

ENVIRONMENT & TRANSPORT CABINET COMMITTEE

Thursday, 17th January, 2019

10.00 am

Darent Room - Sessions House



AGENDA

ENVIRONMENT & TRANSPORT CABINET COMMITTEE

Thursday, 17 January 2019 at 10.00 am
Darent Room - Sessions House

Ask for: **Georgina Little**
Telephone: **03000 414043**

Tea/Coffee will be available 15 minutes before the start of the meeting

Membership (16)

Conservative (12): Mr M A C Balfour (Chairman), Mr M D Payne (Vice-Chairman), Mr A Booth, Mr T Bond, Mr A Cook, Mr N J Collor, Mr S Holden, Mr A R Hills, Mr R C Love, Mr P J Messenger, Mr J M Ozog and Mr H Rayner

Liberal Democrat (2): Mr I S Chittenden and Mr A J Hook

Labour (1) Mr B H Lewis

Independents (1) Mr M E Whybrow

Webcasting Notice

Please note: this meeting may be filmed for the live or subsequent broadcast via the Council's internet site or by any member of the public or press present. The Chairman will confirm if all or part of the meeting is to be filmed by the Council.

By entering into this room you are consenting to being filmed. If you do not wish to have your image captured please let the Clerk know immediately

UNRESTRICTED ITEMS

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

1 Introduction/Webcast announcement

2 Apologies and Substitutes

To receive apologies for absence and notification of any substitutes present

3 Declarations of Interest by Members in items on the Agenda

To receive any declarations of interest made by Members in relation to any matter on the agenda. Members are reminded to specify the agenda item number to which it refers and the nature of the interest being declared.

4 Minutes of the meeting held on 28 November 2018 (Pages 7 - 26)

To consider and approve the minutes as a correct record.

5 Verbal Update

6 KCC response to the Gatwick Airport draft Master Plan 2018 (Pages 27 - 46)

To discuss and comment on the proposed Kent County Council response to the consultation.

7 Sub-national Transport Bodies: Transport for the South East (Pages 47 - 62)

To note the progress of establishing a Sub-national Transport Body, Transport for the South East, and the forthcoming informal engagement with Kent County Council in early 2019, before a formal consultation in summer 2019, a response to which will be brought to Cabinet Committee in July.

8 19/00001 - Policy to adopt charging for non-household waste materials at Household Waste Recycling Centres (Pages 63 - 224)

To comment and endorse or make recommendations to the Cabinet Member for Planning, Highways, Transport and Waste on the recommendation to introduce disposal charges for soil, rubble, hardcore and plasterboard at the KCC HWRCs, with charges and limits as follows:

- Soil, rubble and hardcore: £4 per bag (or part bag)/ item (a bag being up to the size of a standard black sack);
- Plasterboard: £6 per bag (or part bag)/ sheet (a bag being up to the size of a standard black sack); and
- A daily limit on soil, rubble and hardcore, of a maximum of 5 bags/ items per day

9 18/00068 - Managing Kent's Highways Infrastructure (Pages 225 - 424)

To comment and endorse or make recommendations to the Cabinet Member for Planning, Highways, Transport and Waste on:

- (i) the Asset Management strategy documents that, once formally adopted and published, will form the basis of evidencing a Band 3 Incentive Fund rating and secure Department for Transport capital funding of £4.6m in 2019/20; and
- (ii) the proposed Service Level Risk Assessments which record our current approach to highway maintenance and associated risks which, once formally adopted and published, will complete our initial implementation of the new Code of Practice. In turn this supports KCC ability to put forward a special defence in accordance with S58 of the Highways Act.

10 18/00072 - Thanet and Sevenoaks Bus Service changes - Report into Public Consultation and Recommended Action (Pages 425 - 514)

To consider and endorse or make recommendations to the Cabinet Member for Planning, Highways, Transport and Waste to agree to the implementation of changes to selected bus services in Thanet and Sevenoaks effective from April 2019.

11 18/00073 - Thanet Transport Strategy (Pages 515 - 634)

To comment and endorse or make recommendations to the Cabinet Member for Planning, Highways, Transport and Waste on the revised Thanet Transport Strategy for subsequent consideration through the Thanet Local Plan examination process.

12 Capital Programme 2019-22, Revenue Budget 2019-20 and Medium-Term Financial Plan 2019-22 (Pages 635 - 646)

The Environment & Transport Cabinet Committee are asked to:

(a) NOTE the draft capital and revenue budgets and MTFP, including responses to consultation and government provisional settlement; and

(b) SUGGEST any changes which should be made before the draft is presented to Cabinet on 28th January and full County Council on 14th February.

13 Work Programme (Pages 647 - 654)

To consider and agree a work programme for 2019/20.

14 Pothole Blitz Contract Management (Pages 655 - 666)

To note the contents of the report.

Motion to Exclude the Press and Public

That under Section 100A of the Local Government Act 1972 the press and public be excluded from the meeting for the following business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act –

‘Information relating to the financial or business affairs of any particular person (including the authority holding that information).’

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)

Benjamin Watts
General Counsel
03000 416814

Wednesday, 9 January 2019

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.

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KENT COUNTY COUNCIL

ENVIRONMENT & TRANSPORT CABINET COMMITTEE

MINUTES of a meeting of the Environment & Transport Cabinet Committee held in the Council Chamber - Sessions House on Wednesday, 28 November 2018.

PRESENT: Mr M A C Balfour (Chairman), Mr T Bond, Mr A Cook, Mr N J Collor, Mr S Holden, Mr A R Hills, Mr R C Love, Mr P J Messenger, Mr J M Ozog, Mr M D Payne (Vice-Chairman), Mr H Rayner, Mr B H Lewis, Mr A J Hook, Mr I S Chittenden and Mr M E Whybrow

ALSO PRESENT: Mr P M Hill, OBE and Mr M Whiting

IN ATTENDANCE: Mr S Jones (Director of highways, Transportation and Waste) and Mrs K Stewart (Director of Environment Planning and Enforcement) and Miss G Little (Democratic Services Officer).

UNRESTRICTED ITEMS

124. Apologies and Substitutes

(Item 2)

Apologies were received from Mr A Booth.

125. Declarations of Interest by Members in items on the Agenda

(Item 3)

1. Mr M Balfour declared a Disclosable Pecuniary Interest in the Kent Minerals and Waste Local Plan (item 10) and said that he would leave the room for this item.
2. Mr M Payne declared an Other Significant Interest in the Kent Minerals and Waste Local Plan (item 10) and said that he would leave the room for this item.
3. Mr S Holden declared an interest in the Energy and Low Emissions Strategy (item 11). As this was not considered to be a Disclosable Pecuniary Interest or Other Significant Interest, Mr Holden remained in the room and took part in the discussion.

126. Minutes of the meeting held on 20 September 2018

(Item 4)

RESOLVED that the minutes of the meeting held on 20 September 2018 are a correct record and that they be signed by the Chairman.

127. Dates of future meetings for 2019/2020

(Item 5)

It was RESOLVED that the Committee noted that the following dates had been reserved for its meetings in 2019/20:

Friday 24 May 2019
Tuesday 16 July 2019
Thursday 10 October 2019
Friday 29 November 2019
Friday 24 January 2020
Tuesday 24 March 2020
Friday 15 May 2020

128. Verbal Update

(Item 6)

1. Mr M Hill, OBE (Cabinet Member for Community and Regulatory Services) informed the Committee of his attendance at:
 - (a) The Kent Resilience Forum Conference on 17 October 2018 which focused on Kent County Council's response to the recovery of emergency operations. Mr Hill said that the forum offered valuable insight and suggested that invite to the forum be extended to Members of the Committee; and
 - (b) The Community Safety Conference on 27 October 2018 which focused on preventing extremism and hate in light of the recent terror attacks. The morning session concentrated on the prevent strategy and how this had been applied both nationally and locally and the afternoon session drew on the positive aspects of improving community cohesion such as the interfaith work across the county. Again, Mr Hill said that the conference offered valuable insight to the work being done across the county and suggested that Members of the Committee be invited to attend.
2. Mr M Whiting (Cabinet Member for Planning, Highways, Transport and Waste) provided an update to the Committee on the following:
 - (a) The Winter Service commenced on 25 October 2018 with deployment of gritters on the primary networks. Seventeen new gritter lorries had been procured to replace existing inoperative vehicles and two newly contracted Farmers were to receive gritting equipment to assist with clearing designated secondary routes within their area. Salt-bins across the county had also been filled and Parish Councils were encouraged to request additional supplies should weather permit. The Smart Winter Project funded by the Kent Lane Rentals programme had also continued as part of the winter service, Mr Whiting confirmed that an additional 120 sensors were due to be in place by the end of December 2018 to monitor, through an accurate and targeted intelligence led approach, where salt and grit was required to optimise primary network routes.

- (b) The Pothole Blitz had successfully repaired 54,000 potholes and over 250,000 square metres of patching. An additional £10.1 million on top of the £4 million capital budget and £1 million emergency revenue repair work funding had been spent on ensuring that Kent's roads were safe and ensuring they were protected during the winter period. The repair work was delivered throughout the spring and summer months by the District teams and six local small and medium enterprise contractors. Mr Whiting confirmed that the tender process to secure the future Pothole Blitz programme for West Kent, Mid Kent and East Kent had also been completed; each of the areas had several contractors available to undertake the required work. A total of fifteen bids had been received from separate organisations. Mr Whiting said that the tender was a two-year contract to ensure security for the contracted companies and would also help drive efficiency.
 - (c) The work around the Ashford Designer Outlet Centre was due to be completed by the end of November 2018 which would improve access to the centre and reduce traffic congestion.
 - (d) The construction work of the A226 (London Road and St Clements Way) was progressing well with significant focus on the crossway's boulevard roundabout. Work was due to be completed by March 2019.
 - (e) Phase one of the A2500 lower road work on the Isle of Sheppey was due to be completed by December 2018. Phase 2 which included a detailed design of the widening of the road was underway.
 - (f) The Tonbridge Station improvements work was progressing, this was due to be finished by early December 2018.
 - (g) A review of Kent County Council's 20 miles per hour speed limit policy would be taking place and would be presented to the Committee in March or April 2019 following the recent report issued by Government that looked at the effectiveness of the 20 miles per hour speed zones.
3. In response to questions, the following comments were provided:
- (a) Mr Whiting informed the Committee that Kent County Council was in discussion with Stage Coach to review the bus routes within Thanet and identify revised routes that would not impede upon users but could achieve the required financial saving. Mr Whiting informed the Committee that the proposals from that discussion had been incorporated within the public consultation and encouraged residents to respond.

(b) Mr Whiting confirmed that regular updates of the Pothole Blitz would be available to Members of the Committee.

(c) Mr Whiting assured the Committee that Kent County Council would be carrying out an extensive review of the 20 miles per hour speed limit policy and Member involvement would be sought at every appropriate opportunity. Mr S Jones (Director of Highways, Transportation and Waste) agreed to send the Committee the link to the Government 'Report into the effectiveness of 20 miles per hour (mph) road speed limits.'

(d) Mr Whiting said that Swale Borough Council had ordered an increased number of salt bags and offered its residents free salt give-aways at town centres to help encourage volunteered clearance of snow and ice.

4. RESOLVED that the verbal update be noted, with thanks.

129. Lower Thames Crossing (Presentation)

(Item 7)

Tim Jones (Project Director for the Lower Thames Crossing) and Phil Stanier (Government and Industry Manager for the Lower Thames Crossing) were in attendance for this item.

1. Mr M Whiting (Cabinet Member for Planning, Highways, Transport and Waste) welcomed guests from Highways England. As part of the consultation period, Highways England agreed to present the new design proposals of the Lower Thames Crossing to the Committee and sought Members feedback. Mr Whiting informed the Committee that Kent County Council's response to the Lower Thames Crossing was due to be submitted on 20 December 2018 and asked that Members directed their queries to either Joe Ratcliffe (Transport Strategy Manager) or to Highways England.
2. In response to questions and comments, the officers provided the following information:
 - (a) The Lower Thames Crossing would provide an additional 90% capacity to relieve the traffic congestion on the Dartford Crossing and relieve the accumulation of likely traffic in the future.
 - (b) The Lower Thames Crossing project would not be investing money into the roads identified by the Committee, instead it would act as a catalyst for producing a traffic model and ensure the correct dialogue took place between Kent County Council and Highways England for possible future investment into the Kent road network. In reference to comments regarding the A229, Mr Jones acknowledged the current congestion issues and said that one of the objectives was to ensure that the RES2 period coincided

with the Lower Thames Crossing proposal period which would perhaps prompt the review and feasibility work for the A229 corridor.

- (c) The Dartford tunnel was considered to be performing below the capacity required in order to withstand the pressure of 170,000 vehicles per day. The proposed Lower Thames Crossing would lessen the pressure on Dartford Crossing and divert 40% of the traffic which was primarily Heavy Goods Vehicles (HGV's). The Lower Thames Crossing would also be a category A tunnel which would permit larger vehicles with abnormal loads using the crossing without an escort.
 - (d) Mr Jones agreed to revise the map and provide clarity of borders between Dover and Folkestone.
 - (e) Mr Jones advised the Committee that the issues concerning the toll charge for foreign lorries was an operational issue for Highways England and advice had been sought from Government regarding Highways England's authority to stop and check the vehicles. Highways England was reviewing the possibility of digital tracking systems that could be built into the road network.
 - (f) Upon completion of the work, the land would be handed back to property owners and was a matter for Kent County Council.
 - (g) Mr Jones assured the Committee that 'yes' and 'no' responses to the Lower Thames Crossing consultation were not discarded, however, in order for the Secretary of State to form a decision as to whether the Lower Thames Crossing could be built, the responses to the consultation required greater sustenance around the design implications.
 - (h) Mr Jones welcomed the invite from Mr S Holden to attend the HGV sub-group.
3. Mrs Stewart assured the Committee that Joe Ratcliffe (Transport Strategy Manager) and Nola Cooper (Senior Transport Planner) had captured all comments from Members throughout the duration of the Committee and these would be incorporated into Kent County Council's response to Highways England and the final response would be shared with the Committee at an appropriate future date. Mrs Stewart drew Members attention to the impact that the Lower Thames Crossing would have on Shorn Country Park which was one of Kent County Council's assets and a request to safeguard this had also been included within the response.
4. RESOLVED that the information set out in the presentation and given in response to comments and questions be noted.

130. Performance Dashboard

(Item 8)

Richard Fitzgerald (Business Intelligence Manager, Performance, Strategic Business Development & Intelligence) was in attendance for this item.

1. Mr Fitzgerald introduced the Performance Dashboard which showed progress made against targets set for Key Performance Indicators (KPIs) up to the end of September 2018.
 - (a) In response to concerns regarding the target concerning 'municipal waste converted to energy' and the inclusion of the Allington site within the targets, Mr S Jones (Director of Highways, Transportation and Waste) acknowledged the associated costs linked to the recycling rates at Allington and agreed to review the performance measures.
 - (b) Mr Jones (Director of Highways, Transport and Waste) informed the Committee that prior to the amendment of the pothole contract there was not an incentive to repair the reported faults within the 28-day timeframe which may have caused protracted pothole repairs. Mr Jones assured the Committee that the contract had been amended to ensure all potholes reported by the public were completed within 28 calendar days.
2. RESOLVED that the report be noted.

131. Update on Preparedness to Respond to Brexit - Transport, Borders and Emergency Planning

(Item 9)

Fiona Gaffney (Head of Resilience and Emergency Planning) were in attendance for this item.

1. Mrs Stewart introduced the report that set out an overview of the plans and work undertaken to date in preparation for potential changes to border arrangements following Brexit. The three key services were Trading Standards, Highways and Transport and Emergency Planning/ Business Continuity, the details of the planning progress to date were set out within Table 1 of the report. Mrs Stewart informed Members that further detail would be presented to Full County Council on 13 December 2018.
 - (a) In response to concerns regarding the possible closure of the M26 and the resilience of the local road network, Mr Whiting (Cabinet Member for Planning, Highways, Transport and Waste) said that Kent County Council's expressed wish was that the M26 would not be closed due to the detrimental impact it would inflict upon the local road network and that alternative adequate parking for lorries should be sought. As a supplement

to this, Mr S Jones (Director of Highways, Transportation and Waste) informed the Committee that the A21 was part of the Highways England network and mitigation plans for that network fell within their remit. In reference to the A25, Kent County Council had started to analyse the impact and deterioration on that asset should the traffic conditions change, and a proposal was in the process of being submitted to the Department for Transport (DfT) which identified the mitigating actions required in the necessary event of the M26 road closure.

- (b) In response to Members request for an all Member briefing, the Chairman agreed to liaise with the appropriate officers to ensure a Member Briefing be held in January 2019.
- (c) With regards to business continuity, Mrs Gaffney assured Members that Kent County Council was using a phased approach to ensure full engagement with all its stakeholders and partners agencies. The first phase included planning and preparation work to ascertain the impact on local communities in terms of business resilience and the impact on areas such as supply chains. The second phase would be to review the operational activity required. National communications had started to be issued from Central Government regarding the actions that would need to be implemented immediately. Kent County Council would then move to a command and control phase and work in conjunction with partner agencies to understand the intelligence received from Central Government and how Kent's command and control resource structures could be optimised. The fourth phase would be the recovery of Kent post Brexit which Kent County Council would take the lead on.
- (d) Mrs Stewart assured Members that the Kent Resilience Forum (KRF) had been actively developing contingency plans and testing assumptions and proposals. The Membership of the KRF had extended significantly and a range of different scenarios and durations of disruptions were being considered, including the impact on critical supply chains such as medicines and ensuring these were safeguarded in the event of a serious disruption. Mrs Stewart advised Members that a definite proposal could not be met until a final ministerial decision had been taken regarding the outcome of Brexit.
- (e) Mrs Gaffney informed the Committee that there were Port Resilience Groups established to look at the wider impact of Brexit, however, the details of specific areas concerning Kent's ports sat within the remit of the Department for Transport.
- (f) In response to concerns regarding Government funding, Mrs Gaffney said that a threat and risk assessment was being used to monitor and identify the possible pressures presented to partner agencies as a result of Brexit.

The evidence would then be used to form a joint bid to the Ministry of Housing, Communities and Local Government for additional funding should the opportunity present itself. Further information regarding funding would be presented in the report to Full County Council on 13 December 2018.

- (g) With regards to additional resources, Mrs Gaffney confirmed that areas that required additional resources had started to be identified through the business continuity plan. The existing National Memorandum of Understanding set out the regions responsibility to respond should Kent County Council require additional resources from other councils and discussions had already taken place.

2. RESOLVED that the report be noted.

132. Kent Minerals and Waste Local Plan 2013 - 2030 Early Partial Review, Kent Mineral Sites Plan and revised Local Development Scheme
(Item 10)

Sharon Thompson (Head of Planning Applications Group) was in attendance for this item.

1. Mr H Rayner proposed, seconded by Mr P Messenger that Mr S Holden was nominated as the Chairman for the Minerals and Waste Local Plan item.
2. Mr M Balfour and Mr M Payne left the meeting and took no part in the discussion of this item.
3. Before the commencement of the discussion, Ms Thompson informed Members that they should have received a copy of the following representations:
 - Representation from the Ryarsh Protection Group in respect of the M8 West Malling site
 - Representation from the Whetsted Residents in respect of the M10 and M13 sites at Stonecastle Farm
 - Representation from the Brett Group, the promoter of the M2 Lydd Quarry Site; and
 - Representation from Borough Green Sandpits, the promoter of the M8 West Malling Site in the form of a legal opinion dated 27 November 2018 from Landmark Chambers
4. Ms Thompson proceeded to the report which provided an update on the Kent Minerals and Waste Local Plan work following the Council's adoption of the Kent Minerals and Waste Local Plan (KMWLP) 2013-20 in 2016. The KMWLP committed Kent County Council to prepare a Minerals and Waste Sites Plan to meet the needs that had been identified in the adopted Plan. The report

proposed two pre-submission draft local plans, (as set out in appendix 1 and appendix 3 of the papers) one for the Kent Minerals Sites Plan, used to identify sites considered as suitable in principle for the allocation of minerals development; and the other was the Pre-submission Draft of the Early Partial Review of the Kent Minerals and Waste Local Plan which addressed the changes proposed to the waste strategy and the safeguarding policies. The report also included an updated Local Development Scheme to reflect the changes to the programme and timetable concerning the Early Partial Review and preparation of the Minerals Sites Plan.

5. Ms Thompson acknowledged the late representations and in response provided the following information:

(a) The Ryarsh Protection Group (RPG) – the RPG report circulated had previously been sent to officers and had been taken into consideration in the detailed technical assessment work. A copy was included in Appendix 2 of the papers. She also drew attention to a petition that the local MP had submitted to the House of Commons. It has 3615 signatures urging the County Council not to allocate the site for quarrying. It was noted that the site was not allocated in the Pre-submission Draft Minerals Sites Plan due to conflict with green belt policy.

(b) M10 Moat Farm and M13 Extension to Stonecastle Quarry – the concerns raised by local residents were valid planning considerations that had been incorporated in the Detailed Technical Assessment work. There was however, no overriding grounds to conclude that the sites were unsuitable for allocation in the Pre-submission Draft Minerals Sites Plan, subject to meeting development management criteria at the planning applications stage. The Draft Minerals Sites Plan (Appendix 1) identifies the relevant criteria.

(c) The Brett Group, promoter of the M2 Lydd Quarry Site – the site was not allocated in the Pre-submission Draft Minerals Sites Plan as a result of likely unacceptable impacts upon the surrounding Special Protection Areas (SPA), the Special Area of Conservation (SAC), the Ramsar Site and the Site of Special Scientific Interest (SSSI). Ms Thompson advised that the site has attracted an objection from Natural England, the Government's advisor on these matters. In addition, she drew attention to the impact on the historical setting of Lydd and in respect of parcel 23 (Allens Bank), the unacceptable impacts upon archaeological interests.

(d) Borough Green Sandpits, promoter of the M8 West Malling Site in the form of a legal opinion - Ms Thompson informed the Committee that legal advice had been received from the promoter of the West Malling site (Ryarsh) late on the 27 November 2018 that advised that in the promoter's view the interpretation of Green Belt policy which had led to the site not being

allocated in the Pre-Submission Draft of the Mineral Sites Plan was flawed and should be reconsidered before the allocation process progresses. Not to do so would in its view render the Sites Plan unsound. In light of this the promoter suggested that the County Council removed the Kent Minerals and Waste Local Plan item from the agenda in order to carry out further investigation. As a result of the late submission, Ms Thompson in consultation with Legal and Democratic Services, circulated a revised version of the recommendation which referenced the additional representations.

(e) Ms Thompson advised the Committee that the Ryarsh site was for the purposes of Green Belt policy 'inappropriate development'. Such development can only be allocated where there are very special circumstances necessary to justify the inappropriate development within the Green Belt. In this instance there were no overriding special circumstances that justified allocation of the site. Kent County Council had identified an alternative site (Chapel Farm, Lenham) that could meet the soft sand requirements and was acceptable in principle for mineral development. Ms Thompson informed Members that legal advice had been sought in respect of the promoter's opinion and would be presented to the Cabinet in advance of its consideration of the Mineral Sites Plan on 3 December 2018 and County Council on 13 December 2018. The latter is responsible for approving the Draft Plans to a statutory period for representation and submission to the Secretary of State for independent examination.

6. In response to questions, Ms Thompson commented as follows:

(a) Members sought clarification regarding the approach taken in the green belt assessment of the West Malling site. Ms Thompson advised that the National Planning Policy Framework set out the Government's policy on Green Belt and that mineral extraction was not inappropriate development, providing it did not conflict with the purpose of the green belt or impact upon openness. Officers had considered all components of the proposed development – extraction, backfilling with inert waste and the ancillary activities normally associated with mineral development against green belt policy. The approach followed advice from the Local Plan Inspector who considered the Kent Minerals and Waste Local Plan in 2015 and that the mineral extraction considerations related to the taking of the material from the ground. The work concluded that elements of the West Malling site were inappropriate. In her view, if the assessment had included the extraction and the ancillary activities together, then the outcome of the decision on the green belt would have still drawn the same conclusion in that the extraction, along with the ancillary activities would have impacted upon openness.

(b) Mrs S Hamilton (Member for Tunbridge Wells Rural) attended the meeting and raised the following points in relation to the Moat Farm and Stonecastle Farm Quarry sites:

- Asked that the public received a greater understanding of the process used to identify preferred options for allocation in a pre-submission draft minerals sites plan;
- Welcomed the fact that local residents of Tunbridge Wells Rural would still be able to make representation on the Plan prior to submission of the Plan for independent examination by the Planning Inspectorate.
- Asked that the Committee note the representation and comments from the residents in respect of Moat Farm and Stonecastle Quarry
- Asked that consideration be given to the emerging Tunbridge Wells Local Plan and drew attention to current developments regarding traffic flow and large vehicles on rural roads
- Asked that consideration be given to the proposed entrance that would be situated on the A228 and the impact on traffic congestion and accumulative impact on the local community
- Asked that consideration be given to pollutants and emphasised the need to preserve biodiversity and reduce flood risk.

(c) Mrs S Hohler (Member for Malling North) attended the meeting and raised the following in relation to the West Malling Site and the soft sand considerations:

- Agreed that the assessment process of the site was thorough;
- Agreed that the evidence gathered in the assessment process justified the decision not to allocate the site i.e. level of bunding required to mitigate the inevitable noise pollution, the impact of traffic congestion on the A20 and deterioration on the country roads, the level of dust produced through the extraction process;
- Ryarsh already had two sandpit sites and should not have to accommodate a third;
- Commended the Ryarsh Protection Group who brought their community together; and
- Thanked Mrs Thompson and all Officers involved for their extensive and transparent work

(d) Mr Hills (Member for Romney Marsh) drew attention to the quality and depth of the Local Plan work and welcomed the opportunity for all parties to have an opportunity to give their views at the Local Plan Inquiry. In relation to the Lydd Site, he drew attention to the impacts from climate change which he considered a 'game changer' in this location. He also drew attention to sea level rises, potential saline incursion, flood risk, impact upon local residents and that the potential traffic movements would

be devastating to the Marsh, He recognised the impact upon local jobs. In his view, there is an alternative to take shingle from the sea.

- (e) Mr Whybrow (a member of the Informal Member Group for the Plan work) welcomed the decision not to proceed with the Dartford cases, given access and open space considerations. Mr Ozog supported this view and advised that the existing Joyce Green Farm Site, Dartford had not been worked for many years.
- (f) Assurance was sought that opportunities to use the river for the Moat Farm and Stonecastle Farm sites should be explored.
- (g) Clarity was sought regarding the difference between soft sand and silica sand and why silica sand had not been referenced within the proposed Mineral Sites Plan. Ms Thompson informed the Committee that Silica sand was not referenced, as the adopted Kent Minerals and Waste Local Plan clearly set out the planning considerations required for submitting an application for silica sand. Unlike soft and sharp sand, the policy did not require the allocation of sites in a Sites Plan. Ms Thompson assured Members that there were no proposals to change the silica sand application criteria as part of the sites plan work.
- (h) In response to concerns regarding the extension of the existing Stonecastle Farm Quarry and its capacity as a minerals site within green belt policy, Ms Thompson advised that mineral from the Stonecastle Farm extension site would be processed through an existing plant which benefited from an existing planning permission already tested against green belt policy. Ms Thompson assured the Committee that the site had been promoted both directly and in the case of the Moat Farm with support from an international mineral company which supported the view that the mineral was a viable deposit.
- (i) Ms Thompson assured the Committee that the nine sites that were subject to the Detailed Technical Assessment, along with the other sites submitted in response to the 'call for sites' in 2106 did not have a Kent County Council land ownership interest.
- (j) Concern was raised that in the case of the Dartford sites, the map base used to identify potentially affected residents as part of the earlier public consultation was not up to date. In response, Ms Thompson accepted that the Ordnance Survey map base initially used did not include recently constructed new homes. However, she assured Members that as soon as the issue was identified, immediate action was taken to rectify the matter and an extension of the consultation period was given to the community affected. She assured Members that the views of the Dartford local

residents were reflected within the Minerals and Waste Local Plan work before the Committee.

(k) Members paid tribute to the officers for their work and commended the local communities for their commitment in ensuring their voices were heard.

7. Mr Holden advised the Committee that a revised recommendation had been circulated to the Committee which reflected the late representations referred to above. He advised that the Council's legal advice in response to the matter raised by the promoter of the West Malling site (M8) would be considered by Cabinet on 3 December 2018. The intention then was for the Local Plan work to be reported to County Council on 13 December 2018 for consideration and approval to publish the Pre-Submission Drafts Plans for a further period of public consultation and to submit the Draft Plans to the Secretary of State for independent examination.

8. RESOLVED that the committee:

1. Noted the additional representations from

(a) Brett Group, the promoter of the M2 Lydd Quarry Site;

(b) Local resident on behalf of Whetsted Residents in respect of the M10 and M13 sites at Stonecastle Farm;

(c) Ryarsh Protection Group in respect of M8 West Malling Site; and

(d) Borough Green Sandpits, the promoter of the M8 West Malling Site in the form of legal opinion dated 27th November 2018 from Landmark Chambers

and that the County Council is seeking legal advice in respect of the legal opinion referred to in (1)(d) above to inform the consideration of the Pre-submission Draft of the Minerals Sites Plan in advance of the report being considered by Cabinet.

2. consider and endorse, or make recommendations to the Cabinet Member responsible for the Minerals and Waste Local Plan on the proposed:

(a) Pre-submission Draft of the Kent Mineral Sites Plan;

(b) Pre- submission Draft of the Early Partial Review of the Kent Minerals and Waste Local Plan; and,

(c) the updated Local Development Scheme (revised timetable) to reflect changes to the programme and timetable concerning preparation of the Local Plan work.

