

Appendix 1

Kent County Council Road Closures

Case Study Horn Street, Folkstone

BACKGROUND

Kent County Council street Works team received a permit from Southern Water (SW) in October 2018 advising that they required a Road closure of Horn Street, Folkstone in order to facilitate the installation of 190 meters of new sewer. Southern Water advised KCC that the works were a priority as they were receiving reports, including from the local school, that foul water was backing up due to the capacity issues on the existing sewer.

Due to the location of the sewer and the width of the carriageway the works required a road closure in order to protect the workforce and the traveling public.

Kent County Council looked at the extent of the works and agreed the works could commence under closure in January 2019 with a projected end date of 29th April 2019.

Copies of Diversions and TTRO applications were received and processed by the Street Works team. Southern Water erected advanced warning signs and letter dropped all affected residents.

Works started on 28th January 2019. Once on site, and in discussions with both KCC personnel and residents about access to their properties, Southern Water were able to change their work methodology and extend the length of their site which increased the amount of ground they could have out at any one time. This enabled SW to have 3 crews working at the location; one dig crew, one pipe installation crew and one reinstatement crew. The road closure was reopened a month ahead of schedule.

KCC only received 1 enquiry about this closure from a local business who required some supplementary signage advising that "business was open as usual" which Southern Water supplied and erected on site.

No complaints for the works were received by either Southern Water or Kent County Council.

Related documentation (attached)

- Copy of TTRO Application
- Copy of Traffic Order
- Copy of consultation Email to key Stakeholders
- Copy of diversion route



Highways, Transportation and Waste Streetworks

East Kent
Ashford Highway Depot, Henwood Industrial Estate
Javelin Way, Ashford, TN24 8AD
Tel: 03000 418369 – Fax: 03000 422835

Mid Kent (Canterbury & Swale)
Faversham Highway Depot
Canterbury Road, Faversham, ME13 8LY
Tel: 03000 418338 – Fax: 03000 422833

Mid Kent (Maidstone and Tonbridge & Malling) and West Kent
Aylesford Highway Depot, St Michaels Close
Aylesford, ME20 7BU
Tel – Mid Kent (Tonbridge & Maidstone): 03000 418333
Tel – West Kent: 03000 418319
Fax: 03000 422833

KCC Highways Contact Point: 03000 418181

Dear Sir / Madam

Application for a Temporary Traffic Regulation Order

I refer to your request on the above. An application has to be obtained from KCC Highways, Transportation and Waste to permit a temporary traffic regulation order.

Please find enclosed for your information:

- An application form to be completed and returned to the appropriate KCC Highways, Transportation and Waste Office, along with full payment.
- Guidance notes to an application for temporary traffic regulation order.

Please note that the enclosed charges are non-refundable and further charges may apply depending on the extent of the order.

Additional charges may apply to any works on lane rental streets. Further information on the Kent Lane Rental Scheme can be found at www.kent.gov.uk/lanerentalscheme

Please note that it necessary for KCC Highways, Transportation and Waste to receive an application for temporary traffic regulation order at least 12 weeks prior to the intended closure.

If you have any further queries, please contact KCC Highways, Transportation and Waste on 03000 418181.

Yours faithfully

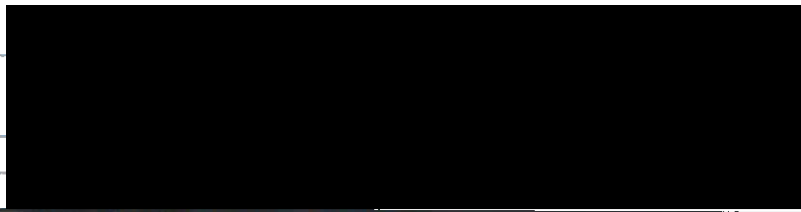


Toby Howe
Senior Highway Manager
Highway Operations

APPLICATION FOR TEMPORARY TRAFFIC REGULATION ORDER

Temporary: Up to 18 month duration with a minimum 12 week application period.

Emergency: Emergency works that need to be commenced within 24 hours.

Please ensure you read the attached guidance notes prior to completing this form.

