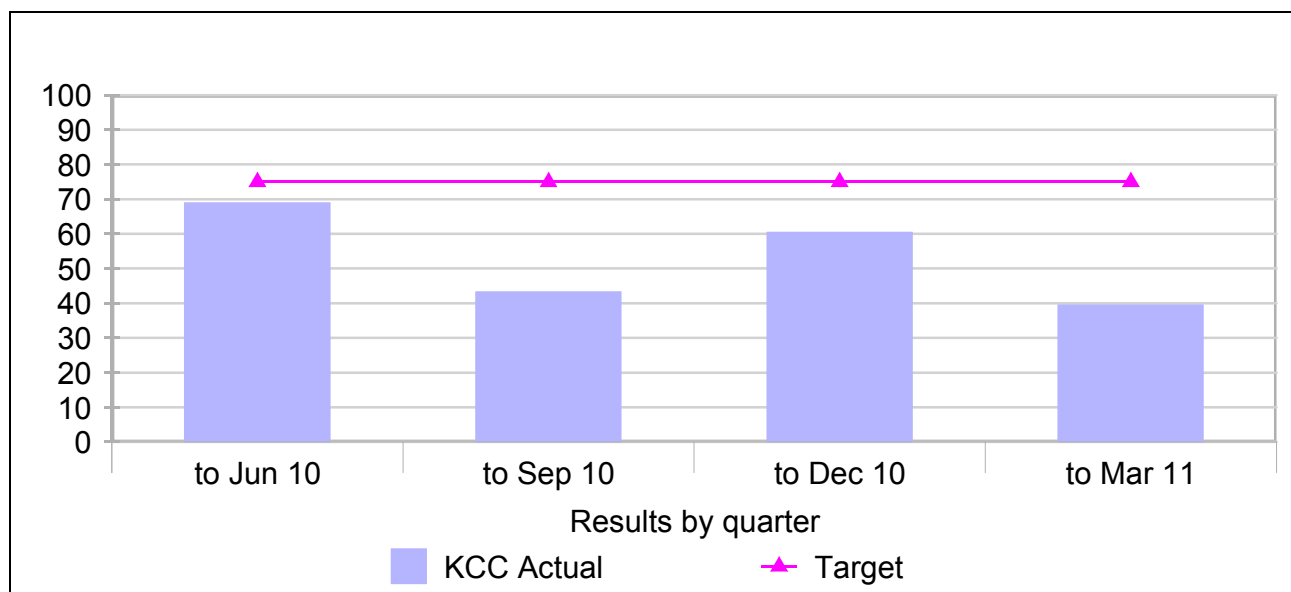
During the quarter to March 2011 we completed 12,356 streetlight repairs (11,558 in the previous quarter).

Data Notes:

- The indicator is calculated on the same basis as the previous national indicator for this service which is on the basis of first attending to the fault. In most cases a fault can be fixed when first attended to by a bulb replacement. However, in a minor number of cases major works such as column replacement are required and these are then scheduled under a different works programme and the completion of these major works are not captured by this indicator.

Percentage of streetlight faults attended to within 28 days – UKPN responsible

Red



Higher figure is better	Qtr to Jun 10	Qtr to Sept 10	Qtr to Dec 10	Qtr to Mar 11
UKPN Result	69%	43% ↓	61% ↑	40% ↓
Target	75%	75%	75%	75%
RAG Rating	●	▲	▲	▲

Fault repair response times for UK Power Networks (UKPN) during the last quarter showed a drop in performance. The average achieved for the year was for 55.8% of repairs to be within timescale which is a significant improvement on previous year's performance.

There has been a change in practice in the quarter which has impacted on the overall response in the quarter and which will lead to further improvements in the future.

The measure includes time for an initial visit by KHS to ascertain the nature of the fault, and due to a significant increase in aborted fees charged by UKPN, it was decided that an audit of this initial visit would be carried out to verify the accuracy of the fault diagnosis. This has resulted in some faults taking longer to be reported to UKPN, however, this has been a valuable audit exercise in two ways:

- 1) More accurate reports being submitted to UKPN and thus aborted fee charges being avoided.
- 2) Identification of areas for improvement in fault diagnosis and reporting.

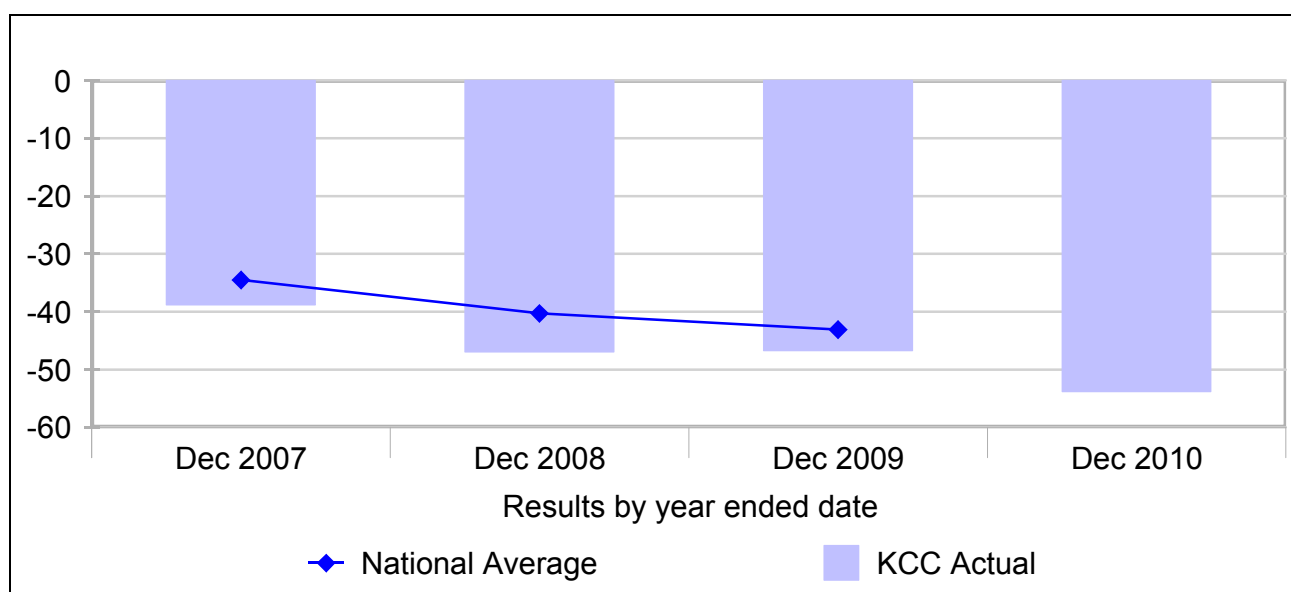
During the quarter to December 2010 UKPN completed 124 streetlight repairs (114 previous quarter).

Data Notes:

- A lower target for completion is set for UKPN repairs due to the works covered by UKPN being more in the nature of major works and not simply bulb replacement.

Percentage reduction in the number of people killed or seriously injured (KSI) on the roads compared to 1994-98 average

Green
↑



Larger negative figure better	Year ended Dec 07	Year ended Dec 08	Year ended Dec 09	Year ended Dec 10 Provisional
KCC Result	-39%	-47% ↑	-47% ↓	-54% ↑
National average	-35%	-40%	-43%	-47% *
RAG Rating	★	★	●	★
Number of people KSI	723	627	629	571

Data for the year shows a continued and significant reduction in the number of people killed or seriously injured in road traffic accidents in Kent.

The reduction achieved for 2010 is well above the national 2010 casualty target of a 40% reduction in KSI over the 1994-98 baseline.

With the level of reduction seen in Kent in the current year, we expect to continue to be significantly better than the national average when national data becomes available later in 2011.

Data Notes:

- The RAG rating for current year is based on comparison to the most recently published national average – December 2009.
- The National average shown for December 2010, notes with *, relates to Great Britain as a whole (England is used for other years) and is provisional result up to the end of September.

By: Roger Gough, Cabinet Member for Business Strategy & Support
Katherine Kerswell, Managing Director

To: Environment, Highways & Waste Policy Overview & Scrutiny
Committee – 5 July 2011

Subject: KCC's Performance Management Framework - Delivering Bold
Steps

Classification: Unrestricted

SUMMARY

We are currently developing the performance framework for delivering 'Bold Steps for Kent' which will go to County Council for approval on 21 July.

This report sets out the steps being taken to finalise the performance framework.

FOR COMMENT

1. Introduction

- 1.1 As part of the development of the performance framework for delivering 'Bold Steps for Kent' two workshops were held for Policy Overview & Scrutiny Committee (POSC) Members during May.
- 1.2 We have used the feedback from the workshops to help develop an early draft of the performance framework, and are now seeking feedback on this from all POSC members at their meetings in June/July before seeking approval to the final performance framework by County Council on 21 July.
- 1.3 **This paper attaches the latest iteration of the framework which is still draft and requires further development ahead of County Council in July.** It also sets out the steps being taken to develop and finalise the performance framework.

2. POSC Workshops

- 2.1 We held two structured workshops with POSC members during May to help develop the performance framework for 'Bold Steps for Kent' by seeking their views on the following areas for each of the 17 strategic priorities set out in 'Delivering Bold Steps':
 - The success factors i.e. what we will have needed to deliver by March 2015

- The key milestones
- How we will measure performance. This is not just about quantitative PI data but should also include the use of qualitative data as well as formal evaluation of the outcomes delivered towards the end of the four year term of 'Bold Steps' for some key projects.

2.2 A copy of 'Delivering Bold Steps' was circulated to all POSC members in advance of the workshops. Members were offered a choice of two dates to attend and were invited to come to one of them. The events were well attended with around 15 members at each plus two different Cabinet Members on both days.

2.3 The purpose of the workshop was made clear at the start of each one. The workshops were structured to allow members to choose two themes out of the four and to spend at least 45 minutes at each round table discussing the priorities in those themes.

2.4 Two officers were at each round table to help facilitate discussion and to be able to provide some background knowledge on the priorities being discussed on the table.

2.5 There was some useful feedback. Much of this related to the boxes entitled 'By 2014/15 we will have delivered'. Some was also provided on the key milestones and measures. A copy of the feedback from the two workshops has already been sent to POSC members.

3. Next Steps

3.1 We are using the feedback from the two POSC workshops to help finalise both the milestones and measures for each of the 17 strategic priorities and the current iteration is attached for comment by members. Whilst Cabinet and the Corporate Management Team have inputted into earlier iterations of the milestones and performance measures, they have yet to endorse or approve the latest draft attached at Appendix 1. We are doing more work to refine this list with Cabinet Members as well as alongside officers in directorates to ensure the data is robust and collectable. However, we are keen to receive POSC members' views on the draft list of measures and milestones attached.

3.2 Once the measures and milestones have been finalised they will then go to County Council for approval in July.

3.3 Consideration of the comments made by POSC members on the boxes called 'By 2014/15 we will have delivered' is still in progress. On the whole members were in broad agreement with what was stated but they offered views on some of the specific nature of some of the words as well as views on what else they would like to see included.

3.4 The sections 'By 2014/15 we will have delivered' will now be subject to consideration by Cabinet Members and will result in some revised wording. This will be added to the milestones and measures and then the whole

'Delivering Bold Steps' document will be presented to County Council for approval on 21 July.

4. Recommendations

- 4.1 For Members to COMMENT on the draft milestones and measures of success and to NOTE the next steps as set out in section 3, above.

Appendices

Appendix 1: Delivering Bold Steps – Milestones and Indicators – Draft for discussion with POSC members.

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Delivering Bold Steps – Milestones and Measures – Draft proposals for discussion with POSC members.
This is not a final document and in some cases represents suggestions from service managers which are still subject to Cabinet/CMT review and consideration.

Priority	Possible Milestones	Possible Measures
Transform how we procure and commission services to support new models of service delivery.	<ul style="list-style-type: none"> • Establish 7 Locality Boards by July 2012 • Publication of Procurement and Commissioning Register for all services by April 2012 • Pilot Right to Challenge • At least 3 Locality Boards with delegated budgets from County and District to allow joint commissioning of agreed services 	<ul style="list-style-type: none"> • The number of tenders from Small-Medium Sized Enterprises and the VCSE in KCC procurement processes • The total number of funding streams / the total volume of funding delegated to Locality Boards
Support the transformation of health and social care in Kent	<ul style="list-style-type: none"> • Full Shadow Health and Wellbeing Board for Kent established by April 2012 • JSNA completed and used to inform commissioning plans – October 2011 • An Integrated Health & Social Care Commissioning Strategy agreed by 2013 • By 2014 a 5% shift in total NHS resource in Kent from acute to community and primary health care 	<ul style="list-style-type: none"> • % NHS and Social Care budget commissioned jointly by KCC and Clinical Commissioning Consortia • Differences in all-age mortality gap across Kent • Measure relating to the patient /social care user experience of care

Delivering Bold Steps – Milestones and Measures – Draft proposals for discussion with POSC members. This is not a final document and in some cases represents suggestions from service managers which are still subject to Cabinet/CMT review and consideration.

Priority	Possible Milestones	Possible Measures
Ensure all pupils meet their full potential	<ul style="list-style-type: none"> • Introduction of the Kent Challenge • Establish EduKent by September 2011 • Kent Association of Schools established by September 2011 • Agreement on increased delegation of DSG from KCC to schools 	<ul style="list-style-type: none"> • Key stage 2 results achieving national average • Attainment gap (for children FSM, SEN or LAC) at key stage 2 reduced
Shape education and skills provision around the needs of the Kent economy	<ul style="list-style-type: none"> • Publication of KCC Select Committee on Student Journey • 14-24 Strategy Launched • Bid to transfer functions from National Apprenticeship Service for Kent submitted to Government by April 2012 	<ul style="list-style-type: none"> • No of apprenticeships provided by Kent Success Apprenticeship Scheme • Number of apprentices in Kent • % Residents with level 3 and level 4 skills
Deliver the Kent Environment Strategy	<ul style="list-style-type: none"> • Established a Kent 'Green Deal' • Delivered a targeted package of low carbon business support • Established functional habitat areas and wildlife networks in Biodiversity Opportunity Areas 	<ul style="list-style-type: none"> • KCC carbon footprint • Renewable energy generated in Kent • Biodiversity levels in Biodiversity Opportunity Areas

Delivering Bold Steps – Milestones and Measures – Draft proposals for discussion with POSC members. This is not a final document and in some cases represents suggestions from service managers which are still subject to Cabinet/CMT review and consideration.

Priority	Possible Milestones	Possible Measures
Promote Kent and enhance its cultural and sporting offer for residents	<ul style="list-style-type: none"> • Kent School Games delivered in 2012 and 2014 • Future Libraries Strategy published • Opening of the Marlowe Theatre • Open Golf at Sandwich • Paralympics cycling event at Brands Hatch 	<ul style="list-style-type: none"> • Growth (new business or % share of economy) of the leisure and cultural sector in Kent • Participation in sport and physical activity
Build a strong relationship with key business sectors across Kent	<ul style="list-style-type: none"> • Programme of 'sector conversations' completed with actions identified and taken forward • Kent Rural PLC established and adding value to Kent economy 	<ul style="list-style-type: none"> • Businesses supported by Produced in Kent and Kent Downs and March Leader programmes • Employment growth in key sectors (advanced manufacturing, renewables/environmental, construction, rural, creative)
Respond to key regeneration challenges working with our partners in the Local Enterprise Partnership	<ul style="list-style-type: none"> • Programme of development commenced at Manston Park and Eurokent in Thanet • Town centre regeneration schemes in Dartford, Sittingbourne and Dover underway • Development of the Commercial Quarter in Ashford, adjacent to the Station 	<ul style="list-style-type: none"> • Rate of growth in Kent economy compared to national and regional average • Increased inward investment in the Kent economy (£ or job numbers)

Delivering Bold Steps – Milestones and Measures – Draft proposals for discussion with POSC members. This is not a final document and in some cases represents suggestions from service managers which are still subject to Cabinet/CMT review and consideration.

Priority	Possible Milestones	Possible Measures
Support new housing growth that is affordable, sustainable with the right infrastructure	<ul style="list-style-type: none"> • Introduction of Community Infrastructure Levy across Kent • At least 100 homes brought back to use in Thanet and Dover through No Use Empty campaign • Establishment of Kent and Medway Investment Fund • 1,000 homes delivered on public sector land by 2015 	<ul style="list-style-type: none"> • Number of affordable homes delivered • % Kent residents expressing concern regarding access/affordability of housing in Kent
Facilitate access to high speed broadband infrastructure	<ul style="list-style-type: none"> • 15 innovative proof of concept models to deliver superfast broadband to rural communities underway • BDUK BID funded at an agreed level and actions underway 	<ul style="list-style-type: none"> • Better broadband provision to more businesses and households
Deliver Growth without Gridlock	<ul style="list-style-type: none"> • Location and funding package for a Lower Thames Crossing agreed with DfT • Kent Rail Action Plan has influenced new Integrated Kent rail franchise commencing in April 2014 	<ul style="list-style-type: none"> • Increased economic activity in the Thames Gateway through private sector confidence in the DfT's commitment to deliver a Lower Thames Crossing • Increased public satisfaction with the performance of the rail network

Delivering Bold Steps – Milestones and Measures – Draft proposals for discussion with POSC members. This is not a final document and in some cases represents suggestions from service managers which are still subject to Cabinet/CMT review and consideration.