3. note that the decision to approve the Pre-submission Drafts Plans for submission to the Secretary of State for independent examination is a matter for County Council; and
4. request the County Council to:
 - (a) Approve and publish the Pre-Submission Drafts of the Kent Mineral Sites Plan and the Early Partial Review of the Kent Minerals and Waste Local Plan for a statutory period of representation and to submit the Draft Plans to the Secretary of State for independent examination; and,
 - (b) delegate powers to the Corporate Director for Growth, Environment & Transport to approve any non-material changes to the Mineral Sites Plan and Early Partial Review of the Kent Minerals and Waste Local Plan in consultation with the Deputy Leader prior to their publication and during their examination.

133. Kent & Medway Energy & Low Emissions Strategy - Emerging evidence and priorities

(Item 11)

Carolyn McKenzie (Head of Sustainable Business and Communities) and Deborah Kapaj (Sustainable Estates Programme Manager, Sustainable Business and Communities) were in attendance for this item.

1. Mr M Payne (Deputy Cabinet Member for Planning, Highways, Transport and Waste) introduced the report which provided an update on the development of a Kent and Medway Energy and Low Emissions Strategy and the emerging priorities within the TRI-LEP Energy Strategy to which the Kent and Medway Strategy would contribute to.
2. Mrs C McKenzie presented a series of slides which set out the strategic framework, themes, actions and technical interventions of the Energy and Low Emissions Strategy and the next steps for Kent and Medway in the development of the TRI-LEP Strategy.
 - (a) In response to queries regarding the Governments policy on Energy Performance Certificates (EPC) and the illegality of selling or renting out properties that breached the minimum E rating requirement, Mrs McKenzie said that the cost of insulation was entirely dependent on the building type, however, this was a demand placed on both privately and commercially owned properties. Kent County Council worked in partnership with the Associate of Landlords and other key stakeholder groups to ensure that the policy targeted the correct properties that could benefit from a more energy efficient model and lobbied against Government to safeguard the

properties that would not benefit from the policy. Mrs McKenzie informed the Committee that landlords could apply for funding through the Low Carbon Across the South East (LoCASE) programme which helped to make businesses more profitable whilst protecting the environment and encouraging low carbon solutions. However, the funding was only available for shared spaces and could not be accessed by the resident themselves.

- (b) Members queried whether Kent County Council had applied for the Governments grant scheme for electric vehicle charging infrastructure, Mrs McKenzie said that Kent County Council had secured funding for 30 electric vehicle charging points which had been located on Council owned estates across the districts. Kent County Council was in the process of extending the charging points and a bid had been submitted to the Office of Low Emission Vehicles (OLEV) in conjunction with the districts. Kent County Council had also been approached by On-street residential ChargePoint providers who were due to present to the cross-party working group. A workshop was also due to be held to identify Kent County Council's role in respect of the electric vehicle charging points and how best to assist. As part of the European Regional Development Fund Kent County Council launched an electric vehicle scheme for black taxi companies which encouraged drivers to switch towards an energy efficient vehicle. Mrs McKenzie agreed to send Members a copy of the taxi scheme.
- (c) Mrs McKenzie confirmed that the Energy and Low Emission Strategy would be delivered within the expected timescale.
- (d) In response to concerns regarding what would happen if the District Council's did not ratify the strategy and what had been done to encourage partnership working, Mrs McKenzie said that there was a working group for the strategy that was linked to the Kent and Medway Air Quality partnership, on which the District Council representatives sat. The discussions of that working group were focused on the commonalities of the strategies and identified actions that should be dealt with on a strategic or local level. Whilst Kent County Council could ratify the elements owned by the local authority, the process required to be undertaken by the Districts would be extensive as they held greater ownership over specific parts of the strategy.
- (e) Mrs McKenzie said that there would be measures included within the strategy, however, it would be difficult to measure the strategies success in relation to the number of lives saved. Kent County Council was working in conjunction with Public Health to generate an evidence-based data set that captured a range of statistics from public health sectors to map where the risks were more prominent.

3. RESOLVED that the:

(a) progress in and proposed timelines for the development of the strategy;
and

(b) the themes and Project Models proposed in the TRI-LEP Energy Strategy outlined in Section 3, and their relevance to the Kent and Medway Strategy,

be noted.

134. Key Street and Grovehurst Road Junction Improvements, A249
(Item 12)

Andy Moreton (Senior Project Manager) was in attendance for this item.

1. Mr M Whiting (Cabinet Member for Planning, Highways, Transport and Waste) introduced the item which provided an update on the Swale Transport Infrastructure proposals. Further work had been commissioned to develop the full business case which would be submitted to the Ministry of Housing, Communities and Local Government on 1 March 2019 as part of the Housing Infrastructure Fund (HIF) bid.
2. RESOLVED that the progress made to date on the preparation of the full business case for submission to the Ministry of Housing, Communities and Local Government as part of the Housing Infrastructure Fund (HIF) bid, be noted.

135. 18/00064 - A28 Thanet - Road Asset Renewal and Strengthening Works
(Item 13)

Alan Casson (Strategic Asset Manager, Highways, Transportation and Waste) was in attendance for this item.

1. Mr A Casson introduced the report which outlined the proposals to proceed with urgent road maintenance work to renew and strengthen the road surface of the A28 in Thanet between Birchington and Margate. Funding of £2.5 million had been allocated in the 2019/20 Medium-Term Financial Plan to carry out the required work. The scheme would commence in April 2019 for around two months and would take place before the holiday season to avoid the peak holiday traffic.
 - (a) In response to queries regarding the phasing of the work, Mr Casson said that work was being carried out to determine the stability of the road structure, however, the phasing of the scheme would require more detailed planning subject to approval from the Committee.
2. RESOLVED that the proposed decision to:

- (a) renew and strengthen the A28 road surface between Birchington and Margate; and
- (b) delegate to the Corporate Director of Growth, Environment & Transport, under the Officer Scheme of Delegations, to take further or other decisions as may be appropriate to deliver the scheme in accordance with these recommendations,

be endorsed.

136. 18/00007 - Revision of the Rights of Way Improvement Plan
(Item 14)

Graham Rusling (Public Rights of Way and Access Service Manager) and Denise Roffey (Countryside Access Improvement Plan Officer, Public Rights of Way & Access Service) were in attendance for this item.

1. Mr M Hill, OBE (Cabinet Member for Community and Regulatory Services) introduced the report which set out the revised Rights of Way Improvement Plan following feedback received as part of the public consultation process and sought the Committees approval to adopt the final version.
2. Mr G Rusling paid thanks to Mrs D Roffey for the extensive work carried out as part of the Rights of Way Improvement Plan review and informed Members that, if adopted, the plan would shape the work of the service over the coming decade.
 - (a) In response to concerns regarding the availability of an interactive Rights of Way Map, Mr Rusling said that an interactive map was available on the Kent website, however, this could not be used as the definitive map due to subsequent amending orders and therefore carried with it a disclaimer to explain that the online map was not the legal record. Therefore, the definitive map could only be held in its original paper form. Mr Rusling explained that there was also a number of publicly maintained highways in Kent that did not feature on the definitive map and statement. Due to such inconsistencies, constituents were encouraged to liaise with the Public Rights of Way and Access Service, along with the Kent Highways and Transportation team, prior to taking any action.
3. Mr M Balfour commended the work of the volunteers and Farmers who assisted the Rights of Way Access Service in keeping public footpaths clear.
4. RESOLVED that the proposed decision to adopt and publish the Rights of Way Improvement Plan 2018, be endorsed.

137. Bus Summit - Big Conversation Update
(Item 15)

Rob Clarke (Commissioning Programme Manager) and Phil Lightowler (Head of Public Transport) were in attendance for this item.

1. Mr M Whiting (Cabinet Member for Planning, Highways, Transport and Waste) introduced the report which provided an update on the Bus Summit event held on 30 October 2018, the five pilot schemes and the next steps for delivering each of the pilots.
2. Mr Clarke provided a brief summary on the development of the pilot schemes and referred the Committee to Appendix A of the report which outlined the benefits and key features within each of those pilots. The next step included extensive engagement through working groups with local county Members, parish councils and local community groups to ensure all feedback from each of the localities fed into the final design proposals prior to approval in January 2019. The pilot mobilisation would then commence in February 2019, followed by pilot commencement and review from 1 June 2019.
 - (a) Mr Clarke confirmed that the cost of the consultation was between £75,000 to £80,000.
 - (b) In response to questions raised regarding free bus passes, Mr Clarke informed the Committee that registered and timetabled services would facilitate free bus passes. If the service was provided through an unregistered company, the user group would need to submit a business case.
 - (c) Mr Lightowler assured the Committee that following the withdrawal of three contracted bus services within Thanet, Kent County Council had put in place mitigating actions to ensure alternative means of transport were available. There was a four-week consultation period within Thanet, held at a number of venues at various times in the day to ensure user groups within Thanet had the opportunity to voice their concerns and receive confirmation of the alternative service number. Kent County Council was working in conjunction with Stage Coach to promote the Big Conversation and its public engagement events.
 - (d) In response to concerns regarding competitor awareness and engagement, Mr Lightowler said that prior to the Big Conversation there were a number of market engagement events which helped to determine the main providers within the local areas. The evaluation of the commissioning process would then help to determine the best procurement method to drive competitive rates amongst interested parties. Alternatively, if Kent County Council was successful in identifying a community transport provider who could run a timetabled service, this would also be encouraged.

3. Mr Whiting paid thanks to the Members for their involvement in the Big Conversation and the support they had given in their capacity as local members
4. RESOLVED that the report be noted.

138. Work Programme 2019-20

(Item 16)

RESOLVED that the Work Programme be noted subject to the inclusion of the following items:

- (a) A factual report on the progress of the Manston Airport Development Consent Order
- (b) A progress report on the freight only ferry resilient service into Ramsgate
- (c) A review of the 20 MHP speed limit

139. Contract Management/ Procurement - Public Rights of Way Vegetation Clearance

(Item 17)

RESOLVED that the report be noted.

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From: Mike Whiting, Cabinet Member for Planning, Highways, Transport and Waste

Barbara Cooper, Corporate Director of Growth, Environment and Transport

To: Environment and Transport Cabinet Committee – 17 January 2019

Subject: KCC response to the Gatwick Airport draft Master Plan 2018

Classification: Unrestricted

Past Pathway of Paper: N/A

Future Pathway of Paper: N/A

Electoral Division: All west Kent divisions

Summary:

This report outlines Kent County Council's (KCC) proposed response to Gatwick Airport's consultation on its draft Master Plan 2018, which closed on 10 January.

Gatwick's draft Master Plan proposes three scenarios to grow the airport between today, five years time and 2032. The first scenario is to continue to operate as a single runway operation and grow annual passengers from 45.7m (2017/18) to up to 61m (2032) using larger aircraft and improved technology, as well as growing demand outside of the current peak. The second scenario proposes to routinely utilise the emergency runway alongside the main runway, which would grow passenger numbers up to 70m by 2032. The third scenario continues to safeguard for an additional runway to the south. These scenarios are not mutually exclusive.

KCC's proposed response is in line with the Council's adopted *Policy on Gatwick Airport* (Cabinet, December 2014) and opposes expansion at the airport. It states that the routine use of the emergency runway is effectively the introduction of a second runway, and it expresses significant concerns over the noise impacts on west Kent. The response states that the benefits of growth should be shared with communities around the airport, who should see a reduction in noise and a night flight ban comparable with that at Heathrow.

An officer response has been made to Gatwick pending Cabinet Committee consideration and endorsement or recommendations to the Cabinet Member. An endorsed or amended response will be sent to Gatwick after Cabinet Committee.

Recommendation:

The Cabinet Committee is asked to discuss and comment on the proposed Kent County Council response to the consultation.

1. Background

- 1.1 At peak times, Gatwick Airport is the busiest single-runway airport in the world. It is ranked 12th in the world for the number of long haul destinations served, serves a total of 233 destinations (long and short haul), and in 2017/18 handled 45.7 million passengers. Gatwick's biggest airline is easyJet, accounting for 18.5m passengers in 2017/18. Low-cost carriers are the main operators at Gatwick, requiring multiple trips in a day and fast turnaround times. They are a key source of demand for flights during the night period (23:00 to 07:00). However, Gatwick also has an increasing number of full-service, charter and regional airlines.
- 1.2 Gatwick estimates that it contributes £5.3 billion to the UK economy, and supports over 85,000 jobs, including 24,000 employed directly on airport. Staff travel data shows that 5% these employees reside in Kent (approximately 1,160). Additionally, of all passengers terminating at Gatwick, 7.4% have their end destination in Kent. This is second only to passengers destined for Greater London.
- 1.3 In October 2017, the Government announced support for the Heathrow Northwest Runway (the third runway), which is now being progressed through the planning process for Nationally Significant Infrastructure Projects (NSIP). The *Airports National Policy Statement* (setting the planning requirements for the third runway) did not explicitly rule out expansion of Gatwick in the future but identified that Gatwick's scheme was not the best solution to restricted runway capacity in the south east. It should be noted, however, that the Heathrow scheme is not yet a certainty because of the substantial challenge posed by air quality requirements.
- 1.4 Subsequently, the *Aviation Strategy Call for Evidence* (2017) set out a proposed policy to make best use of existing airport infrastructure. Kent County Council (KCC) strongly opposed this policy being introduced but in June 2018 the Department for Transport (DfT) published *Beyond the horizon - The future of UK aviation – Making best use of existing runways*. This clearly states that Government is “*minded to be supportive of all airports who wish to make best use of their existing runways, including those in the South East, subject to environmental issues being addressed.*” Effectively, this actively encourages Gatwick to plan to utilise its emergency (also known as the standby or northern runway) runway for day-to-day use.
- 1.5 Increased noise is a consequence of expansion that will be most negatively experienced in west Kent. Gatwick saw a significant reduction in its noise footprint from the late 1980s to early 2000s as a result of the introduction of modern aircraft. Since then, the overall trend has been a general reduction in the noise contour areas. However, noise impacts specifically in west Kent have increased in this time due to changes to the management and routing of aircraft. In the 2018 summer period (25th March to 29th October), Gatwick saw an average of over 45 arrivals per night. If each of these disturbs sleep then the impact on individuals' health is clear.

1.6 The Gatwick Airport draft Master Plan sets out the airport's growth plans for the next 5 years, and then looks ahead to 2032, and presents three potential growth scenarios in the context of Government policy.

2. Summary of 'Gatwick Airport Draft Master Plan 2018'

2.1 In 2017/18, Gatwick handled over 282,000 aircraft movements, 45.7m passengers, and 102,000 tonnes of cargo. The cargo tonnage represents a 24% increase on 2016/17 and is driven by increased long-haul services.

Master Plan for the next 5 years

2.2 Gatwick's proposals for the next 5 years are to grow the airport in its existing configuration as a single-runway by:

- Greater use of the airport in the off-peak periods (outside of the summer, and potentially at night¹);
- More intensive use of the runway in peak periods; and
- Shifting to larger aircraft with higher load factors.

This is the same methodology Gatwick has used to grow the airport to present levels of throughput. Anticipated growth under this scenario is an increase to 52.8 million passengers per annum (mppa) by 2022/23 (an increase of 15% on 2017/18 passenger numbers). However, they expect to achieve this with only a 7% increase in number of aircraft movements due to higher load factors.

2.3 Gatwick believes that it can achieve this whilst fulfilling its *Decade of Change* sustainability strategy commitments, as well as delivering a smaller noise footprint than today. Surface access improvements during this timeframe are set out in its Surface Access Strategy, including the upgrade to the Gatwick Airport Station and targets to achieve a 48% public transport mode share by 2022.

Master Plan for 5 – 15 years

Scenario 1: Existing main runway

2.4 This scenario is a continuation of the 5-year growth plan but looking ahead a further 10 years. Under this scenario, Gatwick could be handling 57 – 61mppa by 2032. As for the 5-year plan, this would be achieved by growth outside of the current peak times and further increases in the average aircraft size, with new technologies and minor infrastructure changes (for example, additional car parking). The draft Master Plan states that the noise footprint would continue to reduce owing to the introduction of modern quieter aircraft,

¹ In the summer period (March to October) Gatwick fully utilises its movement quota allowance and so cannot grow by running more night flights.

although the maximum number of movements per hour could increase to 60 in 2032, compared with around 55 today.

Scenario 2: Existing emergency runway

- 2.5 The emergency runway (Gatwick uses the terminology 'standby' throughout the draft Master Plan) is currently restricted to operation when the main runway is unavailable (for resurfacing or because of an incident) under a 1979 legal agreement with West Sussex County Council. This agreement expires in 2019 and so Gatwick is investigating how it can be used to enable growth, in line with the Government's policy on making best use of existing infrastructure.
- 2.6 The separation between runways is insufficient for completely independent operation and so the emergency runway would be used for departures only (with a limit on aircraft size). This would release capacity on the main runway for arrivals, and therefore add 10 to 15 additional hourly aircraft movements in the peak hours, increasing to about 70 per hour. Gatwick forecasts that this could lead to 68 to 70 mppa by 2032 (up to 390,000 air transport movements (ATMs)).
- 2.7 To deliver this would require some reconfiguration of the airport, such as moving taxiways and stands, as well as improvements to the junctions serving the North and South Terminals. The initial noise modelling shows that noise generated by this scheme would be broadly similar to today's noise levels.
- 2.8 Owing to the significant increase in capacity afforded by this scheme, planning permission would be sought through a Development Consent Order (DCO). Gatwick anticipates consulting on this scheme in 2019 and suggests that the emergency runway could be brought into use in the mid-2020s.
- 2.9 Under this scenario, Gatwick expects the number of people affected by day-time noise in 2032 to be comparable to that experienced today due to the introduction of quieter aircraft. However, the noise metric used averages out noise energy over a given time period and does not represent the impacts of the increased number of noise events. Gatwick expects a reduction in night-time noise (the least acceptable kind of aviation noise) because it does not forecast traffic growth in the night quota period².

Scenario 3: Safeguarded land for additional runway to the south

- 2.10 This scenario proposes that, despite the *Airports National Policy Statement* to progress the Heathrow Northwest Runway, an additional runway at Gatwick is

² This period (23:30 – 06:00) is regulated by the DfT, who set limits on the number of aircraft movements and the amount of noise that can be produced. During the summer period (March to October), Gatwick is permitted to have 11,200 ATMs and currently fully utilises this quota. However, the winter night quota (3,250 ATMs) has significant spare capacity and so there is potential for growth there

in the national interest. Therefore, Gatwick proposes that the land to the south - as set out in its Second Runway proposals made to the Airports Commission - continues to be safeguarded (i.e. a slightly different footprint to that safeguarded in the Crawley Borough Council Local Plan today). The rationale is that the DfT forecasts show that UK airport capacity constraints will become apparent by 2030 even with the Heathrow third runway.

2.11 The draft Master Plan states that an additional runway could be delivered within 10 years of commencing the planning process and expand the airport's capacity to 95 mppa. Being a much larger scheme, it would require significant changes to the airport configuration as well as to the road network. The proposals put to the Airports Commission included mitigation and compensation measures because Gatwick's environmental impacts would be much greater. Further, the draft Master Plan does not preclude the continued use of the emergency runway if a new runway was built, effectively making Gatwick a three-runway airport.

2.12 The draft Master Plan is **not** proposing to develop additional runway proposals on the safeguarded land but instead seeks to continue to protect the land that would be needed from future development that could inhibit future expansion plans.

Consultation process

2.13 The consultation ran from 18 October 2018 to 10 January 2019. All consultation documents are available on the Gatwick website³. KCC agreed with the Airport that an officer response was submitted by the deadline and following Cabinet Committee that response will either be endorsed or amended. The proposed (officer) response is Appendix A to this report and summarised in Section 3 below.

3. Summary of KCC's proposed response to the consultation *(full response to the consultation questions is provided in Appendix A)*

5- year growth plan and Scenario 1: Existing main runway

3.1 The proposed response states that growth at all costs cannot be supported and emphasises the emerging evidence demonstrating the health impacts of noise. It states that Gatwick must work with the Noise Management Board and others to make meaningful improvements to benefit those living around the airport both today and during the draft Master Plan period.

Scenario 2: Existing emergency runway

3.2 KCC's response is in accordance with the Council's *Policy on Gatwick Airport* adopted by Cabinet in December 2014. The response considers scenario 2 to be equivalent to a full second runway scheme and fully opposes it.

³ <https://www.gatwickairport.com/business-community/growing-gatwick/long-term-plans/>

- 3.3 The response reiterates KCC's objections to the introduction of the Government policy to make best use of existing runways, particularly noting that no amount of mitigation or compensation can counteract the inability of residents to sleep, the negative impacts on their health and educational attainment, or restrictions on the peaceful enjoyment of their homes and gardens. Given the Heathrow Northwest Runway scheme and the recent planning consent for an additional 9m passengers at Stansted bringing substantial extra capacity to the London Airports system, the response asks whether further capacity at Gatwick is necessary.
- 3.4 A worsening of noise impacts in west Kent is the primary concern with scenario 2. The draft Master Plan forecasts that noise levels in 2032 will be similar to today. However, this is based on the fleet of aircraft using the airport being replaced with improved, quieter models. It omits consideration of the number of noise events that residents will experience, which will undoubtedly increase as the proposals will enable increased aircraft movements. Whilst night-time noise is unlikely to increase as dramatically as the day-time (owing to DfT restrictions), the proposals fundamentally fail to share the benefits of growth with the communities around the airport. The proposed response emphasises that any planning application must seek the views of affected communities on noise management, and measures including a reduction in or ban on night flights would be one way to share the benefits of any expansion, if permission for the scheme was granted.
- 3.5 Furthermore, the proposed response highlights concerns with the surface access to the airport, which will suffer from the additional passenger demand without substantial improvement. Under this scenario, cargo tonnage is forecast to treble, and this will place further demand on the road network from lorries and delivery vehicles.
- 3.6 Finally, the scenarios have been assessed in isolation but they are not exclusive choices. If scenarios 1 and 2 are enacted together then the negative impacts would be dramatically worse compared to the assessment presented in the draft Master Plan.

Scenario 3: Safeguarded land for an additional runway to the south

- 3.7 The proposed response reiterates KCC's strong opposition to any additional runways at Gatwick. It suggests that Gatwick needs to seek clarification on safeguarding from Government given the national significance of any such expansion plans.
- 3.8 Given that this proposal is to safeguard land, rather than progress an additional runway scheme, there is no consultation question on noise and surface access impacts.

Economic benefits

- 3.9 The proposed response makes it clear that Kent does not receive the economic benefits of Gatwick as strongly as those Local Authorities in the *Gatwick Diamond* area or within the Coast to Capital Local Enterprise Partnership area. The proposed response encourages Gatwick to work with the South East Local Enterprise Partnership (SELEP) and Locate in Kent to ensure that Kent's proximity to the airport benefits the local economy.

Noise

- 3.10 KCC's proposed response states that Gatwick is not effectively sharing the benefits of growth with the communities negatively impacted by aviation noise, and that the noise benefits forecast over the draft Master Plan period are as a result of technological improvements to aircraft design. This requires only a passive role from the Airport. Conversely, the response implores Gatwick to actively explore opportunities presented by growth (at Gatwick and the other London airports) to reduce noise, especially during the night. Gatwick must formulate these plans with the Noise Management Board.
- 3.11 The proposed response recognises that Gatwick wishes to be "*best in class*" in its approach to noise management, and that the current scheme for insulation costs go beyond minimum requirements. However, new World Health Organisation (WHO) guidelines states that health impacts from aviation noise are observable at a lower level than previously thought, and therefore KCC's response makes it clear that Gatwick needs to step-up its approach to mitigation accordingly.

Surface Access Strategy

- 3.12 The proposed response expresses concern about Gatwick's reliance on the M23 and the Brighton Main Line as the main access routes for passengers and staff, and the inherent lack of resilience this causes. Recent capacity enhancements on these routes are designed to support background growth, and for Gatwick to absorb that capacity through its own growth will present problems, such as reduced journey time reliability. The Airport is currently reliant on a single railway route with no viable proposals for any improved rail connectivity.
- 3.13 Targets for increased mode share by sustainable transport are welcomed. The proposed response asks Gatwick to support the reinstatement of the rail service to Tonbridge via Redhill and Edenbridge, with a possible link to the existing service between Gatwick and Reading. This would help widen the economic benefits of the airport to Kent.

4. Conclusions

- 4.1 Gatwick Airport has consulted on its draft Master Plan, looking at growth over the next 5 years with the existing single-runway configuration, and beyond

that by proposing the routine use of the emergency runway alongside the main runway and continuing to safeguard the land for an additional runway.

4.2 KCC's officer response has been produced in line with the Council's adopted *Policy on Gatwick Airport* (Cabinet, December 2014) and opposes the use of the emergency runway. This is effectively a second runway and, although not fully independent from the main runway, will dramatically increase Gatwick's capacity. This will lead to unacceptable noise impacts on west Kent regardless of forecast technological improvements leading to aircraft that are quieter. Gatwick suggests that it will consult on the use of the emergency runway in 2019, commencing the Development Consent Order (DCO) process to seek planning consent.

4.3 The consultation closed on 10 January 2019 but Gatwick has agreed to accept either an endorsed response or amended response following the Environment and Transport Cabinet Committee.

5. Financial Implications

5.1 N/A.

6. Legal Implications

6.1 N/A.

7. Equalities Implications

7.1 N/A.

8. Other Corporate Implications

8.1 N/A

9. Governance

9.1 N/A.

10. Recommendation:

10.1 The Cabinet Committee is asked to discuss and comment on the proposed Kent County Council response to the consultation.

11. Background Documents

Appendix A: Proposed Response by Kent County Council to the Gatwick Airport Consultation on the draft Master Plan 2018.

Gatwick Airport draft Master Plan 2018

<https://www.gatwickairport.com/globalassets/business--community/growing-gatwick/gatwick-draft-master-plan-final.pdf>

Kent County Council Policy on Gatwick Airport

Kent County Council Policy on Gatwick Airport (December 2014)

<https://democracy.kent.gov.uk/documents/s49886/Item%209%20-%20Policy%20on%20Gatwick%20Airport.pdf>

12. Contact details

Report Author: Katie Pettitt Principal Transport Planner 03000 413759 Katie.Pettitt@kent.gov.uk	Relevant Director: Stephanie Holt-Castle Interim Director, Environment, Planning and Enforcement 03000 412064 Stephanie.Holt-Castle@kent.gov.uk
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Appendix A: Proposed Response by Kent County Council to the Gatwick Airport Consultation on the draft Master Plan 2018.

As part of the Gatwick Airport draft master plan, we are proposing to grow Gatwick by making best use of the existing runways in line with Government Policy. The benefits of growing Gatwick would include more choice of destinations for passengers, as well as additional employment opportunities and benefits to the wider economy. We are proposing to make Gatwick a more efficient airport, while at the same time reducing or mitigating our impact on the environment.

QUESTION 1 Given the above, to what extent, if at all, do you support or oppose the principle of growing Gatwick by making best use of the existing runways in line with Government policy? Before answering, you will find it useful to read Chapters 4 and 5 in the full version of the draft master plan.

Strongly oppose.

QUESTION 2 Please explain why you hold this view.

The policy to more intensively use existing runways was borne out of the Department for Transport's (DfT) *Aviation Strategy Call for Evidence*. In the context of Gatwick, this includes increasing the capacity of the airport in its existing configuration and introducing the routine use of the emergency ('standby') runway.

However, this must be seen in the context of the forthcoming capacity expansion at Heathrow Airport following the Parliamentary vote in favour of implementing the Northwest Runway scheme on 26th June 2018. This transformative scheme will release significant capacity and guarantee a night flight ban at Heathrow. Rather than additionally expanding at Gatwick, the benefits of this additional capacity should be shared and used to enable night flight bans at the other London airports.

Similarly, Stansted Airport has recently been granted planning consent to expand handling capacity to 43m passengers annually compared with the current cap of 35m. Given the boost this scheme gives to the London Airports system as a whole, it really questions whether this proposed extra capacity through use of the emergency runway is needed at Gatwick. Especially considering the significant negative impacts this would have on the communities around the airport and the surface access routes (M23 and Brighton Main Line).

Maximising the throughput of the airport in its current configuration would take Gatwick from 45.7 million passengers per annum (mppa) (280,790 air transport movements (ATMs)) in 2017/18 to 52.8mppa (300,000 ATMs) in 2022/23. This could

be 61mppa by 2032. The draft Master Plan states that most of the growth will be outside of the peak periods. This means that there will be a higher number of flights per hour throughout the day, as well as spreading of the summer peak period. An increasing number of long-haul services will likely lead to more winter-time demand. Given Gatwick has spare capacity in the winter night quota period, we are concerned that some of the peak spreading might take place then to the detriment of communities who currently experience some respite overnight in the winter. We recognise that such growth is outside of the planning process and therefore mitigation and compensation for communities around the airport is voluntary.

Published night noise exposure contours have been shown to extend as far east as Chiddingstone (48dB contour, summer 2015), and KCC receives numerous complaints from residents in the districts of Tunbridge Wells, Tonbridge and Sevenoaks. The level of distress caused by night time noise is significant in west Kent, as it is in other areas affected by overflight. Between the weeks ending 31st March 2018 and 6th October 2018 (the summer period), there were 9,580 arrivals (including 947 dispensations due to adverse weather), which averages to more than 45 per night. If each of those noise events disturbs sleep or completely wakes a person, then it has a severe impact on their health and wellbeing.

It is imperative that Gatwick uses its existing channels of engagement with Local Authorities, community noise groups, the DfT and others, such as through the Noise Management Board, to really understand where concessions can be made that would make a meaningful difference to the lives of those under the flight paths to/from the airport.