Please delete as appropriate:	TEMPORARY	EMERGENCY
PART A – LOCATION / RESTRICTION DETAILS – please complete all fields		
Name of Road(s) plus Town or Village	HORN STREET FOLKSTONE	
Type of Restriction needed	Road Closure [<input checked="" type="checkbox"/>] No Waiting []	Speed Limit [] Other []
Nature of works being carried out which require restriction	INSTALLATION OF 190M OF 150MM SEWER ALONG HORN ST FROM 206 HORN ST TO MANHOLE 9301	
Section of road affected <i>Define start and end points</i>	FROM 206 HORN STREET TO ST. MARTINS CHURCH OF ENGLAND PRIMARY SCHOOL HORN STREET FOLKESTONE KENT	
List proposed alternative route for closures, with map	FROM Horn Street to Church Road to RISBOROUGH LANE to MILITARY ROAD to NORTH ROAD to WEST ROAD to HOSPITAL HILL to SEABROOK ROAD back on to Horn Street	
Start Date & Duration	Early start to be discussed with Dave Taylor of Cappagh Browne	
State times that restrictions need to apply if not 24/7, and if this includes weekends	24/7 Yes [<input checked="" type="checkbox"/>] No [] If not 24/7, state closure times each day: Saturday [<input checked="" type="checkbox"/>] Sunday [<input checked="" type="checkbox"/>]	
Any other traffic management issues e.g. One-way Streets	Buses will be advised once works agreed	
Is the road a bus route?	Yes / No	If yes, please confirm if bus company advised Yes / No
PART B – APPLICANT'S DETAILS		
Name of Applicant & Organisation		
Address & Postcode		
Phone		
* E-Mail		
Works Promoter Contact		
Phone		
E-Mail		
24 Hour Contact Number	Southern Water 03303030368	
* COST CODE - KCC works	[*KCC Journal Transfer Code]	
* ORDER NUMBER - External	PO010262/U5002 Copy attached to email Permit number: LQ001SWAT09456393	
PART C – INVOICING DETAILS - If different to Applicant's Details		
Full Company Title		
Invoicing Address		
* E-mail for invoice to be sent		
Phone / Fax	Mobile	

~ To supply any additional details needed for any section, please continue here or use a separate sheet/s ~
Please return to one of the following e-mail addresses, according to which area the restriction is needed:

East Kent – Ashford, Dover, Shepway and Thanet – StreetworksEast@kent.gov.uk

Mid Kent – Canterbury, Swale, Maidstone and Tonbridge & Malling – StreetworksMid@kent.gov.uk

West Kent – Dartford, Gravesham, Sevenoaks and Tunbridge Wells – StreetworksWest@kent.gov.uk

Guidance Notes to an Application for Temporary Traffic Regulation Order

1. A standard charge of £500 is levied to cover administration costs for the making of Traffic Order under Section 14 (1) of the Road Traffic (Temporary restrictions) Act 1991. The applicant must meet advertising costs particular to the request, and these costs will be notified to you once they become available. The charge for an Emergency Closure is £335. Please note, that any amendments made after the TTRO has been approved and advertised may then be subject to charges of £250 on each amendment.
2. **If the works are subject to a lane rental charge then additional charges may apply. These charges will be agreed with Kent County Council and paid prior to works taking place.**
3. The applicant shall be responsible for erecting advance warning signs for each order, these shall be at either end of the section of road affected and at least one week before the order takes effect. They shall have the legend 'Advance Notice (Name of Road)(reason) from (date) for a period of (days, weeks, months)'.
4. The applicant will be responsible for maintaining access to properties within the length of road closure; and for maintaining safe access for pedestrians through road closures.
5. Access for emergency service providers needs to be maintained at all times. Please note that a fire appliance requires 3.25m access width. If this cannot be maintained, you will be required to liaise with the emergency services before Kent County Council can progress your application for a temporary traffic restriction.
6. The applicant shall be responsible for the supply, erection and maintenance of all diversion signing for traffic unless otherwise agreed with KCC Highways, Transportation and Waste.
7. The applicant is responsible for notifying those residents directly affected by the closure, by means of a letter drop. Particularly any local schools or businesses which may be affected.
8. The applicant is responsible for erecting and maintaining signs indicating that any business etc which are affected by the closure are still open for business as usual, and from which direction access is possible. The signs shall have the following (or similar) legend 'For (name of business) follow diversion' and 'Access to (name of business)' and shall be erected at either end of the closure.
9. All frame mounted signs shall be adequately weighted using sand bags, and shall be accompanied by cones and lamps.
10. The 'Road Closed' signs shall be used to effect the closure along with either Heras Fencing or traffic barriers. If that is not practicable then either the road shall be coned off with one metre high cones and flashing lamps. The cones shall be arranged in two solid lines, staggered, to allow access onto the site.
11. All signs must be maintained to the highest standards during the full period of the Contract. Careful inspection of the diversion route and all signs is to be made at least two to three times each day.
12. The applicant shall be responsible for advance signing through and immediately adjacent to the site, to Chapter 8 Standards.
13. No works within the road closure shall be permitted until all diversionary and advisory signs are positioned correctly.