Priority	Possible Milestones	Possible Measures
Improve access to KCC services and move towards a single initial assessment process	<ul style="list-style-type: none"> • Publication of Customer Services Strategy • X new gateways introduced • Kent Card rolled out to at least three new service areas by April 2012 • Gateway online by March 2012 • Single initial assessment process established by April 2013 	<ul style="list-style-type: none"> • % Shift in customer contact from face-to-face to telephone and online • % Satisfaction with customer access
Empower Social Service users through increased use of personal budgets	<ul style="list-style-type: none"> • 100% of eligible social care users with a personal budget by 2013 • Roll out of additional Enablement Services 2011/12 • Additional investment in telecare and telehealth solutions through NHS integration grant 2011/12 	<ul style="list-style-type: none"> • % increase in use of enablement by 2014 • % Social care users with a personal budget • % Social care users accessing independent brokerage services
Establish a Big Society Fund to support new social enterprise in Kent	<ul style="list-style-type: none"> • Establishment of Fund • Bid to Big Society Bank • Leverage in at least an additional £5m by April 2014 	<ul style="list-style-type: none"> • Number of applications made to the Big Society Fund • Number of new social ventures supported by the fund

Delivering Bold Steps – Milestones and Measures – Draft proposals for discussion with POSC members. This is not a final document and in some cases represents suggestions from service managers which are still subject to Cabinet/CMT review and consideration.

Priority	Possible Milestones	Possible Measures
Ensure the most robust and effective public protection arrangements	<ul style="list-style-type: none"> • Peripatetic team in place 2011-12 • Workforce strategy agreed 2011 • Revised establishment and structure for children's social care in place 2011 • Integrated access arrangements for public protection enquiries in place 2012 • Ofsted satisfactory rating for unannounced inspection 2011 • Ofsted satisfactory rating for announced inspection of safeguarding and LAC 	<ul style="list-style-type: none"> • Improvement Notice targets met in full • Audits of safeguarding in adults consistently demonstrate good practice across FSC
Improve services for some of the most vulnerable young people in Kent	<ul style="list-style-type: none"> • Specialist LAC teams in place by Sep 2011 • Integrated Community CAMHS service in place by April 2012 • Range of targeted prevention services in place to avoid unnecessary family breakdown 2011 • Supported Boarding Pilot established by September 2011 • Martin Narey report in Kent Fostering & Adoption published by September 2011 	<ul style="list-style-type: none"> • Number of Looked After Children (LAC) to 47 per 10,000 • Increase in numbers of children adopted

Delivering Bold Steps – Milestones and Measures – Draft proposals for discussion with POSC members. This is not a final document and in some cases represents suggestions from service managers which are still subject to Cabinet/CMT review and consideration.

Priority	Possible Milestones	Possible Measures
Support families with complex needs and increase the use of community budgets	<ul style="list-style-type: none"> • Three new services areas identified, and pilot areas agreed for new Community Budgets by April 2012 • Further roll out of Community Budget for Families with Complex Needs by April 2012 • Locality Board to integrated into Community Budget governance arrangements by April 2012 	<ul style="list-style-type: none"> • Number of families with complex needs supported through Community Budget pilots • Saving per family to public services from engagement with families with complex need through programme

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By: Carolyn McKenzie – Sustainability and Climate Change
 Paul Crick – Director of Planning and Environment
 Bryan Sweetland, Cabinet Member - Environment, Highways and Waste.

To: EHW Policy Overview and Scrutiny Committee 5th July 2011.

Subject: Kent Environment Strategy Update
Classification: Unrestricted

Summary:

This report summarises the progress towards delivery of the KCC Corporate commitments under the Kent Environment Strategy, emerging issues and gaps in delivery. Members are asked to note progress and agree recommendations outlined at the end of the report.

1. Introduction

1.1. The purpose of this paper is to give an annual update on progress towards delivery of KCC's commitments under the Kent Forum's Kent Environment Strategy. It replaces the annual sustainability and climate change update to Policy Overview and Scrutiny Committees.

The Kent Environment Strategy has now been agreed by Kent Forum and all Districts. Appendix 1 gives an overview of the key Themes and Priorities and Red/Amber/Green rates progress against each. The Strategy will be launched on the 22 July in Thanet and is available on:

www.kent.gov.uk/kentenvironmentstrategy .

1.2. The Kent Environment Strategy is a key part of Bold Steps for Kent and KCC's commitments have been woven into the new Bold Steps Performance Framework. Any necessary changes have also been made to the KCC Environment Policy. Progress will also be monitored through KCC's ISO14001 and reporting will be through POSC and Cabinet and the KCC Performance Assurance Team. A full report on Kent wide delivery of the Kent Environment Strategy will be produced in the fourth quarter of the year and reported to the Kent Forum.

2. Changing Policy Environment

2.1. Since the last update to POSCs the policy environment has changed significantly and is still in a considerable state of flux. National carbon targets have been raised to a 50% reduction by 2025 and numerous policy initiatives have been produced – most significantly the Green Deal and the Green Investment Bank as well as a Memorandum of Understanding signed between the Local Government Group and the Department for Energy and Climate Change. A more detailed written brief on policy changes can be produced if required.

2.2. Through targeted research, evidence gathering and continual evaluation of issues and opportunities KCC is seeking to place itself at the forefront of green developments and opportunities. Carbon modelling using specialised Carbon Descent Software and the commissioning of a Renewable Energy Resource Study to inform our long term action planning for renewable energy are good examples of this.

3. Priorities for Kent County Council

3.1. As the environment and climate change agenda is so disparate and diffuse, it is essential that KCC focuses on those issues that are most important and which we as a public sector body can influence. Indeed, delivering the Kent Environment Strategy is one of the key priorities

identified in Delivering Bold Steps, KCC's draft medium term plan. It is recommended that KCC put a greater focus on the three following areas:

- More efficient use of resources and reduction in carbon emissions, in particular:
 - KCC buildings, transport and travel, working closely with the rest of the public sector
 - Increasing the pace of energy efficiency/low carbon retrofit of the domestic sector housing, ensuring consistent communication and support to Kent residents
 - Assistance to SMEs to help save money and sell green credentials
- Building resilience to climate change and making the most of emerging opportunities:
 - Ensuring a proactive approach to delivery of the Kent Climate Change Adaptation Plan – working with the public sector, business and communities.
 - Facilitating the delivery of renewable energy generation in Kent through the Kent Renewable Energy Strategy and Action Plan
 - Ensuring the continuity of the sustainable business support programme to further develop and deliver green business support.
- Conserve and enhance the quality of Kent's natural and heritage capital:
 - Established functional habitat areas and wildlife networks in Biodiversity Opportunity Areas that support local landscape character.

3.2. Green jobs and green business growth, though a focus in it's own right it, should be seen as a key strategic priority across all strands of work.

4. Challenges to the delivery of the Kent Environment Strategy

4.1. This is a fast moving agenda and many areas of policy are still unclear. If KCC is to deliver real improvement another step change in approach will be needed to accelerate change.

4.2. As already identified in external discussions through the Kent Partnership and lately the Kent Forum, strong and visible leadership is crucial. KCC will need to examine in full the way it operates and behaves, identifying smarter ways of working and new ways of delivering services.

4.3. This will need to include greater virtual working, better use of tele/video conferencing and increased online delivery of services or functions online. The use of teleconferencing in KCC is still lower than expected, with only 10% of BT MeetMe accounts in regular use, and only just over 900 accounts across KCC. If all BTMeetMe account holders used their accounts in line with current regular users, **savings are estimated to be in the region of over £1.5m.**

4.4. Step change physical improvements in the KCC estate, as well as increased stimulation of capital investment in local energy efficiency and renewable energy installations in Kent will need the development of innovative finance arrangements and partnerships. There will need to be an acceptance of a reasonable element of risk and perhaps longer term payback, which should be balanced against a comprehensive and pragmatic business case. KCC will need to match its aspirations by facilitating real investment.

4.5. Required behaviours will need to be embedded in existing and new processes to ensure environmental considerations are mainstreamed. Bolting on environment considerations in the final stages of policy, programme and project development leads to less than satisfactory environmental outcomes and increased costs.

4.6. Creating a positive and vibrant green image for KCC and Kent will be essential. Much will need to be developed in partnership and require meaningful engagement with residents and businesses. A key aspect of this engagement will be to raise the profile of the issues outlined in the Kent Environment Strategy and create clear communications that inform, engage and excite residents, Kent businesses and potential inward investors in Kent.

4.7. We need to build on the image of the 21st Century Garden of England, to create the vision that Kent is a green county, welcoming to the development of appropriate green business with a high quality natural and historic environment.

5. Progress in the KCC Corporate Estate – Buildings, Transport and ISO14001

5.1. KCC continues to meet the ISO 14001 Environmental Management Standard, with a successful external assessment in May 2011. The next assessment is due in November and following a best value contract review we will be transferring to assessors BSI. A full report on KCC's corporate progress can be found in the KCC Environment Report 2010 which can be found here: <https://shareweb.kent.gov.uk/Documents/environment-and-planning/environment-and-climate-change/FINAL%20Environment%20Report%202009.pdf>

5.2. The picture for carbon emissions is mixed. The non-school buildings emissions have reduced by just over 5% since 2004 and further reductions are expected during the next 2 years as the estate efficiency programme makes an impact. Savings are being achieved in our larger estate buildings, but the large number of smaller, older and inefficient properties is holding back overall performance. Emissions from the schools estate have increased due to an increase in electricity consumption of 50% mainly due to greater use of ICT and extended schools.

5.3. KCC continues to invest in energy, water and carbon reduction, mainly through its Energy and Water Investment Fund (EWIF) hosted by Enterprise and Environment. This year £572,500 has been invested, making a total of £1,710,550 invested in 120 projects since 2005 and life time savings of £3,013,414. This figure includes almost £900,000 of grants. A further £324,000 has been invested in exemplar projects that are part of larger initiatives in the main e.g. Oakwood House. Investment this year includes:

- £317,000 13 energy efficiency projects; this makes a total of 58, the largest being an ICT server virtualisation project which will reduce energy costs by 75%, saving £768,331
- £65,000 in 14 water efficiency projects including our first rain water harvesting unit at the Welsh Mountain Youth Centre giving a £900 annual saving, and a total of 28 water projects
- £80,000 on 7 renewable energy installations, making a total of 28 across the estate including 3 school biomass boilers and a ground source heat pump and solar thermal panels at Oakwood. We are now exploring another 2 schools to take on biomass boilers using local wood suppliers. This could provide a good alternative to using expensive heating oil for schools that are not able to use gas.
- £60,000 in trialling new technologies including 6 LED lighting projects

5.4. An initial business case has been developed for further roll-out of solar panels across the KCC corporate estate. Though the initial return on investment is acceptable, actual investment return will be on a building-by-building basis. Individual buildings are now in the process of being identified and assessed.

5.5. Business miles travelled for 2010-11 has reduced again by 11%, a cumulative total of 14% since 2008/09 with 2.5m less miles travelled and a reduction in claims of £571,000 over two years.

5.6. There are now over 900 BT Meet Me Teleconferencing accounts open. In the last year it is estimated avoided costs relating to travel and time totalled £167,000. The number of conferences made last year was 1,730, this represented almost 200,000 minutes of call time. The peak use was coupled with the winter weather, where there was an increase of 57% in calls made.

5.7. As part of our strategy to reduce fuel use, a Smarter Driver Training pilot was run last year with 66 essential and fuel card users which demonstrated possible annual savings of £27,312, and a potential fuel saving of 20%. If this was carried out across all fuel card holders and drivers that use on-site fuel tanks, potential savings per year would equate to over £220,000. We are currently investigating roll-out.

5.8. The latest waste data shows office waste recycling is at best practice level at 66%, exceeding the 2010 target set of 50%. Approximately 100kg of office type waste is generated per employee, good practice is deemed 200kgs or less.

Specific Progress for Enterprise and Environment (E&E)– Buildings and Transport

5.9. Much of the progress noted above has been as a result of the leadership shown by the former Environment, Highways and Waste Directorate in partnership with the corporate centre, and the activities of the Sustainability and Climate Change Team. E & E continues to play a strategic lead, and is now a best practice case study for climate change adaptation.

5.10. The end of year data for 2010/11 shows mileage claimed for EHW as just less than one million miles. This represents an overall decrease of 21.5% when compared to the previous year and a decrease of 23% when compared to 07/08. This resulted in a reduction in mileage claims costs of £70,000.

5.11. E&E offices demonstrated an overall increase in total energy consumption, comparing Jan - Dec 2010 with baseline (2004). Electricity showed an increase of 8%, gas a 5.5% decrease and oil use remained static. Changes are due to new developments in the EHW estate eg new Ashford Highways depot and new buildings in the Country Parks estate.

6. Community Leadership – Climate Change and Community

6.1. In March this year, KCC was awarded the Improvement Efficiency South East award for Progress through Innovation for the development of the Kent Climate Change Adaptation Plan. Kent is now a leading case study for our approach to tackling the impacts of climate change, and KCC sits on the Government's Local Adaptation Advisory Panel.

6.2. An important part of our climate change work is to further understand how we are impacted by, how we respond to and the costs of, climate change impacts in particular severe weather events. To enable this, we have developed in partnership with the public sector in Kent the Severe Weather Impacts Monitoring System (SWIMS). SWIMS is an on-line tool enabling service providers across Kent to record how their service is affected by severe weather. Reports are then produced for each organisation as a decision support tool.

6.3. As part of our work with communities, four Kent community groups were given the chance to develop an environmental project in their area after winning a share of Kent County Council's Community Challenge Fund 2010. Groups from across the county competed for the £11,000 funding. The winners were Petham Primary School, Canterbury, which was awarded £5,000 to install solar panels; Shoreham Village Hall, Shoreham, near Otford, which was awarded £3,915 to insulate the building; and Herne & Broomfield Parish Council, Herne, which was awarded £500 to buy 'Eco-eye' monitors that will allow local residents to measure their energy consumption. Wye Community Farm, Wye, which was highly commended, was awarded partial funding of £1,500 to help it become self sufficient in fuel and food production by processing its own bio-fuel.

6.4. Helping residents to keep warm and cut their costs through retrofitting their houses with energy efficiency measures continues to be a focus for KCC. Last year Kent County Council working with its partners provided practical help to residents to reduce their energy bills. In partnership with district councils in Dover, Swale, Thanet and Tunbridge Wells, 2,273 energy and water saving devices were installed in over 600 homes. This included energy monitors, TV power down switches, shower timers, toilet hippo bags and hosepipe trigger guns. Some householders were put in touch with accredited installers to carry out loft and cavity wall installation. So far, more than 125 installations have been completed, with more underway. The project has provided extremely valuable insight into the behaviour of residents and will help us frame future retrofit programmes for Kent.

6.5. KCC and Kent AONB are leading a Forestry Commission Pathfinder Project, backed with a European funding grant of around £120,000. The project looks at wood fuel potential in Kent and

the issues, barriers and solutions to develop it further. There are several large scale developments in South East utilising wood fuel, providing a growing market for wood fuel that this project will help Kent businesses access.

7. Community Leadership - Sustainable Business.

7.1. Through the creation of the Carbon Hub online support service, using an ERDF grant of almost £400,000, KCC is now moving towards more virtual low carbon support that can reach a greater number of businesses in Kent. To date over 500 businesses have registered on the Carbon Hub and receive regular support from energy/water advice, travel and green marketing.

7.2. In addition, this Spring KCC began an intensive programme of activity to help support businesses in our supply chain. Almost 1,500 of our key suppliers have been contacted with a survey to ask them about their energy and water usage and what support they may need. Over 259 have already returned the survey and are now being provided with an initial environmental report which identifies money saving measures. Initial results show that for the almost 136 businesses that have had a completed report average annual savings equated to £4,865 – though more usual savings for a small or medium sized business would be around £2,000. We are rolling out our Supply Chain Programme with the Kent Police, Fire Service and Prison Service as well as corporate businesses such as Skanska.

7.3. Improving environmental management is a key part of our strategy to help Kent business retain and win more business both in and outside of Kent in an increasingly environmentally aware marketplace. To this end we have developed STEMS – Steps To Environment Management - an certification scheme equivalent to the BS855 Level 3 which is sufficient for most companies to satisfy large clients, and in particular the public sector. The certification scheme is simple and quick to use and supported by the Institute of Environmental Management and the Carbon Trust.

7.4. Learning from our experience within KCC we are now starting to provide economic driver training for small and medium sized businesses in Kent. The first training session was held mid June and estimated savings identified totalled £29,133 (6 businesses) – with one business planning to roll out the training to the rest of his business which could save them £17,990/ year.