There is continually emerging evidence on the impacts of aviation noise that strongly demonstrates the real health costs felt by individuals. Ultimately these costs are picked up by the National Health Service (NHS) and by the wider economy in reduced productivity. More intensive use of the existing runway will lead to more intensive noise impacts. Kent County Council (KCC) cannot support growth at all costs.

At Gatwick, bringing the emergency ('standby') runway into operation for departing aircraft will significantly increase the number of aircraft movements that the airport can handle. Whilst we understand that an increase in aircraft movements would enhance the economic benefits of the airport (through business travel, tourism, trade and increased employment both on site and in the supply chain), the use of the emergency runway is not something KCC supports.

The Council's Cabinet adopted the *Policy on Gatwick Airport* in December 2014. This policy explicitly states that KCC opposes a second runway at Gatwick. Whilst at the time, this was in the context of the Airports Commission and the proposals for a newly constructed and independently operated second runway, we consider these

latest proposals to routinely use the emergency runway would effectively become a second runway. This reality would imply that a future new runway proposal would be a third runway for Gatwick.

In our response to the DfT's *Call for Evidence*, we opposed the introduction of the policy to more intensively use existing runways. The concerns we expressed in that response can be summarised as:

- The policy is a default of support for expansion, placing this need above all others. KCC's view is that the voice of communities needs to be listened to regarding the damaging impact of aviation noise.
- Mitigation and compensation cannot counteract the inability of residents to sleep, the resulting reduction in educational attainment of children, or the wider negative health impacts of noise. It is simply not possible to insulate an open window or a garden. The increased overflight of designated landscapes will also disrupt the tranquillity from which many people benefit in areas such as National Parks and Areas of Outstanding Natural Beauty (AONB).
- Expansion will need new flight paths and therefore cause new communities to be impacted by aviation noise, as well as increased concentration/frequency of noise owing to the extra capacity released. Therefore, where communities are newly affected, there is a case for financial support for residents who wish to move from the area.
- More intensive utilisation of existing runways will be an attractive commercial decision based on growing demand and constrained runway capacity, particularly until the completion of a new runway at Heathrow. However, once the Heathrow Third Runway is operational, we would expect to see Government review the other designated airports to achieve environmental and social benefits (e.g. through a reduction in the night noise and movement quotas) to properly share the benefits of this expansion.

With respect to the Gatwick draft Master Plan, we are especially concerned about the impact of additional aviation noise on our communities in west Kent. The proposal is for the emergency runway to be used for departures only, which on average are towards the west. Nevertheless, this would release capacity on the main runway for arrivals and these predominantly affect the east of the airport. Noise forecasts produced show that in this scenario the noise environment around Gatwick would be broadly similar to today, i.e. the benefits of quieter aircraft would not be felt by the communities around the airport. This is not in keeping with the ethos of sustainable growth that is promoted in the draft Master Plan.

Furthermore, the additional passenger numbers that the emergency runway scheme could accommodate would take Gatwick from 45.7m (2017/18) to up to 70m by 2032/32 and up to an additional 109,210 air traffic movements. This is without

significant infrastructure improvements either on airport or off-site on the strategic surface access routes to the airport. From KCC's perspective, we are particularly concerned about the lack of resilience in the motorway and rail networks, with Gatwick reliant on the M23 and Brighton mainline – the same networks that handle millions of non-airport journeys. Both of these networks are approaching capacity, and recent improvements have been designed to cope with background growth rather than additional airport passengers. Improvement to parking on-site will not be sufficient mitigation for the forecast growth in passengers.

Under this scenario cargo tonnage is forecast to increase from 102,000 tonnes today to 325,000 tonnes by 2032. We understand the economic benefits of this increase, especially as we transition to new trading partnerships post-Brexit. However, the M23 is the main route for freight and these Heavy Goods Vehicles (HGVs) increase road maintenance costs, reduce motorway speed and utilise more road capacity than cars. Currently, cargo arriving at Gatwick is taken to Heathrow for distribution. This is clearly not a sustainable long-term operation and so capital investment at Gatwick needs to address this situation, as well as off-site improvements on the road and rail networks.

The planning framework for this scheme would be a Development Consent Order (DCO) application as the expansion enables a significant number of additional air traffic movements and is therefore classified as a Nationally Significant Infrastructure Project. Recent Government policy has called for more community involvement in setting noise limits at airports, and Gatwick's own Noise Management Board seeks to improve the noise environment for residents. Given that communities would see no improvement in their noise exposure if this scheme was implemented and also that runway capacity in the south east is being given a significant boost from the Heathrow Third Runway, we would expect Gatwick to offer concessions to truly share the benefits of any expansion. This would likely be best received by a reduction in night flights and best implemented through a Requirement imposed by any Development Consent Order granted, or a significant reduction in the noise and movement quotas set by the DfT.

Finally, it is not clear from the draft Master Plan if the passenger, aircraft movements and cargo figures for the emergency runway scenario account for continued growth in the existing configuration as per scenario 1. Given that the document states that these scenarios are not exclusive choices we consider that they have been assessed in isolation. If that is the case, then scenario 1 and scenario 2 enacted together (which is feasible in the national policy context) could see a dramatic increase in airport throughput and a substantial worsening of the noise environment around the airport (not to mention surface access and other environmental considerations). This would be unacceptable.

QUESTION 3 Given the draft master plan looks out beyond 2030, to what extent, if at all, do you agree or disagree that land that has been safeguarded since 2006 should continue to be safeguarded for the future construction of an additional main runway? Before answering, you will find it useful to read Section 5.4 in the full version of the draft master plan.

Disagree.

QUESTION 4 Please explain why you hold this view.

Whether or not the land remains to be safeguarded should be decided by central Government policy. The Airports National Policy Statement (NPS) has set the planning framework for Heathrow to build and operate a Third Runway and decided that another runway at Gatwick is not the right expansion plan for the UK. This would suggest that the land should not continue to be safeguarded, although expansion at Gatwick was not explicitly ruled out in future by the NPS. We ask that Gatwick and Crawley Borough Council seek clarification from the DfT on whether the land should continue to be safeguarded, and the appropriate boundary for that safeguarding if taken forward.

Nevertheless, KCC remains strongly opposed to any additional runways at Gatwick and would continue to campaign against such a scheme should the Heathrow Third Runway fail to meet the NPS requirements.

QUESTION 5 What more, if anything, do you believe should be done to maximise the employment and economic benefits resulting from Gatwick's continued growth? Before answering, you will find it useful to read Section 5.6 and Chapter 7 in the full version of the draft master plan.

It is undoubtedly true that Gatwick contributes significantly to the local and national economy as a key international gateway and because of the increasing cargo tonnage handled. Some of the employees at Gatwick live in Kent (approximately 5%), and our proximity to the airport increases the attractiveness of Kent as a place to live and do business. However, we also suffer from that proximity in terms of the intolerable noise impacts on west Kent.

We do not see such strong economic benefits from Gatwick as London and the Local Authorities bordering the airport (including those in the Gatwick Diamond area and Coast to Capital Local Economic Partnership). However, we welcome the attendance by Gatwick at local careers fairs in west Kent, and promotion of leisure and tourism opportunities in Kent to visitors arriving at the airport. We would like to see more of these activities in future, and engagement with the South East Local Enterprise Partnership (SELEP) would be one way to reach Kent universities that

might be able to benefit from links to a large organisation with substantial capital investment and a Science, Technology, Engineering and Mathematics (STEM) focus.

We also encourage Gatwick to work with Kent's inward investment agency *Locate in Kent* (<https://www.locateinkent.com>) to establish further ways to work together to promote the business opportunities afforded by Kent's location. Visit Kent is another organisation who can help promote tourism connections and build on the 7.4% of Gatwick passengers terminating their journey in Kent.

Transport connections are a vital way to spread economic benefits. Travellers from Kent are largely reliant on the car to get to Gatwick, and journey times can be unreliable on the M25 and presently on the M20 and M23 with smart motorway schemes under construction. Therefore, we would welcome Gatwick's support for a reinstatement of the direct rail service from Gatwick via Redhill and Edenbridge to Tonbridge (see response to question 10).

QUESTION 6 What more, if anything, do you think should be done to minimise the noise impacts of Gatwick's continued growth? Before answering, you will find it useful to read Sections 4.5, 5.5, 6.4 and 6.5 in the full version of the draft master plan.

With continued single runway operation, the noise environment around Gatwick is expected to improve, primarily from the introduction of new generation quieter aircraft. This sees the population within every contour fall in each modelled year. Whilst this is fully welcomed, it is not due to anything Gatwick is actively doing to share the benefits of growth with communities around the airport but rather to technological advancements. Further, the contours are the average noise levels over a given time period and it must not be forgotten that the frequency of noise events is another measure that illustrates disturbance. It would have been helpful to have some N₆₀ contours and comparisons of today and future scenarios to give a fuller picture of how residents are likely to be affected by growth. Further information is also needed on the impacts of the scenarios operated concurrently and we would expect to see much more detailed noise modelling in any DCO application.

The answer given to Question 2 further explains that we implore Gatwick to take the opportunities provided by growth there and in the wider London airports system to consider the impact on the local communities and reduce night flights to lessen the noise impact at night – the most unacceptable kind of noise. We would be especially keen to see a night flight ban comparable to Heathrow's Third Runway proposals to genuinely share the benefits of expansion with the local communities negatively affected by noise. This is imperative in all scenarios, but especially the operational emergency runway and additional runway scenarios where there would be a real step-change in the number of air traffic movements at the airport.

An additional runway would dramatically worsen the noise footprint of the airport and see many new communities (and tens of thousands of individuals) newly affected by aviation noise. KCC continues to vehemently oppose an additional runway at Gatwick. The draft Master Plan reiterates the Gatwick proposals to the Airports Commission and that the additional runway could see almost a doubling of peak hour movements, leading to completely unacceptable and intolerable levels of noise and disturbance.

In developing plans for growth, Gatwick should consult with the Noise Management Board and the Independent Commission on Civil Aviation Noise. This should take into account the latest research, including new World Health Organisation (WHO) guidance on the level of aviation noise where no health impacts are observed – at 45dB L_{DEN} & 40dB L_{NIGHT} (World Health Organisation, *Environmental Noise Guidelines for the European Region*, 2018). This has profound implications for Gatwick, and all other airports, and recommends that operational and infrastructure changes are made to reduce the noise impacts (and therefore improve the health outcomes) for communities affected.

We appreciate the sentiment in paragraph 6.4.26 that Gatwick wishes to be “best in class” in the approach to noise management, and we recognise that elements of Gatwick’s noise offer go beyond Government requirements. However, we would always encourage Gatwick to strive even further, particularly in insulation and compensation schemes. As so many residents experience distress from persistent aircraft noise, and as Gatwick plans to grow under every scenario, there is an opportunity to offer greater assistance with moving costs to a wider range of people.

QUESTION 7 What more, if anything, do you think should be done to minimise the other environmental impacts of Gatwick’s continued growth? Before answering, you will find it useful to read Sections 4.5, 5.5 and Chapter 6 in the full version of the draft master plan.

Under every growth scenario Gatwick’s greenhouse gas emissions increase. This is something that the Government needs to consider in terms of the overall carbon budget and the UK’s commitments on climate change as part of the planning process for any expansion scheme at the airport. It is currently difficult to ascertain the air quality impacts of the airport owing to the recent change in methodology used to model this. Without further access to the air quality data used to forecast future impacts it is impossible to make meaningful assessment. However, Gatwick Airport should be held to account on its air quality impacts and strive to reduce them, both from aircraft and airside activities and in surface access.

In general, we would encourage Gatwick to look at the latest technological innovations as assets are maintained and replaced and new infrastructure is

introduced. This includes reviewing the choice of materials to use those with a smaller environmental footprint and looking at whole life environmental costs. The recent installation of the biomass boiler is an excellent example of innovation producing environmental benefits to the airport.

Continued dialogue with statutory bodies, such as the Environment Agency and Local Authorities, will also help Gatwick plan to reduce its environmental impact, which should happen regardless of growth in number of passengers or air traffic movements.

QUESTION 8 Do you believe our approach to community engagement, as described in the draft master plan, should be improved, and if so, how? Before answering, you will find it useful to read Chapter 8 in the full version of the draft master plan.

Chapter 8 sets out the range of engagement activities and events undertaken by Gatwick Airport. KCC participates in the Gatwick Airport Consultative Committee (GATCOM), the Noise Management Board (NMB) and the Noise and Track Monitoring Action Group (NaTMAG), as well as providing officer attendance at the annual Transport Forum, the NMB public meeting, and Local Authority officer groups. Our primary concern is the noise impact of the airport on Kent.

We welcome and acknowledge the positive input that Gatwick employees at all levels provide to these fora, as well as a commitment to make improvements that could lessen the noise footprint of the airport. Further, Gatwick has clearly made significant financial commitment to running these groups and to implementing the resulting actions. However, we also acknowledge the intense difficulty in reconciling Gatwick's aims for growth and the desire of communities to see the negative impacts of Gatwick's operations reduced (or at least not get any more intensive) compared with today. The NMB, with its independent Chair, goes some way to improving dialogue between the two sides. It has also provided technical advice and educational sessions on the complexity of airspace design to the Board members, which we consider to be invaluable.

To improve trust between Gatwick and the communities who are negatively affected by the noise from the airport, Gatwick needs to make meaningful change to reduce its impact. This draft Master Plan, with its proposals to increase air traffic movements and operate the emergency runway, risk undermining trust built through the NMB. Gatwick must give real consideration to the consultation responses received and make changes to the Master Plan proposals as a result.

QUESTION 9 If you make use of Gatwick, what areas of the passenger experience would you like to see improved?

This is outside the remit of our response.

QUESTION 10 Are there any aspects of our Surface Access Strategy that you believe should be improved and, if so, what are they? Before answering, you will find it useful to read Section 4.4 in the full version of the draft master plan.

Access to Gatwick Airport is reliant on the M23 and the Brighton Main Line, and so it inherently lacks resilience. Whilst these are high quality and frequent routes that are currently being improved, they also receive a high amount of demand from non-airport traffic and travellers. The scale of additional demand from growth at Gatwick is likely to absorb the capacity released by the current smart motorway scheme. Passengers travelling by car are also likely to have used the M25 and there is little, if any, spare capacity on this part of the strategic road network at peak times. This can lead to unreliable journey times. Similarly, on the rail network, the issues seen with Southern and Gatwick Express services as well as weekend blockades for maintenance works by Network Rail shows how susceptible the airport is to disruption. The DfT have recently rejected the proposal from a private company to link Ashford in Kent (and the Channel Tunnel) to Gatwick and beyond to Heathrow and HS2. This highlights the lack of viable proposals to improve rail connectivity to Gatwick, and without such additional capacity rail connections into Gatwick will remain limited to a single main line.

We welcome the targets for greater sustainable transport mode share for both passengers and staff. Sustainable surface access, particularly by rail, is the most efficient way to move high numbers of passengers, as well as reduce road traffic emissions. We support the proposal to extend rail connections via Reading and ask Gatwick to support any proposal for the reinstatement of the direct service to the east via Redhill and Edenbridge to Tonbridge. We consider that the emerging Sub-national Transport Body, Transport for the South East (TfSE), would be the ideal public body to promote the restoration of this essential rail link, and possibly to link it with the existing service between Gatwick and Reading. This would help to widen the economic benefits of the airport to Kent. Several attempts have also been made to pump prime a coach service from Kent. However, we believe that such a service could be successful if more closely matched to demand and better advertised. KCC would be happy to discuss such a service with Gatwick Airport.

Paragraph 4.4.8 states that Gatwick recognises “that we can only influence certain aspects of our surface transport links...” and whilst this is somewhat true, the Airport could opt to propose and fund network improvements off-airport.

QUESTION 11 Do you have any other comments to make about the Gatwick Airport draft master plan?

We trust that all consultation comments will be reviewed and amendments made to the final Master Plan to reflect those views.

When further consultation is carried out in advance of any DCO application, we wish to see much more detailed information on the likely environmental impacts of the airport's growth. This must include N₆₀ contours for noise and a full assessment of the emergency runway scenario in combination with the continued intensification of the airport in its current configuration. The information provided in the draft Master Plan is insufficient to properly assess impacts at this stage, although we note that Gatwick has not completed its own plans and assessment of this scheme yet.

From: Mike Whiting, Cabinet Member for Planning, Highways, Transport and Waste

Barbara Cooper, Corporate Director of Growth, Environment and Transport

To: Environment and Transport Cabinet Committee – 17 January 2019

Subject: Sub-national Transport Bodies: Transport for the South East

Classification: Unrestricted

Past Pathway of Paper: N/A

Future Pathway of Paper: N/A

Electoral Division: All divisions

Summary:

This report outlines the proposed establishment of a Sub-national Transport Body (STB) for the South East; Transport for the South East (TfSE) which plans to consult on its proposal to Government in 2019.

Government is seeking to transform transport and rebalance the economy by offering areas legal powers for transport through the creation of STBs. The South East 7 (SE7) councils initially proposed the establishment of an STB for the South East, which has now expanded to include 16 Local Transport Authorities (LTAs) and the 5 Local Enterprise Partnerships (LEPs) that cover the area. Kent County Council (KCC) and Medway Council are included. The development of TfSE is being led by East Sussex County Council.

TfSE will speak with a single voice on the South East's transport needs to directly influence the decisions of national infrastructure providers and operators. Once a statutory body, the Secretary of State must have regard to the transport strategy in agreeing the investment priorities of Highways England and Network Rail. Key to this is the development of a Department for Transport (DfT) prescribed transport strategy which is being developed over the next 27 months.

TfSE is operating in 'shadow' form until it becomes a statutory body. To become a statutory body, it needs to submit a proposal to Government with a request for transport powers. If that proposal is accepted by the Secretary of State, it will then be taken through Parliament. TfSE will undertake a public consultation on its proposal in summer 2019, however, before that, there will be a period of informal engagement with its constituent authorities, including KCC, in early 2019. Following the consultation, a formal proposal to Government is expected to be submitted in late 2019, which if approved, would lead to TfSE having statutory powers post 2020.

Recommendation:

Cabinet Committee is asked to note the progress of establishing a Sub-national Transport Body, Transport for the South East, and the forthcoming informal engagement with Kent County Council in early 2019, before a formal consultation in summer 2019, a response to which will be brought to Cabinet Committee in July.

1. Background

- 1.1. The 2015 Budget promised to offer areas legal powers to transform transport and rebalance the economy through the creation of Sub-national Transport Bodies (STBs).
- 1.2. The Cities and Local Government Devolution Act (2016) allows organisations to draw down powers from central government. The Secretary of State for Transport has the power to establish STBs for any area outside of Greater London.
- 1.3. The powers of each STB must be requested in a proposal to the Secretary of State, with the consent of all its constituent transport authorities, and then agreed in law.
- 1.4. There are currently four STBs in England. Transport for the North (TfN) became a statutory body in April 2018, and the three remaining STBs (Midlands Connect, England's Economic Heartland, and Transport for the South East) are currently operating in 'shadow' form and working towards gaining statutory status in 2020.
- 1.5. There are early discussions underway in the South West and East of England to establish STBs for these areas.

2. Transport for the South East (TfSE)

- 2.1. The South East 7 (SE7) councils proposed the establishment of an STB for the South East that would bring central Government, the South East's Local Transport Authorities (LTAs) and Local Enterprise Partnerships (LEPs) together with Highways England, Network Rail and port, airport, rail and bus operators in one body; Transport for the South East (TfSE).
- 2.2. TfSE is now a partnership of 16 LTAs and 5 LEPs. Kent County Council (KCC) is currently a constituent authority (as 'resolved' at the Environment and Transport Cabinet Committee on 17 November 2016 on the proposed decision (16/00120) taken by the Leader to establish and participate in the formation of TfSE) working in partnership with:
 - East Sussex County Council (lead authority and Accountable Body)
 - West Sussex County Council
 - Medway Council
 - Hampshire County Council
 - Surrey County Council
 - Brighton and Hove City Council
 - Southampton City Council
 - Portsmouth City Council
 - Isle of Wight Council
 - The Berkshire unitary authorities through the Berkshire Local Transport Body (LTB) which includes West Berkshire, Wokingham, Windsor & Maidenhead, Bracknell Forest, Reading and Slough.

- Five LEPs within the TfSE area are also included: South East LEP (SELEP), Enterprise M3, Coast to Capital, Solent and Thames Valley Berkshire.
- 2.3 Although it is subject to future changes, potentially with votes based on population, currently each of these authorities has a vote on the 'shadow' Board (Berkshire LTB has one vote for its 6 constituent unitary authorities) and the 5 LEPs share 2 votes between them. KCC is represented to the Leader or delegated to the Cabinet Member of Deputy Cabinet Member for Planning, Highways, Transport and Waste. There is also a representative for the Local Planning Authorities (LPAs) (district/borough councils within two tier council areas). The Chair of the Transport Forum is also represented on the Board (the Transport Forum includes representatives of operators – bus, train, ferry, ports, airports etc plus Network Rail and Highways England). National Parks and protected landscapes are represented by the South Downs National Park. The first 'shadow' Board meeting took place in June 2017 and meets quarterly. It is Chaired by Keith Glazier, Leader of East Sussex County Council.
- 2.4 Each constituent authority contributes £58,000 per year (unitary authorities £30,000) to TfSE to fund its development. This has been matched by £1million of funding from the Department for Transport (DfT).
- 2.5 Supporting the 'shadow' Board is the Senior Officer Group (SOG), led by Rupert Clubb, Director at East Sussex County Council. Below the SOG are three working groups consisting of officers from each authority. A Communications and Stakeholder Engagement working group, a Governance working group (overseeing the development of the legal order for statutory status) and the Transport Strategy working group which oversees the development of the transport strategy.
- 2.6 As agreed at the 'shadow' Board meeting on 16 July 2018, TfSE has recruited to a temporary (2-year fixed term contracts) staff structure to deliver the transport strategy and the proposal to Government for statutory status.
- 2.7 TfSE's overall vision is to grow the South East's economy by delivering a quality, integrated transport system that makes the South East more productive and competitive; and improves the quality of life for all whilst protecting the environment.
- 2.8 TfSE's promotional video can be viewed at <https://vimeo.com/269847705/dd48c76860>

Proposed Powers and Responsibilities

- 2.9 As part of TfSE's proposal, the 'shadow' Board will need to make a decision on the powers and responsibilities that it will request from government. Officer and Member working groups within TfSE have been established to make recommendations to the 'shadow' Board. Michael Payne, Deputy Cabinet Member, represents KCC on the Member working group. Powers and responsibilities that are under consideration include:

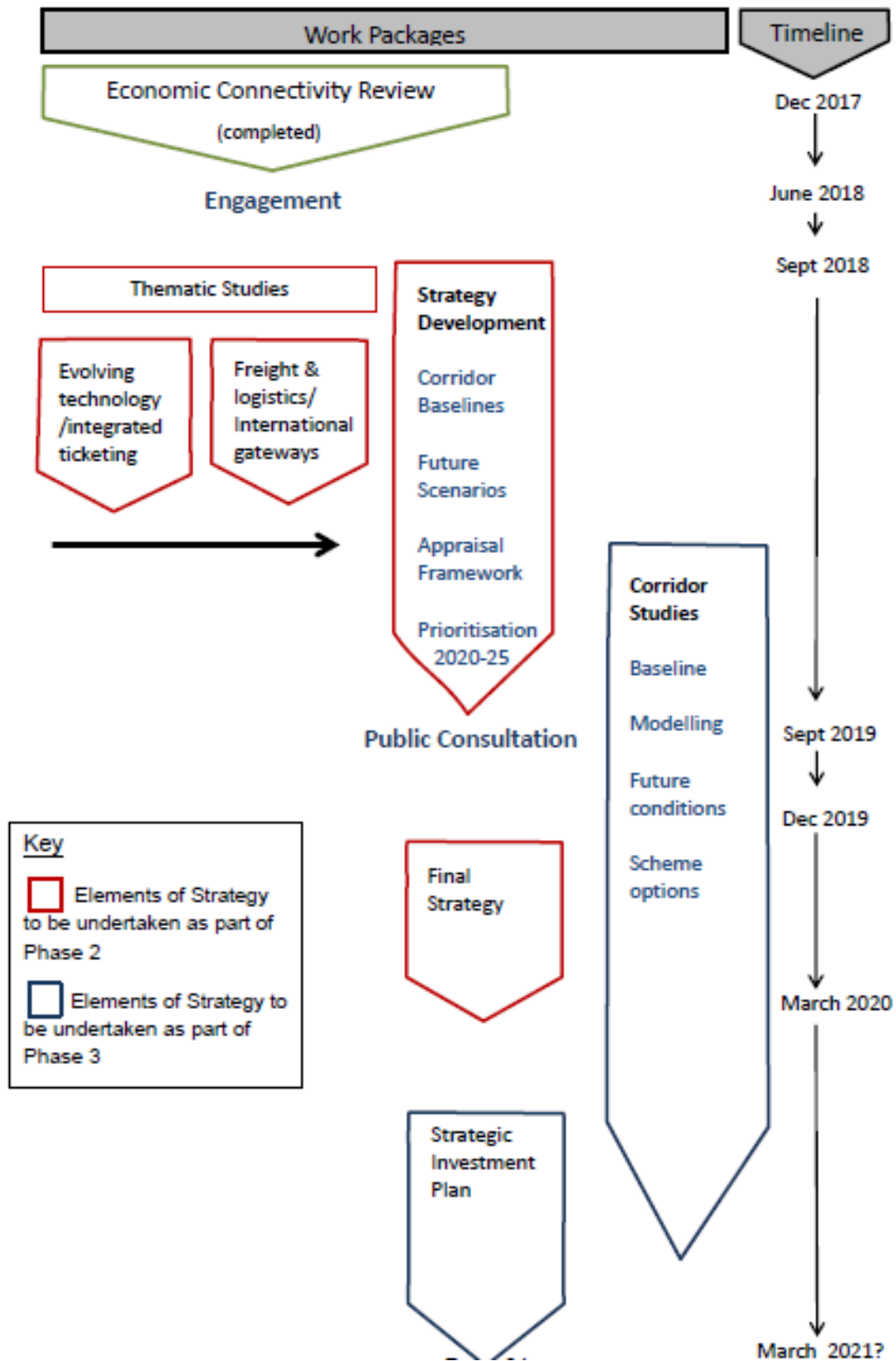
- General Functions – as set out in the Local Transport Act (2008), these functions will give TfSE the powers to develop a transport strategy for the area and to provide advice to the Secretary of State (this is the minimum power for STBs).
 - Smart and Integrated Ticketing powers for TfSE to be able to operate integrated ticketing systems across the South East.
 - Powers to promote or oppose Bills in Parliament – to enable TfSE to promote significant transport projects, including those that cross highway authority boundaries.
 - Rail operations and franchising – TfSE could request powers to influence the development of specifications for rail franchises. It is not recommended that TfSE should seek powers relating to the operation of franchises. This is primarily due to the multiple franchises that operate within the area and many of these operate beyond the boundaries of TfSE, i.e. within London.
 - Bus operations and franchising powers.
 - Air quality management – the powers to manage air quality issues arising from transport.
 - Highway powers to acquire land for the purposes of constructing highways, improving and maintaining trunk roads and local roads.
 - Charging – the ability for TfSE to introduce charging schemes for the purposes of keeping or using motor vehicles on roads. This power would be necessary to introduce Low Emission Zones, road user charging schemes or area wide workplace parking levies.
- 2.10 The proposed powers and responsibilities that could be requested in TfSE's proposal to government are set out in more detail in Appendix A to this report. All of the proposed powers and responsibilities set out in Appendix A would be concurrent with Highway Authorities' / Local Transport Authorities' (LTA) existing powers and responsibilities and would only be implemented with the consent of the affected Highway Authority / LTA and with the consensus of all of TfSE's constituent authorities.
- 2.11 The sub-group identified the need for all constituent authorities and Board Members to be in agreement over the requested powers and responsibilities prior to the full public consultation exercise on the draft proposal to government. The TfSE secretariat will therefore undertake an informal engagement exercise with elected Members and officers from the constituent authorities and LEPs. The informal engagement will take place between January and the end of February 2019. It will offer Members and officers an opportunity to fully understand the implications of specific powers and responsibilities and the circumstances in which they may be applied. In Kent this could be through an initial presentation by TfSE to Cabinet Members, followed by a Members briefing session, a presentation to the Kent Joint Leaders and Joint Chiefs, and to the Kent and Medway Economic Partnership (KMEP) and Business Advisory Board.
- 2.12 The timetable is to submit a proposal to Government in Autumn 2019, therefore a draft proposal will be brought to the 'shadow' Board in March 2019, following the period of informal engagement between TfSE and its

constituent authorities, including KCC, in January/February. Once a draft proposal is agreed by TfSE at the 'shadow' Board meeting in March, there will be a 12-week public consultation between May and July 2019. A formal response to the consultation from KCC (as a constituent member) will be submitted by the Cabinet Member, therefore a draft response will be reported to the Environment and Transport Cabinet Committee on 16 July 2019. TfSE's post-consultation revised proposal will then be agreed at its September 'shadow' Board meeting. Constituent authorities will then need to endorse the proposal before it is submitted to Government in Autumn 2019, therefore the final proposal will be brought to Cabinet Committee (10 October 2019) before a proposed decision by Leader under Article 10 (1) and 10 (4) of the Constitution.

Development of the Transport Strategy

- 2.13 The first stage in development of the transport strategy was an Economic Connectivity Review. This identified the economically important corridors in the South East that require further study as part of the development of the transport strategy and provided evidence of the additional Gross Value Added (GVA) that could be generated as a result of strategic investment in the South East's transport infrastructure. A consultation was conducted on the draft Economic Connectivity Review, initiated at the TfSE launch event in May 2018 at Farnborough Airport, which was attended by over a hundred industry experts and government officials. There was also a prior MP engagement event in the Houses of Parliament in Autumn 2017.
- 2.14 The diagram in Figure 1 shows the route map for the work to develop the DfT prescribed transport strategy. A draft transport strategy will be ready for public consultation (separate to the consultation on the proposal for the creation of the STB) in September 2019 and would include a statement of TfSE's initial scheme priorities for 2020-25.