TEMPORARY TRAFFIC REGULATION ORDER

HORN STREET, CHERITON, FOLKESTONE

Folkestone

F746S

Southern Water

Sewer Works

21 January 2019

Planned End Date: 29 April 2019



Between St Martin's Primary School and the junction with Queen's Avenue

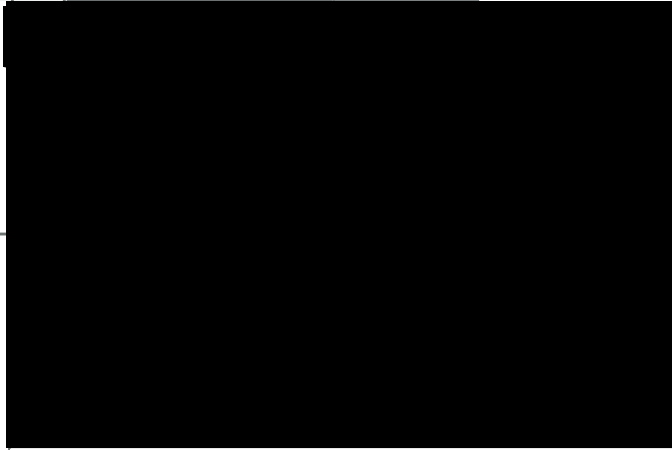


Full 24/7 Closure



Via Horn Street, A259 Seabrook Road, B2063 Hospital Hill, West Road, North Road, Military Road, Risborough lane and Church Road

Applicant
Applicant's address
E-mail
Mobile no.
Telephone no.



Contractor
Key contact
Phone
Mobile
24-hour number

Action checklist

Initials	Date
PL	27/11/18
PL	29/11/18
PL	27/11/18
PL	21/12/18
PL	21/12/18

Order drafted

Checked by Area Co-ordinator

Adverts to KM Group - **21/12/2018 & 18/01/2019**

Printed

E-mail to Promoter

Customer Information Bulletin issued

Order sent for Signing

Diversion route on Elgin / Roadworks.org

Invoicing details -

Contractor Order Number		PO010262/U5002		
KM Ads	Amount	Date of Invoice	Date to KCC	Accepted
KM 1				
KM 2				
AR01 date	AR01 Codes	AR01 Sum	Interim or final	Accepted

Notes -



**PUBLIC
NOTICE**

KENT COUNTY COUNCIL
HORN STREET, CHERITON
(PROHIBITION OF DRIVING)
TEMPORARY ORDER 2019

To allow works to be carried out to upgrade the local sewer for new developments, Kent County Council has made an Order to temporarily prohibit through traffic on part of Horn Street, Cheriton, near Folkestone.

The closure is now planned from Monday 21 January 2019, with estimated completion by 29 April 2019.

Horn Street will be closed at its northern end, between St Martin's Primary School and the junction with Queen's Avenue.

Local access to the remainder of Horn Street continues from either direction up to where the road is closed, but there will be no through access during these works.

The alternative route for all through traffic is via Horn Street, A259 Seabrook Road, B2063 Hospital Hill, West Road, North Road, Military Road, Risborough lane and Church Road.

Due to the nature of the works, it will not be possible to re-open the road outside the working hours.