7.5. A targeted green business support package, building on the work of the Carbon Hub is being developed in partnership with Business Strategy and Support and Economic Development in Environment and Economy. Bids are being considered for ERDF funding and also the KCC Regeneration Fund. Existing green business support is being pulled together to maximise help available and provide a consistent communication with businesses in Kent in order to maximise opportunities.

8. Conclusions

To conclude, much progress has been made, and some quite significant savings. However, the trajectory with regards to environment being seen as a national priority is upwards, and if KCC wishes to be on the front foot and at the forefront of change then a new level of activity will be needed to ensure continued progress and innovation.

Recommendations

E&E POSC Members are asked to:

- a. Note, and celebrate overall progress made by KCC and the Enterprise and Environment Directorate, especially the re-accreditation to ISO14001
- b. Discuss and agree the priorities and recommended approach outlined in Section 3 and 4.

Background Documents: Kent Environment Strategy. Kent Climate Change Adaptation Plan. KCC Corporate Environment Report.

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Appendix 1 - Kent Environment Strategy Priorities, KCC and Enterprise and Environments Current and Planned Activity.

Living Well Within Our Environmental Limits	KCC Env. Policy reference.	Key KCC and E&E Current Activity and Progress	Gaps in Delivery/Issues	RAG
Priority 1 Make homes and public sector buildings in Kent energy and water efficient, and cut costs for residents and taxpayers	Our estate Our leadership role in the community	<p>Overall carbon emissions are showing an increase against our 2004 baseline, this is mainly as a result of an increase in energy use in schools due to policy changes such as extended schools and increased levels of ICT. Schools account for the largest share of KCC's energy use. In contrast, non schools buildings energy use decreased by 5.2%, two cold winters have reduced savings gained from energy efficiency projects. E&E showed an overall increase, due to an expansion in the estate. The KCC Energy and Water Investment Fund has loaned and granted £1,710,550, saving £3,013,414 over the lifetime of the equipment.</p> <p>KCC is working closely with Districts to ensure Kent makes the most of the Green Deal when it comes into being, and developing targeted behaviour change campaigns and communications for residents relating to low carbon technologies, energy efficiency and water.</p>	Build on fuel poverty and energy efficiency in the home activity already underway in partnership with other KCC Directorates as part of the KCC Retrofit Project.	<p>KCC carbon target is red overall.</p> <p>Corporate Target is amber.</p>
Priority 2 New developments and infrastructure in Kent are cost effective, low carbon and resource efficient whilst not entailing unreasonable costs.	Our leadership role in the community	Developing activity. Kent Design under review. A successful European Funded Event was held in January to work with key stakeholders to look at how energy efficiency, carbon and climate change can be incorporated into design and development in the future without incurring excessive additional cost.	Developing activity	
Priority 3 Turn Kent's waste into new resources and jobs for Kent	Partially covered under Our Decisions	Developing activity. A lot of work is being undertaken as part of the SE7 initiative. KCC is working closely with DEFRA, the SE7 and the Environment Agencies European Pathways to Zero Waste project.	Developing activity	
Priority 4 Reduce the ecological footprint of what we consume	Partially covered under 'Our Procurement	<p>E&E have set up the Carbon Hub which provides both online and targeted face to face to the public sector supply chain in Kent to save money and cut carbon. The Carbon Hub will aim to help 1000 businesses by 2013.</p> <p>A survey of needs and opportunities for energy efficiency and renewable energy are being undertaken for KCC and the public sector in Kent.</p>	More focus is needed around KCC's procurement and how we account for carbon, and the purchase of local goods.	

Meeting the Climate Change Challenge	KCC Env Policy reference.	Key KCC and E&E Current Activity and Progress	Gaps in Delivery/Issues	RAG
Priority 5 Reduce future carbon emissions	Partially covered under Our Estate	<p>Overall the council achieved a business miles reduction of 11% between 2009 and 2010 with savings of £277,000. Compared to 2008-09 financial year, E&E business miles reduced by 23% with cost savings of £70,000.</p> <p>We have 28 renewable energy installations across the estate, and are continuing to explore further opportunities including more solar on corporate buildings and 2 more biomass boilers for schools supplied from a local woodland.</p> <p>The services provided by the Carbon Hub have been extended and a KCC Supply Chain Programme has been set up.</p>	<p>More work needed on how we develop and finance renewable energy resources within KCC and Kent, and how we support the development of green jobs and growth.</p> <p>To this end a Renewable Energy Resource Study is being undertaken to establish where the best opportunities are.</p>	
Priority 6 Manage the impacts of climate change, in particular extreme weather events	Partially covered under Our Decisions	Climate risk is incorporated into the KCC Corporate Risk Register. Areas of particular risk or vulnerability have been identified and action in progressing. A Kent wide Adaptation Plan has been agreed, and is being implemented. Kent is a national case study.	Detailed action plans need to be developed for each of the nine priority risk areas identified, and action begun.	
Priority 7 Support the development of green jobs and business in Kent	Partially covered under Our Decisions.	<p>Low Carbon Sector Strategy developed. A bid for further funding for support is being considered by the ERDF Fund and the KCC Regeneration Fund.</p> <p>Support for Green Business is being consolidated.</p>	KCC approach and resources need to be agreed.	

Value From Our Natural and Living Environment				
Priority 8 Utilise the full social and economic potential of a high quality natural and historic environment in Kent	Partially covered under Our Estate and Our Leadership role in the Community.	Activity currently limited, though some action has been undertaken through social return on investment and by Public Health.	E&E needs to ensure continued links are made between the natural environment, the economy and the community.	
Priority 9 Conserve and enhance the quality of Kent's natural and heritage capital	Partially covered under Our Estate and Our Leadership role in the Community.	Work underway to implement KCC's new Biodiversity Duty.	Need to assess implications of Natural Environment White Paper.	
Priority 10 Ensure that Kent residents have access to the benefits of Kent's coast, countryside, green space and cultural heritage	Partially covered under Our Estate and Our Leadership role in the Community.	Links continue to be made between delivery of KCC's services and Kent's natural and heritage environment.	More consistent links to be developed and maintained across service delivery areas in order to identify opportunities.	

By: Bryan Sweetland, Cabinet Member, Environment, Highways & Waste
Paul Crick, Director of Planning and Environment

To: Environment Highways & Waste Policy Overview and Scrutiny Committee 5 July 2011

Subject: Preliminary Flood Risk Assessment for Kent

Classification: Unrestricted

Summary KCC is required by the Flood Risk Regulations 2009 to produce a Preliminary Flood Risk Assessment (PFRA) by 19 August 2011. The PFRA summarises past flood events and future flooding potential from surface water, groundwater and ordinary watercourses in Kent. This is different from the Environment Agency's responsibilities, which are for the assessment of fluvial (main river) and coastal flooding.

The PFRA will be used to develop a strategy for managing the risks to properties from these sources of flooding as required by our Lead Local Flood Authority role (Flood and Water Management Act 2010).

POSC is asked to approve the PFRA for submission to the Environment Agency.

1 Introduction

- (1) The Preliminary Flood Risk Assessment (PFRA) has been prepared to meet our duties to manage local flood risk and deliver the requirements of the Flood Risk Regulations (the Regulations). The Regulations are a transposition into UK law of the EU Floods Directive (Directive 2007/60/EC).
- (2) The PFRA provides a high level overview of flood risk and identifies areas of significant flood risk that need to be investigated in subsequent stages of the Regulations.
- (3) Kent County Council is defined as a Lead Local Flood Authority (LLFA) under the Regulations. As such, Kent County Council was required to undertake the PFRA for local flood sources of surface water, groundwater and ordinary watercourses (all watercourses other than main river). The Environment Agency is responsible for the assessment of fluvial (main river) and coastal flood risks.
- (4) The PFRA has been produced in accordance with Environment Agency and Defra guidance, which requires KCC to report on:

- (a) Areas of significant flood risk – defined by the Minister as areas where 30,000 people or more are estimated to be at risk of surface water flooding;
 - (b) Past flood events with significant harmful consequences – which are advised to be “an order of magnitude lower” than the significant flood risk criteria, i.e. approximately 3,000 people at risk of flooding; and
 - (c) Future flood risks – no advice is given on the scale of risk for reporting.
- (5) The Environment Agency’s national exercise to map areas at risk of surface water flooding has identified ten areas of significant surface water flood risk in England and none are located within Kent County Council’s administrative area.
 - (6) From this national exercise Kent is estimated to have the highest risk from surface water flooding in England. Approximately 70,000 properties across Kent are estimated to be at risk during a severe rainfall event. As Lead Local Flood Authority, KCC will have to address this risk through appropriate flood risk management.

2 Financial Implications

- (1) The PFRA has been produced for approximately £5,000, funded by Defra.

3 Relevant priority outcomes

- (1) The PFRA shows areas vulnerable to surface water flooding. Its preparation has also highlighted a need to better understand the impact of flooding from groundwater and ordinary watercourses.
- (2) As Lead Local Flood Authority under the Flood and Water Management Act 2010 we have new duties to prepare a Local Flood Risk Management Strategy (the Local Strategy), which will set out how we will further our understanding of these risks and their consequences through Surface Water Management Plans.
- (3) The Local Strategy will also set out how we exercise our other duties under the Act, which are as follows:
 - (a) The duty to investigate flood incidents
 - (b) The duty to maintain a register of structures and features that may cause flooding
 - (c) The power to do works to manage surface water flooding
 - (d) The duty to approve and adopt SUDS
- (4) The Local Strategy will be funded through the new Lead Local Flood Authority element of the Local Services Support Grant.
- (5) The Local Strategy will have an impact on other areas of service delivery in KCC, including Highways and Emergency Planning.

4 Consultation and Communication

- (1) The draft PFRA has been shared with KCC's Flood Risk Committee, who agreed the report and recommends it to POSC.
- (2) KCC's Emergency Planning, Highway Services and Water Resources teams have been consulted. The Kent Flood Partnership (a partnership of flood risk management authorities in Kent, including representatives from the Districts and Boroughs, the Environment Agency and Internal Drainage Boards) has also been consulted. No amendments or additions have been suggested.

5 Legal Implications

- (1) There are no legal implications from the PFRA when submitted in line with the timetable set out in section 1 (2).

6 Equality Impact Assessments

- (1) There are no equality impacts from the PFRA.

7 Sustainability Implications

- (1) The PFRA has no sustainability implications

8 Are there any Personnel or Health and Safety Issues which are relevant?

- (1) The PFRA raises no Personnel or Health and Safety issues.

9 Risk and Business Continuity Management

- (1) The PFRA will be made public. It highlights the flood risk that Kent faces from surface water flooding.
- (2) Our new role as Lead Local Flood Authority, under the Flood and Water Management Act 2010, along with our existing role as highway authority raises a potential reputational risk if we fail to satisfactorily address the issues outlined in the PFRA. This will be mitigated by the delivery of the Local Strategy.

10 Alternatives and Options

- (1) The PFRA is a statutory requirement of the Regulations. There is no alternative to publishing it.

11 Conclusion

- (1) KCC is required by the Flood Risk Regulations 2009 to produce a Preliminary Flood Risk Assessment (PFRA) by 19 August 2011. The PFRA summarises past flood events and future flooding potential from surface water, groundwater and ordinary watercourses in Kent. This is different from the Environment Agency's responsibilities, which are for the assessment of fluvial (main river) and coastal flooding.

- (2) The PFRA will be used to develop a strategy for managing the risks to properties from these sources of flooding as required by our Lead Local Flood Authority role (Flood and Water Management Act 2010).
- (3) Our new duties as Lead Local Flood Authority, under the Flood and Water Management Act 2010, will need to be well managed in order to address the flood risks highlighted by the PFRA.

12 Recommendations

- (1) That POSC approve the submission of the PFRA to the Environment Agency.
- (2) POSC note the flood risk in Kent that we now have a strategic duty to oversee.

13 Background Documents

Ashford Borough Council (2006) Strategic Flood Risk Assessment

Defra (2006) Flood and Coastal Defence Appraisal Guidance, FCDPAG3 Economic Appraisal, Supplementary Note to Operating Authorities – Climate Change Impacts. October 2006.

Defra (2010) Surface Water Management Plan Technical Guidance

Defra / WAG (2010) Selecting and reviewing Flood Risk Areas for local sources of flooding – Guidance to Lead Local Flood Authorities.

Dover District Council (2007) Strategic Flood Risk Assessment

Environment Agency (2010) Flood Map for Surface Water – Property Count Method

Environment Agency (2010) Preliminary Flood Risk Assessment – Annexes to the Final Guidance (Report – GEHO1210BTHF0E0E).

Environment Agency (2010) Preliminary Flood Risk Assessment - Final Guidance (Report – GEHO1210BTGH0E0E).

Environment Agency (2011) Flood Risk Regulations – PFRA FAQs

Kent Thameside Delivery Board (2009) Water Cycle Strategy (incl. Strategic Flood Risk Assessment)

Maidstone Borough Council (2008) Strategic Flood Risk Assessment

Parliament (2010) The Flood and Water Management Act

Sevenoaks District Council (2008) Strategic Flood Risk Assessment for Local Development Framework

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Kent County Council Preliminary Flood Risk Assessment

Draft
June 2011





Executive Summary

This Preliminary Flood Risk Assessment (PFRA) has been prepared to meet our duties to manage local flood risk and deliver the requirements of the Flood Risk Regulations (2009). The PFRA, comprising this document and the supporting spreadsheet are the first stage of the Regulations.

The PFRA is intended provide a high level overview of flood risk and identify areas of significant flood risk that need to be investigated in further stages of the Regulations.

Kent County Council is defined as a Lead Local Flood Authority (LLFA) under the Regulations. As a LLFA, Kent County Council must undertake a review of the risk from local flood sources, which include surface water, groundwater and ordinary watercourses. The Environment Agency will be responsible for delivering the assessment of fluvial and coastal flood risks.

The methodology for producing this PFRA has been based on the Environment Agency's Final PFRA Guidance and Defra's Guidance on selecting Flood Risk Areas, both published in December 2010. The PFRA should report:

- Areas of significant flood risk – defined by the Minister as areas where 30,000 people or more are estimated to be at risk of surface water flooding;
- Future flood risks – no advice is given on the scale of risk for reporting; and
- Past flood events with significant harmful consequences – which are advised to be 'an order of magnitude lower' than the significant flood risk criteria, i.e. approximately 3,000 people at risk of flooding.

The Environment Agency has undertaken a national exercise to map areas at risk of surface water flooding to help identify the future flood risk and significant flood risk areas across England and Wales.

Ten significant areas of surface water flood risk have been identified in England, of these ten areas, none are located within Kent County Council's administrative area. This has been reviewed as part of the PFRA and is not in dispute. As a consequence, Kent County Council will not be required to undertake the further stages of the Regulations.

However, that does not mean that Kent does not face significant risks from surface water flooding. In fact Kent is estimated to be the most at risk LLFA in England from surface water flooding. Approximately 70,000 properties are estimated to be at risk during a rainfall event with a 1 in 200 annual chance of occurring. The next highest LLFA is Hertfordshire with approximately 56,000 properties at risk.

A summary of the estimated risks to Kent from surface water flooding have been and presented in the PFRA for 48 'settlements' (based on groups of wards) that represent the whole of Kent. Appendix 1 contains a summary of



this risk information and a map showing the relative risk to each settlement determined by the number of dwellings flooded by surface water per square kilometre.

Kent also has significant flood risks from groundwater and ordinary watercourses, however the data available to assess these risks is less quantitative.

Information relating to approximately 2,500 flood events, caused by flooding from local sources, was collected from approximately 20 different local and national sources including the twelve district and borough councils, the Environment Agency, water companies, Internal Drainage Boards, emergency services and other risk management authorities.

Based on the evidence that was collected, no past flood events were considered to have had 'significant harmful consequences'. Therefore, no records of past flooding have been included in the PFRA, in accordance with the guidance.

The PFRA has been helpful to develop an overall understanding of the flood risk across Kent and highlight which areas are most vulnerable, which will be needed as we deliver other responsibilities required by the Flood and Water Management Act 2010, especially the Local Flood Risk Management Strategy.