Figure 1 Transport Strategy Road Map



TfSE's work to date

- 2.15 Whilst operating in 'shadow' form, TfSE has responded to a number of consultations as a collective partnership, acting as one voice for the South East. The main consultations include Highways England's proposals for Road Investment Strategy 2 (RIS2) and the DfT's proposals for a Major Road Network (MRN).
- 2.16 Engagement with the DfT in regard to the MRN and RIS2 priorities has so far been positive. TfSE's RIS2 priorities included the improvements along the M2/A2 corridor that are essential once the new Lower Thames Crossing opens to enable bifurcation. This included dualling of the A2 Lydden to Dover, Brenley Corner (M2 Junction 7) upgrade and improvements to the A229 connection between the M2 and the M20. TfSE also submitted a bid for the gap funding for the M2 Junction 5 (Stockbury roundabout) upgrade on the A249 as a priority for early funding in the MRN programme. A DfT representative attends all 'shadow' Board, Senior Officer Group, and Transport Strategy working group meetings.
- 2.17 Furthermore, TfSE has responded to consultations on Heathrow expansion, Western Rail Access to Heathrow, Gatwick Airport's Draft Master Plan, Midlands Connect's proposal to Government, the Lower Thames Crossing and the Public Information Exercise on Solutions to Operation Stack, which gave support to KCC's position.

3. Conclusions

- 3.1 Sub-national Transport Bodies (STBs) are resulting in a new level of transport planning in the UK.
- 3.2 KCC is currently a partner in the 'shadow' Transport for the South East (TfSE) along with 15 other Local Transport Authorities (LTAs) and 5 Local Enterprise Partnerships (LEPs).
- 3.3 TfSE will speak with a single voice on the South East's transport needs to directly influence the decisions of national infrastructure providers and operators (for example Network Rail and Highways England would need to 'have regard to' TfSE's transport strategy).
- 3.4 Key to this is the development of a DfT prescribed transport strategy which is being developed over the next few years.
- 3.5 A proposal to government, with the powers and responsibilities requested by TfSE (requested powers and responsibilities are still to be agreed – see paragraphs 2.9 to 2.12 and Appendix A) is expected to be submitted in 2019, with statutory status subsequently being awarded should approval be given by the Secretary of State in 2020.
- 3.6 Prior to the proposal being submitted to Government, TfSE will informally engage with its constituent authorities, including KCC, in January and February before developing a draft proposal to be agreed at its 'shadow'

Board meeting in March 2019. This draft proposal will be subject to public consultation, with KCC's formal response being made by the Cabinet Member after comment from the Environment and Transport Cabinet Committee on 16 July 2019. A post-consultation revised proposal will then be agreed at TfSE's 'shadow' Board meeting in September, which will need endorsement by KCC with a decision by the Leader under Article 10 (1) and 10 (4) of the Constitution, before TfSE's submission to Government in Autumn 2019. The proposed decision by the Leader will be brought to Cabinet Committee in October 2019.

4. Financial Implications

- 4.1 KCC contributes £58,000 per year to fund the development of TfSE. All constituent authorities make this contribution (unitary authorities contribute £30,000 per year). This has been matched by £1million of funding from the Department for Transport (DfT).

5. Legal Implications

- 5.1 N/A.

6. Equalities Implications

- 6.1 N/A at this stage of information reporting. A full Equality Impact Assessment (EqIA) will be undertaken by TfSE in drafting its proposal to government and for the Transport Strategy.

7. Other Corporate Implications

- 7.1 N/A

8. Governance

- 8.1 Proposed decision (16/00120) to be taken by the Leader to establish and participate in the formation of TfSE was 'resolved' at the Environment and Transport Cabinet Committee on 17 November 2016.
- 8.2 The Leader or Cabinet Member/Deputy Cabinet Member for Planning, Highways, Transport and Waste represents KCC on the TfSE 'shadow' Board. The Corporate Director for Growth, Environment and Transport represents KCC at the TfSE Senior Officer Group.
- 8.3 A decision will be taken by the Leader under Article 10 (1) and 10 (4) of the Constitution to endorse the proposal made by TfSE to government on powers and responsibilities relating to the establishment of TfSE following formal consultation.

9 Recommendation:

Cabinet Committee is asked to note the progress of establishing a Sub-national Transport Body, Transport for the South East, and the forthcoming informal

engagement with Kent County Council in early 2019, before a formal consultation in summer 2019, a response to which will be brought to Cabinet Committee in July.

10 Background Documents

Appendix A: Powers and responsibilities that could be requested in TfSE's proposal to government.

Shadow Sub-National Transport Body for the South East, Item 221, Environment and Transport Cabinet Committee, 17 November 2016
<https://democracy.kent.gov.uk/ieListDocuments.aspx?CId=831&MId=6225&Ver=4>

Decision 16/00120 Sub National Transport Board for the South-East
<https://democracy.kent.gov.uk/ieDecisionDetails.aspx?ID=2215>

Further information on TfSE can be found on its website
<https://transportforthesoutheast.org.uk/>

11 Contact details

Report Author: Joseph Ratcliffe, Transport Strategy Manager 03000 413445 Joseph.Ratcliffe@kent.gov.uk	Relevant Director: Katie Stewart, Director of Environment, Planning and Enforcement 03000 418827 Katie.Stewart@kent.gov.uk
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Appendix A: Powers and responsibilities that could be requested in TfSE's proposal to government

Function/Power Requested	Description of Power	Benefits for TfSE and Partners	Issues to Consider	Example of how this could be applied
General Powers				
Coordinate Transport Functions	Co-ordinate the carrying out of transport functions in the TfSE area that are currently exercisable by different constituent authorities, with a view to improving the effectiveness and efficiency in the carrying out of those functions	Efficiency savings resulting from regional scale service delivery	Protocol governing level of control to be exercised by constituent authorities.	Identification and prioritisation of improvements on the newly created Major Road Network
Make proposals for transfer of functions to TfSE	Enable for the transfer of functions to TfSE (where TfSE and its constituent authorities consider that a transport function in relation to its area would more effectively and efficiently be carried out by TfSE)	Efficiency savings resulting from regional scale service delivery	Protocol governing Level of control to be exercised by constituent authorities over operation of transferred functions.	Integrated ticketing, low emission zones, bus service provision
Make other proposals about role and function of TfSE	To make further proposal in the future for further powers and	Efficiency savings resulting from regional scale service delivery		Introduction of 'Pay as you Go Mobility' Initiatives.

Function/Power Requested	Description of Power	Benefits for TfSE and Partners	Issues to Consider	Example of how this could be applied
	responsibilities to be transferred to TfSE			
Rail Franchising				
Right to be consulted about new rail franchises	The right to be consulted before the Secretary of State issues an invitation to tender for a franchise agreement	Strategic influence over future rail franchise agreements in the TfSE area.		
Set High Level Output Specification (HLOS) for rail in the TfSE area	Power to act jointly with Secretary of State to set the HLOS for TfSE area setting out objectives for next railway control period.	Exert strategic influence over the future development of the rail network in the TfSE area	HLOS currently applies nationally with no geographical breakdown	HLOS would sets out TfSE's aspirations for transformational investment in rail infrastructure that will facilitate economic growth
Highways				
Set Road Investment Strategy (RIS) for the Strategic Road Network (RIS) in TfSE area	Power of Secretary of State to set and arrange the RIS	Strategic influence over future RIS in the TfSE area	RIS applies nationally with no geographical breakdown	RIS would sets out TfSE's aspirations for transformational investment in road infrastructure that will facilitate economic growth
Enter into agreements to undertake certain works on Strategic Road Network, Major Road Network or local	Power that local highway authorities currently have to <u>enter into agreement</u> with other highway	Improved efficiency and effectiveness in the delivery of a largescale road scheme crossing a number of local	This power only covers the ability to enter into agreement to do works and doesn't not of itself give powers for any	Enables development and delivery of regionally significant schemes that cross constituent

Function/Power Requested	Description of Power	Benefits for TfSE and Partners	Issues to Consider	Example of how this could be applied
roads	authorities to construct, reconstruct, alter, improve or maintain roads	authority boundaries	types of work to be undertaken!	authority boundaries that otherwise might not be progressed
Acquire land to enable construction, improvement, or mitigate adverse effects of highway construction	Power to acquire land for various purposes. Power would run concurrently and with consent of highways authorities.	Allow preparations for the construction of a highways scheme to be expedited where highways authority not in a position to acquire land	Power only to be exercisable with the consent of the highway authority	Allow preparations for the delivery of regionally significant highways schemes to be expedited where highways authority not in a position to acquire land
Construct highways, footpaths, bridleways,	Powers to construct highways, footpaths and bridles ways. Power would run concurrently and with consent of highways authorities.	Enable delivery of regionally significant schemes that cross constituent authority boundaries that otherwise might not be progressed	Powers to operate concurrently and with consent of highway authority	Enable delivery of regionally significant schemes that cross constituent authority boundaries that otherwise might not be progressed
Charge vehicles for being kept on or using the highway	Power to make a local charging scheme in respect of the use or keeping of motor vehicles on roads.	Power would be required to introduce charged clean air zones or a future road user charging scheme. Revenue stream created to fund infrastructure improvements	Power not to be used in connection with local parking schemes.	Power would be required to introduce charged clean air zones or a future road user charging scheme.
Bus Service Provision				
Secure Provision of	Local transport	Would enable TfSE to		Would enable TfSE to

Function/Power Requested	Description of Power	Benefits for TfSE and Partners	Issues to Consider	Example of how this could be applied
Bus Services	authorities have power to secure the provision of such public passenger transport services as it considers appropriate and which would not otherwise be provided. Power would run concurrently and with consent of highways authorities.	fill in identified gaps in bus service provision in its geography or secure the provision of regionally important bus services in one or more constituent authority areas in the future.		fill in identified gaps in bus service provision in its geography or secure the provision of regionally important bus services in one or more constituent authority areas in the future.
Quality Bus Partnerships	Powers to enable local transport authorities to enter into voluntary or statutory Quality Bus Partnerships to improve the quality of services and facilities within the scheme area. Power would run concurrently and with consent of highways authorities.	Would enable Quality Bus Partnerships to be introduced over wider geographical areas.		Would enable roll out of infrastructure improvements such as real time bus information with associated improvements in service provision over wider travel to work areas.

Function/Power Requested	Description of Power	Benefits for TfSE and Partners	Issues to Consider	Example of how this could be applied
Bus Service Franchising	Power of Mayoral Combined Authorities with the powers to implement bus franchising in their area.		This system operated in London but very limited experience elsewhere. Rigorous process required to enact powers.	Would enable Bus Franchising arrangements to be introduced over wider geographical areas.
Smart Ticketing				
Introduce Integrated Ticketing Schemes	Powers to make joint and through ticketing Schemes.	Benefits to users and regional economy of improved access to employment and services across the TfSE area.	Demand in South East for these arrangements. Set up costs. Back office systems. Agreements with operators. Integration with existing products in the South East (Oyster, Go-Solent & Key in B&HCC)	The introduction of smart and integrated ticketing arrangements at a regional scale
Air Quality				
Establish Clean Air Zones	Powers to introduce traffic regulation orders restricting the types of vehicles that can come into an area and powers to charge vehicles for entering an area (see charging powers below)	Air quality issues do not respect local authority boundaries. Ability to introduce larger clean air zones improving more efficiently. If zone is 'charged for' would generate revenue stream.	Growing concern about the air pollution and mounting evidence of its impact on people's health.	Ability to introduce larger scale air quality zones where air quality issue extends across existing boundaries.
Other Powers				
Promote or oppose bills		Would give TfSE the		Expedite the delivery of

Function/Power Requested	Description of Power	Benefits for TfSE and Partners	Issues to Consider	Example of how this could be applied
in Parliament		power to promote regionally significant transport projects and oppose Bills being promoted by others		regionally significant schemes that cross constituent authority boundaries that otherwise might not be progressed

Transport for the South East (TfSE) has also given consideration to a wide range of powers and does not propose seeking the functions set out in the table below:

Function not being sought	Rationale
Act as co-signatories to rail franchises	No existing involvement from constituent authorities in rail operations and no current aspirations to become involved in this area.
Be responsible for rail franchising	
Carry passengers by rail	
Set priorities for local authorities for roads that are not part of the Major Road Network	TfSE will only be responsible for identifying priorities on the Major Road Network.
Being responsible for any highway maintenance responsibilities	No rationale for TfSE involvement in routine maintenance of Major Road Network or local roads.
Take on any consultation function instead of an existing local authority	
Give directions to a constituent authority about the exercise of transport functions by the authority in their area	This power contained in the enabling legislation will not be requested.

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From: Mike Whiting, Cabinet Member for Planning, Highways, Transport and Waste

David Beaver, Head of Waste Management and Business Services

To: Environment and Transport Cabinet Committee – 17 January 2019

Subject: Policy to adopt charging for non-household waste materials at Household Waste Recycling Centres

Classification: Unrestricted

Key Decision: 19/00001

Past Pathway of Paper: Environment & Transport Cabinet Committee 13th July 2018

Future Pathway of Paper: For decision by Cabinet Member for Planning, Highways, Transport and Waste.

Electoral Division: Whole of Kent

Summary: The Kent Waste Disposal Strategy (2017-2035) was adopted in February 2017, and sets out the overarching ambition for KCC Waste Management. Analysis has shown that the current waste infrastructure will not cope with the expected levels of waste growth anticipated as a result of the forecast population increase. Before considering any potential funding for added infrastructure, officers are developing projects and policy changes designed to reduce demand on site, create revenue streams and create clearer intelligence that will enable stronger and more successful enforcement actions against individuals defrauding the Authority through illegal disposal of trade and commercial waste.

An 8-week public consultation was launched on 6 September 2018 and closed on 1 November 2018. The consultation sought to gain views from the public and stakeholders regarding introducing charging for the following streams of non-household waste at the KCC Household Waste Recycling Centres (HWRCs):

- Soil, rubble and hardcore
- Plasterboard

This report sets out the findings of the consultation and recommends proposed changes to KCC's operating policy.

Recommendation:

The Environment and Transport Cabinet Committee is asked to comment and endorse or make recommendations to the Cabinet Member for Planning, Highways, Transport and Waste on the recommendation to introduce disposal charges for soil, rubble, hardcore and plasterboard at the KCC HWRCs, with charges and limits as follows:

- Soil, rubble and hardcore: £4 per bag (or part bag)/ item (a bag being up to the size of a standard black sack); (Appendix B)

- Plasterboard: £6 per bag (or part bag)/ sheet (a bag being up to the size of a standard black sack); and
- A daily limit on soil, rubble and hardcore, of a maximum of 5 bags/ items per day

as shown at Appendix A.

1.0 Background

- 1.1 This paper presents the findings from the recent Kent County Council (KCC) consultation regarding the proposal to charge for the disposal of soil, rubble, hardcore and plasterboard at the 18 KCC Household Waste Recycling Centres (HWRCs).
- 1.2 KCC Waste Management operates in a two-tier system. KCC is the statutory Waste Disposal Authority (WDA), responsible for the receipt at Waste Transfer Stations (WTSs) and onward processing/disposal of household waste which is collected by the district and borough councils as the Waste Collection Authorities (WCAs). KCC also has statutory responsibility to provide a Household Waste Recycling Centre (HWRC) service to residents. KCC's annual revenue expenditure to meet these responsibilities is c. £65m.
- 1.3 KCC operates 18 HWRC's across the County for the use of Kent's 1.6 million residents to bring their household waste for recycling and final disposal. Each year this HWRC network receives approximately 185,000 tonnes of waste and 3.5 million visits.
- 1.4 KCC has made significant progress in its environmental performance over the past 10 years. More than 99% of Kent's household waste is now recycled, treated or recovered to produce energy, with less than 1% sent to landfill.
- 1.5 Kent's population is set to increase by 19% by 2035, and research indicates that there is a strong correlation between housing numbers and waste arisings, and analysis has shown that by 2035, the current Kent waste infrastructure (HWRCs and WTSs) will not be adequate to meet the expected levels of waste growth.
- 1.6 Prior to considerations for any potential funding for added infrastructure, Waste Management Officers are developing projects and policy changes designed to reduce demand on site and create revenue streams, such as charging for non-household waste, re-selling certain items and maximising recovery of high value recyclates.
- 1.7 Members and officers have looked at how other Councils across the country are approaching the future of HWRCs. It is clear that many have looked to save money by closing facilities, reducing opening hours, charging for some waste or not accepting various types of waste. KCC Members are clear they wish for the HWRC service, which is highly valued by residents, to be retained in Kent.

2.0 Charging for non-household waste

- 2.1 There is no requirement to accept any waste other than a resident's own household waste free of charge at HWRC's. In Kent there are several different materials already accepted for free which are not classed as household waste. These include soil, rubble, hardcore and plasterboard. Even if originating from a domestic property, these materials are to be treated as non-household waste in accordance with the Controlled Waste Regulations. Other commercial and industrial waste from businesses is not permitted at any of the HWRC's.
- 2.2 KCC currently charges for the disposal of car and motorbike tyres, as these are not classified as household waste. This charge is to cover the cost of disposal and has been in place since 2012. The charge is £2.50 per tyre, for up to 5 tyres.
- 2.3 Whilst the County Council limits the amount of non-household waste that is brought to these sites, it does not currently charge for any material stream other than tyres. KCC is legally able to charge for a number of materials.
- 2.4 In recent years a number of WDAs have introduced charges for other non-household waste streams. Almost half of all WDAs in England currently charge. These now include our neighbouring authorities in East Sussex, Surrey and Bromley.
- 2.5 East Sussex County Council (ESCC) commenced charging for non-household waste, including soil, rubble, hardcore, plasterboard, tyres and asbestos on 1 October 2018, following a public consultation. ESCC is charging £4 per bag of soil, rubble and hardcore, £4 per bag or sheet of plasterboard, £2 per tyre and £6 per bag or sheet of asbestos – bag size is based on a standard rubble sack. Additionally, ESCC closed 2 HWRCs at Forest Row and Wadhurst, close to the Kent border on 1 October 2018, which is likely to add further pressure on KCC's HWRCs. It is currently too early to assess the impact of these charges and closures on KCC HWRCs. However, customer postcode data collected prior to the changes at ESCC, show that 2% of customers using Tunbridge Wells HWRC came from East Sussex, and 3% at New Romney HWRC.
- 2.6 The London Borough of Bromley (LBB) charges a disposal cost for hardcore waste of a minimum of £23 for up to 100kg. LBB sits on the border with Sevenoaks District; which has two HWRCs at Swanley and Dunbrik. Customer postcode data shows that 9% of customers at Swanley HWRC are coming from Bromley and 12% of customers at Dunbrik HWRC are from Bromley.
- 2.7 Surrey County Council (SCC) introduced charges for non-household waste in April 2016. It costs £4 per bag or item to dispose of soil, rubble and hardcore and £12 per sheet of plasterboard and £5 per tyre. Customer postcode data shows that 4% of customers using Dunbrik HWRC come from Surrey. Indeed, the year after the introduction of charging at Surrey HWRC's (2016/17), the amount of soil, rubble and hardcore brought to Dunbrik HWRC increased by 159 tonnes compared with the previous financial year. On 30 October 2018, Surrey commenced a public consultation regarding their HWRC service including proposing the closure of a number of HWRCs and increasing the charge to residents for the disposal of non-household waste by £1.
- 2.8 Since the introduction of a soil and rubble limit policy across the KCC HWRCs in 2012 (90kg per day limit), tonnages for this waste stream have reduced across the network,

with the exception of Sevenoaks HWRC, which has seen a 23% increase in soil and rubble compared to pre-policy levels and Swanley HWRC which has seen a 16% increase since pre-policy levels.

- 2.9 With a chargeable soil and rubble HWRC facility in Bromley, Surrey and East Sussex, we should consider that cross border customers could be depositing soil and rubble, to save charges made within their own authority.
- 2.10 There is also a perception that traders are encouraging residents to deposit this non-household waste themselves, rather than take on the responsibility as part of the service offered.
- 2.11 Whilst there is a recognised need for residents to dispose of non-household materials on occasion, these types of materials could be disposed of by paying traders to complete works, via skip hire companies, or legitimate private waste disposal contractors. Alternatively, the County Council could continue to provide this service at its HWRCs through a reasonable charge mechanism for the disposal of these materials by householders which would cover the cost of bulking, hauling and final disposal for such materials.
- 2.12 Officers discussed a series of options and proposals for charging with the Waste Strategy Cross Party Member Group (CPMG). The CPMG was set up in order to help guide the Kent Waste Disposal Strategy development and delivery (Appendix B - membership of the CPMG). As part of the development of the proposal, officers examined several alternative options that were subsequently assessed as not appropriate. Details of the considered options and the reasons for them not being progressed are provided in Appendix C.

3.0 Results of the Public Consultation

- 3.1 On 6 September 2018, an 8-week consultation commenced, closing on 1 November 2018 to gain views from the public and stakeholders regarding introducing charging for the following streams of non-household waste at the KCC Household Waste Recycling Centres:
- Soil, rubble and hardcore
 - Plasterboard
- 3.2 In total 2,841 consultation responses were received. This comprised 2,757 online questionnaires, 62 paper copy questionnaires (3 of which were scanned and sent) and a further 22 representations by email or letter from members of the public, and other stakeholders. Of these responses, there were 88 responses on behalf of a district/ borough/ parish or town council in an official capacity, of which 10 responses were from Kent WCAs (1 being Medway Council, and 2 different responses received by Canterbury City Council). Please note, not all district/ borough/ parish/ town councils stated the name of their organisation in their response.

3.3 KCC Waste Management Officers have undertaken detailed analysis of all results and the full consultation analysis report is attached as appendix D. However, a response summary is provided in this paper.

3.4 The main question was to gain views on the proposal to charge, as follows:

Question: KCC is proposing to introduce a modest charge for the following non-household wastes, to off-set the cost of providing the service:

- Soil, Rubble and Hardcore
 - This also includes other materials such as ceramics which are recycled in the soil, rubble and hardcore container.
 - In line with neighbouring Councils we anticipate the charge to be: £4 per bag (or part bag) / item (a bag being up to the size of a standard black sack
 - A daily limit in-line with current restriction will apply – a maximum of 5 bags / items

- Plasterboard
 - In line with neighbouring Councils we anticipate the charge to be: £6 per bag (or part bag) / sheet (a bag being up to the size of a standard black sack

To what extent do you agree or disagree with this proposal?’

Response: 85% of respondents either disagreed (19%) or strongly disagreed (66%) with the proposal, 4% were neutral and 11% either agreed (8%) or strongly agreed (3%). Respondents were asked for any comments on the proposal (answered by 2,411 respondents), with the most common comments as follows:

- Concerns regarding an increase in flytipping (1905 comments)
- View that any income received will be required to offset increasing costs for removal of flytipping (661 comments)
- Proposed cost is too high (419 comments)
- Should charge/ introduce a permit/ cross-border scheme for non-Kent residents (229 comments)
- Concerns regarding the limit/ bag size/ weight (111 comments)
- Should be stronger enforcement of current policies (111 comments)

3.5 Although one of the options considered and subsequently not progressed was to introduce a Kent County-wide cross-border scheme (as detailed in Appendix C), the CPMG agreed the question should be posed as part of the questionnaire, as follows:

Question: Do you think that non-Kent residents should be able to deposit their waste at Kent HWRCs?

Response: 34% of respondents stated yes for a charge, 23% stated yes, free of charge, 39% stated no and 4% don't know.

3.6 Some questions were also posed to understand customer behaviour, as follows:

Question: What is the main reason for your use of the HWRC?

Response: 17% to supplement kerbside collection, 6% prefer to dispose of waste more frequently than kerbside collection allows, 43% to dispose of waste following a sort / clear out, 1% part of regular routine / enjoy visiting, 1% to dispose of waste/recycling on behalf of a friend/relative/neighbour, 21% undertaking home improvements, 10% other (of which the majority was to take in garden waste – 7%).

Question: Have you brought soil, rubble, hardcore and/or plasterboard to the HWRCs in the last two years?

72% stated they had brought these materials to the HWRC in the last 2 years, 27% stated they had not, and 1% did not know.

Question: How satisfied are you overall with the HWRC service?

Response: 80% of respondents were either satisfied or very satisfied, 13% were neutral, 7% were either dissatisfied or very dissatisfied.

3.7 Finally, the questionnaire asked for any further comments or suggestions, with main comments being as follows:

- View that any income received will be required to offset increasing costs for removal of flytipping/ cost too high (577 comments)
- Concerns regarding an increase in flytipping (344 comments)
- Should charge/ introduce a permit/ cross-border scheme for non-Kent residents (295 comments)
- Comments/ feedback on specific HWRCs (288 comments)
- Comments regarding recycling, reuse and selling materials (226 comments)
- Comments regarding HWRC site staff (218 comments)

3.8 With regards to views from residents that we should introduce a permit or cross-border scheme/ charge non-Kent residents, as explained in Appendix C and as included within the consultation questionnaire, KCC Officers have considered asking users to provide proof of Kent residence at all HWRCs, by way of a permit scheme (such as that currently in operation at Dartford HWRC). However, this is likely to have significant impacts on convenience, speed and cost of using our HWRCs for all users. This option would cost upwards of £25,000 per site, per year to manage which is not cost effective and would likely add to further delays at site.

4.0 Environmental implications

4.1 The perception of an increase in flytipping is the most common concern cited by consultation respondents. However, the vast majority of residents are law abiding and keen to dispose of their waste appropriately. Flytipping is a criminal offence punishable by a fine of up to £50,000 or 12-months imprisonment if convicted in a Magistrates Court and an unlimited fine and up to 5 years imprisonment if convicted in a Crown Court. There are also a number of other possible penalties, including fixed penalty notices and having a vehicle seized.

- 4.2 However, there is no significant evidence to link policies, such as charging for non-household waste at HWRCs, with increased fly-tipping. In a NAWDO (National Association of Waste Disposal Officers) survey of local authorities in June 2017, of those respondents which had introduced HWRC charges for non-household waste, regarding the impact on fly-tipping:
- 12 authorities said they have seen no impact, or a minimal one.
 - 4 authorities said they have seen an increase, but only in line with national trends
- 4.3 Neighbouring authorities who have introduced charges for non-household waste, have not seen evidence of an increase in fly-tipping as a result. This indicates that residents are not likely to resort to fly-tipping if they must pay for materials that used to be free or if access to their HWRC changes. Whilst it is too early for actual flytipping data to be released since East Sussex County Council commenced charging in October 2018, ESCC asked for anecdotal feedback from all their district and borough councils to see if they are seeing flytipping that they would attribute to their charging scheme and so far, they reported very little. It must be borne in mind, however, that it is difficult for any real conclusions to be made on impacts until spring time when the weather improves, and it is more likely this this type of material is required to be disposed of.
- 4.4 Furthermore, when KCC introduced charging for tyres in 2012, although there was a slight increase in flytipping overall compared to the previous year (4.5% - 524 incidents), this mirrored the national increase, and the number of incidents of flytipping of tyres actually decreased.
- 4.5 However, it is recognised that there is a minority of people who commit criminal offences. Kent district and borough councils, supported by KCC, are working hard to tackle this anti-social and criminal act through enforcement techniques and an intelligence led approach. A Kent Resource Partnership (KRP) practitioner's group has been set up in Kent to jointly tackle flytipping through an intelligence led and sharing approach. Membership includes Kent Police, all 12 district and borough councils, KCC Waste Management and Intelligence Unit, the Environment Agency, the National Farmers Union and the Driver and Vehicle Standards Agency (DVSA).
- 4.6 There is also evidence that unscrupulous waste removal companies are undermining legitimate businesses by collecting waste from people's homes for very little money and then flytipping the waste. The Government also has concerns about the situation where householders allow an unauthorised person to take their waste away, and where the waste is then fly-tipped. In January 2018 it published a consultation on proposals to tackle crime and poor performance in the waste sector & introduce a new fixed penalty for the waste duty of care, this is due to commence in early 2019.
- 4.7 A small number of respondents also raised concerns that the proposal may have a negative impact on recycling rates. Residents in Kent recycle 50.65% (October 18 data) of their waste (kerbside and HWRC waste combined) and achieve a 71.68% recycling rate at the HWRCs alone. Data released by Defra has been analysed to ascertain whether recycling rates of several WDAs changed after introducing

charging for the disposal of non-household waste materials at their respective HWRCs. Overall recycling rates (including HWRC and kerbside collected waste) and recycling rates at HWRCs were considered. The results vary dependent on WDA; some have seen recycling rates remain constant, some have seen a small decrease, whilst others have seen an increase in recycling rates. There are several factors which could result in a change to recycling rates e.g. contract changes, customer communication programmes etc, and as such there is no evidence to suggest charging has resulted in a decrease in recycling rates.

5.0 Financial implications

- 5.1 Through the HWRC network, KCC accepted 38,000 tonnes of soil rubble and hardcore and 2,000 tonnes of plasterboard for disposal last year (17/18). However, it is worth noting that where other Local Authorities have introduced charging for non-household waste materials, tonnages have reduced significantly.
- 5.2 The proposed charges consulted upon were determined by several cost factors including; disposal and treatment of the material, haulage, contractor management fees, administration fees and resources.
- 5.3 The table below, shows the potential income, costs and revenue contribution to the annual budget based on current tonnages and charging customers to dispose of these non-household waste types, in-line with a number of other Local Authorities. These figures are based upon current contractual arrangements regarding ownership; in some cases, contractor's take ownership for materials and take responsibility for the cost of disposal, rather than KCC. Furthermore, current tonnages and an average weight per bag has been used to enable the calculations to be made.