Access for any residents affected will be maintained when it is safe to do so, but there are likely to be delays and certain times when this is not possible for safety reasons.

*Simon Jones, Director of Highways, Transportation and Waste
Kent County Council, County Hall, Maidstone, ME14 1XQ*



To – KM Group



Request to place Highways Notice

From: Kent County Council – Highways & Transportation

To: framework@theKMgroup.co.uk

Ad Ref	Folkestone Ad F746S/1 - Horn Street, Cheriton - 21/12/2018	
KCC Ref - F746S		District: Folkestone
Advert Contact: Phil Lightman		Phone: 03000 413708
E-mail Phil.Lightman@kent.gov.uk		Mobile: 07850 715416
Invoice Contact - Dave.Craddock@kent.gov.uk	- 07545 203988	
Publication Date - First Ad - 'Intends' 21/12/2018		

HORN STREET, CHERITON (PROHIBITION OF DRIVING) TEMPORARY ORDER 2019

To allow works to be carried out to upgrade the local sewer for new developments, Kent County Council intends to make an Order to temporarily prohibit through traffic on part of Horn Street, Cheriton, near Folkestone.

A closure is planned from Wednesday 9 January 2019, with estimated completion by 15 April 2019.

Horn Street will be closed at its northern end, between St Martin's Primary School and the junction with Queen's Avenue.

The alternative route for all through traffic is via Horn Street, A259 Seabrook Road, B2063 Hospital Hill, West Road, North Road, Military Road, Risborough lane and Church Road.

Due to the nature of the works, it will not be possible to re-open the road outside the working hours.

Request to place Highways Notice

From: Kent County Council – Highways & Transportation

To: framework@theKMgroup.co.uk

Ad Ref	Folkestone Ad F746S/2 - Horn Street, Cheriton - 18/01/2019	
KCC Ref - F746S	District: Folkestone	
Advert Contact: Phil Lightman	Phone: 03000 413708	
E-mail Phil.Lightman@kent.gov.uk	Mobile: 07850 715416	
Invoice Contact – Dave.Craddock@kent.gov.uk	- 07545 203988	
Publication Date – Second Ad – ‘Has Made’	- 18/01/2019	

HORN STREET, CHERITON (PROHIBITION OF DRIVING) TEMPORARY ORDER 2019

To allow works to be carried out to upgrade the local sewer for new developments, Kent County Council has made an Order to temporarily prohibit through traffic on part of Horn Street, Cheriton, near Folkestone.

A closure is now planned from Monday 21 January 2019, with estimated completion by 29 April 2019.

Horn Street will be closed at its northern end, between St Martin’s Primary School and the junction with Queen’s Avenue.

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The alternative route for all through traffic is via Horn Street, A259 Seabrook Road, B2063 Hospital Hill, West Road, North Road, Military Road, Risborough lane and Church Road.

Due to the nature of the works, it will not be possible to re-open the road outside the working hours.

REQUEST TO SIGN A TEMPORARY TRAFFIC REGULATION ORDER

To: Kirstie Williams / Toby Howe
Highway Manager

From: Phil Lightman
Road Closures Co-ordinator

F746S – Horn Street, Cheriton

Please find the enclosed Temporary Traffic Regulation Order in respect of Horn Street, Cheriton

Please sign the two copies of this Order in the name of Kent County Council.

Details of the Order are as follows.

Title of Order	Kent County Council (Horn Street, Cheriton) (Prohibition of Driving) Temporary Order 2019
Purpose of Order	Temporary Road Closure - Sewer Works
Date of Signing Order	14/01/2019
Operative Date	21 January 2019
Adverts	21/12/2018 & 18/01/2019

I certify that these details are correct to the best of my knowledge and belief

Authorised by Folkestone Area Co-ordinator

Signed _____

Date **21/12/2018**

**THE KENT COUNTY COUNCIL
HORN STREET, CHERITON
(PROHIBITION OF DRIVING)
TEMPORARY ORDER 2019**

THE ROAD TRAFFIC REGULATION ACT 1984

The Kent County Council, acting as the local traffic authority in exercise of its powers under Section 14 of the Road Traffic Regulation Act 1984 and all other enabling powers, makes the following Order:-

1. To allow works to be carried out to upgrade the local sewer for new developments, through traffic on Horn Street, Cheriton, near Folkstone shall be temporarily prohibited, between St Martin's Primary School and the junction with Queen's Avenue, to the extent indicated by signs and barriers on site.
2. This Order takes effect on 21 January 2019 for up to 6 months, or until the works have been completed, whichever is the sooner.
3. This Order may be cited as "The Kent County Council (Horn Street, Cheriton) (Prohibition of Driving) Temporary Order 2019".