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Glossary

Term	Description
AStSW	Areas Susceptible to Surface Water Flooding
Coastal Flooding	Flooding at the coast that is caused by a storm, high tide or other coastal process
CFMP	Catchment Flood Management Plan
Defra	Department for Environment, Food and Rural Affairs
DG5	Register of sewer flooding incidents that must be kept by Water Companies
EA	Environment Agency
EC	European Commission
Fluvial Flooding	Flooding from rivers
FMfSW	Flood Map for Surface Water
FWMA	Flood & Water Management Act 2010
IDB	Internal Drainage Board
Internal Drainage Board	Local boards established to manage areas of special drainage need
KCC	Kent County Council
LDF	Local Development Framework
LLFA	Lead Local Flood Authority
LRF	Local Resilience Forum
NRD	National Receptor Database
OA	Output Area
Ordinary Watercourse	Small watercourses managed by IDBs or District Councils
PFRA	Preliminary Flood Risk Assessment
PPS25	Planning and Policy Statement 25: Development and Flood Risk
RFCC	Regional Flood and Coastal Committee
RFDC	Regional Flood Defence Committee
RMA	Risk Management Authority
SFRA	Strategic Flood Risk Assessment
SUDS	Sustainable Drainage Systems
SWMP	Surface Water Management Plan
WAG	Welsh Assembly Government

1 Introduction

1.1 Scope

As the Lead Local Flood Authority (LLFA) for Kent county, Kent County Council (KCC) has been tasked with preparing a Preliminary Flood Risk Assessment (PFRA). The PFRA is a high level review of flood risk within Kent that is caused by local flooding. Local flooding is flooding that is caused by the following sources:

- **Surface water,**
- **Groundwater,**
- **Ordinary Watercourses¹.**

The Environment Agency is responsible for identifying the risks from main rivers and coastal flooding, the risks from these sources is not included in this report.

Kent County Council includes 12 district and borough councils:

- Ashford Borough Council,
- Canterbury City Council,
- Dartford Borough Council,
- Dover District Council,
- Gravesham Borough Council,
- Maidstone Borough Council,
- Sevenoaks District Council,
- Shepway District Council,
- Swale District Council,
- Thanet District Council,
- Tonbridge and Malling District Council,
- Tunbridge Wells Borough Council.

The study area of this report is shown in Figure 1.

As a separate LLFA, Medway Council are responsible for preparing a PFRA for the Medway Council area.

¹ Ordinary watercourses are watercourses that are not main rivers. Main rivers are managed by the Environment Agency, ordinary watercourses are managed by district councils or Internal Drainage Boards.

1.2 Background

The Flood and Water Management Act 2010 (the Act) creates Lead Local Flood Authorities (LLFAs) at the County or Unity Council level. LLFAs have a responsibility for the strategic management of local flood risk. Local flood risk is defined in the Act as flooding from surface water, groundwater and ordinary watercourses.

The PFRA is a report required by the Flood Risk Regulations (the Regulations), which itself is a transposition of the EU Floods Directive (Directive 2007/60/EC) into UK Law. The purpose of the PFRA is to identify areas of significant flood risk. Once areas of significant risk have been identified the Regulations require two further stages to be undertaken to map the risk in these areas and to prepare a strategy for managing the risk. A timetable for the Regulations is given in Table 1.

Table 1 Timetable for flood risk regulation deliverables

Deliverable	Due Date to EA	Due Date to EU
Preliminary flood risk assessment (PFRA)	June 2011	December 2011
Flood hazard and risk maps	June 2013	December 2013
Flood risk management plans	June 2015	December 2015
Periodic Review	Every 6 years	

The subsequent stages of the Regulations are only required for areas identified as at significant risk in the PFRA. Therefore the PFRA is a report that covers the whole authority, however any further stages of the Regulations that may be undertaken are for specific risk areas.

1.3 Objectives

The PFRA is a high level screening exercise to locate areas in which the risk of surface water and groundwater flooding is significant and warrants further examination through the production of maps and management plans.

The aim of this PFRA is to provide an assessment of local flood risk across the study area, including information on past floods and the potential consequences of future floods.

The key objectives are:

- Summarise the methodology adopted for the PFRA with respect to data sources, availability and review procedures.
- Assess historic flood events within the study area from local sources of flooding (including flooding from surface water, groundwater and ordinary watercourses), and the consequences and impacts of these events.

- Establish an evidence base of historic flood risk information, which will be built up on in the future and used to support and inform the preparation of Kent's Local Flood Risk Strategy.
- Assess the potential harmful consequences of future flood events within the study area.
- Review the provisional national assessment of indicative Flood Risk Areas provided by the Environment Agency and provide explanation and justification for any amendments required to the Flood Risk Areas.
- Describe arrangements for partnership and collaboration for ongoing collection, assessment and storage of flood risk data and information.

1.4 Flood risks

1.4.1 Surface water

Surface water flooding occurs when heavy rainfall exceeds the capacity of the ground and local drainage networks to absorb it. This can lead to water flowing across the ground and ponding in low-lying areas. This sort of flooding is typically caused by short intense rainfall events.

1.4.2 Groundwater

Groundwater flooding occurs as a result of water rising up from the underlying aquifer or from water flowing from ephemeral springs. This tends to occur after long periods of sustained high rainfall, and the areas at most risk are often low-lying where the water table is more likely to be at a shallow depth. Groundwater flooding is known to occur in areas underlain by major aquifers, although increasingly it is also being associated with more localised floodplain sands and gravels.

1.4.3 Ordinary watercourses

Ordinary watercourses are small watercourses that are not designated as main river. Main rivers are the responsibility of the Environment Agency, the responsibility for ordinary watercourses lies either with district or borough councils or with Internal Drainage Boards (IDBs) where they operate.

The flooding mechanism for ordinary watercourses is similar to flooding from rivers, but the small nature of these watercourses means that the flooding is often on a local scale. However, IDBs often cover areas with a high concentration of ordinary watercourses where drainage is difficult and one rainfall event can cause flooding on several ordinary watercourses simultaneously. Ordinary watercourse flooding is also often effected by water levels in nearby main rivers that the ordinary watercourses would otherwise discharge into.

1.4.4 Sewer flooding

Sewer flooding is caused by a volume of surface water entering the drainage network that exceeds the capacity of the network. The nature of the sewer

network means that the flooding may occur away from the source of the surface water. This type of flooding is particularly severe when a combined sewer floods as it causes effluent to be discharged that can have health and environmental consequences.

2 Local flood risk responsibilities

2.1 Risk Management Authorities

As well as defining county and unitary councils as the LLFA, the Act also defines Risk Management Authorities (RMAs) with responsibilities for delivering flood risk management functions. The RMAs are:

- District councils,
- Environment Agency,
- Water companies,
- Internal Drainage Boards (IDBs),
- Highways Authorities.

The Act requires all RMAs to cooperate and to work together to deliver strategic flood risk management.

2.2 Further responsibilities

The Act gives KCC as a LLFA a wide range of responsibilities for the strategic management of local flood risks besides just the PFRA. These responsibilities include:

- **Investigating flood incidents** – LLFAs have a duty to investigate and record details of significant flood events within their area. This duty includes identifying which authorities have flood risk management functions and what they have done or intend to do with respect to the incident, notifying risk management authorities where necessary and publishing the results of any investigations carried out.
- **Asset Register** – LLFAs also have a duty to maintain a register of structures or features which are considered to have an effect on flood risk, including details on ownership and condition as a minimum. The register must be available for inspection and the Secretary of State will be able to make regulations about the content of the register and records.
- **SUDS Approving Body** – LLFAs are designated the SUDS Approving Body (SAB) for any new drainage system, and therefore must approve, adopt and maintain any new sustainable drainage systems (SUDS) within their area.
- **Local Flood Risk Management Strategy** – LLFAs are required to develop, maintain, apply and monitor a local strategy for flood risk management in its area. The local strategy will build upon information



such as national risk assessments and will use consistent risk based approaches across different local authority areas and catchments.

- **Works powers** – LLFAs have powers to undertake works to manage flood risk from surface runoff and groundwater, consistent with the local flood risk management strategy for the area.
- **Designation powers** – LLFAs, as well as district councils and the Environment Agency have powers to designate structures and features that affect flooding or coastal erosion in order to safeguard assets that are relied upon for flood or coastal erosion risk management.

2.3 Local governance

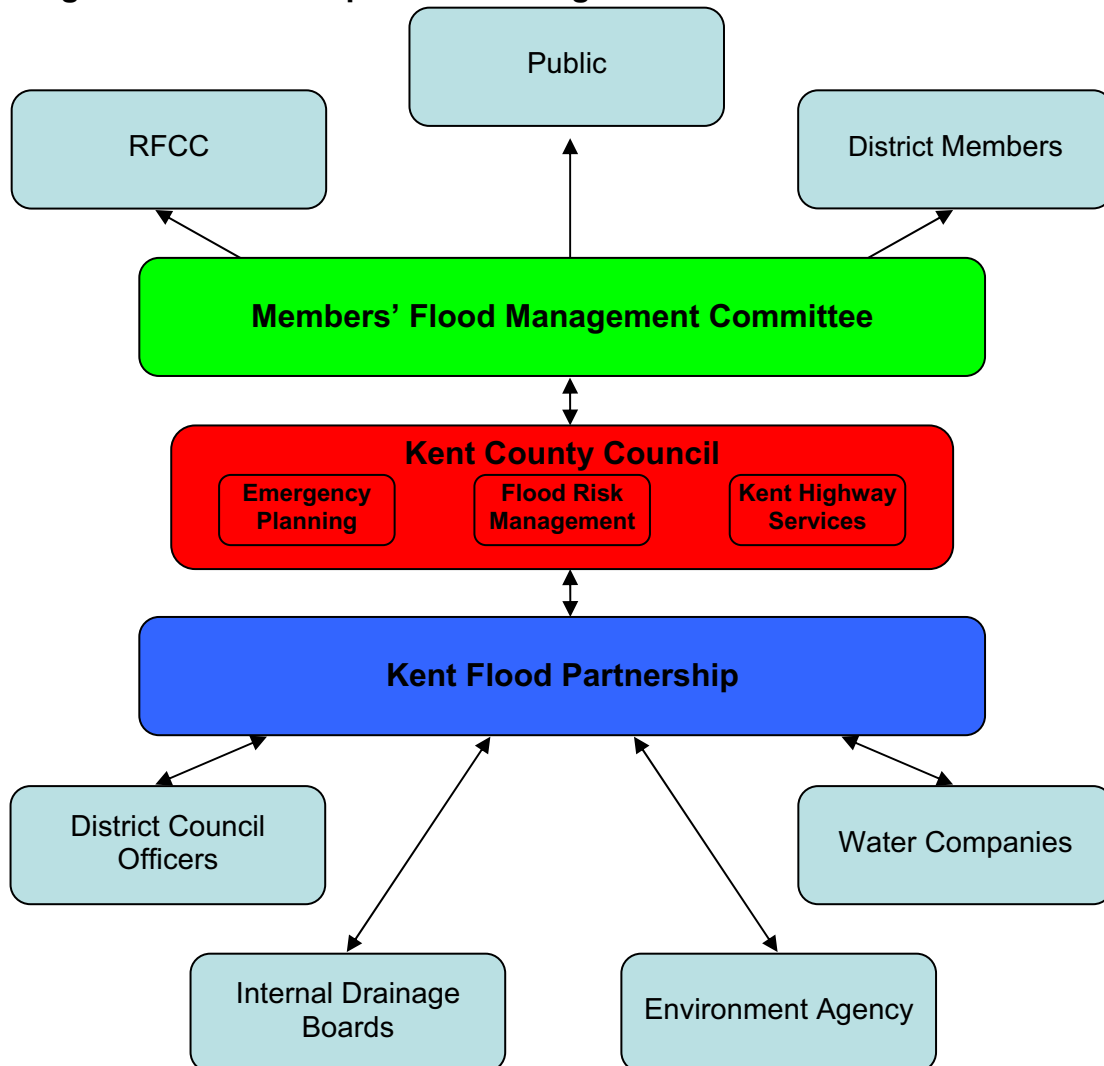
KCC is responsible for delivering the PFRA and for undertaking local consultation. To facilitate this and to help coordinate the delivery of other flood risk management responsibilities KCC has formed a members committee for flood risk management, the KCC Flood Risk Committee, and a pan-Kent group for officers from the Risk Management Authorities. Diagram 1 illustrates the role of these groups.

2.4 PFRA

The management of local flooding has previously been on a largely ad hoc basis with various authorities having responsibility for certain aspects with little or no duty to cooperate. Given this new task to coordinate local flood risk management, the PFRA represents an opportunity for us as a LLFA to understand the scale and geographic extent of local flood risk.

This will be particularly important in helping us to deliver the Local Flood Risk Management Strategy (the Local Strategy). The Local Strategy is a document that will set out our policy for the management of local flood risk in Kent. All RMAs are obliged to act consistently with the Local Strategy.

Diagram 1 Relationship of Risk Management Authorities in Kent



3 Methodology and data review

3.1 Introduction

The PFRA is a high-level screening exercise used to identify areas where the risk of flooding is considered to be significant and warrants further examination and management through the production of flood risk and flood hazard maps and flood risk management plans in the subsequent phases of the Regulations.

The approach for producing this PFRA was based upon the Environment Agency's PFRA Final Guidance, which was released in December 2010. The PFRA is based on readily available or derivable data.

There are three key deliverables as part of this PFRA:

- To identify historic local flooding events that have had recorded significant harmful impacts;

- To identify areas of potential future flood risk; and
- To identify indicative areas of significant future flood risk.

The definition of significant for the latter case is defined by the minister as areas where 30,000 people are at risk of flooding, these areas will then be taken forward in the further stages of the Regulations. At this scale the areas that are identified are ones where, should this scale of local flooding occur, it would be nationally significant news.

For the former case the definition of significant is left for local determination, although the guidance suggests that it should be approximately an order of magnitude lower than the national level of significance, i.e. approximately 3,000 people at risk. The guidance also specifies that there must be specific records of the harmful impacts of the flood incidents, anecdotal evidence is not sufficient.

3.2 Flood risk identification methodology

3.2.1 Data collection

The following authorities and organisations were identified and contacted to share data for the preparation of the PFRA: 12 district and borough councils, Southern Water, Thames Water, Kent Highways Services, Upper and Lower Medway Internal Drainage Boards, Romney Marshes Area Internal Drainage Board, River Stour Internal Drainage Board and the Environment Agency.

The Kent Fire and Rescue and parish councils were not routinely contacted for information. This is because previous experience has indicated that the records kept by these organisations are usually either hard to filter for specific flood risk incidents and causes (i.e. an incident recorded as a flood event may be a broken washing machine or it may be a river flood event) or they are only anecdotal. It was decided that only where other sources indicated a significant flood event would these organisation be approached as the date and source of the flooding would help to find the appropriate data, which could then be used to improve the existing records.

With this approach some small events that only these organisations are aware of may be missed, but no significant events would be missed as they would not be recorded by these organisations alone.

Table 2 describes the data that was collected from each of the RMAs.

Table 2 Datasets and data sources

Source RMA	Dataset	Description
Environment Agency	Areas Susceptible to Surface Water Flooding (ASStSW)	The first generation national mapping, outlining areas of risk from surface water flooding across the country with three susceptibility bandings (less, intermediate and more).

Source RMA	Dataset	Description
	Flood Map for Surface Water (FMfSW)	The updated (second generation) national surface water flood mapping which was released at the end of 2010. This dataset includes two flood events (with a 1 in 30 and a 1 in 200 chance of occurring) and two depth bandings (greater than 0.1 m and greater than 0.3 m).
	Flood Map (rivers and the sea)	Shows the extent of flooding from rivers with a catchment of more than 3 km ² from the sea.
	Areas susceptible to groundwater flooding	Coarse scale national mapping showing areas which are susceptible to groundwater flooding.
	National Receptors Dataset	A national dataset of social, economic, environmental and cultural receptors including residential properties, schools, hospitals, transport infrastructure and electricity substations.
	Indicative flood risk areas	Nationally identified flood risk areas, based on the definition of 'significant' flood risk described by Defra and WAG.
	Historic flood map	Attributed spatial flood extent data for flooding from all sources.
	Detailed river network	Map of watercourses with attributes describing watercourse type.
District and borough councils	Strategic Flood Risk Assessments (SFRA)	SFRAs may contain useful information on historic flooding, including local sources of flooding from surface water, groundwater and flooding from canals.
	Historical flooding records	Historical records of flooding from surface water, groundwater and ordinary watercourses.
Kent County Council	Highways Flooding Reports	Highways Flooding Reports for a number of locations within Kent, including details of the flood risk at each location.
	Demographic data	Maps of various demographic areas in Kent, for example Output Areas, wards, etc, including population estimates.

Source RMA	Dataset	Description
	Dover Surface Water Management Plan (SWMP) outputs	Maps from the SWMP undertaken for Dover.
Southern and Thames Water	DG5 Register for Southern Water areas	DG5 Register logs and records of sewer flooding incidents in each area.
	DG5 Register for Thames Water Utilities areas	DG5 Register logs and records of sewer flooding incidents in each area.

3.2.2 Assessing historic flood risk

Existing datasets and reports from the stakeholders listed above were collated and reviewed to identify details of past flood events and associated consequences including economic damage, environmental and cultural consequences and impact on the local population.

Where necessary and where sufficient information was available data that had no geographic referencing was geo-referenced so that it could be put onto maps. Some data that was collected could not be geo-referenced due to a lack of sufficient geographical data to determine the specific location.

3.2.3 Assessing future flood risk

Surface water flooding

To identify future flood risks predicted flood event data needs to be used. To fill the gap in LLFA data regarding the modelled impact of surface water flood events the Environment Agency has undertaken a national surface water modelling exercise. This exercise has produced two data sets of areas affected by surface water flooding: the Areas Susceptible to Surface Water Flooding (AStSW) Map and the Flood Map from Surface Water (FMfSW). This data is available to all LLFAs.