Income – Gross projected	Cost to haul, dispose and process soil, rubble, hardcore and plasterboard	Cost of additional HWRC site staff, technology and infrastructure amends	Revenue Contribution to Medium Term Financial Plan (annual budget)
£4,000,000	£1,378,000	£1,000,000	£1,600,000 (£1million for initial full year of operation)

- 5.4 With regards to payment method, the intention is to accept card payment only, in order to stop cash handling at the sites. There will, however, be a system in place to accept cash only in circumstances where there are any unforeseen issues with the payment technology e.g. connectivity issues.
- 5.5 The majority of KCC's HWRCs and Waste Transfer Stations (WTS) were designed and built decades ago and were initially intended to manage small quantities of household waste produced by Kent residents in addition to 'black sack waste' collected by the district and borough councils. Continued investment in the HWRC

and WTS network infrastructure is required to support waste growth, recycling advancements and legislative requirements. Whilst many other authorities are looking to save money by closing facilities, KCC appreciate the need to retain sites and where possible increase provision in order to sustain increasing waste growth. Charging for non-household waste items will help towards achieving this long-term aim. KCC Waste Management will seek future capital funding bids in order to protect the HWRC network which is valued by residents.

- 5.6 For all housing growth, local authorities receive contributions from the housing developers towards certain infrastructure costs (known as S106 or CIL funding dependent on district area). The challenge that KCC has as the WDA is the ability to secure developer contribution funding, to invest into the development of waste infrastructure because of increased housing growth and therefore demand on the service provided. The KCC Economic Development Team are working hard with KCC Waste Management officers to get waste infrastructure included in the asks of developers whether through S106 or through CIL. However, it is a difficult area with which to prove infrastructure requirements.

6.0 Legal implications

- 6.1 There are statutory obligations required of a Waste Disposal Authority which must be met, and any policy changes must be compliant.
- 6.2 External legal advice has been sought to examine all relevant legislation and guidance on these matters and the advice supports the Authorities proposal to charge for non-household waste disposal at the HWRCs. This is detailed in Appendix F for reference.

7.0 Equalities implications

- 7.1 An Equality Impact Assessment (EqIA) was completed prior to consultation to ensure consideration was given to the impact of any policy changes and the approach to consultation. This initial assessment indicated that any impact on users could be reasonably mitigated. As part of the consultation approach, alternative formats of the questionnaire were available on request – 2 Easy Read copies of the document were completed. Respondents were asked for any comments about the EqIA as part of the consultation questionnaire. The key comments were:
- Views that an EqIA is not applicable or required for this consultation ‘waste of time’ (129 comments)
 - Concerns regarding those on low income being able to afford the disposal/ financial impacts (74 comments)
 - Waste disposal must be made easy for older people and people with disabilities and financially disadvantaged residents (61 comments)
 - Concerns regarding bag weight (22 comments)
- 7.2 The EqIA (Appendix G) was reviewed after the consultation to enable KCC to respond to any new issues that arose during the consultation and to ensure no groups were disadvantaged. In the initial screening, age, disability and race were identified as being potentially impacted as a result of the proposed charging. The

public consultation responses did not reveal any further impacts to these protected characteristics or any others. However, some further issues were identified that were not-related to any one protected characteristic, namely the impact of disposal costs to those on low income and the ability of people to lift different weights of bags. These issues and mitigations, which include HWRC site staff applying discretion with payment for 'part bags' as a result of lifting challenges, equal access to payment mechanisms and appropriate communications, have been included within the 'action plan'.

8.0 Next Steps

8.1 Following consideration of the recommendations by Environment and Transport Cabinet Committee (ETCC), a final decision will be taken by the Cabinet Member for Planning, Highways, Transport and Waste on whether to commence charging for these non-household wastes.

9.0 Conclusion

9.1 We do not consider that any new information has been presented that would lead to a withdrawal of the proposal to charge for soil, rubble, hardcore and plasterboard at the HWRCs. The main concern was with regards to an increase in flytipping as a result of introducing the charge, however, there is no evidence to suggest this will be the case.

9.2 Regardless, a full review of any policy changes implemented will be undertaken including close monitoring of flytipping across Kent to identify any hotspots arising from the implementation of operational policy changes. Kent are in a strong position to work collaboratively with partners to continue to tackle flytipping and ensure that residents are supported to know how to legitimately to dispose of their waste. KCC will continue to work closely as part of the Kent Resource Partnership Practitioner's Group to tackle the illegal activity of flytipping.

9.3 Furthermore, through KCC and the district/ borough councils, residents are supported to ensure they are provided with information about the best way to dispose of their household waste, whether through their kerbside collection, the HWRCs or employing reputable and licensed companies for those larger jobs. KCC will launch a Duty of Care communications campaign relating to use of the KCC HWRCs. This campaign will explain to both householders and businesses how they should dispose of their waste correctly, where they can find more information about waste disposal and options available to them. The KRP undertake regular communications campaigns, on behalf of all 12 Kent district and borough councils and KCC. These include flytipping campaigns, the most recent one being in November 2018. KCC will continue to support any flytipping campaigns undertaken by the KRP.

9.4 An overarching implementation plan has been prepared (Appendix H), with an anticipated policy start date of 3rd June 2019, should the decision be taken to charge. The Implementation Plan includes:

- a) Operational considerations including HWRC site adaptations, site staff training
- b) Technological/ payment considerations
- c) Communications campaign
- d) An HWRC Duty of Care campaign
- e) Post policy implementation actions

10.0 Recommendations

10.1 The Environment and Transport Cabinet Committee is asked to comment and endorse or make recommendations to the Cabinet Member for Planning, Highways, Transport and Waste on the recommendation to introduce disposal charges for soil, rubble, hardcore and plasterboard at the KCC HWRCs, with charges and limits as follows:

- Soil, rubble and hardcore: £4 per bag (or part bag)/ item (a bag being up to the size of a standard black sack); (Appendix B)
- Plasterboard: £6 per bag (or part bag)/ sheet (a bag being up to the size of a standard black sack); and
- A daily limit on soil, rubble and hardcore, of a maximum of 5 bags/ items per day

as shown at Appendix A.

11.0 Background Documents

Appendix A: Proposed Record of Decision

Appendix B: Material list

Appendix C: Waste Strategy Informal Members Group membership

Appendix D: Proposal to charge for non-household waste-Alternative Options Table

Appendix E: Post-consultation analysis report

Appendix F: Post-consultation analysis report: Appendices

Appendix G: Legal advice on Proposal to charge for non-household waste

Appendix H: Equalities Impact Assessment

Appendix I: Overarching Implementation Plan

12.0 Contact details

<p>Report Author: David Beaver Head of Waste Management and Business Services 03000 411620 david.beaver@kent.gov.uk</p>	<p>Relevant Corporate Director: Barbara Cooper Corporate Director, Growth, Environment and Transport 03000 415981 barbara.cooper@kent.gov.uk</p>
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KENT COUNTY COUNCIL – PROPOSED RECORD OF DECISION

DECISION TAKEN BY

Mike Whiting

Cabinet Member for Planning, Highways, Transport and Waste

DECISION NO:

19/00001

For publication

Key decision*

Yes –

Subject: Policy to adopt charging for non-household waste materials at Household Waste Recycling Centres

Decision:

As Cabinet Member for Planning, Highways, Transport and Waste, I agree to introduce disposal charges for soil, rubble, hardcore and plasterboard at the KCC HWRCs, with charges and limits as follows:

- Soil, rubble and hardcore: £4 per bag (or part bag)/ item (a bag being up to the size of a standard black sack); (Appendix B)
- Plasterboard: £6 per bag (or part bag)/ sheet (a bag being up to the size of a standard black sack); and
- A daily limit on soil, rubble and hardcore, of a maximum of 5 bags/ items per day

Reason(s) for decision:

The Kent Waste Disposal Strategy (2017-2035) was adopted in February 2017 and sets out the overarching ambition for KCC Waste Management. Analysis has shown that the current waste infrastructure will not cope with the expected levels of waste growth anticipated as a result of the forecast population increase. Before considering any potential funding for added infrastructure, officers are developing projects and policy changes designed to reduce demand on site, create revenue streams and create clearer intelligence that will enable stronger and more successful enforcement actions against individuals defrauding the Authority through illegal disposal of trade and commercial waste

Cabinet Committee recommendations and other consultation:

The issue was discussed by members of the Environment & Transport Cabinet Committee on 13th July 2018. Following their input, on 6 September 2018, an 8-week consultation commenced, closing on 1 November 2018 to gain views from the public and stakeholders regarding introducing charging for the following streams of non-household waste at the KCC Household Waste Recycling Centres.

The matter is being discussed at the Environment and Transport Cabinet Committee meeting on 17 January.

Any alternatives considered:

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

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.....
signed

.....
date

Name:

Appendix B – Household Waste Recycling Centre – non-household waste charging policy

Kent County Council (KCC) is proposing to charge for the disposal of some non-household waste materials at its 18 Household Waste Recycling Centres (HWRCs). The charges are for:

- Soil, rubble, hardcore and plasterboard

Even if produced at a domestic property, these materials are to be treated as non-household waste in accordance with the Controlled Waste Regulations 2012

Non-household waste already charged for at HWRCs includes tyres from cars and motorcycles.

The HWRCs do not accept waste emanating from a business.

The table below lists waste materials with details of whether they are/proposed to be chargeable waste materials.

Plasterboard and tyres have designated recycling containers. Other chargeable materials noted below must be placed in the soil, rubble and hardcore recycling area.

Ceramic Bathroom and Kitchen Items (including baths, bidets, cisterns, shower trays, sinks, toilet pans, wash basins)
Breeze blocks and bricks
Cement (set and powder)
Concrete
Drainpipes (ceramic types)
Flagstones
Garden ornaments (clay and concrete)
Granite
Hardcore, rubble, gravel and rocks
Marble
Plasterboard
Sand
Slate
Soil and stones
Tiles (ceramic / clay / slate)
Tyres (car and motorbike etc.) – already charged for

Please see KCC's [vehicle policy](#) regarding vehicles which require a valid permit to access Kent HWRCs.

Waste to be charged for at Kent HWRCs should be brought to the site in appropriately sized bags (no larger than a standard black sack). Items such as sheets of plasterboard, paving slabs and sinks that don't fit into bags will be charged per item.

***A daily limit on soil, rubble and hardcore, in-line with current restrictions will apply – a maximum of 5 bags / items (a bag can be up to the size of a standard black sack). The policy to limit these materials was introduced in 2012 to prevent trade waste abuse.**

The decision of the site staff is final.

Appendix C - Waste Strategy Cross- Party Member Group membership

Member	Party	Division	District
Michael Payne (Chairman)	Conservative	Tonbridge	Tonbridge and Malling
Clair Bell (Left the Group in September 2018)	Conservative	Ashford Rural East	Ashford
Ian Chittenden	Liberal Democrats	Maidstone North East	Maidstone
Trevor Bond	Conservative	Deal and Walmer	Dover
Peter Homewood	Conservative	Malling North East	Tonbridge & Malling
Barry Lewis	Labour	Margate	Thanet
Martin Whybrow	Independents (Green Party)	Hythe West	Shepway

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Appendix D: Charging for non-household waste- Options Table

Option	Pros	Cons
Don't accept these materials <ul style="list-style-type: none"> • Soil and Rubble • Plasterboard 	<ul style="list-style-type: none"> • Financial Savings • Increased capacity on site • No outlet for trade abuse • Encourages alternative methods of disposal for larger works. E.g. skips, hippo bags etc. 	<ul style="list-style-type: none"> • Perception of increased fly-tipping • No service provision for householders (customer dissatisfaction) • Only costly options available (e.g. Skips, hippo bags, cross- border paid for service etc) • Kent residents may seek cross- border services.
Create Kent County wide HWRC cross-border scheme	<ul style="list-style-type: none"> • Reduces non-Kent residents waste disposal and may offer financial savings. 	<ul style="list-style-type: none"> • Permit Scheme- Costly to implement (£240,000) and operate (£450,000 per year) • Resource intensive for administration • Create queues and congestion • Non-user friendly to residents • Difficult to monitor and could be abused. • CCTV and ANPR – unable to obtain DVLA information (can't track where users are coming from) • Site staff cannot enforce in real-time • Resource intensive (admin and associated costs) • Inter Authority Agreement- financial implication of customer data collection • Unable to forecast expenditure • Potential to aggravate capacity issues- increase tonnages and usability. • Local Authorities unwilling to agree.

<p>Introduce voucher or booking system for free disposal of non-household waste streams from Kent residents (limited quantity per month)</p>	<ul style="list-style-type: none"> • Continuation of free service provision. • Excludes non-Kent residents. • Reduces Trade Waste abuse. • Provides robust data monitoring and enforcement mechanisms. • Potential cost savings as a result of reduced trade and cross-border usage. • Reduces impacts on capacity. • Encourages alternative methods of disposal. E.g. skips, hippo bags etc. • Tonnages may decrease. 	<ul style="list-style-type: none"> • Resource intensive to administer (<i>currently approx. 400,000 visits per year with soil & rubble</i>) • Associated costs to implement. • Adds a layer of process for the customer. • Open to abuse on site. • Difficult to enforce on site- e.g. Customers who turn up unaware of policy (in the short-term). • Perception of increased fly-tipping
<p>Charge for non-household waste streams including soil and rubble and plasterboard.</p>	<ul style="list-style-type: none"> • Opportunity to re-coup funds to offset haulage and treatment costs. • Provides a service to residents • Cheaper alternative to skips/ hippo bags etc. • Potential to reduce Trade Waste and/or receive payment for its acceptance. • Supports enforcement activities by providing usage data. • Potential to remove material limits, which then also offers service for householders needing to dispose of larger volumes of these materials. • Aligns our policies with those of neighbouring Authorities. • Less appealing for non-Kent residents. • Potential to reduce capacity issues- less visitors, less waste. 	<ul style="list-style-type: none"> • Perception of increased fly-tipping • Reduced customer satisfaction and options for disposal • Risk of backlash should legislation change to prevent charging.

HOUSEHOLD WASTE RECYCLING CENTRES

**Charging for non-household waste policy
(soil, rubble, hardcore and plasterboard)**

PUBLIC CONSULTATION REPORT

November 2018



EXECUTIVE SUMMARY

Summary of consultation responses:

2,841 total responses, of which
2,742 responses were from customers
99 responses were from stakeholders

Summary of responses to the question 'To what extent do you agree or disagree with the proposal to charge for soil, rubble, hardcore and plasterboard?':

85% Disagree or strongly disagree
11% Agree or strongly agree
4% Neither agree nor disagree

An eight-week public consultation on the proposal to charge for waste classified as non-household (soil, rubble, hardcore and plasterboard) delivered to the Household Waste Recycling Centre (HWRC) service in Kent was run from 6th September to 1st November 2018.

A full Equalities Impact Assessment (EqIA) was conducted prior to the development and delivery of the public consultation and reviewed once the consultation had been completed.

The EqIA shaped the engagement and participation mechanisms, identifying protected characteristics which had the potential to be negatively or positively impacted by the proposed policies.

The consultation consisted of a consultation document and questionnaire, available in both electronic and paper formats, and included an Easy Read version. Also available were two supporting documents; a) frequently asked questions and b) a chargeable material/item document which listed waste materials with details of whether they are/proposed to be chargeable waste materials, accepted free of charge, or not accepted at HWRCs.

Kent residents were made aware of the consultation and invited to respond using various communication methods, to ensure a broad range of target audiences were engaged with.

The communication methods used included:

- Information distributed and displayed at HWRCs
- Customer engagement events at HWRCs
- KCC web site
- Key stakeholder engagement
- Social media
- Gateways
- Libraries
- Posters and point of sale information at DIY stores and Garden Centres
- Engagement with equalities groups
- Press release

A total of 2,841 consultation responses were received, consisting of:

- 2,669 customer online responses;
- 57 customer paper questionnaire responses, of which 2 were Easy Read versions; and 16 customer responses by letter or email
- 88 stakeholder online responses, 6 emails/letters and 5 paper responses – received from district councils, parish councils, waste management contractors and other agencies

Online responses were encouraged, however all communication channels provided opportunity to respond by paper copy.

Of the 62 paper copies received, 21 returned the printed consultation booklet, 36 downloaded and printed a paper version of the consultation questionnaire which was then submitted via the post and 5 emailed a copy of the consultation booklet.

In addition, a further 17 responses were received by email to the designated mailbox wastedisposalstrategy@kent.gov.uk

Kent received a similar level of responses to East Sussex County Council who ran a consultation in the summer 2018 proposing the same charging policy, but which also included proposals to close HWRCs.

The table below provides a summary of responses received relating to the policy proposal.

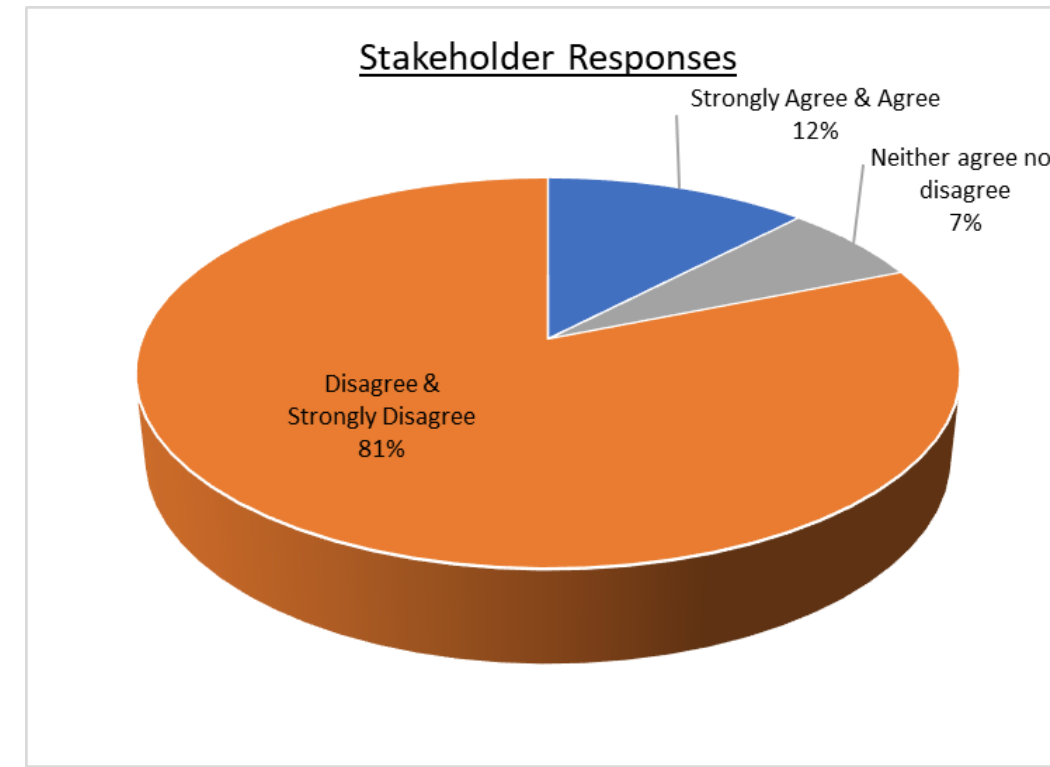
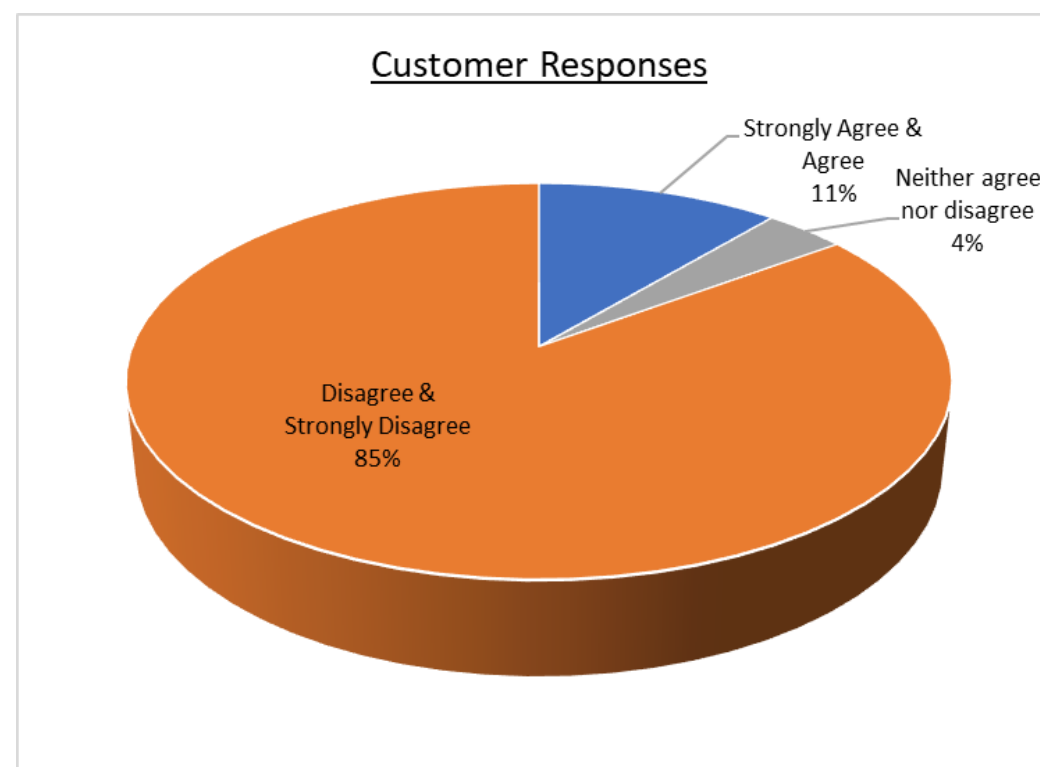
Summary of all public consultation responses received, aligned to the policy proposal

CONSULTATION PROPOSAL	OVERARCHING CUSTOMER RESPONSE	OVERARCHING STAKEHOLDER RESPONSE
PROPOSED POLICIES		
1. Charge for the disposal of non-household waste (soil, rubble, hardcore and plasterboard) delivered to Kent Household Waste Recycling Centres	<ul style="list-style-type: none"> 11% of respondents agreed that these materials should be charged for when deposited at Kent Household Waste Recycling Centres 85% responded 'disagree or strongly disagree' 4% responded 'neither agree nor disagree'. <p>Comments included:</p> <ul style="list-style-type: none"> Potential fly tipping of materials A perception that these materials are generated by householders and they have a need for HWRCs to accept them Increased cost to councils for removal of fly tipping Already pay Council tax for the service / Should increase Council Tax Change vehicle restrictions / Raise height barrier for customers with larger vehicles Prevent business waste entering HWRC Introduce a permit scheme to prevent cross border waste Stronger enforcement including the use of technology (CCTV/ANPR) 	<ul style="list-style-type: none"> 12% of respondents agreed that these materials should be charged for when deposited at Kent Household Waste Recycling Centres 81% responded 'disagree or strongly disagree' 7% responded 'neither agree nor disagree'. <p>Comments included:</p> <ul style="list-style-type: none"> Potential increase in fly tipping Prevent business waste entering HWRC Introduce a permit scheme to prevent cross border waste Stronger enforcement including the use of technology (CCTV/ANPR)

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These figures are broken down further below:

	Customer	Stakeholder
Strongly Agree	90	1
Agree	216	10
Neither	102	6
Disagree	519	15
Strongly Disagree	1795	58



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1. BACKGROUND

1.1 CURRENT SERVICE PROVISION

Kent County Council (KCC) is the statutory Waste Disposal Authority (WDA) for the county. There has been a duty on the WDA to provide Household Waste Recycling Centres (HWRCs) originally going back as far as the Civic Amenity Act 1967. The duty is now embodied within section 51 of the Environmental Protection Act 1990. In summary, the act states that HWRCs must provide free of charge 'entry' for its residents and be open over part of a weekend. See Appendix A, Waste Disposal Authority: legal obligations

The Act also includes a power to charge for waste other than household waste, and also to charge cross border residents, at household waste recycling centres.

There are 18 HWRCs provided across Kent, largely located close to each significant urban area in Kent. In most cases there is one HWRC per district area, some districts (Canterbury, Sevenoaks and Folkestone & Hythe) have two, with two districts (Dover and Swale) having three HWRCs. Tonbridge & Malling Borough Council (TMBC) has no HWRC within its administrative area, but as a significant number of TMBC residents use Medway sites, KCC makes a financial contribution to Medway Council to compensate them for this cross-border activity. KCC officers are working with Members to identify ways to ensure adequate HWRC capacity is available within Kent for residents, including to serve the Tonbridge & Malling/ west Kent area, into the future.

Of these 18 HWRCs, six are co-located with Waste Transfer Stations (WTSs) provided by KCC. The WTSs accept waste from the Waste Collection Authorities (WCAs) (Kent District and Borough Councils), where the waste is then loaded in bulk into larger vehicles ready for onward processing/treatment. Only the WTSs have weighbridges and may also accept trade waste based on charges by tonnage.

The sites' management is out-sourced and are currently managed by four private waste management companies. These organisations manage the day-to-day operation of the HWRCs/WTSs on behalf of KCC.

The Kent network of HWRCs manages approximately 185,000 tonnes of domestic waste yearly, at a cost of nearly £10m.

There are a number of policies already in place which have provided some savings and efficiencies in recent years.

KCC Waste Management are now seeking further savings and efficiencies with a technological and innovative approach to service provision, to support a dynamic and durable service delivery for years to come.

1.2 KENT WASTE DISPOSAL STRATEGY

KCC Waste Management developed a new Waste Disposal Strategy in 2017, which sets out the direction of KCC as the Waste Disposal Authority (WDA) up to 2035. It includes the overarching ambition for Waste Management;

“Our Ambition is to deliver a high quality, value for money household waste disposal service for the people of Kent, with an emphasis on waste reduction, recycling and achieving zero landfill.”

The Waste Disposal Strategy was formally adopted by the Cabinet Member for Environment and Transportation in February 2017. The full strategy document can be found at

<https://www.kent.gov.uk/about-the-council/strategies-and-policies/environment-waste-and-planning-policies/kent-waste-disposal-strategy>

Legislation, ongoing cost reduction measures being faced across the public sector, and our need to increase recycling, reuse and recovery performance to meet targets, means we must now prioritise and safeguard our statutory requirements if we are to deliver the Kent Waste Disposal Strategy's sustainably.

Taking into account the current HWRC infrastructure, anticipated population growth within Kent and the resultant increase in waste, as well as an ongoing requirement to make savings, KCC is under pressure to consider new and innovative ways to deliver services.

1.3 CURRENT OPERATING POLICY

On 1st October 2012, a number of policy changes came into effect across Kent County Council's network of HWRCs. The policies were set to reduce the number of traders illegally exploiting these facilities, which are for householders use only, and reduce the unnecessary disposal charges borne by the Kent tax-payer. In February 2014, a review following the first year of policy implementation identified a reduction of 45,000 tonnes of waste handled (24% reduction over the previous year) resulting in cost savings of approx. £2.3m.

A further policy review was undertaken in 2017 which resulted in a few small amendments to existing policies to make them more robust.

The table below details existing HWRC policies:

Existing policies:	
1.	Soil, rubble and hardcore: The amount of soil, rubble and hardcore that could be delivered to the HWRC is limited to 90kgs (190lbs) per day by a single vehicle or combined with a trailer. To put this amount into perspective, it represents approximately 5 sacks of soil, rubble and hardcore.
2.	Asbestos: Asbestos is limited to 5 sacks or the equivalent per month and is accepted at all HWRCs (except Sheerness).
3.	Tyres: Tyres are limited to 5 tyres per visit (car and motorbike tyres only) at a charge of £2.50 per tyre and are accepted at all HWRCs.
4.	Vehicle restrictions: Vehicle restrictions are in place to prevent trade waste from entering the HWRCs. Some vehicles may require vouchers to gain access. Vehicles allowed without needing vouchers: <ul style="list-style-type: none">• Cars and estate cars with windows all the way round and seats throughout.• People carriers, 4x4s and minibuses (excluding open backed vehicles) with windows all the way round and seats throughout (maximum 9 seats).• Taxis and sign-written cars with windows and seats throughout.

	<p>Vehicles needing vouchers:</p> <p>To get vouchers for the vehicle types noted below, it must be the only vehicle in the household, no more than 2m tall (unless a campervan or minibus) and have a maximum gross vehicle weight (GVW) of less than 3.5 tonnes.</p> <ul style="list-style-type: none"> • People carriers, 4x4s, minibuses with panels in place of windows and/or no rear seats. • Pick-up trucks or open back vehicles (including those with a removable top). • Minibuses with 10 seats or more. • Van – car derived (at manufacture stage or modified). Panels in place of windows and/or no rear seats. • Panel vans. • Campervans or minibuses over 2m high (but less than 3.5 tonnes), with windows and seats throughout. <p>Vehicles not allowed:</p> <ul style="list-style-type: none"> • Vehicles with a maximum gross vehicle weight (GVW) of more than 3.5 tonnes. • Vehicles more than 2m tall (unless a disability adapted vehicle or campervan/ minibus). • Hire vehicles. • Horseboxes and agricultural trailers.
5.	<p>Trailer size:</p> <p>Trailers bodies must comply with the following:</p> <ul style="list-style-type: none"> • Not more than 2.05m in length. • Sides of trailers must not be built up to allow for more capacity – this is unsafe and access to HWRCs will not be permitted. • Trailers must not be overloaded and must be within the vehicles towing capacity. • No agricultural trailers or horse boxes are permitted. • Trailers cannot be used with restricted vehicles. • Conformance with all other HWRC policies.
6.	<p>Height Barriers</p> <p>Height Barriers are set at 2m / 6' 6" and have been in force across the network of Kent HWRCs since 1997. They intend to exclude commercial type vehicles and trade waste from entering the sites.</p>

7.	<p><i>Disability Adapted Vehicles:</i></p> <p>Kent residents should contact KCC to make arrangements to access HWRCs in disability adapted vehicles. A height restriction of 2 metres (6ft 6 inches) applies at Sevenoaks, Swanley and Faversham HWRCs. At all other HWRCs the height barrier can be opened for over-height disability vehicles following arrangements made with KCC.</p>
8.	<p><i>Cross Border Usage (Dartford Permit Scheme)</i></p> <p>Dartford residents are issued a permit which allows free, direct access to the Dartford HWRC with domestic waste. This scheme was introduced in 1997 to tackle the large number of cross border customers from the London Borough of Bexley and The London Borough of Bromley using Kent facilities at the cost of the Kent Tax Payer. Cross border customers can use the Dartford HWRC at a fee of £10 per visit, payable at the entrance by ticket machine.</p>

KCC Waste Management are now seeking further savings and efficiencies with a technological and innovative approach to service provision, to support a dynamic and durable service delivery for years to come.