*Signed for and on behalf of the Kent County Council
by Simon Jones, Director of Highways, Transportation
and Waste, or by his authorised signatory*

Authorised Signatory



Dated this 14th day of January 2019

Hews, Alison - GT HTW

From: Streetworks East - GT on behalf of Streetworks East - GT HTW
Sent: 17 December 2018 15:16
Subject: Temporary Road Closure – Horn Street, Cheriton, Folkestone – from 9 January 2019
Attachments: Public Notice - Horn Street, Cheriton.pdf



Temporary Road Closure – Horn Street, Cheriton, Folkestone – from 9 January 2019

It will be necessary to close part of **Horn Street, Cheriton**, near Folkestone, planned from **Wednesday 9 January 2019**, with estimated completion by 15 April 2019.



Horn Street will be closed at its northern end, between St Martin's Primary School and the junction with Queen's Avenue.



Local access to the remainder of Horn Street continues from either direction up to where the road is closed, but there will be no through access during these works.



The alternative route for all through traffic is via Horn Street, A259 Seabrook Road, B2063 Hospital Hill, West Road, North Road, Military Road, Risborough Lane and Church Road.



Access for any residents affected will be maintained when it is safe to do so, but there are likely to be delays and certain times when this is not possible for safety reasons.



Southern Water

The closure is to allow works to be carried out to upgrade the local sewer for new developments, being carried out by Cappagh Browne, working with Southern Water.



Due to the nature of these works, it will not be possible to re-open the road outside the working hours.



There is a chance that the works may over-run for such reasons as adverse weather conditions or unforeseen engineering difficulties.



The Southern Water Customer Services team phone number is 0845 278 0845 - www.southernwater.co.uk

PUBLIC NOTICE

Enclosed is a copy of the Public Notice in confirmation of this.

This bulletin contains public information and can be forwarded to any other road users who may be affected. Every care is taken to ensure the accuracy of the information, but no liability can be accepted for any changes or errors.

Road names are taken from the National Street Gazetteer, which can be viewed on Elgin / www.roadworks.org , with alternative names given where known.



For details of roadworks, please see www.roadworks.org

KCC Highways and Transportation: keeping you up to date with what's happening on our roads - for more information



Customer Information Bulletin **F746S – Horn Street, Cheriton**

Regards

Phil Lightman

East Kent Road Closures Co-ordinator
Highways, Transportation & Waste | Kent County Council | Ashford Highway Depot |
Javelin Way | Ashford | TN24 8AD
Highway Helpline 03000 418181 | E-mail streetworkseast@kent.gov.uk | www.kent.gov.uk



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KENT COUNTY COUNCIL
HORN STREET, CHERITON
(PROHIBITION OF DRIVING)
TEMPORARY ORDER 2019

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*Simon Jones, Director of Highways, Transportation and Waste
Kent County Council, County Hall, Maidstone, ME14 1XQ*