The FMfSW is divided into two risks categories according to the predicted depth of flooding: greater than 0.1 m and greater than 0.3 m. The greater than 0.3 m category has been used from this dataset, as this depth approximates to an average threshold level for most properties, therefore properties in this area are likely to experience internal flooding. Flooding up to 0.1 m is unlikely to flood many properties internally.

Additionally, to assess the impact of these areas identified as at risk, the Environment Agency has also provided a dataset of receptors the National Receptor Database (NRD), which gives the geographical location of properties and the property type (for example residential dwelling, shop, factory etc). This has been used to calculate the number and type of

properties at risk in a given area using Geographical Information Systems (GIS) software, according to the methodology given in Property Count Method (Environment Agency, 2010).

Using the NRD and other receptor datasets the risk to the following receptors has been assessed:

- Dwellings.
- Critical services (schools, hospitals, electrical substations etc).
- Non-residential properties (all properties that are not dwellings, including critical services).
- Length of roads and rail.
- Agricultural land.

Groundwater flooding

It is technically challenging to quantify the risk from groundwater flooding. At present there is no data available on the probability or depth of groundwater flood events. The Environment Agency has provided a relative risk map of areas susceptible to groundwater flooding. This map is based on areas that are topographically downstream of potential groundwater emergence areas. The estimate of risk in this map does not include any estimate of the likelihood or the volume of groundwater emerging.

Any flooding that occurs from groundwater will still affect the same areas as those indicated by the FMfSW, as this maps topographical flow routes and the groundwater will follow the same routes as surface water (as long as the property lies within or downstream of the emergence area). Therefore, areas identified as at risk of surface water that lie in the groundwater flooding susceptible areas *may* also be identified as at risk of groundwater flooding.

Ordinary Watercourse flooding

As with groundwater the risk from ordinary watercourses is not well documented on a national scale. The Environment Agency Flood Map, of coastal and fluvial flood risk, does include some ordinary watercourses. However the complex interrelationship between ordinary watercourses and main rivers in the most sensitive areas and the larger scale of the main rivers in comparison to the ordinary watercourses means that areas indicated by this map are dominated by the effects of the main rivers. It is impossible to disaggregate the risk of ordinary watercourses from that from main rivers, therefore using the Flood Map leads to an over estimate of the potential risk.

As an alternative indication of the ordinary watercourse flood risk the settlements that have a high concentration of ordinary watercourses within them are assumed to have a higher risk of flooding from this source, as the presence of many watercourses generally indicates that the land does not drain well. Measuring the length of ordinary watercourses per settlement and normalising this with the area of the settlement provides an indication of the

risk from this source. This methodology is crude as it does not indicate if there is any direct risk to properties, further work is required to quantify this risk.

3.2.4 Identifying indicative flood risk areas

The definition of indicative flood risk areas has been made by the Minister. It is set at towns or cities where 30,000 people or more are at risk of surface water flooding. This is calculated by measuring the number of dwellings affected by the 1 in 200 year greater than 0.3m FMfSW event and multiplying by an occupancy rate of 2.34 people per dwelling.

An initial screening of these indicative areas has been undertaken nationally by the Environment Agency, which has identified 10 areas in England. As part of the PFRA LLFAs must review any indicative flood risk areas in their authority and decide if they agree or if any other areas in their authority should be added to this. There are strict criteria for adding or removing an indicative risk area given in the guidance.

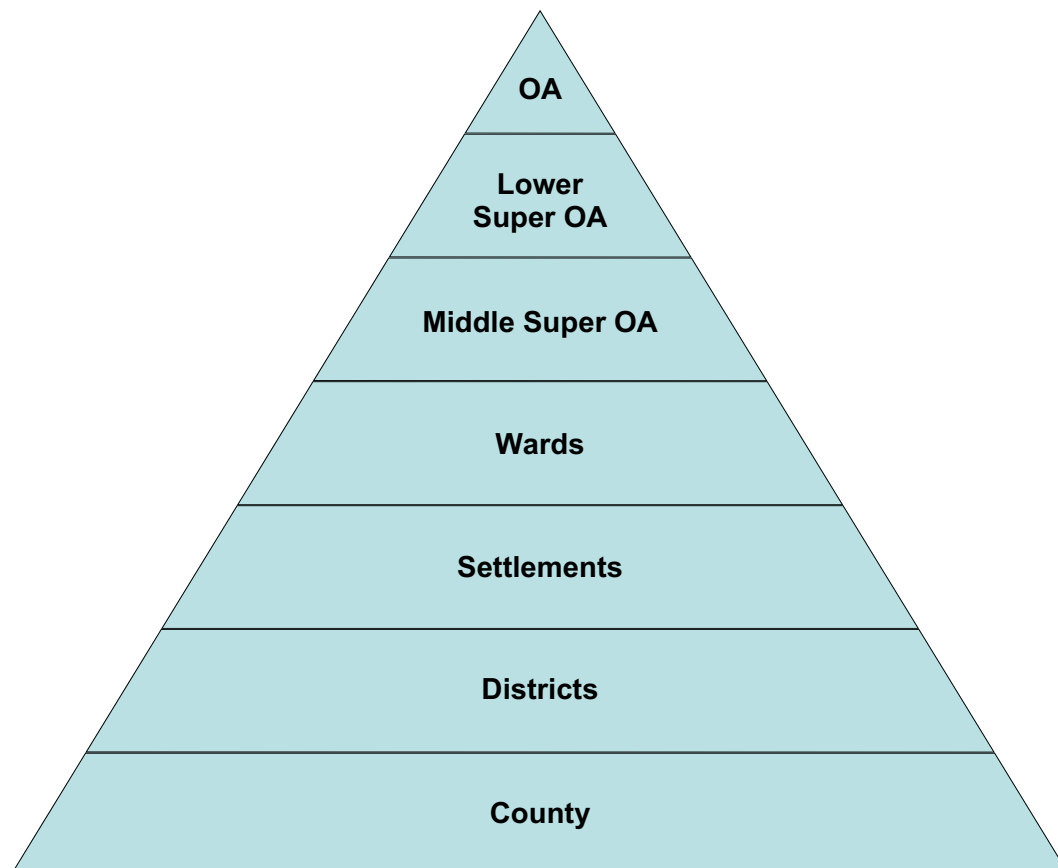
3.2.5 Data display

The county of Kent is large with many flood risks whilst the NRD and historic flood risk data is at a very small geographical level. In order to provide useful data at the county scale the numbers of properties at risk of flooding have been counted at various levels of reporting unit. The smallest level of unit that has been used is the Output Area (OA), once in these units the relevant OAs can be aggregated to give larger units. The hierarchy of reporting units is given in Diagram 2.

The advantage of using these areas to count and display the data is that population data is known for the units, which can be useful in assessing the impact of flooding, and that they broadly conform to areas of similar character, particularly at the lower levels where there are generally urban, suburban and rural units.

For the purposes of the PFRA the Settlement level has been chosen to count and display the risk. This is because at the county level this allows the areas to be distinguishable on one map and they are of recognised areas, as requested in the PFRA guidance. Figure 2 shows the settlements in Kent that have been used for the PFRA. KCC has the data that makes up these units and we are able to distinguish the flood risk for the constituent parts of these units, these have been chosen here for convenience.

Diagram 2 Hierarchy of reporting units



3.3 Data review

3.3.1 Historic flood data

Records of historic flood risk in Kent are inconsistent. Some organisations have a statutory requirement to record data, for example the water companies, however this requirement is for specific issues only and those organisations that record this data do not record all events. Some organisations that record flood incidents only record certain types of event, for instance some district councils record only flooding from ordinary water courses and not surface water. Some organisations do not have official records of flood events, only anecdotal information.

Some historic data does not have data on the geographical location or extent of the event. Where possible this has been added, however flooding that is referenced for a road, for instance, may flood a long stretch or only a short depression and it is difficult to estimate the extent of the impact from the records, this has only been done where the records are explicit.

Some data that is recorded with geographically specific data is only provided to us with very general geographical locations. This is the case for the DG5 register data from the water companies that is recorded with very specific location data but is only provided to us on a postcode basis. This obscures the data and in low density areas, in particular, makes the data ineffective as a verification tool for modelled outputs.

3.3.2 Future flood risk

The two surface water flood datasets, AStSW and FMfSW, are a significant improvement on no data, which is what would be available for the majority for Kent without these. However, the national mapping exercises that were undertaken to produce both these datasets had limitations that need to be understood and they should be used with caution.

The first dataset, AStSW, used a very simple model of estimated rainfall, a 1 in 200 year event, over a national terrain model and simulated the path of rainfall (after making adjustments for infiltration and surface roughness). This did not take any account of sewage infrastructure or of the presence of buildings.

The second dataset, FMfSW, was intended to improve upon the limitations of the AStSW, by including an estimate of the impact of sewers and the presence of buildings. However, the capacity of the sewers has been assumed nationally and this has been rendered in the model by reducing the rainfall by a set amount (to account for the assumed capacity of the sewers). In reality the capacity of sewers varies and the rainfall that runs into sewers is not lost (as this method would have it) but is still in the sewer network and can have an impact downstream as the cumulative effect of runoff in the sewers reduces the capacity, leading to increased flood risk in areas where there is a large upstream sewer catchment.

Figure 3 shows a comparison of the two Environment Agency surface water flooding datasets with modelling that has been undertaken in Dover for the Surface Water Management Plan (SWMP), which has included the sewers in the modelling. The FMfSW appears to be more accurate than the AStSW as it follows expected flow routes along roads etc. However, the FMfSW is clearly increasing the risk of flooding in uphill areas (the northwest of Dover) in comparison to the Dover SWMP modelling.

It should be noted that as there is no observational data for any surface water flooding on this scale in Dover, the assumed superior accuracy of the Dover SWMP modelling is only hypothetical, based on engineering judgement. The SWMP modelling includes more drainage infrastructure and more care has been taken over the representation of Dover, which is feasible on this local scale but difficult to replicate in a national mapping exercise. There is no recorded data to suggest that the Dover SWMP mapping is more accurate than the other two sources, or that the FMfSW is more accurate than AStSW, this has been assumed based on judgement.

The NRD used to count the properties at risk is also a source of inaccuracy. The NRD is a very useful dataset, however it is, to a degree, incomplete and inaccurate. Some areas do not have all the property types that are present, which is especially significant when looking at critical services for instance. Some properties are recorded in the wrong place or not at all or have the incorrect attributes. It has not been possible to quality assure or review this dataset for the whole county of Kent.

3.4 Data restrictions and recording

3.4.1 Data restrictions and confidentiality

Some of the data provided for this report has restrictions on its use that Kent County Council must adhere to. These restrictions are summarised in Table 3.

Table 3 Data restrictions

Data source	Data restriction
Environment Agency	The use of some data is restricted to Kent County Council for the preparation of its preliminary flood risk assessment, including topographic data and the national receptor database. The use of other data is unrestricted.
Southern Water	The use of provided data is restricted to Kent County Council for the preparation of its preliminary flood risk assessment.
Thames Water	Necessary precautions must be taken to ensure that all information given to third parties is treated as confidential. The information must not be used for anything other than the purpose stated in the agreement. No information may be copied, reproduced or reduced to writing, other than what is necessary for the purpose stated in the agreement.

3.4.2 Data recording

As mentioned above flood history data is recorded in an ad hoc and inconsistent manner. Kent County Council will work with the Risk Management Authorities to develop a consistent recording template for future flood events that will have broad access, be held centrally and be available to the public.

4 Past flood risk

Flood records across Kent were collected from the data sources discussed in Table 2. Records of approximately 2,500 historical flood events and flooding hotspots were collected across Kent County Council's administrative area. A summary map highlighting the locations of these past flood events is illustrated in Figure 4.

These flood events came from a range of flood sources, and in many cases the source of flooding was unknown or not recorded, therefore some of these events may represent flooding from sources that we are not concerned with in the PFRA.

The distribution of data in Figure 4 does not necessarily represent the distribution of flood risk, it more accurately represents the quality of data recording by other RMAs in Kent. Each individual event recorded may represent the flooding of any number of properties, very few records specify the scale of the flood event, or may only indicate that a road was flooded or sandbags were requested.

There are no flood records that record the flooding of more than 1,000 properties or anything that approaches that number, which is approximately the order of event that we should be reporting in the PFRA, as outlined in Section 3.1. The largest flood event that records are available for is the flooding of the Pent Stream in Folkestone in August 1996, which flooded approximately 400 properties. However, the Pent Stream is a main river, which is not the subject of this report and mitigation measures have been put in place since this event.

Due to this lack of records no historic flood events have been considered to have had 'significant harmful consequences' and therefore none will be recorded in Annex 1 of the Preliminary Assessment Spreadsheet.

This record of flood events will be kept by Kent County Council as an evidence base. This will be built up in the future with further details of flood events and will then be used to support and inform future PFRA cycles as well as the Local Flood Risk Management Strategy.

5 Future flood risk

5.1 Overview of flood risks

5.1.1 Surface water

Kent County has the highest surface water flood risk of any LLFA in England, according to the Environment Agency's national surface water mapping exercises. Table 4 shows the number of properties indicated to be at risk in the top five LLFAs in the 1 in 200 year greater than 0.3 m event.

The flood risk in Kent is not concentrated in one area. Surface water flood risk is generally worse in urban areas, due to the lower infiltration potential of the surface and the increased density of the population. The population distribution in Kent is fairly even with no settlements having more than 10% of the population of Kent. Therefore the distribution of surface water flood risks in Kent is fairly even, with each district having at least one settlement or conurbation identified as at risk. This leads to a total risk in Kent that is very high and the challenge as a LLFA to manage this risk is significant.

Table 4 Properties at risk from surface water flooding

LLFA	Estimated number of properties at risk of surface water flooding <i>(flooding to a depth of 0.3 m from an event with a 1 in 200 annual chance of occurring)</i>
Kent	70,074
Hertfordshire	56,669
Hampshire	53,880
Essex	51,614
Surrey	49,405

The whole of Kent has approximately 70,000 properties at risk of surface water flooding, of which in excess of 60,000 are residential dwellings (this does not include dwellings that would be inaccessible in a surface water flood event as a result of blocked roads etc). This is estimated to be approximately 117,000 people at risk (using the national occupancy rate of 2.34 people per dwelling).

This highlights the significant issue in Kent: that the flood risk from local sources is relatively evenly spread and the management of local flooding will require investment in many different studies and initiatives over a long time period, rather than one project.

The flood risk from surface water for each settlement has been reported in Annex 2². The guidance for reporting future floods in Annex 2 is less strict than for past floods in Annex 1; there are no thresholds for Annex 2. Therefore, given the relatively small number of settlements and the presence of some surface water risk in all of them they have all been reported in Annex 2. Annex 2 is summarised in Table 5 and Figure 5 shows the relative risk to dwellings for all settlements.

As stated in Section 3.2.5, data is available for areas within each settlement and the risk to smaller areas can be determined, but the settlements have been used for the purposes of this report for their convenience. Future flood risk management decisions will be based upon the most relevant data at the most relevant scale, not necessarily on the statistics given for these areas alone.

² The count method used in this PFRA is slightly different to the method used by the Environment Agency, due to the availability of the data. Therefore the total number of properties at risk reported in Annex 2 does not exactly match the Environment Agency's total.