1.4 CURRENT OPERATING COSTS

The £10m cost associated with the operation of the HWRC service (excluding WTSs) is made up of four basic elements:

- i) The cost of operating and maintaining the sites, together with the costs of transporting the various separated materials for disposal or processing elsewhere (the current HWRC “contract costs”);
 - ii) The cost of processing of the recyclables or compostable materials received at the sites;
 - iii) The cost of disposing of the residual waste unable to be recycled received at the sites;
- Offset by:*
- iv) The income received from the sale of those recyclable materials with a positive value.

Even where a recyclable material has no positive value, it generally costs less to recycle (or compost) than sending it for disposal. Increasing recycling reduces the overall cost of the HWRC service.

1.5 LEGAL ADVICE

There is no requirement to accept any waste other than a resident's own household waste free of charge at HWRC's. Waste considered non-household (for which a charge may be made at HWRCs) can include soil, rubble, hardcore and plasterboard. Even if originating from a domestic property, these materials are to be treated as non-household waste in accordance with the Controlled Waste Regulations 2012.

KCC Waste Management sought independent legal advice to confirm the ability to charge for non-household waste. This legal advice has been further reviewed in October 2018 to ensure there have been no changes to legislation. The resulting advice note provides the clear legal position defined by the primary legislation which permits charging for non-household waste.

See Appendix B.

Appendix C contains a MRW (Materials Recycling World) article regarding DCLG (Department for Communities and Local Government) comments on HWRC charges for non-household waste.

1.6 POLITICAL PROCESS

A Cross Party Member Group (CPMG) was established in 2015 with the purpose of informing the development of the Kent Waste Disposal Strategy (KWDS) outlining how the disposal of waste in Kent will be managed over the coming years. The CPMG helped guide the strategy development and considered the ambition, priorities and objectives.

The KWDS was adopted in February 2017, after which a new CPMG was established to ensure Members were equipped with relevant information for an informed debate to consider options to deliver the strategy.

The CPMG met 7 times during the period July 2017 and October 2018, to discuss in particular Household Waste Recycling Centre (HWRC) policies and network infrastructure. Various options were considered and discussed with the CPMG and the Group were instrumental in developing the HWRC charging for non-household waste proposal and associated consultation documents.

The proposal to charge for soil, rubble, hardcore and plasterboard was presented to the Environment and Transport Cabinet Committee on 13 July 2018 where it received endorsement to consult. An Equality Impact Assessment was conducted to accompany the proposal.

This report presents the responses received to the public consultation and will be presented to the Environment and Transport Cabinet Committee, before a final decision is taken by Councillor Mike Whiting, Cabinet Member for Planning, Highways, Transport and Waste, on whether to commence charging for these non-household wastes. Implementation of any agreed policy changes are anticipated to take effect from summer 2019 onwards, subject to Members' decision. See Appendix D for CPMG Members

2. CONSULTATION ENGAGEMENT

2.1 ACCOUNTABILITY

Consultation should promote accountability and assist decision making: public bodies should give an account of their plans or proposals and they should ensure that all responses are taken into account in order to:

- Be informed of any issues, viewpoints, implications or options that might have been overlooked;
- Re-evaluate matters already known; and
- Review priorities and principles.

A consultation is not a vote; influencing public policy through consultation is not simply about the greatest numbers automatically determining the outcome. It's about understanding the impact our proposals may have on our customers and using this insight, along with other evidence, to enable well informed decisions to be made.

All types of consultation responses are important – for example, in the current consultation we received a range of different responses from customers and stakeholders.

This report aims to identify where strength of feeling may be particularly intense, while recognising that interpreting consultation is not simply a matter of counting responses.

2.2 COMMUNICATION APPROACHES

The Kent HWRC network receives approximately 3.5m visitors each year, it was therefore important to devise engagement mechanisms to provide the opportunity for participation equally across Kent communities, being mindful of communication preferences and accessibility of information.

The consultation consisted of a questionnaire, available predominantly in electronic form, and also in paper format. Kent residents were made aware of the consultation and invited to respond using various communication methods to ensure a broad range of target audiences were engaged with in a proportionate manner.

The EqIA shaped the engagement and participation mechanisms, identifying any protected characteristics which had the potential to be negatively impacted by the proposed policies, and ensuring that attention was paid to engagement with identified protected characteristic groups in Kent.

A full communication plan was created based upon advice provided by KCC Consultation & Engagement and Corporate Communications teams. The following communication approaches were developed and delivered:

2.2.1 KCC website

A dedicated web page (www.kent.gov.uk/wasteconsultation) was created on the KCC website to provide consultation information and access to the online questionnaire. Furthermore, links to this page were provided on every Waste Management page regarding the HWRCs. A dedicated email address was also used specifically for any email correspondence regarding the consultation (wastedisposalstrategy@kent.gov.uk).

2.2.2 Social Media

Information was posted weekly on both Facebook and Twitter for the duration of the consultation period.

2.2.3 Gateways

Each of the 9 Kent Gateways were provided with a supply of postcards, posters and paper copies of the consultation questionnaire. Gateways with 'information screens' carried information about the consultation.

2.2.4 Libraries

A poster advertising the consultation, along with postcards and paper copies of the questionnaire were provided to each KCC Library.

2.2.5 Engagement at HWRCs

A banner and an A1 sign advertising the consultation were installed at each of the 18 HWRCs on the 6th September 2018 and displayed for the full 8 weeks.

Site staff across all 18 HWRCs handed information postcards to approximately 30 customers per day for the duration of the consultation, giving more than 30,000 customers opportunity to hear about the consultation.

Furthermore, between 6th September and 17th October 2018, Waste Management officers also handed more than 1,800 postcards to HWRC customers whilst engaging them in dialogue and promoting the consultation across all 18 HWRCs.

2.2.6 DIY Stores and Garden Centres

As the materials included in the charging policy proposal can be purchased from DIY stores and/or garden centres, posters and postcards were sent to 48 stores across Kent for use in 'point of sale' locations.

2.2.7 Key Stakeholders

As well as communicating with individual residents of Kent, key stakeholders were also engaged with to encourage them to contribute to the consultation process. The following stakeholders were engaged with:

- All Kent parish and town councils were sent a poster and a supply of postcards via The Kent Association of Local Councils (KALC) and were asked to make their residents aware of the consultation. Paper copies of the consultation were provided on request. Feedback was also encouraged from individuals, as well as a combined response of the whole parish.
- Waste Managers from all 12 Kent district councils and Medway Council were provided with a paper and electronic copy of the questionnaire and encouraged to respond to proposals via email. District Councils were also provided a poster and postcards for display in local councils' offices.
- The Environment Agency was provided with an electronic copy of the questionnaire and encouraged to respond to the proposal.
- KCC waste contractors were also provided with information and encouraged to respond.
- Information was provided to Kent County Council Members via The Information Point, and a paper copy of the questionnaire was placed into every Members pigeon hole at the Members Desk.

2.2.8 Radio Interview

- Michael Payne, Deputy Cabinet Member for Highways, Transport and Waste was interviewed by Radio Kent on 17th September 2018 and given the opportunity to explain the proposals being consulted on.

2.3 SCALE OF CONSULTATION ENGAGEMENT

COMMUNICATION METHOD	REACH
Measurable reach figures	
Postcards – handed out at HWRCs by site staff	30,000 unique visitors which is equal to approximately 5% of all weekly users
HWRC customer engagement. KCC Officers	Nearly 2,000 customers engaged with
Un-measurable reach figures	
Social Media Facebook and Twitter	9 messages were posted on both Facebook and Twitter over the eight-week consultation period. See Appendix E for details of posts along with number of comments, retweets, likes etc.
Gateways (screens, postcards, posters and paper copies of consultation document)	Available in all 9 Kent Gateways
Libraries (posters, postcards and paper copies of consultation document)	Available in all 99 KCC Libraries
DIY stores and Garden centres (posters and postcards)	Sent to 48 stores across Kent including Homebase, Wickes, B&Q, Travis Perkins, Wyevale, Millbrook, Notcutts etc.
Diversity groups (email)	Sent to more than 80 diversity groups
HWRC signage	'Opportunity to see' for more than 538,000 visitors over the eight-week consultation period
Stakeholders	
Parish and Town Councils (email, letter, posters and postcards. Consultation document paper copies supplied on request)	Sent to all 316 town and parish councils
District Council Waste Managers (email, letter, posters and postcards)	Sent to 12 Kent district/ borough councils and Medway Council
Environment Agency (email)	Sent to the Kent Area Office
KCC HWRC contractors (email)	Sent to all 4 HWRC contractors

Recycling/Disposal contractors (email)	Sent to 5 contractors who currently process the relevant non-household waste materials from Kent HWRCs
----------------------------------------	--------------------------------------------------------------------------------------------------------

2.4 ACCESSIBILITY CONSIDERATIONS (read in conjunction with EqIA)

2.4.1 Equality groups

Kent County Council is committed to ensuring that current and potential service users will not be discriminated against on the grounds of their social circumstances or background, such as gender, race, colour, ethnic origin, religion or belief, disability, gender identity, sexual orientation or age. As a result, an e-mail was sent to over 80 equalities groups across the county to inform them of the consultation and to ask them to circulate the information to members of their groups / communities. These groups were informed that responses were welcome from individuals or as a group/ organisation. Also see Appendix F: EqIA and action plan.

2.4.2 Alternative formats

Prior to the launch of the consultation, the consultation questionnaire was also produced in an 'Easy Read' format. Two Easy Read responses were received.

All consultation material provided contact information for people to request information in alternative formats. These would have been accommodated if required, however, no requests were received. Also see the Equalities Impact Assessment in section 3.

2.5 Document downloads

The table below details the documents available on www.kent.gov.uk/wasteconsultation during the consultation period, along with how many times each document was downloaded:

Documents	Downloads
Consultation Document & Questionnaire (PDF Version)	3072 downloads
Consultation Document & Questionnaire (Word Version)	570 downloads
Frequently asked questions (FAQ's) - (PDF version)	361 downloads
Frequently asked questions (FAQ's) - (Word version)	113 downloads
Chargeable material item list - (PDF version)	610 downloads
Chargeable material item list - (Word Version)	243 downloads
Equality Impact Assessment Document (PDF Version)	92 downloads
Equality Impact Assessment Document (Word Version)	46 downloads
Consultation Document - Easy Read Version	164 downloads

3. EQUALITIES IMPACT ASSESSMENT

KCC is committed to providing the best level of HWRC service to all its customers. To ensure this happens we need to take robust and relevant assessment of the likely impact of our work on the diverse communities and individuals who live in Kent. The Equality Impact Assessment (EqIA) provides a process to help us to understand how the proposed HWRC charging policy and service changes may affect Kent residents. The EqIA will help to ensure that KCC is providing an inclusive HWRC service.

An EqIA was completed prior to commencing the consultation, which shaped the engagement and participation mechanisms, to provide the opportunity for participation across Kent communities and being mindful of communication preferences and accessibility of information.

The EqIA was reviewed after the consultation to enable KCC to respond to any new issues that arose during the consultation and to ensure no groups were disadvantaged. See Appendix F: Full EqIA including action plan.

In the initial screening, age, disability and race were identified as being potentially impacted upon as a result of the proposed charging. The public consultation responses did not reveal any further impacts to these protected characteristics or any others, than those that had already been identified. However, some further issues were identified that were not-related to any one protected characteristic, namely the impact of disposal costs to those on low income and the ability of people to lift different weights of bags. These issues and related mitigations have been included within the 'action plan', to be undertaken should the decision be taken to adopt charging for the non-household waste materials.

4. RESPONDENT PROFILE AND ACTIVITY

4.1 NUMBER OF RESPONSES RECEIVED

Total responses received: 2,841

~ Responses: 2,841 consisting of:

- 2,757 online responses; and
- 62 paper responses
- 22 comments received by email or letter

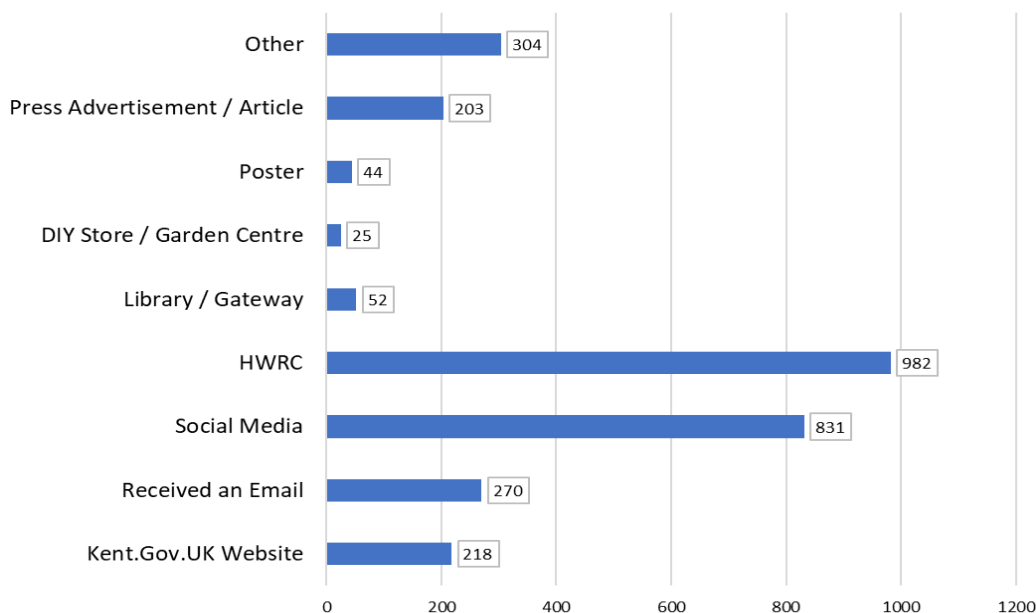
Please see section 5 for breakdown of customer and stakeholder responses.

No requests were received for alternative format versions. Two easy read versions of the consultation questionnaire were received.

4.2 How customers heard about the consultation

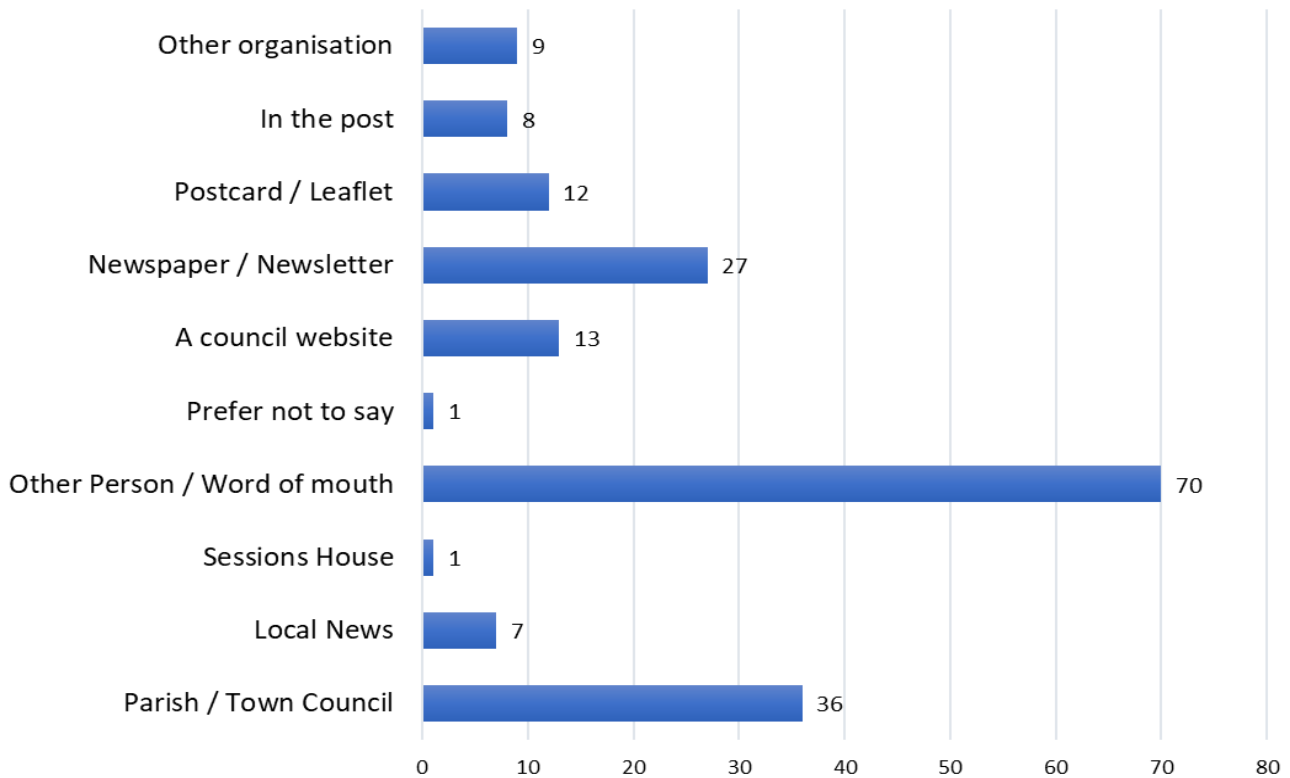
The consultation questionnaire asked the respondent how they heard about the consultation. Of the 2,841 total responses, 2,929 answered this question. The graph below presents the responses to this question. Please note, respondents were able to choose more than one communication method, therefore the percentage has been calculated from all answers rather than the number of respondents:

How those respondents who completed the questionnaire heard about the consultation.



10% of respondents commented that they had heard about the consultation through 'other' means. Out of the 304 respondents that selected 'other', 184 specified by what method they had heard about the consultation, these responses are detailed in the graph below:

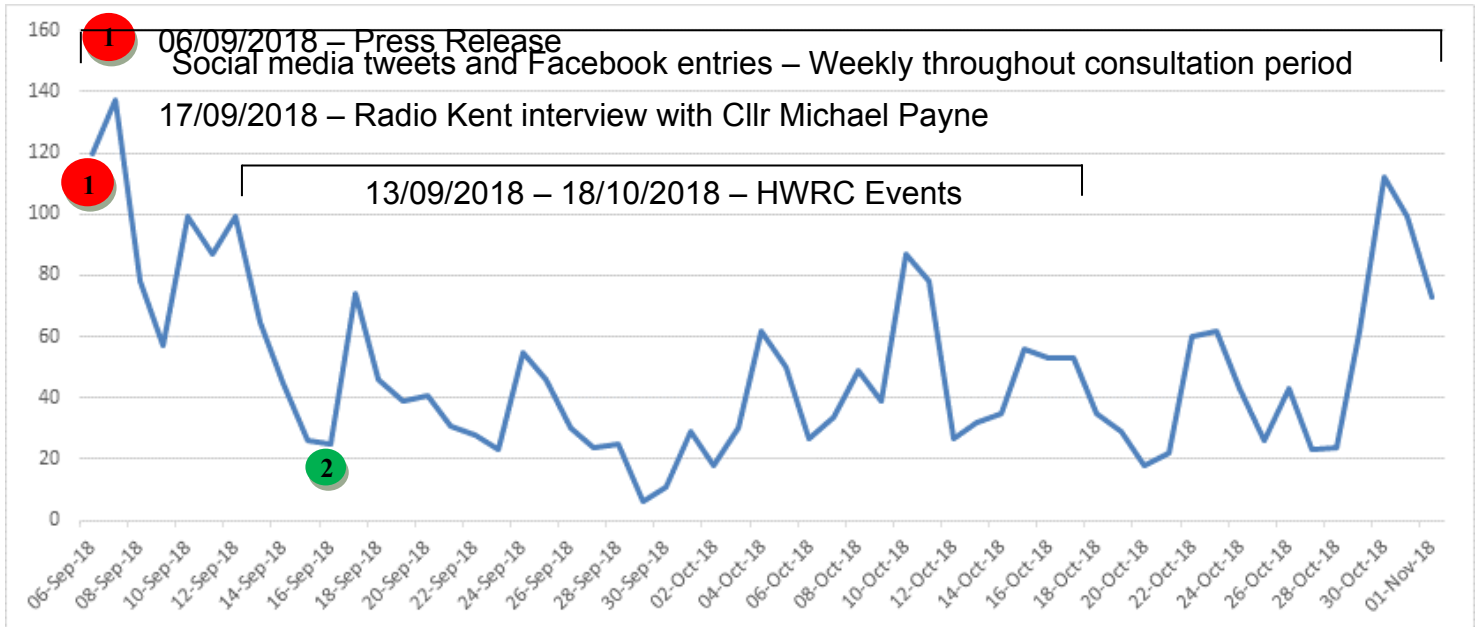
'Other' response composition



4.3 RESPONSE TIMELINE: ALL RESPONSES

The graph below shows the quantity of all responses received over the eight-week consultation period, highlighting notable events during that period that may have influenced the response rate.

Timeline of all customer responses received

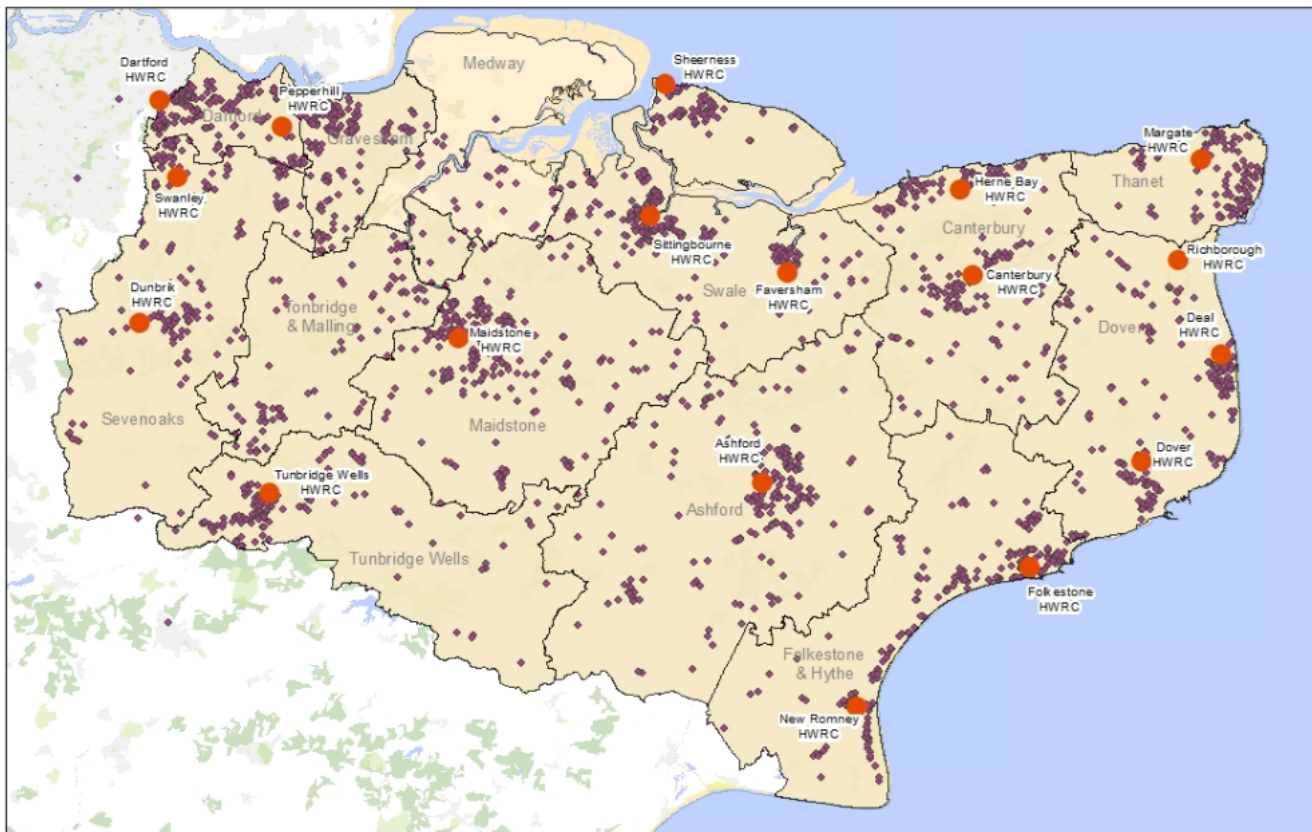


2

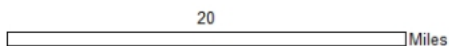
4.4 RESPONSE PROFILE OF ALL RESPONDENTS

The maps and graph below highlight the geographical distribution of all respondents. Of the total 2,841 responses received, 2,653 (93%) provided their postcode. Please note that out of the 2,653 postcodes provided, 179 were unrecognisable on the software used for this analysis. Therefore, the information below represents the distribution of the recognisable postcodes provided by 2,474 respondents (87% of total respondents).

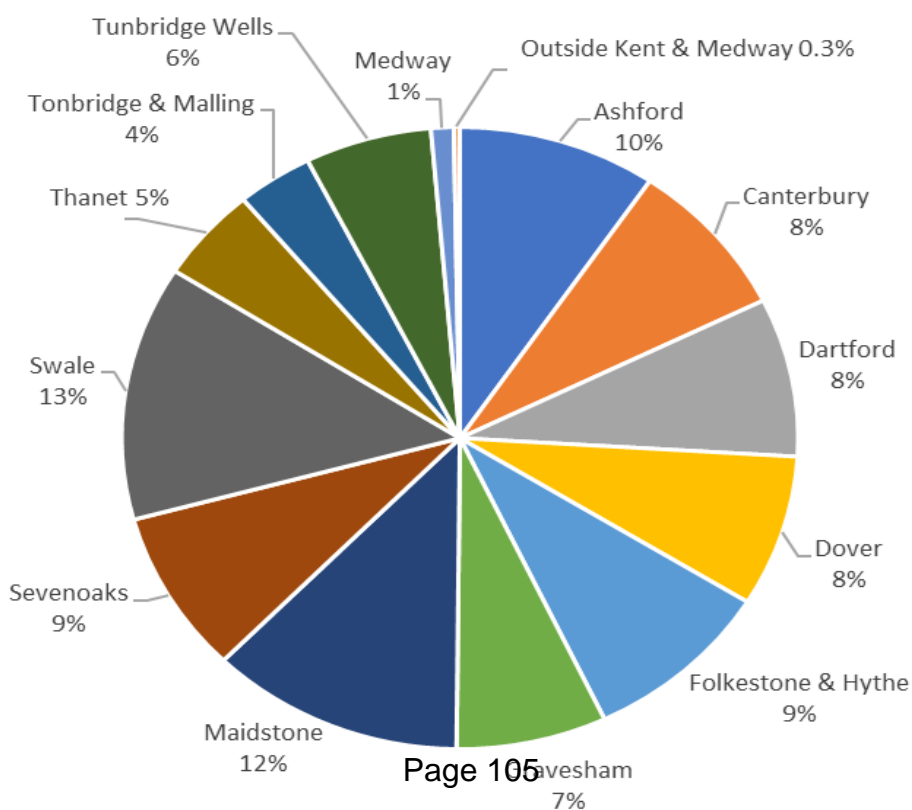
Geographical distribution of all respondents:



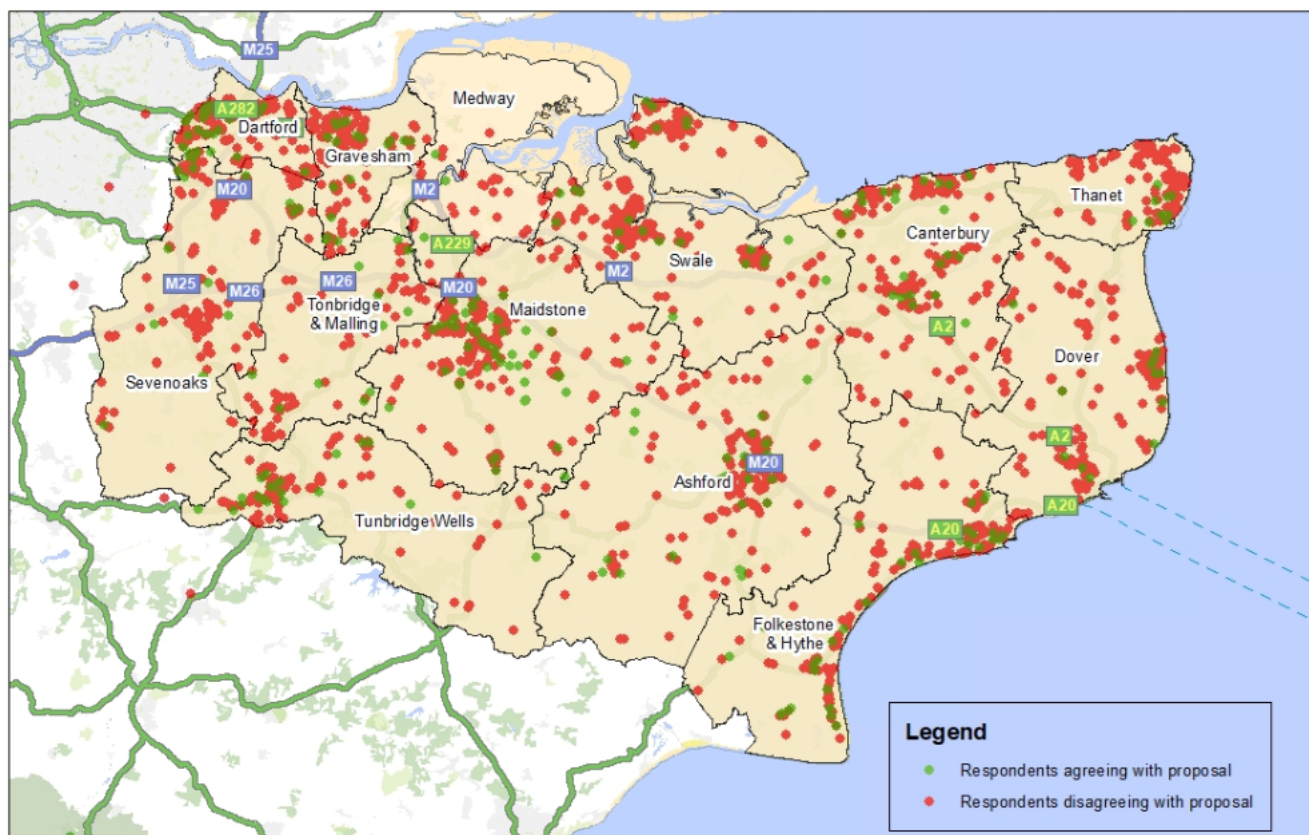
Produced by Waste Management, KCC.
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Geographical distribution of all respondents, grouped by Kent district:



Geographical distribution of all respondents, highlighting 'agree' or 'disagree' to the proposed charging policy



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20 Miles



4.5 STAKEHOLDER RESPONSE PROFILE

A total of 99 responses were received from stakeholders including district and parish councils, waste management contractors and other agencies.