RESPONSE
TRAFFIC MANAGEMENT

Horn Street, Folkstone,
CT20 3JB

CUSTOMER/CLIENT:
Cappagh Browne

DATE: 08/10/2018

DRAWN BY:
E Kent

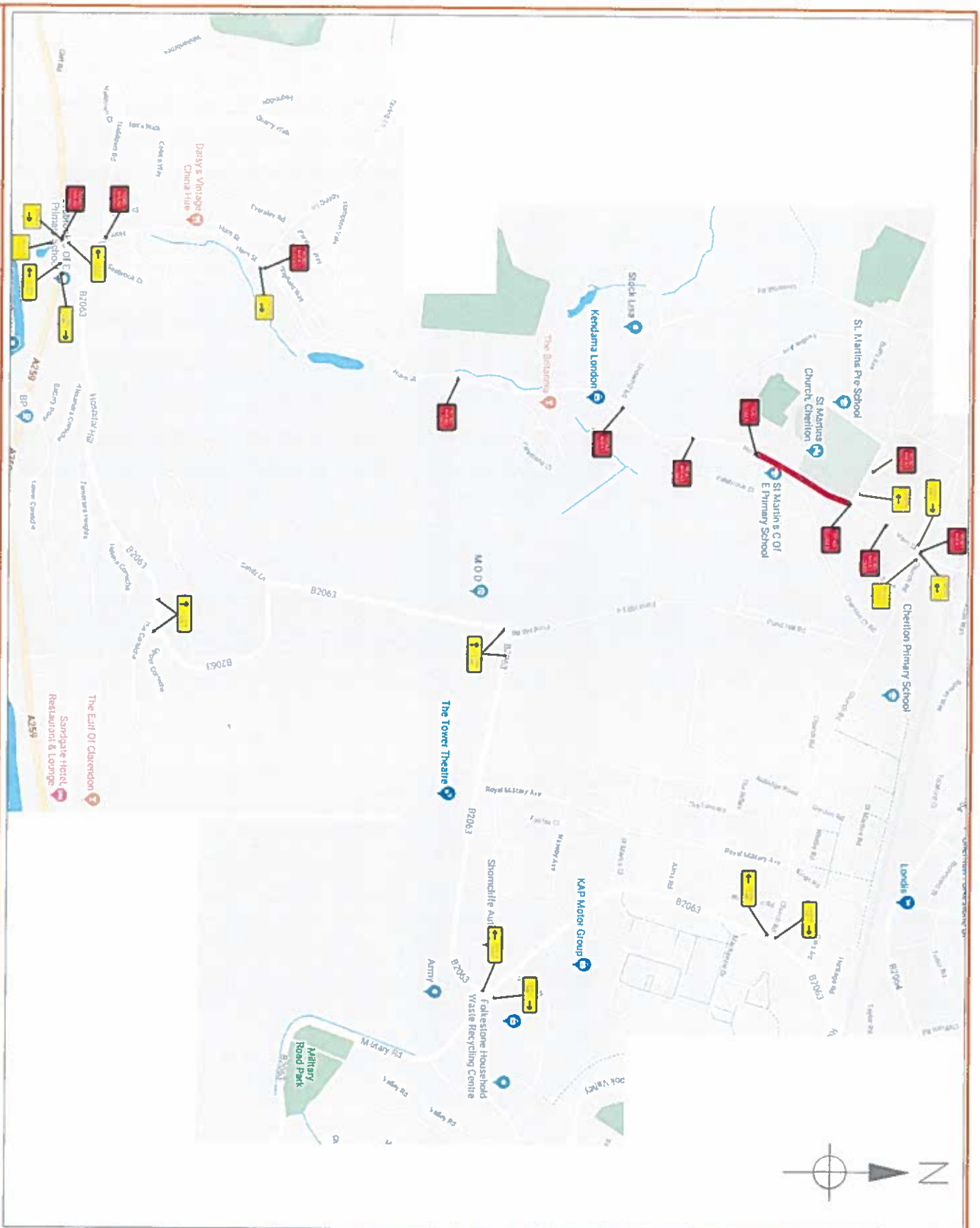
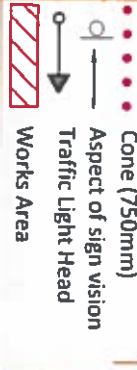
DRAWING Ref:
08-10-19-26

NOTES:
WO. 9413624

NOT TO SCALE

Traffic Management Notes:

- 1) All temporary traffic management shall be in accordance with Chapter 8 of the Traffic Signs Manual 2009
- 2) All temporary traffic management shall be in accordance with the Traffic Signs Regulations and General Directions 2014.
- 3) All temporary traffic management shall conform to the Safety at Street Works and Road Works, Code of Practice 2013
- 4) All temporary traffic management sign locations are indicative and are subject to onsite approval from engineer



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