Table 5 Summary of settlement flood risks from 1 in 200 year greater than 0.3 m surface water event (ranked by dwellings at risk)

Settlement	Total Area, km ²	Total Population	Dwellings at risk	Critical Services at risk	Non-residential properties at risk	Rail and Roads at risk, km	Agricultural Land at risk, ha	OW Length, km	Comments
Maidstone	84.59	106,980	4,988	62	488	23.046	147	48	
Gravesend/ Northfleet	23.18	78,555	3,790	23	359	14.436	18	12	
Dartford	53.96	83,585	3,530	62	617	23.230	68	38	
Folkestone	16.17	46,305	3,389	31	336	11.780	17	13	
Canterbury	36.59	49,040	3,109	55	437	14.866	74	44	
Sittingbourne	27.69	45,235	2,878	30	239	15.941	62	16	
Tunbridge Wells/ Southborough	55.96	65,640	2,792	26	345	6.587	129	100	
Sevenoaks rural	297.90	47,430	2,673	55	250	59.048	1,020	368	
Dover	48.07	39,335	2,613	98	626	21.369	95	7	
Margate	14.23	47,940	2,320	21	101	6.724	14	0	
Ramsgate	12.13	41,335	1,825	18	290	7.115	9	4	
Tonbridge & Malling rural area	167.29	45,930	1,710	26	233	23.018	509	216	Significant potential for Ordinary Watercourse flooding
Whitstable	29.99	32,435	1,672	18	144	11.425	81	76	Significant potential for Ordinary Watercourse flooding
Medway Gap	37.36	33,145	1,517	27	179	16.091	109	22	Significant potential for Ordinary Watercourse flooding
Ashford	54.06	70,865	1,459	35	179	9.139	160	93	Significant potential for Ordinary Watercourse flooding
Tonbridge	36.01	38,305	1,334	14	109	8.212	133	59	Significant potential for Ordinary Watercourse flooding
Herne Bay	31.06	38,045	1,215	17	100	11.457	58	81	Significant potential for Ordinary Watercourse flooding
Hythe	12.27	14,060	1,169	11	120	5.017	11	20	

Settlement	Total Area, km ²	Total Population	Dwellings at risk	Critical Services at risk	Non-residential properties at risk	Rail and Roads at risk, km	Agricultural Land at risk, ha	OW Length, km	Comments
Swanley	9.13	20,710	1,158	15	39	8.404	37	0	
Swale rural	244.52	28,720	1,157	27	155	32.585	753	172	Significant potential for Ordinary Watercourse flooding
Maidstone rural	284.90	35,340	1,101	30	123	29.743	750	429	Significant potential for Ordinary Watercourse flooding
Canterbury rural	211.44	29,575	1,071	24	165	24.004	662	262	Significant potential for Ordinary Watercourse flooding
Deal	17.02	28,995	1,011	6	79	3.830	17	43	Significant potential for Ordinary Watercourse flooding
Ashford rural	506.09	36,365	977	46	145	26.338	1,674	893	Significant potential for Ordinary Watercourse flooding
Dover rural	199.22	26,250	968	36	107	22.449	653	179	Significant potential for Ordinary Watercourse flooding
Sevenoaks	21.51	24,305	944	19	163	6.976	27	10	
Broadstairs	11.36	24,870	943	13	80	4.238	7	0	
Faversham	11.37	18,575	942	13	40	4.043	19	13	
Shepway rural	266.31	20,710	815	26	109	16.942	478	416	
Isle of Sheppey	91.26	39,335	749	21	149	3.468	131	199	Significant potential for Ordinary Watercourse flooding
Gravesham rural	65.86	15,785	682	16	53	13.690	190	18	
Birchington	7.33	10,095	439	2	18	1.395	17	7	
Tunbridge Wells rural	197.10	20,310	432	20	75	6.900	602	409	Significant potential for Ordinary Watercourse flooding
Dartford rural	18.81	10,015	391	8	54	4.982	78	5	
Paddock Wood	9.83	8,145	390	8	18	2.555	36	29	Significant potential for Ordinary Watercourse flooding
Thanet rural	58.38	6,650	323	6	66	3.518	136	99	
Meopham	9.98	4,485	310	3	5	2.431	25	0	



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Settlement	Total Area, km ²	Total Population	Dwellings at risk	Critical Services at risk	Non-residential properties at risk	Rail and Roads at risk, km	Agricultural Land at risk, ha	OW Length, km	Comments
Edenbridge	22.02	8,635	302	6	60	2.010	96	41	
Hartley and New Ash Green	19.78	12,100	268	5	28	1.665	54	0	
Benenden and Cranbrook	54.09	7,565	210	6	65	1.033	120	133	
Tenterden	20.47	6,850	155	4	23	0.633	54	45	Significant potential for Ordinary Watercourse flooding
Sandwich	35.61	6,830	141	4	25	1.464	67	79	Significant potential for Ordinary Watercourse flooding
Pembury	14.34	5,900	102	4	6	0.872	32	21	
Aylesham	15.52	4,725	66	0	5	1.005	53	0	
Staplehurst	23.85	5,875	63	0	15	1.148	62	48	
Lydd	48.24	6,170	18	2	7	0.065	5	107	Significant potential for Ordinary Watercourse flooding
New Romney	6.41	6,975	12	1	12	0.144	2	12	Significant potential for Ordinary Watercourse flooding
Dymchurch and St. Mary's Bay	7.29	6,140	0	0	1	0.079	1	20	Significant potential for Ordinary Watercourse flooding

5.1.2 Groundwater

The potential risk from groundwater in Kent is significant. The chalk hills of the North Downs and the sandstones and greensands of the Weald represent potential sources of groundwater flooding.

The Environment Agency's areas susceptible to groundwater flooding map is shown in Figure 6. The groundwater data is only indicative and groundwater flooding is indicated to affect most settlements in Kent to some degree. Due to the widespread indicative risk given by this dataset and its inherent inaccuracy, no additional areas of future flooding have been identified based on groundwater flood risk. Groundwater flooding is a countywide risk.

5.1.3 Ordinary watercourses

Ordinary watercourses also pose a significant risk in Kent. The presence of four large IDBs (the Upper and Lower Medway, the Romney Marshes Area and the River Stour IDBs) testifies to the drainage sensitivity in Kent. The areas the IDBs cover along some other ordinary watercourses in district authority control are potential areas of flood risk.

Figure 7 shows settlements with a high concentration of ordinary watercourses (given by length of ordinary watercourse per area of settlement). Figure 7 does not include any estimate of the risk to population or property. Some of the settlements have low populations and the risk posed may be low, although there may be risks to other receptors, for example farmland or transport infrastructure.

The areas at risk from surface water flooding within these settlements may also be at risk from ordinary watercourse flooding. No additional areas have been identified as at risk of ordinary watercourse flooding in addition to the surface water risk areas, as the risk cannot be quantified. Comments have been added to the existing risk areas in Annex 2 where relevant.

5.2 Locally agreed surface water information

Other than the Environment Agency datasets, the only specific surface water information available in Kent is the Dover SWMP. This data has been used as the locally agreed surface water information to assess the risk in Dover. Elsewhere the FMfSW has been used as the locally agreed surface water information for the reasons given in Section 3.3. However that does not preclude using all available data to inform future decisions.

Work is progressing in other areas of Kent that may provide new locally agreed surface water information for other areas.

5.3 Climate change and long term developments

5.3.1 The evidence

There is clear scientific evidence that global climate change is happening now. It cannot be ignored.

Over the past century around the UK we have seen sea level rise and more of our winter rain falling in intense wet spells. Seasonal rainfall is highly variable. It seems to have decreased in summer and increased in winter, although winter amounts have changed little in the last 50 years. Some of the changes might reflect natural variation, however the broad trends are in line with projections from climate models.

Greenhouse gas (GHG) levels in the atmosphere are likely to cause higher winter rainfall in future. Past GHG emissions mean some climate change is inevitable in the next 20-30 years. Lower emissions could reduce the amount of climate change further into the future, but changes are still projected at least as far ahead as the 2080s.

We have enough confidence in large scale climate models to say that we must plan for change. There is more uncertainty at a local scale but model results can still help us plan to adapt. For example we understand rain storms may become more intense, even if we can't be sure about exactly where or when. By the 2080s, the latest UK climate projections (UKCP09) are that there could be around three times as many days in winter with heavy rainfall (defined as more than 25mm in a day). It is plausible that the amount of rain in extreme storms (with a 1 in 5 annual chance, or rarer) could increase locally by 40%.

5.3.2 Climate change impacts

If emissions follow a medium future scenario, UKCP09 projected changes by the 2050s relative to the recent past are:

- Winter precipitation increases of around 18% (very likely to be between 2% and 39%).
- Precipitation on the wettest day in winter up by around 16% (very unlikely to be more than 34%).
- Relative sea level is very likely to rise between 10 cm and 40 cm from 1990 levels (not including extra potential rises from polar ice sheet loss).
- Peak river flows in a typical catchment likely to increase between 11% and 24%.

5.3.3 Implications for flood risk

Climate changes can affect local flood risk in several ways. Impacts will depend on local conditions and vulnerability.

Wetter winters and more of this rain falling in wet spells may increase river flooding, especially in the rapidly responding catchments draining the South Downs and Weald.

More intense rainfall causes more surface runoff, increasing localised flooding and erosion. In turn, this may increase pressure on drains, sewers and water quality. Storm intensity in summer could increase even in drier summers, so we need to be prepared for the unexpected.

Rising sea or river levels may increase local flood risk inland or away from major rivers because of interactions with drains, sewers and smaller watercourses.

There is a risk of flooding from groundwater in the county. Recharge may increase in wetter winters, or decrease in drier summers.

Where appropriate, we need local studies to understand climate impacts in detail, including effects from other factors like land use. Sustainable development and drainage will help us adapt to climate change and manage the risk of damaging floods in future.

5.3.4 Adapting to change

Past emission means some climate change is inevitable. It is essential we respond by planning ahead. We can prepare by understanding our current and future vulnerability to flooding, developing plans for increased resilience and building the capacity to adapt. Regular review and adherence to these plans is key to achieving long-term, sustainable benefits.

Although the broad climate change picture is clear, we have to make local decisions with uncertainty. We will therefore consider a range of measures and retain flexibility to adapt. This approach, embodied within flood risk appraisal guidance, will help to ensure that we do not increase our vulnerability to flooding.

5.3.5 Long term developments

It is possible that long term developments might affect the occurrence and significance of flooding. However current planning policy aims to prevent new development from increasing flood risk.

In England, Planning Policy Statement 25 (PPS25) on development and flood risk aims to 'ensure that flood risk is taken into account at all stages in the planning process to avoid inappropriate development in areas at risk of flooding, and to direct development away from areas at highest risk. Where new development is, exceptionally, necessary in such areas, policy aims to make it safe without increasing flood risk elsewhere and where possible, reducing flood risk overall'.

Adherence to Government policy ensures that new development does not increase local flood risk. However, in exceptional circumstances the Local Planning Authority may accept that flood risk can be increased contrary to Government policy, usually because of the wider benefits of a new or proposed major development. Any exceptions would not be expected to increase risk to levels which are 'significant' (in terms of the Government's criteria).

6 Review of indicative Flood Risk Areas

The Environment Agency has not identified any indicative Flood Risk Areas in Kent, which are defined by the Minister as areas with more than 30,000 people at risk of surface water flooding. Undertaking the PFRA and reviewing

the data available has not lead to a need to challenge this view. The highest risk in Kent is in Maidstone, with approximately 11,700 people estimated to be at risk.

Therefore no amendments have been proposed to the indicative flood risk areas in Kent as a consequence of this PFRA.

7 Next steps

7.1 Local Strategy

This PFRA has given us a clearer picture of the areas in Kent that are at the greatest risk. The next step will be to take this work forward into the Local Strategy to develop a better picture of the local flood risks and explore opportunities to reduce those risks.

In particular the Local Strategy should address the shortcomings in the quality of the data used in this study, as highlighted in Section 3.3. The Local Strategy must ensure that areas identified as at risk are genuinely at risk and improve the understanding of the impact of ordinary watercourse flood risk.

7.2 Data collection

KCC will work with other RMAs in Kent to develop a consistent system for recording flood events in the county to inform flood risk management decisions and provide evidence for the review of the PFRA in six years. This system should be available to all relevant authorities, including district councils, Environment Agency, Internal Drainage Boards and Emergency Services.

8 References

- Ashford Borough Council (2006) Strategic Flood Risk Assessment
- Defra (2006) Flood and Coastal Defence Appraisal Guidance, FCDPAG3 Economic Appraisal, Supplementary Note to Operating Authorities – Climate Change Impacts. October 2006
- Defra (2010) Surface Water Management Plan Technical Guidance
- Defra / WAG (2010) Selecting and reviewing Flood Risk Areas for local sources of flooding – Guidance to Lead Local Flood Authorities
- Dover District Council (2007) Strategic Flood Risk Assessment
- Environment Agency (2010) Flood Map for Surface Water – Property Count Method
- Environment Agency (2010) Preliminary Flood Risk Assessment – Annexes to the Final Guidance (Report – GEHO1210BTHF0E0E)
- Environment Agency (2010) Preliminary Flood Risk Assessment - Final Guidance (Report – GEHO1210BTGH0E0E)
- Environment Agency (2011) Flood Risk Regulations – PFRA FAQs



Kent Thameside Delivery Board (2009) Water Cycle Strategy (incl. Strategic Flood Risk Assessment)

Maidstone Borough Council (2008) Strategic Flood Risk Assessment

Parliament (2010) The Flood and Water Management Act

Sevenoaks District Council (2008) Strategic Flood Risk Assessment for Local Development Framework

Shepway District Council (2009) Strategic Flood Risk Assessment

Thanet District Council (2009) Strategic Flood Risk Assessment

The Pitt Review (2008) Learning lessons from the 2007 floods

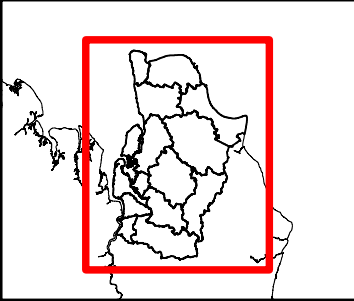
Tonbridge and Malling Borough Council (2006) Strategic Flood Risk Assessment Stage 2 Report

Tunbridge Wells Borough Council (2009) Strategic Flood Risk Assessment Level 2



FIGURES



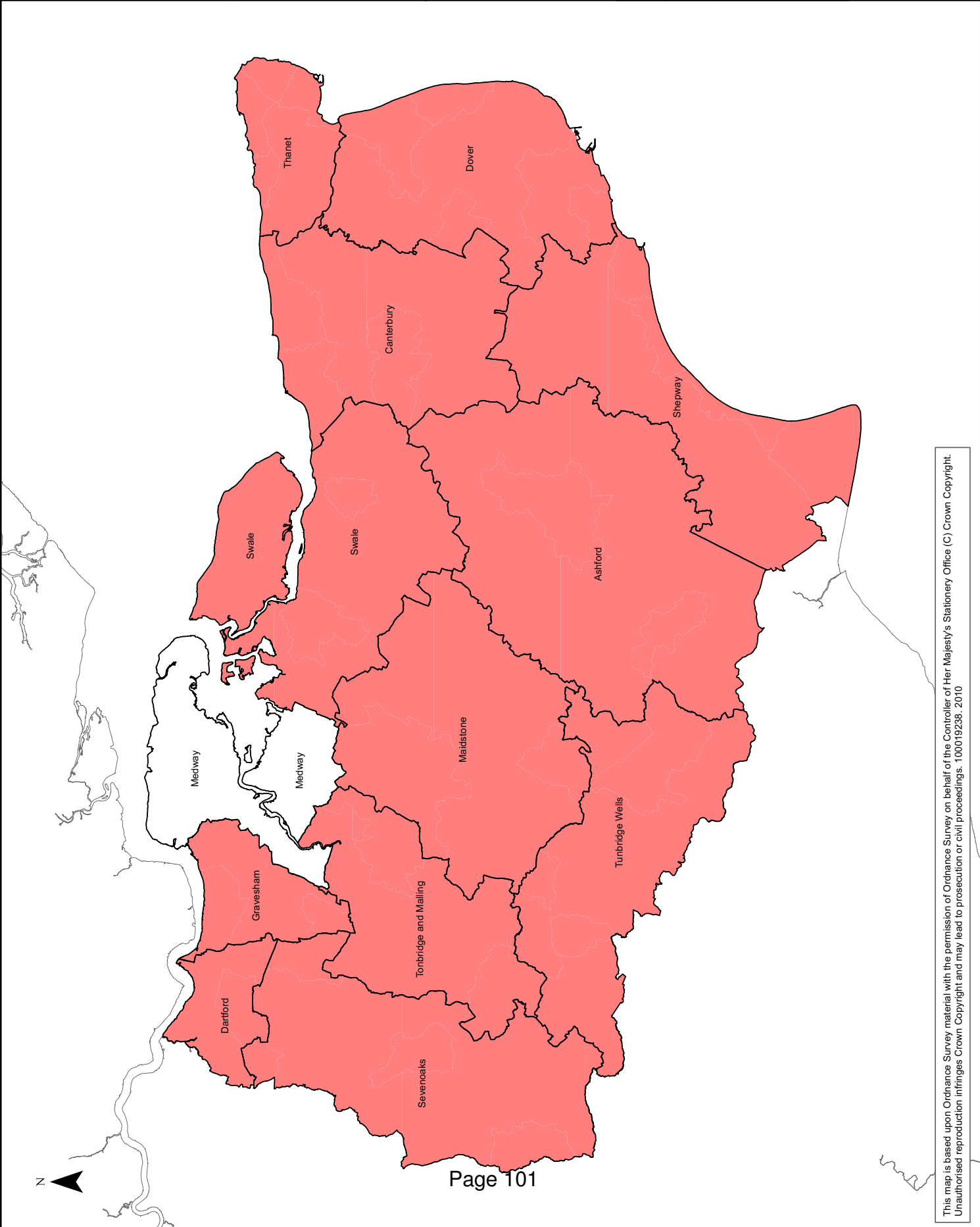
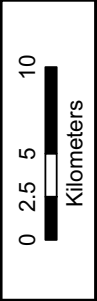


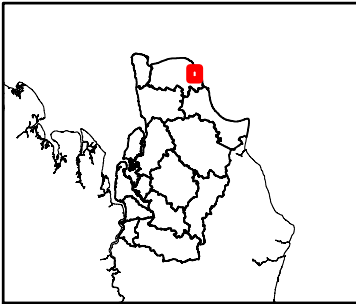
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KCC Districts