Stakeholder respondents

Respondent type	Respondent
District Councils (8 responses)	Canterbury City Council (2 separate responses received)
	Dover District Council
	Folkestone and Hythe District Council
	Gravesham Borough Council
	Maidstone Borough Council
	Sevenoaks District Council
	Swale Borough Council
	Thanet District Council
Parish & Town Councils (72 responses)	Acrise Parish Meeting

Adisham Parish Council
Alkham Parish Council
Ash Parish Council
Badgers Mount Parish Council
Barham Parish Council
Barming Parish Council
Bobbing Parish Council
Boughton Aluph & Eastwell Parish Council
Boughton Monchlesea
Boughton under Blean Parish Council
Boxley Parish Council
Bridge Parish Council
Broomfield & Kingswood Parish Council
Chart Sutton Parish Council
Chiddingstone Parish Council
Chislet Parish Council
Cliffsend Parish Council
Coxheath Parish Council
East Farleigh Parish Council
Eastry Parish Council
Eynsford Parish Council
Eythorne Parish Council
Faversham Town Council
Great Mongeham Parish Council
Hartley Parish Council
Hawkinge Town Council
Hever Parish Council
Hextable Parish Council
Horsmonden Parish Council
Hothfield Parish Council
Ickham and Well Parish Council
Iwade Parish Council
Kent Association of Local Councils (KALC)
Kemsing Parish Council
Langley Parish Council
Leigh Parish Council
Littlebourne Parish Council
Lynsted with Kingsdown Parish Council
Marden Parish Council
Milstead Parish Council
Meopham Parish Council
Minster-on-Sea Parish Council
Minster Parish Council
New Romney Town Council
Northbourne Parish Council
Oare Parish Council
Penshurst Parish Council
Pluckley Parish Council

	Ramsgate Town Council
	River Parish Council
	Rodmersham Parish Council
	Rusthall Parish Council
	Seal Parish Council
	Sellindge Parish Council
	Shadoxhurst Parish Council
	Shoreham Parish Council
	Shorne Parish Council
	Southborough Town Council
	St Margaret's at Cliffe Parish Council
	St Mary in the Marsh Parish Council
	Sutton at Hone & Hawley Parish Council
	Sutton by Dover Parish Council
	Swingfield Parish Council
	Ulcombe Parish Council
	Warehorne Parish Council
	West Malling Parish Council
	Wickhambreaux Parish Council
	Wingham Parish Council
	Womenswold Parish Council
	Woodnesborough Parish Council
	Yalding Parish Council
District / Borough / Parish / Town Council (10 responses)	In addition to the District / Borough / Parish / Town Council responses noted above, an additional 10 responses were received in this category, without the Council name being noted
Neighbouring Councils (2 responses)	Medway Council
	East Sussex County Council
Other agencies (2 responses)	Communities, Housing and Environment Committee – Maidstone Borough Council
	KCC, Sustainable Business & Community (KES)
HWRC contractors (0 responses)	None received
Recycling / Disposal contractors (0 responses)	None received

5. CONSULTATION RESPONSES

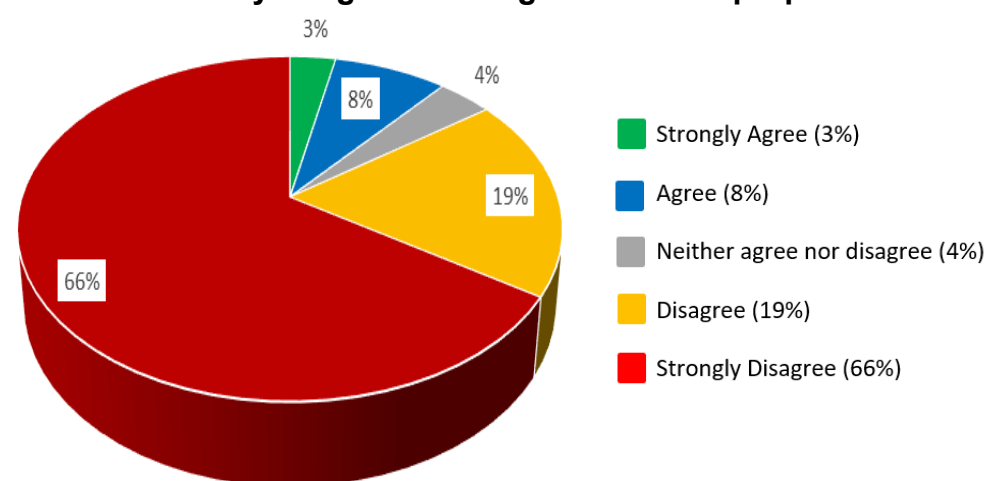
The following data has been produced by analysing all 2,841 responses (customers and stakeholders). The quantities and percentages stated are from all responses, however key comments from both customers and stakeholders have been identified separately. Please note: not every question had to be answered by respondents and as a result the number of responses will not add up to 2,841 each time.

5.1 KCC is proposing to introduce a modest charge for the following non household wastes, to off-set the cost of providing the service:

- Soil, Rubble and Hardcore
 - This also includes other materials such as ceramics which are recycled in the soil, rubble and hardcore container.
 - In line with neighbouring Councils we anticipate the charge to be: £4 per bag (or part bag) / item (a bag being up to the size of a standard black sack)
 - A daily limit in line with current restriction will apply – a maximum of 5 bags / items

- Plasterboard:
 - In line with neighbouring Councils we anticipate the charge to be: £6 per bag (or part bag) / sheet (a bag being up to the size of a standard black sack)

To what extent do you agree or disagree with this proposal?



Page 110

Example Stakeholder Comments

“The charges will only increase fly-tipping incidents. The villages in Kent are already fly-tipping hotspots and the charge will result in the villages suffering with more of this”

“Our Parish Council is neither in favour nor against this proposal but has concerns that it might penalise householders who are doing legitimate DIY projects.”

“While the Council understands some the reasons for the KCC proposals to charge for Soil, Rubble and Hardcore, our main concern is the impact this proposal could have on fly tipping in the district which will impact on the Council's resources and budgets.”

“There may be an increase of soil found in the garden waste or residual collection bins, which is not permitted. This will cause problems for the contractor and their vehicles and will have to be monitored closely.

“Although Members would prefer to see the service remain free to use, we accept that neighbouring councils' decisions leave little scope but to follow suit”.

“We understand the reasoning behind the proposed introduction of a charge at the HWRC for non-household waste items and support the need to protect this service for residents.”

Example Customer Comments

“Do worry charging will cause fly tipping, but think it is important to do so. Safeguarding our environment is very important to me”

“Whilst we agree that some kind of charge is appropriate, we have concerns that charges per bag and restrictions on the quantity of bags per day will lead to an increase in fly-tipping.

“We feel that a permit scheme for householders, perhaps with a restriction on the number of visits to the HWRC, might be more appropriate”

“I feel the proposal will lead to more fly tipping and would prefer to see an increase in Council tax to cover the cost”

“You must do the same as neighbouring Councils otherwise residents will bring their rubbish to Kent”.

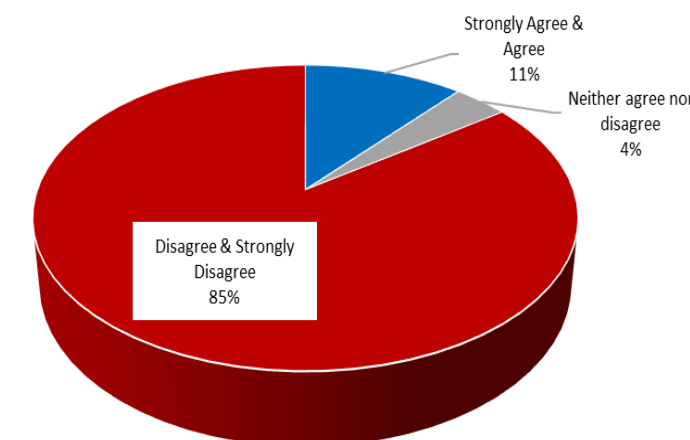
Response summary:

Theme of comments	Number of online comments	Number of paper comments	Total number of comments	Most popular comments - ranked
Concern of increase of fly tipping	1863	42	1905	1
Any income received will be required to clear up fly tipping	655	6	661	2
Disposal costs to residents too high	398	21	419	3
Charge non-Kent residents / proof of residency	225	4	229	4
Bag size not clear enough / too heavy	108	3	111	5
Stronger / more enforcement	106	5	111	6
Increase council tax	36	1	37	
Positive idea	14	0	14	
Other	3	0	3	
TOTAL	3408	82	3490	

Overarching summary: To what extent do you agree or disagree with this proposal?

85% of respondents completed this question

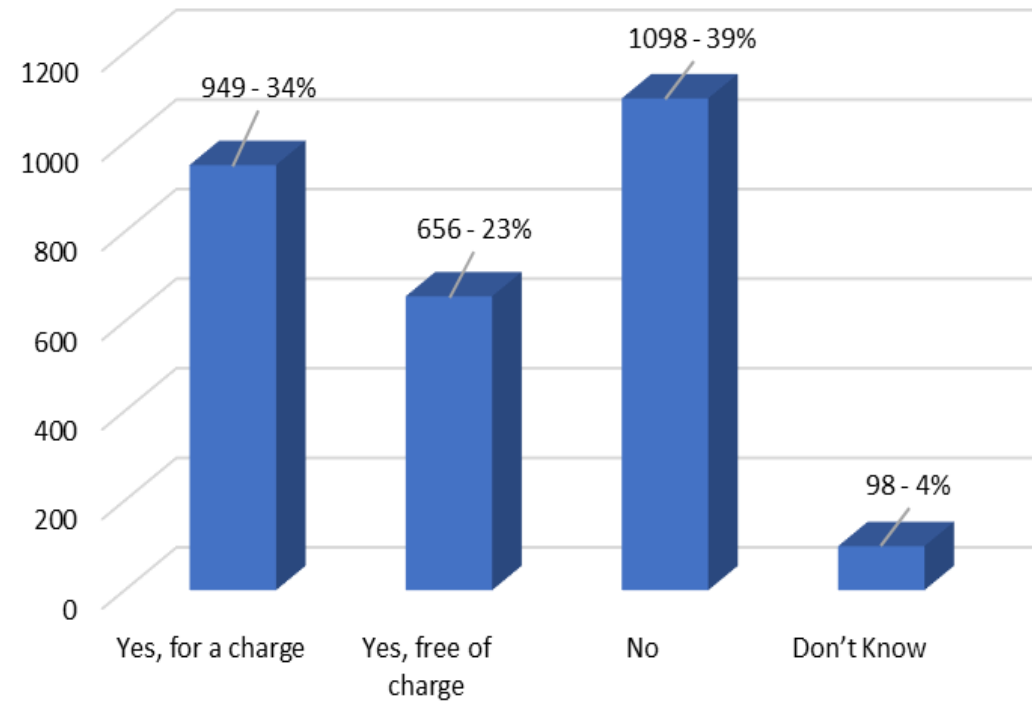
Option:	Total
Strongly Agree & Agree	317
Neither agree nor disagree	108



Disagree
& Strongly Disagree

2387

5.2 Do you think that non-Kent residents should be able to deposit their waste at Kent HWRCs?



No text box was provided for this question. The responses noted here were applied to the question at the end of the consultation: 'Do you have any further comments or suggestions you would like to make?'

Example Stakeholder Comments

"If going to go through the administration process of identifying and charging on site, could at the same time have a resident proof / discount for no more admin time."

"Sympathies with the valid issues of KCC not legally obliged to provide this service, that neighbouring councils already implemented etc. However, the impact of this policy (as with many other County / District cut backs), is that the residents and Parish / Town Councils will inevitably suffer the consequences. In this case, more fly tipping"

"The principle of charging out of County residents for waste disposal is fair, however the principle of charging residents for this service is unfair"

"Clearly it is unfair that non-Kent residents should have the opportunity to dispose of their rubbish etc at a Kent based HWRC, just as it would be unfair for a Kent resident to dispose of their waste free of charge at a non-Kent HWRC"

"We recognise that savings need to be made and that reinvestment in waste infrastructure is required, and that with increasing budget restrictions these decisions are of course difficult to make. We also agree that it is unfair for our residents, Kent taxpayers, to have to pay for the disposal of 'non-Kent' residents waste and understand the concerns regarding the impact of this issue on sites within Kent which border with other Authorities, where there is potential for this to occur".

"We agree that residents from other authority areas such as London Boroughs or Sussex should not have free access to Kent's HWRC facilities. A hybrid solution to the proposals could be to introduce a permit scheme for sites within a certain distance of the borders with these authorities. With the increase in digital solutions there must be a solution where local residents could register their vehicles online, so any unregistered vehicles could be highlighted and charged similar to systems used on toll roads such as the Dartford Crossing."

Example Customer Comments

"By having to produce documents, only Non-Kent residents will be charged"

"Only allowing Kent residents to use Kent HWRCs free of charge is unworkable. The cost of the bureaucracy in hold ups at sites would far outweigh any income; and the system would be easily circumvented".

"I would have no objection to charging non-Kent based users along with commercial users"

"If you are proposing a charge for this disposal, I would prefer you only charge businesses and out-of-county people, or even out-of-towners. The tip is there for the use of your customers and whilst we do use bins we also prefer to sometimes bring stuff to the tip rather than wait for the customary bin collection. It is not fair to keep charging the same people over and over again".

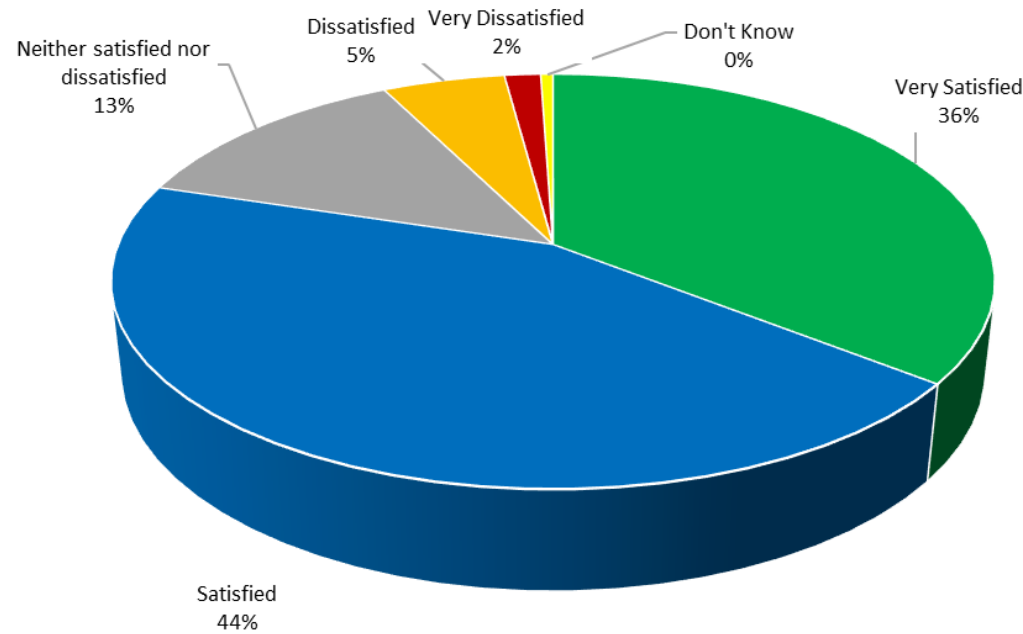
"If you are a resident in Kent then you should be able to use the centres for free if you are from outside of Kent then a small fee would be a sensible option".

	Number of online comments	Number of paper comments	Total number of comments	Most popular comments - ranked
Yes, for a charge	929	20	949	2
Yes, free of charge	639	17	656	3
No	1078	20	1098	1
Don't know	98	0	98	4
TOTAL	2744	57	2801	

Overarching summary:

- 99% of respondents answered this question

5.3 How satisfied are you overall with the HWRC service?



No text box was provided for this question. The responses noted here were applied to the question at the end of the consultation: 'Do you have any further comments or suggestions you would like to make?'

Example Stakeholder Comments

"I would like to see longer opening hours"

"The current HWRCs offer an excellent recycling service to local residents and while they do offer some segregation for goods this is limited by the space available at most sites. Offering space for a local charity to have a space for residents to drop off re-usable goods has worked in other parts of the country and would help increase re-use as part of the waste hierarchy".

"The hard work and sheer commitment of the staff at the tip should be applauded. Not only are they very helpful and courteous to the public but they also ensure the tip itself is of kept clean to a very high standard. Well done!"

"Current provision excellent if you happen to live near a HWRC site. More sites are needed"

Example Customer Comments

"The current services offered by KCC in this sector are excellent and help reduce the chances of fly-tipping".

"The use of the local tip seems to be a valued and routine part of community life"

"Too many usable household items are disposed of. Australia has "Tip shops" where items salvaged from disposal are offered for resale to the public. If managed well, this service could be self-funding, and would recycle items otherwise destined to landfill."

"The opening hours should be extended for an hour or so, at least on a couple of days a week, in order to enable people to use the facility after work."

"Currently really helpful staff and we appreciate the ability to be able to recycle and dispose of our waste efficiently. Would be great to see the amount of waste being recycled to continue to increase as it has been."

"Open the tips for public use at different times to dustcart emptying as this causes lots of hold ups at my local tip. Also, possibly open and close later/earlier in the week so people can either go to tip before or after work too so making it not so busy at weekends".

"Have staff help people with disabilities (not everyone has visible disability) at the tips with their recycling as at my tip staff don't help even if shown disabled blue badge they make person struggle to do it themselves taking people longer to unload causing more congestion and longer waiting times."

"Kent has done an excellent job to improve recycling and reduce landfill".

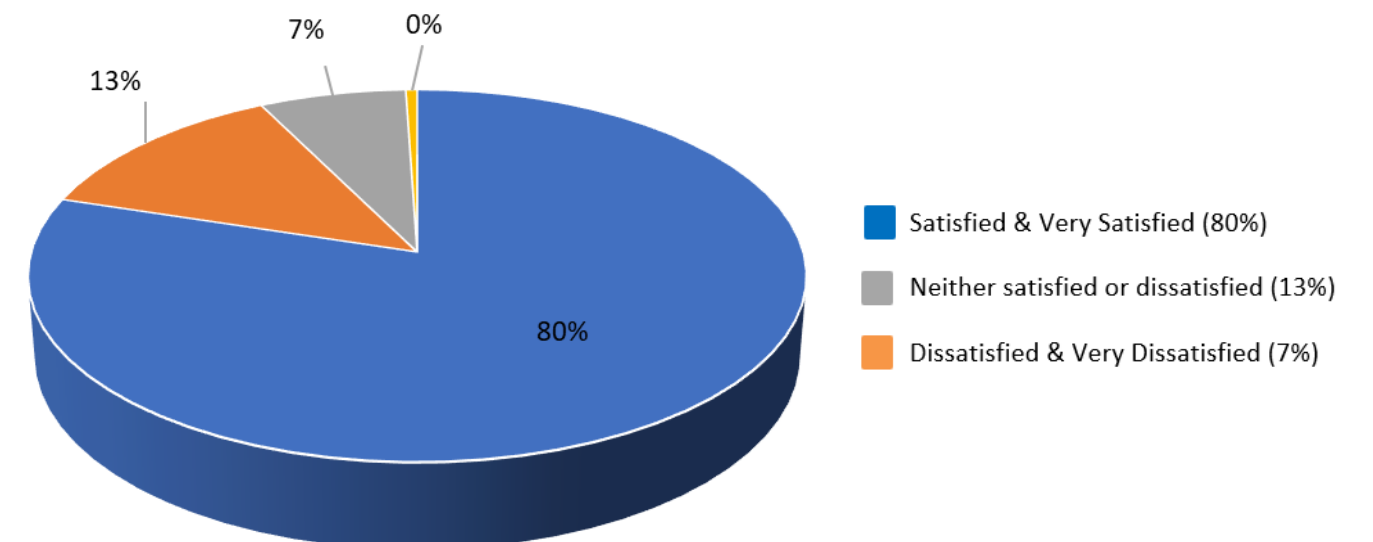
"We have used the Deal tip frequently after some home improvements. Charges would be very frustrating since we would feel we were dealing with matters responsibly. Just to add, we have always found the staff at the Deal tip very helpful."

"The current service is very good and would cause problems if changed."

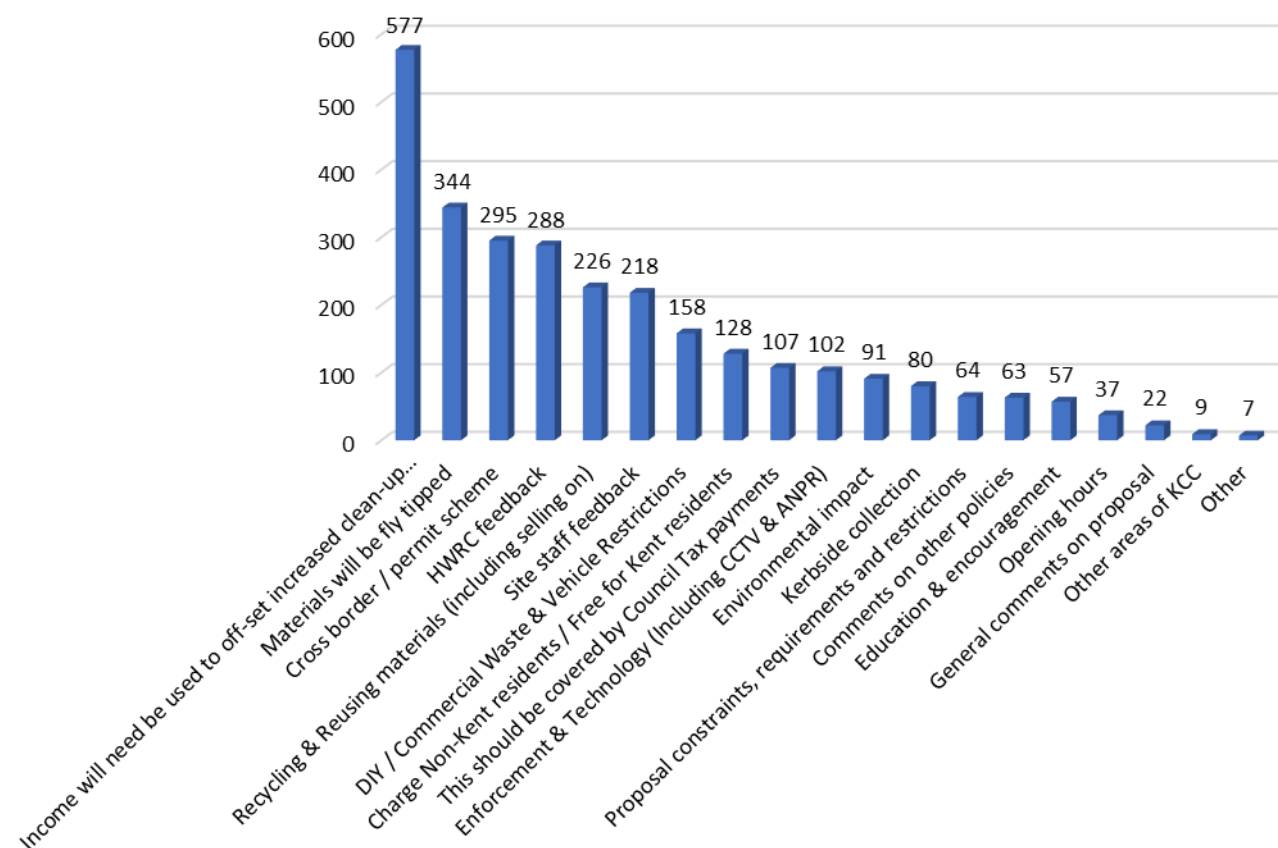
	Number of online comments	Number of paper comments	Total number of comments	Most popular comments - ranked
Very satisfied	979	18	997	1
Satisfied	1215	22	1237	2
Neither satisfied nor dissatisfied	347	10	357	3
Dissatisfied	145	4	149	4
Very Dissatisfied	43	1	44	5
Don't know	15	0	15	6
TOTAL	2744	55	2799	

Overarching summary:

- 99% of respondents answered this question
- 80% of respondents are satisfied (44%) or very satisfied (36%) with the HWRC service. 7% are dissatisfied (5%) or very dissatisfied (2%). 13% are neither satisfied nor dissatisfied.



5.4 Do you have any further comments or suggestions you would like to make?



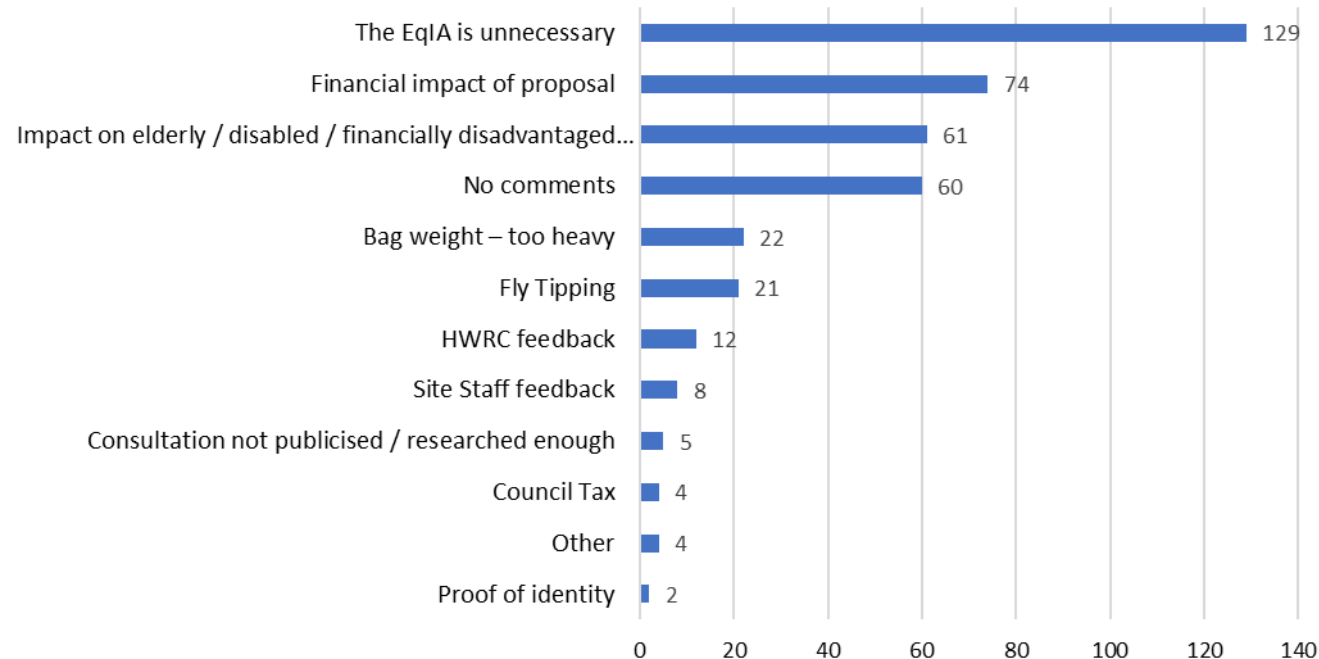
Response summary:

Theme of comments	Number of online comments	Number of paper comments	Total number of comments	Most popular comments - ranked
Income received from charging will need to be used to off-set increased fly-tipping clean-up costs / charges too high	558	19	577	1
Materials will be fly tipped	323	21	344	2
Introduce a Cross border / permit scheme	289	6	295	3
HWRC feedback (45% positive, 18% negative, 37% neither/other)	281	7	288	4
Recycling & Reusing materials (including selling on)	222	4	226	5
Site staff feedback (57% positive, 33% negative, 10% neither)	216	2	218	6
DIY / Commercial Waste & Vehicle Restrictions	153	5	158	
Charge Non-Kent residents / Free for Kent residents	122	6	128	
This should be covered by Council Tax payments	103	4	107	
Enforcement & Technology (Including CCTV & ANPR)	100	2	102	
Environmental impact	88	3	91	
Kerbside Collection	78	2	80	
Proposal constraints	64	0	64	
Comments on other HWRC policies	58	5	63	
Education & encouragement	57	0	57	
Opening hours	33	2	35	
General comments on proposal	22	0	22	
Other areas of KCC	9	0	9	
Other	7	0	7	
TOTAL	2784	88	2872	

Overarching summary:

- 45% of respondents answered this question (1281 / 2841)
- 55% of respondents chose not to answer this question (1560 / 2841)

5.5 Do you have any comments about the Equality Impact Assessment?



Comments from Stakeholders

“The EqIA fails to recognise the impact of a policy proposal that will place a financial incentive to overload heavy sacks of waste, rather than encouraging people to carry more sacks each containing a lighter load. This will have an impact which is disproportionate to the general population on older people, women (especially pregnant women), and people with mild disabilities, such as bad backs”.