Drawing Title:
PFRA Study Area

Drawing Number:
Figure 1



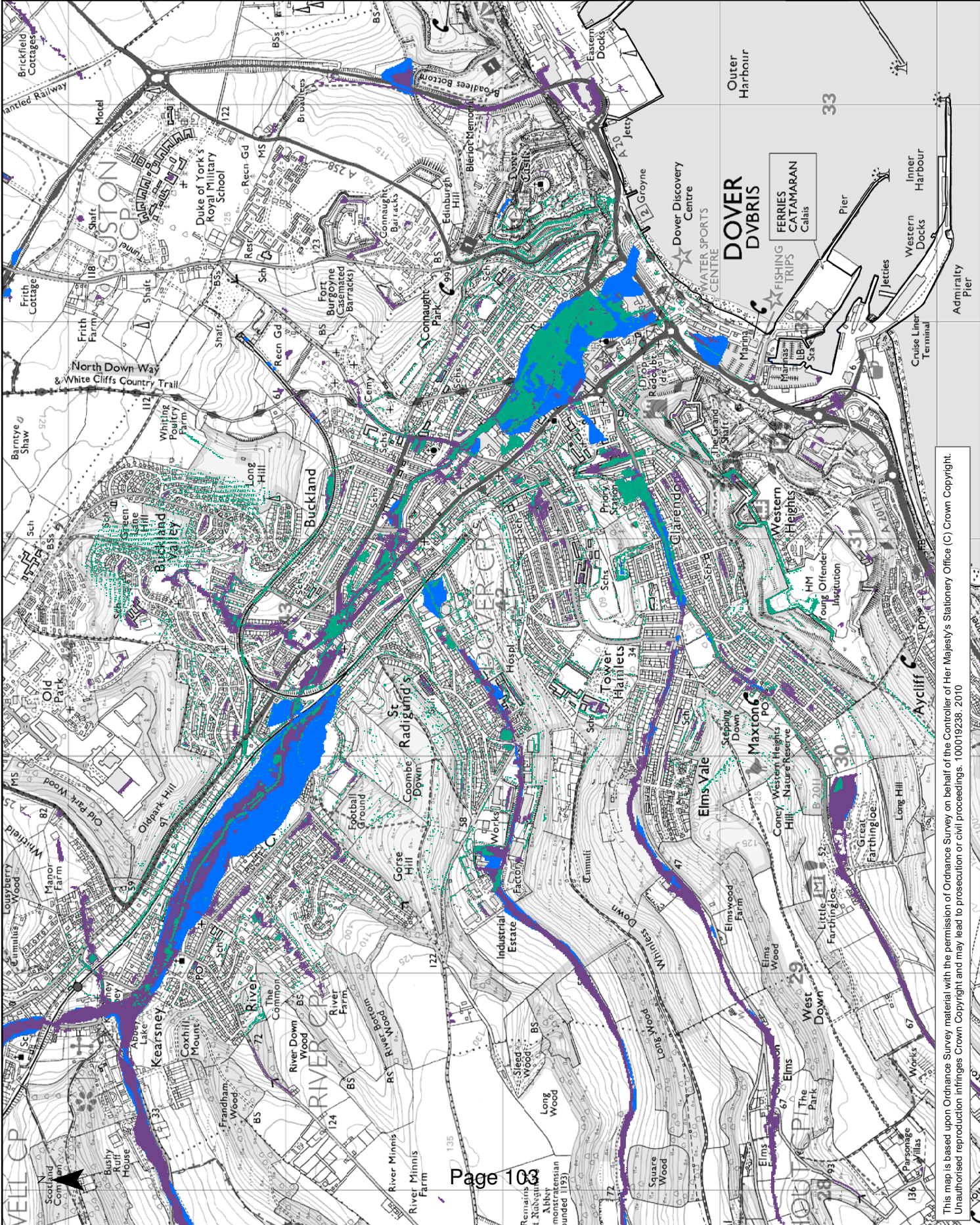
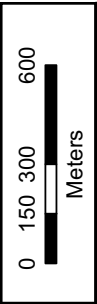


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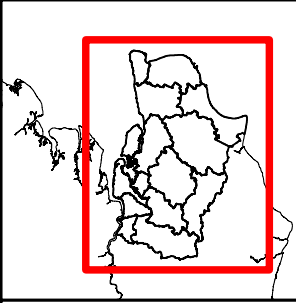
- Dover SWMP
- FMSW
- ASISW

Drawing Title:
 Comparison of Environment Agency Maps with Dover SWMP

Drawing Number:
 Figure 3



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● Recorded Flood Events

■ Sewer flooding incident postcode area

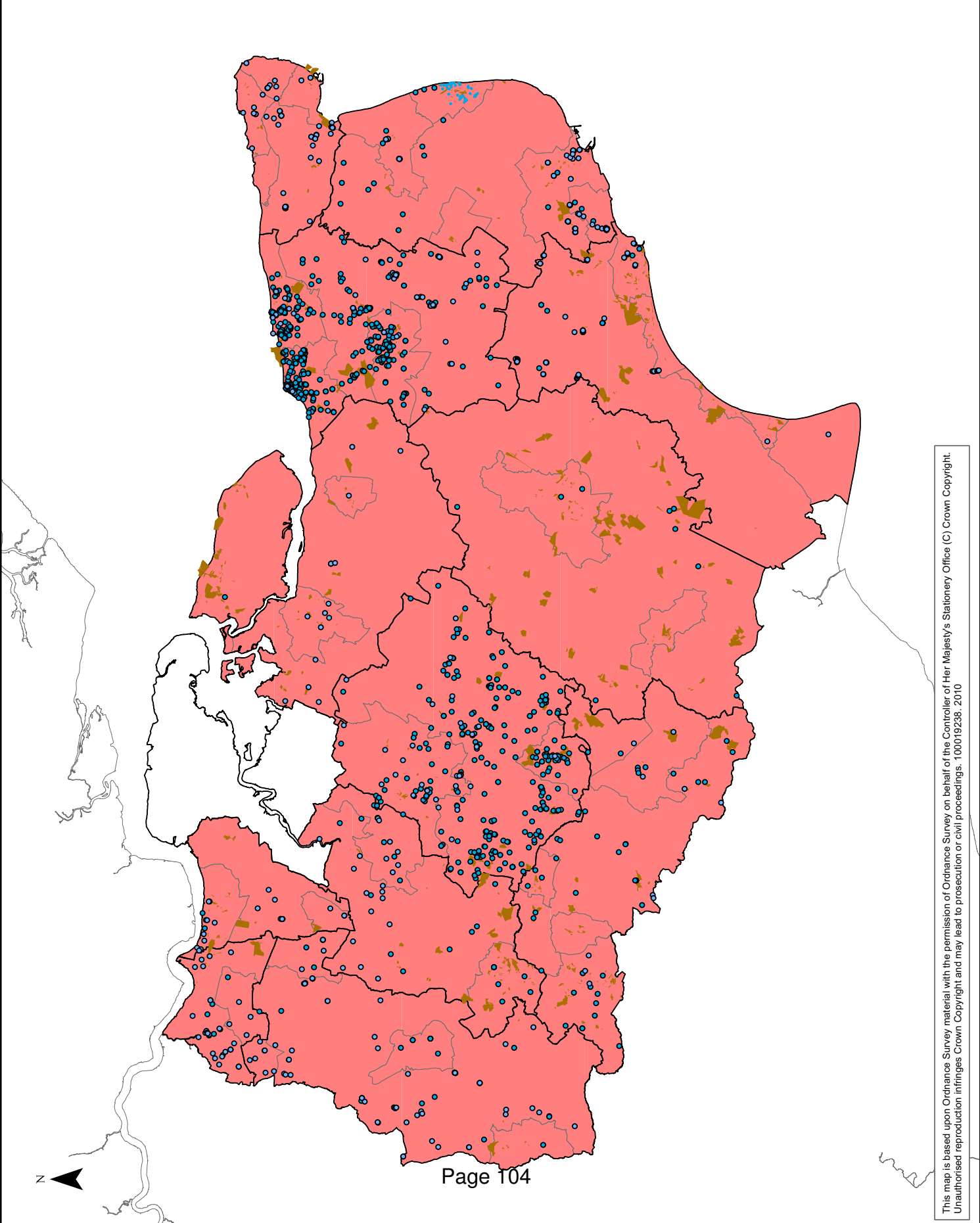
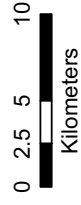
Note:
The size of the sewer flooding incident areas represents the size of the postcode area the incident occurred in not the scale of the flood event.

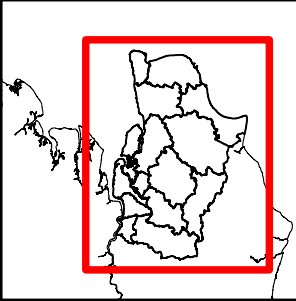
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Recorded Past Flood Events

Drawing Number:

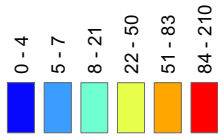
Figure 4





Legend

Dwellings predicted to be flooded by 1 in 200 year rain storm event
Flooded dwellings per sq. km

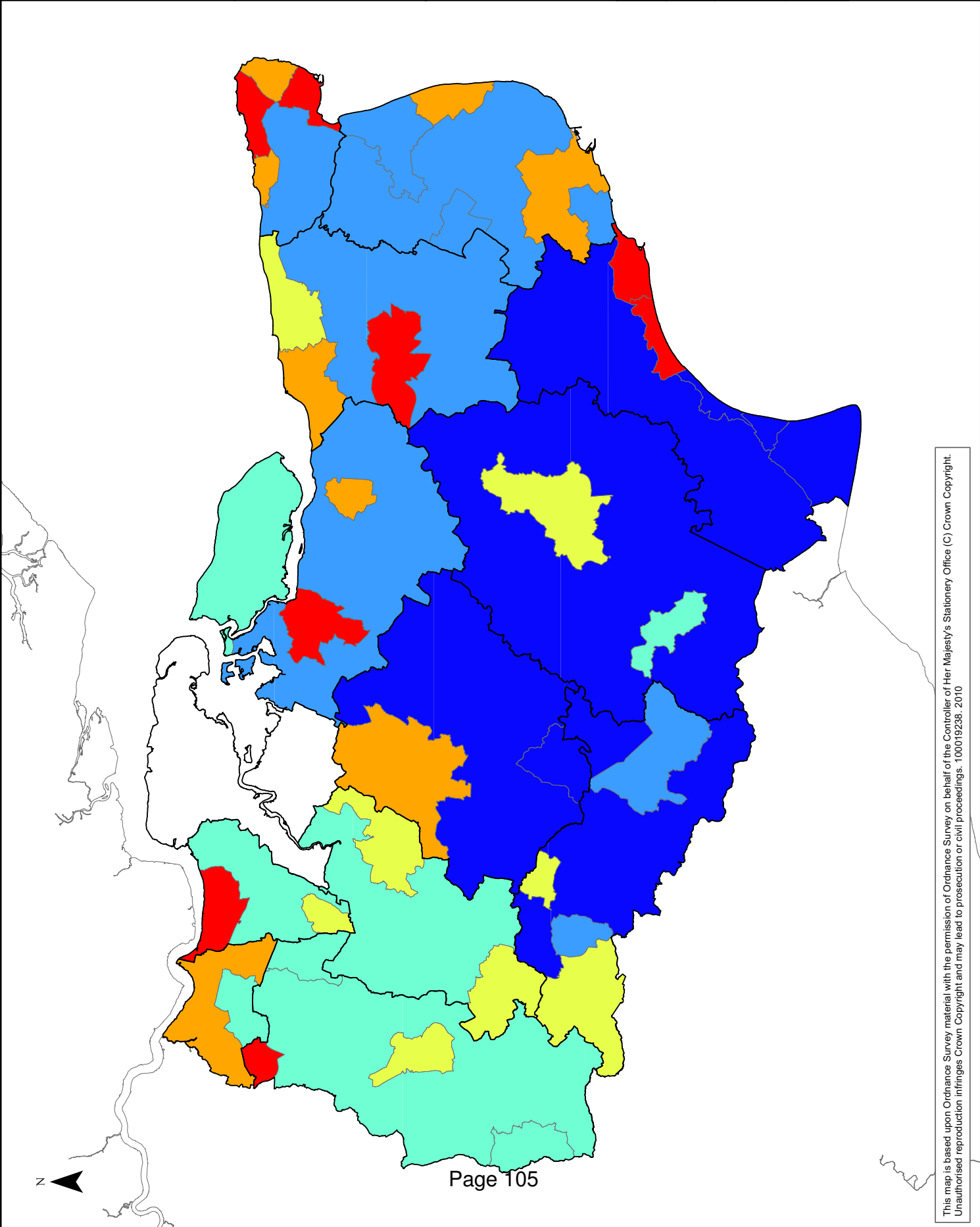
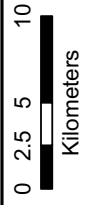


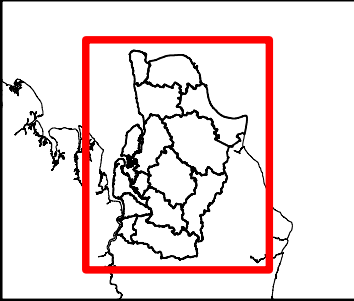
Drawing Title:

Surface Water Flood Risk to Settlements

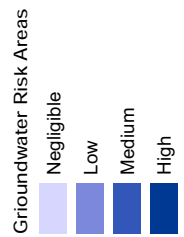
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Figure 5





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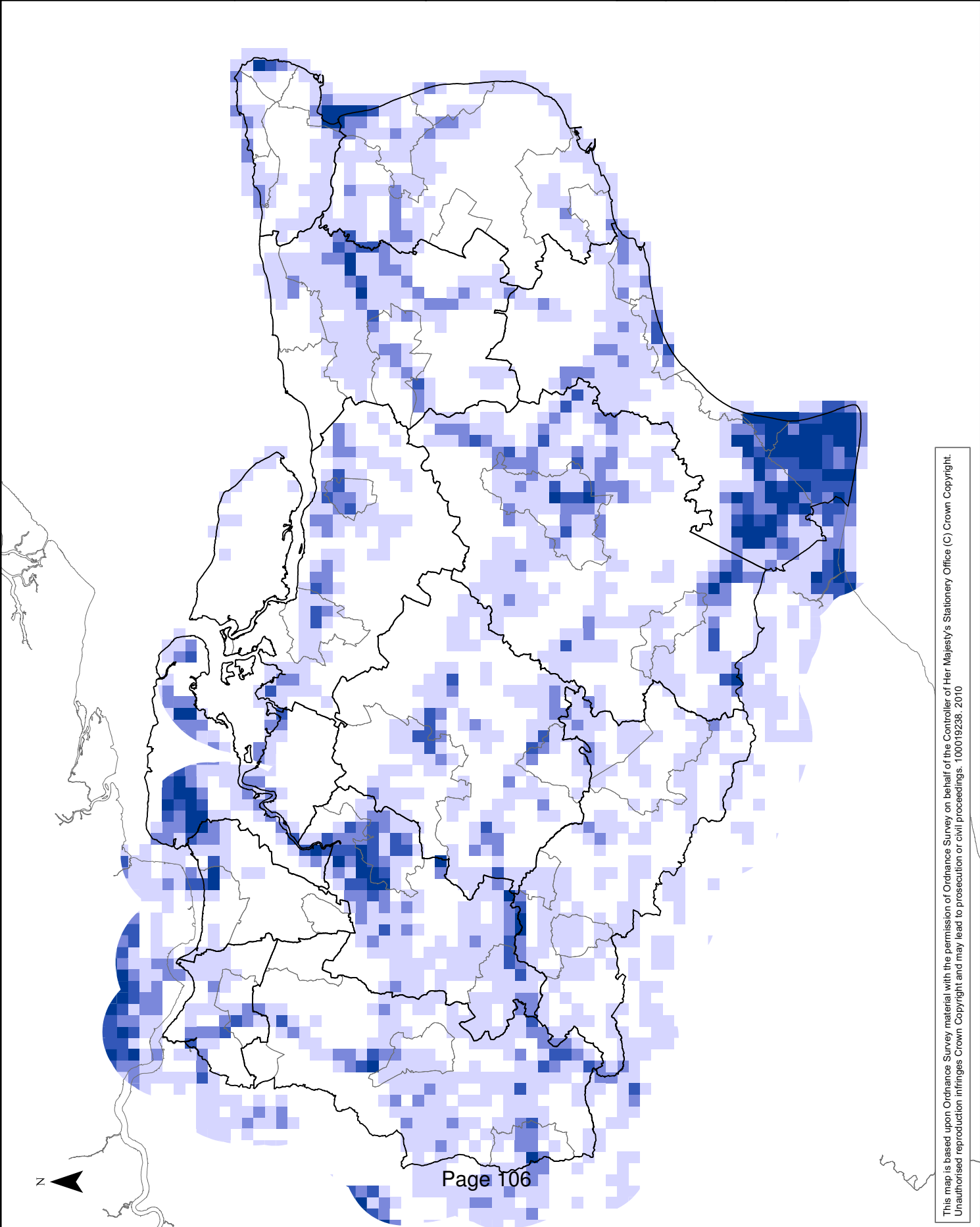
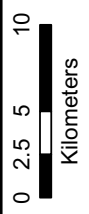


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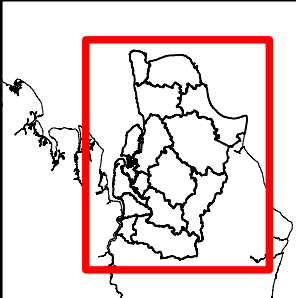
Groundwater Risk Areas

Drawing Number:

Figure 6



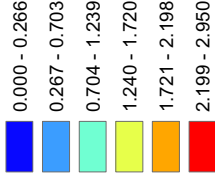
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Legend

OW Risk to Settlements

Length per unit area km/km²

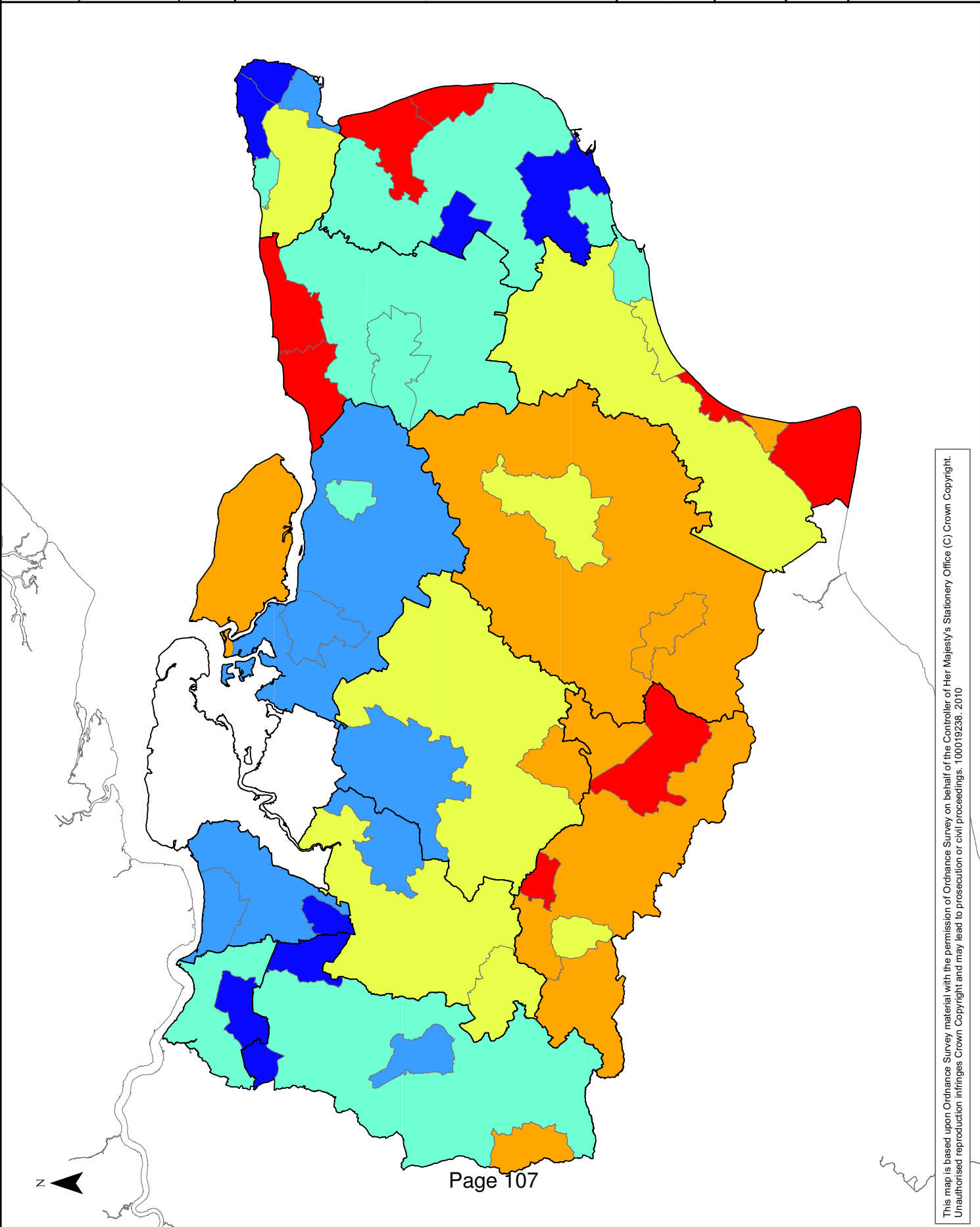
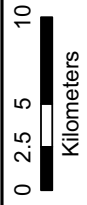


Drawing Title:

Length of Ordinary
Watercourse in Settlements

Drawing Number:

Figure 7





ANNEXES



Annex 1: Records of past floods and their significant consequences

Please refer to Annex 1 of the Preliminary Assessment Spreadsheet submitted electronically with this report. However, as discussed in Section 5, due to the lack of data that was available regarding the consequences of past flooding, no flood events have been considered to have 'significant harmful consequences', so none have been recorded in this annex.

Annex 2: Records of future floods and their significant consequences

Please refer to Annex 2 of the Preliminary Assessment Spreadsheet submitted electronically with this report. This spreadsheet includes a complete record of future flood risk within Kent, including details of the potential consequences of flooding to key risk receptors within the county.

Annex 3: Records of flood risk areas

Please refer to Annex 3 of the Preliminary Assessment Spreadsheet submitted electronically with this report. As no Flood Risk Areas have been proposed in Kent and this is not disputed, there are no records in this annex.

Annex 4: Review checklist

Please refer to Annex 4, submitted electronically with this report, which contains the review checklist that has been provided by the Environment Agency to act as a checklist for reviewing PFRA submissions.

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To: Environment, Highways & Waste Policy Overview and Scrutiny Committee
5 July 2011

By: John Burr, Director of Kent Highway Services
Bryan Sweetland, Cabinet Member, Environment, Highways & Waste

Title: Winter Service 2010/11 review

Subject: A review of Kent Highway Services response to the winter weather experienced at the end of 2010 and proposals for the coming winter season

Classification: Unrestricted

Summary: This report details the actions taken by staff in Kent Highway services last winter. It covers the new initiatives that were piloted including the use of district council labour, issuing some parishes with jumbo salt bags and the increased use of the media including the KCC website to keep the public informed. The report also asks Members to consider and decide on the options for the future supply of salt bins to parishes and communities and sets out the expenditure for winter service including the cost of snow emergencies experienced during December 2010.

1. Introduction

On 14 September 2010 the Environment, Highways and Waste Policy Overview Committee supported the Winter Service Policy Statement and Plan for 2009/10 and these were used as the basis for all winter service operations. This report will cover the actions taken due to the severe weather experienced at the end of 2010 and other actions taken by Kent Highway Services to manage the winter service.

It is generally accepted that the winter service during 10/11 was a significant improvement on the previous year. And it is vital that year on year learning and improvements continue to be built into the winter plan.

2. Financial implications

The allocated budget for winter service for 2010/11 was £2,490,581. There were two snow emergencies on 1st to 5th and 18th to 24th December 2010 the respective cost of which were £718,010 and £925,922. Apart from these the total expenditure on winter service for 2010/11 was £1,643,932.

3. Consultation and communication

Last year a consultation exercise was carried out of the winter service delivered by Kent Highway Services. The final consultation report was produced by Ipsos MORI on 12 June 2010. Additionally the views of Members

of the Environment, Highways and Waste Policy Overview and Scrutiny committee and Joint Transportation Boards were sought and the results thereof were added to the consultation report to produce a revised draft Winter Service Policy 2010/11. As a result of the consultation a number of specific actions were taken and these are outlined below:

3.1 Joint working with district councils – District council chief executives expressed through the consultation that they were keen for their staff to be involved in the winter service during snow emergencies. Arrangements were therefore put in place with all district councils in the county whereby their staff were deployed to carry out pre-determined snow clearance, mainly in town centres. This proved to be successful with staff being deployed as needed in most cases. It is planned that this arrangement will be put in place again this year and a meeting with district council staff will be held in the next few months.

3.2 Salt bags – in order to provide parish councils with a resource that they could manage and utilise during snow, 1 tonne salt/sand mix bags were distributed to over 100 parishes around the county. Some difficulties were encountered as the decision had been made to deliver the bags once KHS were informed by our weather forecast provider that snow was on the way. This led to a delay in some of the bags being delivered. Therefore for the coming winter, it is proposed that the bags be delivered at the end of October/beginning of November and parishes can store these and use them during the winter season as necessary.

3.3 Media and communications – the consultation made it clear that residents want to know as much as possible about the actions that KHS take during winter and especially during snow emergencies. The decision was therefore taken to improve the KCC website and provide details of routes and localised district information on the location of salt bins. Short film clips were also provided explaining the service and how to distribute the salt from salt bins. We were also very proactive with the media in particular TV and radio and a number of interviews were given to both the BBC and Meridian and daily radio updates were provided on snow days. The Contact Centre was kept informed of actions being taken by daily reports from KHS staff around the county.

4. Farmers

Over 180 farmers assist in clearing snow in rural areas on snow days. Last year the decision was taken to renew the existing contracts and replace them with new three year contracts. The majority of the farmers renewed and a few new ones were taken on.

5. Salt bins – options

There are currently over 2000 salt bins located around the county. The 2010/11 winter service policy states that salt bins are purchased by KHS after they have been assessed by an engineer. A set budget is allocated and salt bins are provided according to the score up to the budget limit. KHS then fills and maintains the bins. Additionally Members can use their Member Highway

Fund to purchase salt bins on behalf of parishes (this will be allowed even if the proposed site does not meet the required score).

Some parishes and community groups have expressed a desire to purchase and maintain their own salt bins and therefore Members of this committee are asked to consider the two options presented below and make a recommendation on which option should be included in this year's Winter Service Policy:

Option 1 – Status Quo - as stated above.

Advantages - salt bins are limited and managed by KHS and this limits the proliferation of salt bins around the county. Costs can be managed for future maintenance and filling

Disadvantage –does not meet the wishes/needs of all parishes and community groups

Option 2 – Parishes and community groups purchase their own salt bins

Advantages

(i) Parishes take control of what is bought for their own area

(ii) They take responsibility for future maintenance and filling

Disadvantages

(i) Increase in salt bins across the county, potentially with some that are not necessary in areas where KHS already provide winter service gritting

(ii) From previous experience it is likely that in time these may become the responsibility of KHS in respect of maintenance, replacement and filling

6. Salt/sand mix

Due to the limited effect of rock salt on snow, it is proposed that salt bags and bin and fill with a mixture of salt/sand. This not only provides increased traction in heavy ice/snow conditions but also provides increased visibility of the treatment applied. In extreme snow conditions a salt/sand mix will also be applied to carriageways for the reasons quoted above as well as reducing the call on constrained national salt availability.

7. Equality impact assessment

An initial screening has been carried out on the winter service policy and work is in progress for a full impact assessment to be made and the results of this will be reported to a future meeting of this committee.

8. Conclusion

Last winter was reportedly the worst for many years and this led to two snow emergencies being declared across the whole of Kent. Lessons had been learnt from previous years and the results of a consultation exercise were included in the winter service policy and plan. Closer working with district councils, parishes and the media led to a more effective service. Farmers'

contracts were renewed and they contributed to the service provided in rural areas. Salt bins still continue to be an area of concern for parishes and two options have been set out in this report for Members to discuss and make a decision.

8. Recommendations

This committee is asked to decide on which option should be adopted for the provision of salt bins for the 2011/12 winter period. The rest of the report is to be noted.

Background documents:

Kent Highway Services Winter Service Policy 2010/11

Ipsos MORI consultation report into Kent Highway Services Winter Service
June 2010

Contact details – Carol Valentine, Highway Manager (West), 08454 242800,
carol.valentine@kent.gov.uk

Environment, Highways & Waste Policy Overview and Scrutiny Committee

5th July 2011

Member Highway Fund

Background

Members are invited to discuss;

- i) How their Member Highway Fund (MHF) experience could be improved building on the new staffing structure in KHS
- ii) How MHF could evolve under the localism agenda and how new Locality Boards could engage in the process.

Highway Fund Improvements

A paper was presented to the January 2011 POSC and recommended retention of the Member Highway Fund scheme beyond the pilot phase with some changes to make it more user friendly. These recommendations were introduced from 1st April 2011 and include;

- A more flexible Investigation Fee process
- Shortening the lead time for Cabinet Member approval
- Use of external contractors

The re-structuring of KHS offers many opportunities for greater efficiency across the service. One of the key issues slowing down Member Highway Fund schemes has been the handover across different delivery teams. The new KHS structure will facilitate a more efficient process by creating a “start to completion” team for schemes including those funded through Member Highway Fund. This will shorten lead times and leave the whole responsibility for delivery with one team. A copy of the new structure is attached.

In the short-term and in order to deal with Members frustrations concerning delivery times, a team of six dedicated officers have been assigned to deal with highway fund scheme development.

Locality Boards

The idea of linking the Member Highway Fund with Locality Boards is an interesting one and worthy of consideration. The Boards could add a great deal of value by being a conduit for schemes and it could act as watchdog and balance for both the type of schemes being chosen by Members and the delivery time taken to complete the work. A more radical solution would be for Member Highway Fund to be pooled into a Locality Board.

Conclusion

Changes introduced to the Member Highway Fund in April are bedding in. There remains a concern amongst Members that schemes are being delivered too slowly and this is justified in some cases. The re-structuring of KHS offers a real opportunity to make a step change improvement in this regard.

Locality Boards could have a pro-active role in guiding Members on scheme content and acting as a “policeman” on scheme delivery.

David Hall
Future Highways Manager

01622 221081
David.hall@kent.gov.uk

Traffic Schemes & MHF Manager
KR12

Member Highway Fund Team Leader 1 x KR11 (Indicative)
Schemes/Safety Critical Team Leader 1 x KR11 (Indicative)

Engineers 19 x KR8/9/10
MHF/Safety Critical/TROs/Diversionary Routes

MHF Officer
1 x KR6 (Indicative)

TSO
2 x KR6

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By: Head of Democratic Services

To: Environment, Highways and Waste Policy Overview and Scrutiny Committee - 5 July 2011

Subject: **SELECT COMMITTEE - UPDATE**

Classification: Unrestricted

Summary: This report updates Members on current Select Committee work and invites suggestions for future Select Committee Topic Reviews.

Current Select Committee Review Work

1. The following reviews are underway:-

Educational Attainment at Key Stage 2 – The Select Committee held its first meeting in early February to elect Mr C T Wells as its Chairman and agree its terms of reference and scope. Informal briefings, then hearings and visits, are taking place in May, June, July and possibly September. If this is the case, it is unlikely that the Select Committee will be able to submit its final report to full Council in December, and a revised timetable will be prepared for consideration by the Scrutiny Board.

The contacts in Democratic Services for this Select Committee are: Research Officer Pippa Cracknell (01622 694178) and Assistant Democratic Services Manager Denise Fitch (01622 694269).

The Student Journey – This Committee held its first meeting in late April, at which it elected Mr K Smith as Chairman and Mr M C Dance Vice-Chairman, and agreed its terms of reference and scope. Evidence gathering hearings are taking place in June and July, and a series of visits, further hearings and work with stakeholders is planned for September and October. The review will submit its final report to the full Council in May 2012.

The contacts in Democratic Services for this Select Committee are: Research Officer Gaetano Romagnuolo (01622 694292) and Democratic Services Officer Theresa Grayell (01622 694277).

Dementia – The Select Committee held its first meeting in January to elect Mrs T Dean as its Chairman, and held briefing and training sessions to give Members a background to the issue. A focus group made up of professionals also met for the first time in January, with the aim of feeding into the review's terms of reference and scope. Visits to day centres, care homes, dementia cafés and meetings with peer support groups, carers and people with dementia took place through February, with hearings taking place through March and early April. A number of organisations have offered to undertake small pieces of work and

engagement which will feed into the review. The Select Committee met in early June to take stock of its findings and identify any further evidence needed, prior to drafting its report over the summer to go to full Council in December 2011.

The contacts in Democratic Services for this Select Committee are: Research Officer Sue Frampton (01622 694993) and Democratic Services Officer Christine Singh (01622 694334).

Suggestions for Select Committee Topic Reviews

2. If Members have any suggestions of topics they would like to put forward for consideration for inclusion in the future topic review work programme, they should contact the Democratic Services Officer for this POSC.

Recommendation:-

3. Members are asked to note the review work currently underway and advise the Democratic Services Officer of any topics which they would like to put forward for consideration for inclusion in the future Select Committee Topic Review Work Programme.

Karen Mannering
Democratic Services Officer

Background Information: *Nil*

telephone: 01622 694367
e-mail: karen.mannering@kent.gov.uk