“This proposal will have the effect of reducing the disposable income of both retired and disabled members of the community”.

“EqIA on waste disposal? What a waste of money”.

Comments from Customers

“Would affect the elderly and disabled who rely on neighbours to take this sort of waste to the tip for them they won't be able to afford fees”.

“I believe that the proposals fail the above as it assumes everyone is capable of lifting full bags of rubble or if not, limits the amount that they may dispose because of their physical ability”.

“As an older resident I have trouble lifting heavy sacks of soil and rubble so in order to be able to lift them I put the soil in many sacks. Charging me for each sack will not be fair”.

“Older and disabled groups and women may be disproportionately impacted by a charge-per item policy if unable to lift heavier loads. I am a middle-aged woman and only dispose of stones/rubble from the garden in half-bucket loads due to the weight.”

“This will impact the poorest members of society as they are the demographic that are most likely to do home repairs themselves and not use commercial builders”.

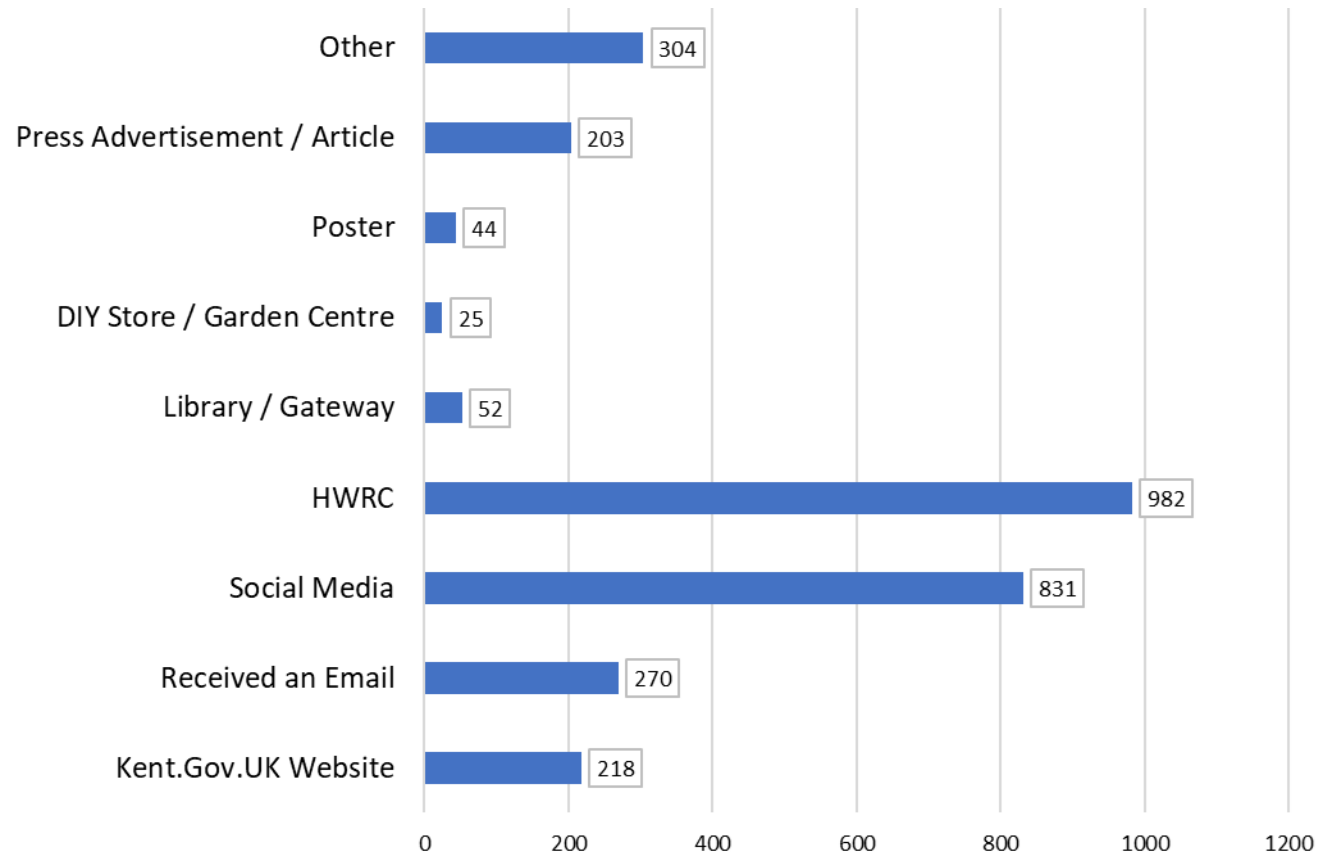
Response summary:

Theme of comments	Number of online comments	Number of paper comments	Total number of comments	Most popular comments - ranked
The EqIA is unnecessary	124	5	129	1
Financial impact of proposal	72	2	74	2
Impact on elderly / disabled / financially disadvantaged residents	61	0	61	3
No comments	60	0	60	4
Bag weight – too heavy	22	0	22	
Fly Tipping	20	1	21	
HWRC feedback	11	1	12	
Site staff feedback	8	0	8	
Consultation not publicised / researched enough	5	0	5	
Council Tax	4	0	4	
Other	4	0	4	
Proof of identity	1	1	2	
TOTAL NUMBER OF COMMENTS	392	10	402	

Overarching summary:

- 10% of respondents answered this question (290 / 2841)
- 90% of respondents chose not to answer this question (2551 / 2841)

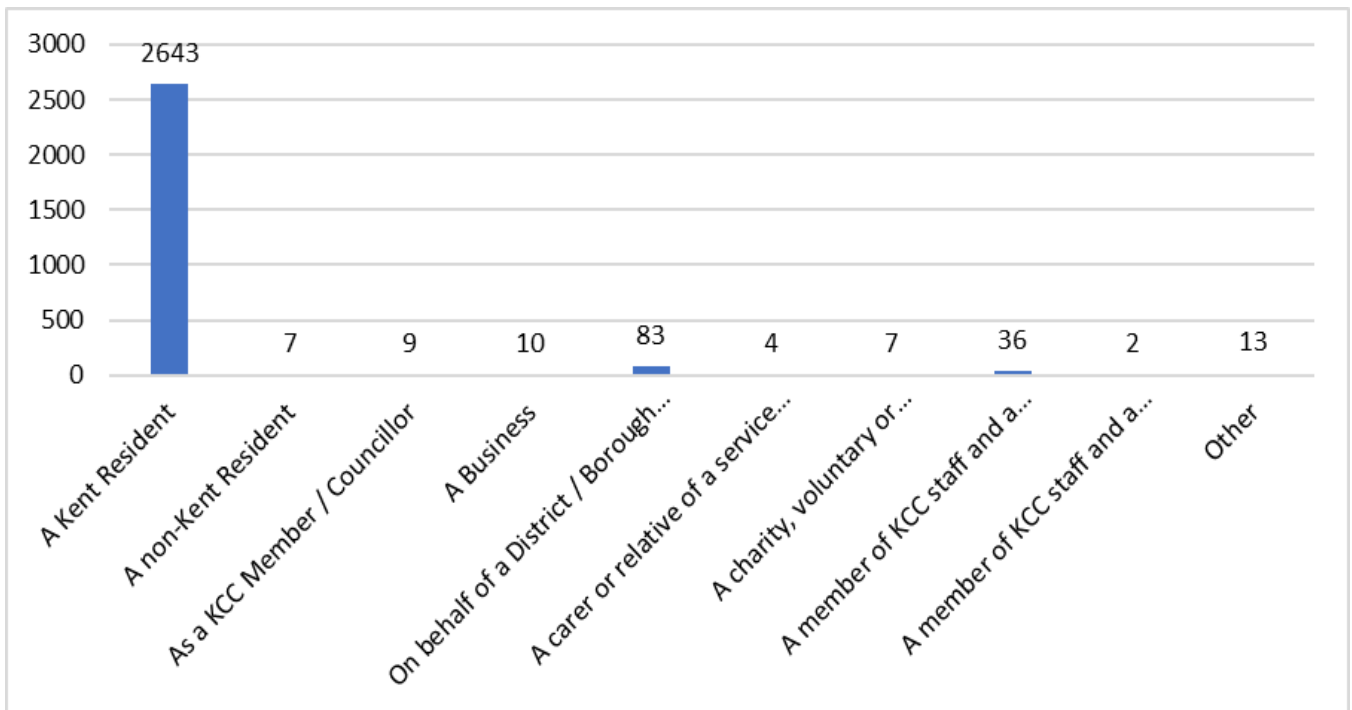
5.6 How did you hear about this consultation?



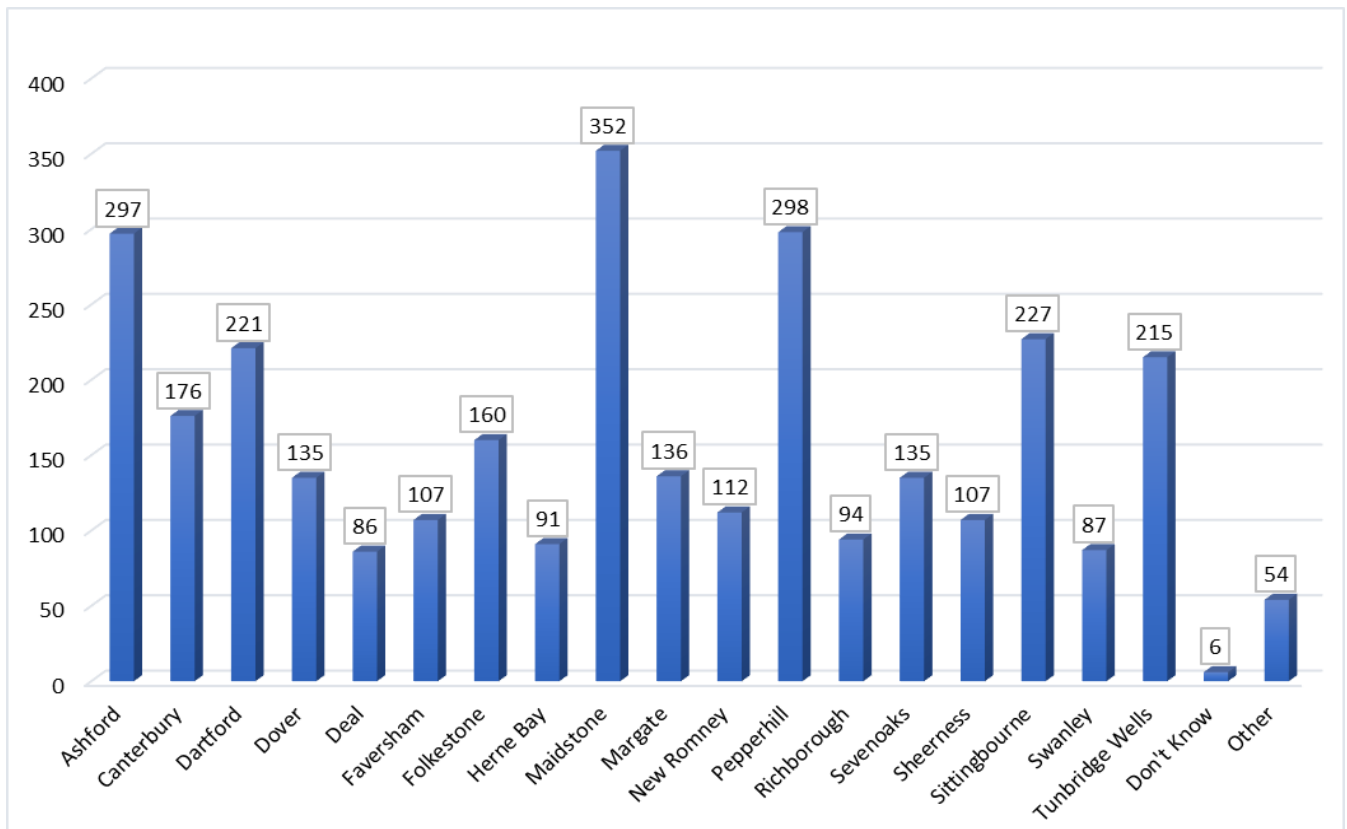
	Number of online comments	Number of paper comments	Total number of comments	Most popular comments - ranked
At a Household Waste Recycling Centre	958	24	982	1
Social media (Facebook, Twitter)	830	1	831	2
Other	290	14	304	3
Received an email	267	3	270	4
Kent.gov.uk website	213	5	218	
Press advertisement / article	198	5	203	
At a Library or Gateway	40	12	52	
Poster	42	2	44	
At a DIY store or Garden centre	25	0	25	
TOTAL	2863	66	2929	

6. CONSULTATION RESPONSES: 'ABOUT YOU'

6.1 Are you responding as.....

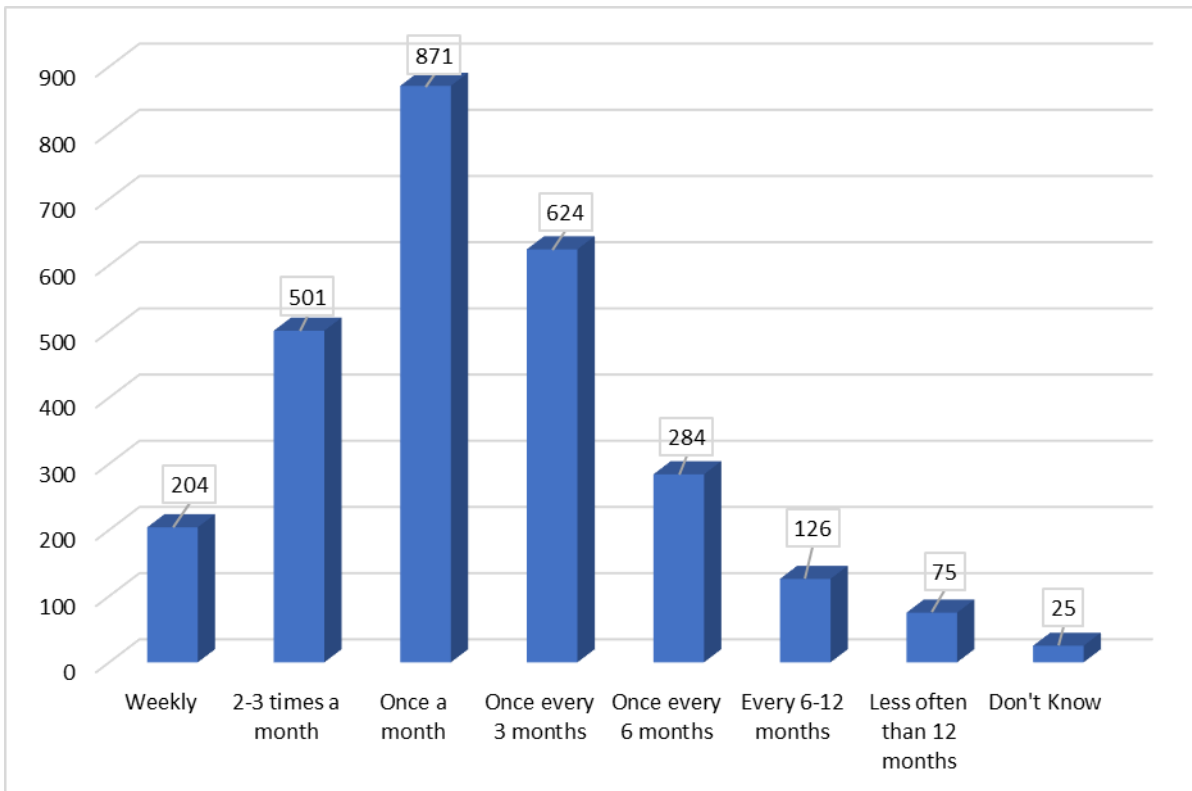


6.2 Which Household Waste Recycling Centre do you normally visit?



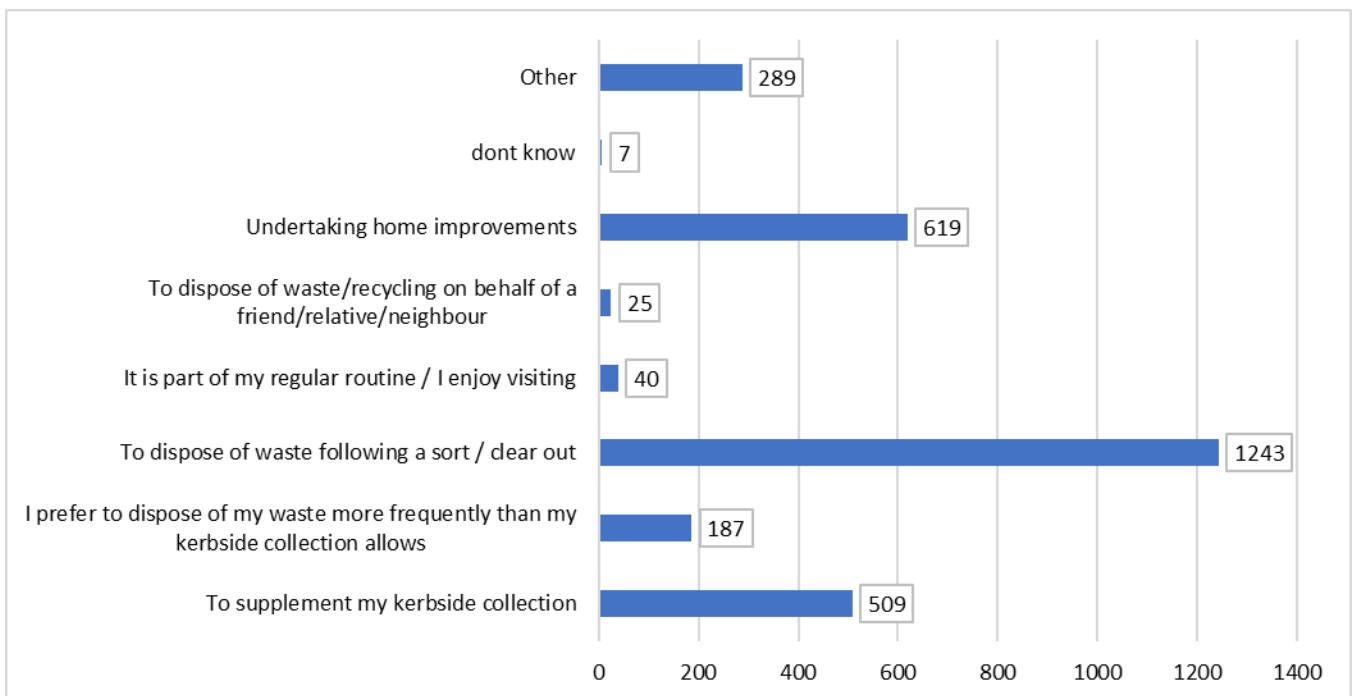
Further analysis was undertaken to understand if there were any differences with agreement of the proposal based on the HWRC visited. However due to statistical validity it was not possible to analyse at this level of detail.

6.3 How frequently do you visit the HWRCs?



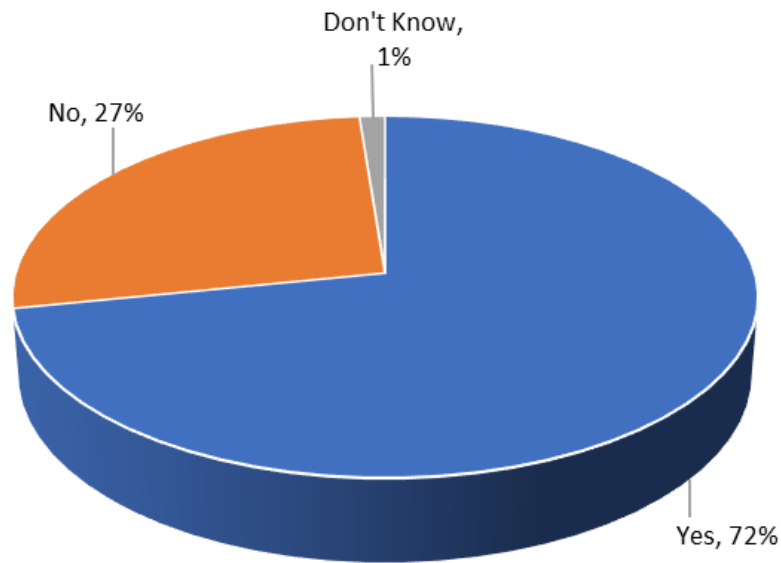
Further analysis was undertaken to understand if there were any differences with agreement of the proposal based on the frequency of the HWRC site visited. Those respondents that use the sites more frequently (Once a month or more often) are slightly more likely to disagree, or strongly disagree with the proposal (87%) compared with those using the sites less often (82%).

6.4 What is the main reason for your use of the HWRC?



Further analysis was undertaken to understand if there were any differences with agreement of the proposal based on those using the site after 'undertaking home improvements'. 92% of these respondents disagreed or strongly disagreed with the proposal compared with 85% of respondents overall.

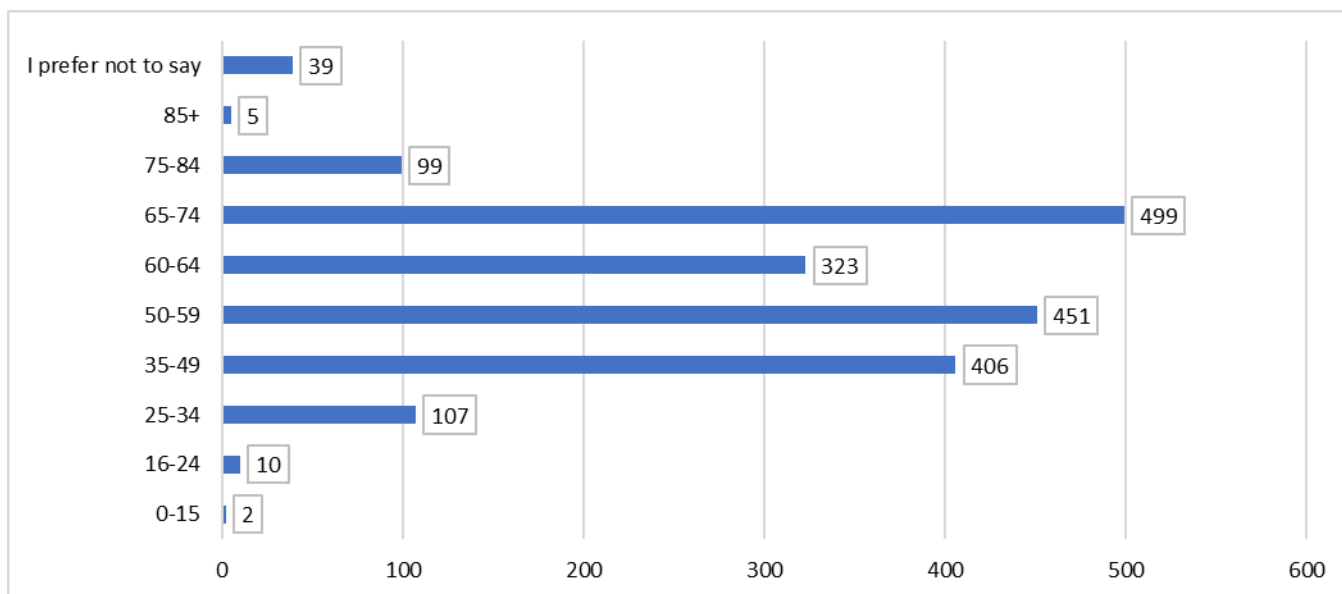
6.5 Have you brought soil, rubble, hardcore and/or plasterboard to the HWRCs in the last two years?



Further analysis was undertaken to understand if there were any differences with agreement of the proposal based on whether the respondent had brought soil, rubble, hardcore and/or plasterboard to the HWRCs in the last two years. Those respondents that had brought these types of materials into the site in the last two years were significantly more likely to disagree or strongly disagree with the proposal (91%) compared with those who had not brought these materials into the HWRC's (69%).

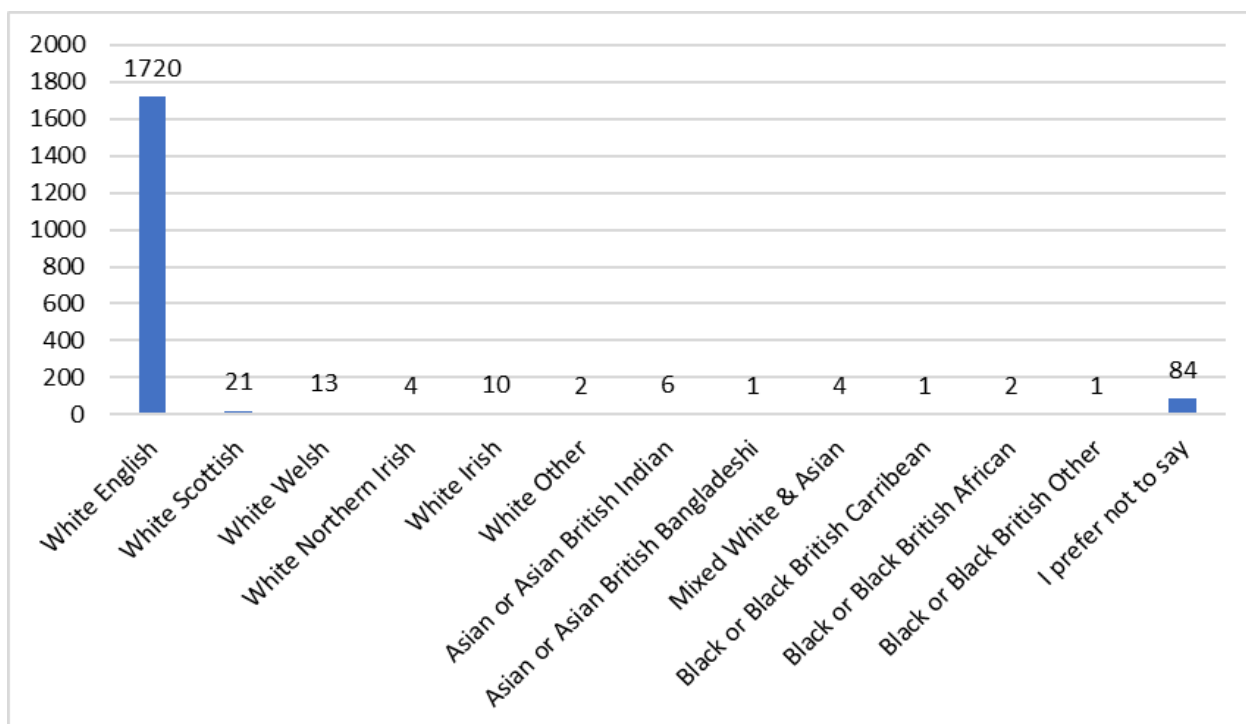
CONSULTATION RESPONSES: 'MORE ABOUT YOU'

6.6 Age range



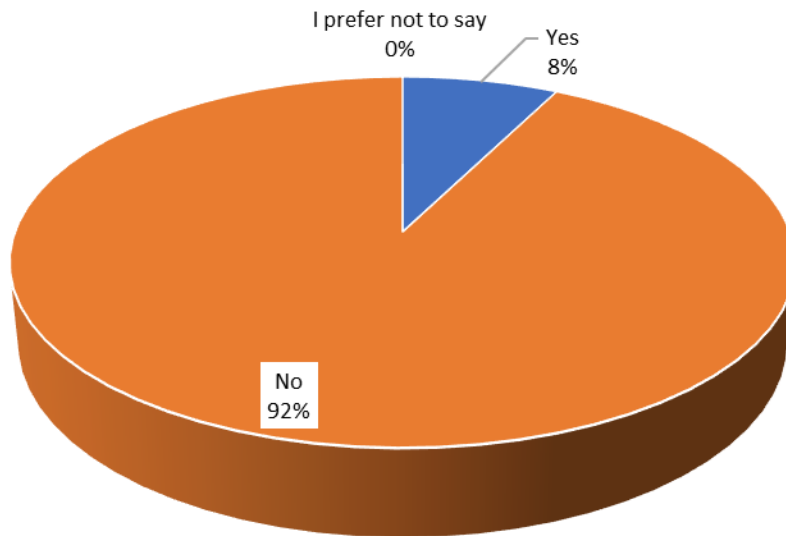
Further analysis was undertaken to understand if there were any differences with agreement of the proposal based on the age of respondent. However due to statistical validity it was not possible to analyse at this level of detail.

6.7 What is your ethnic group?



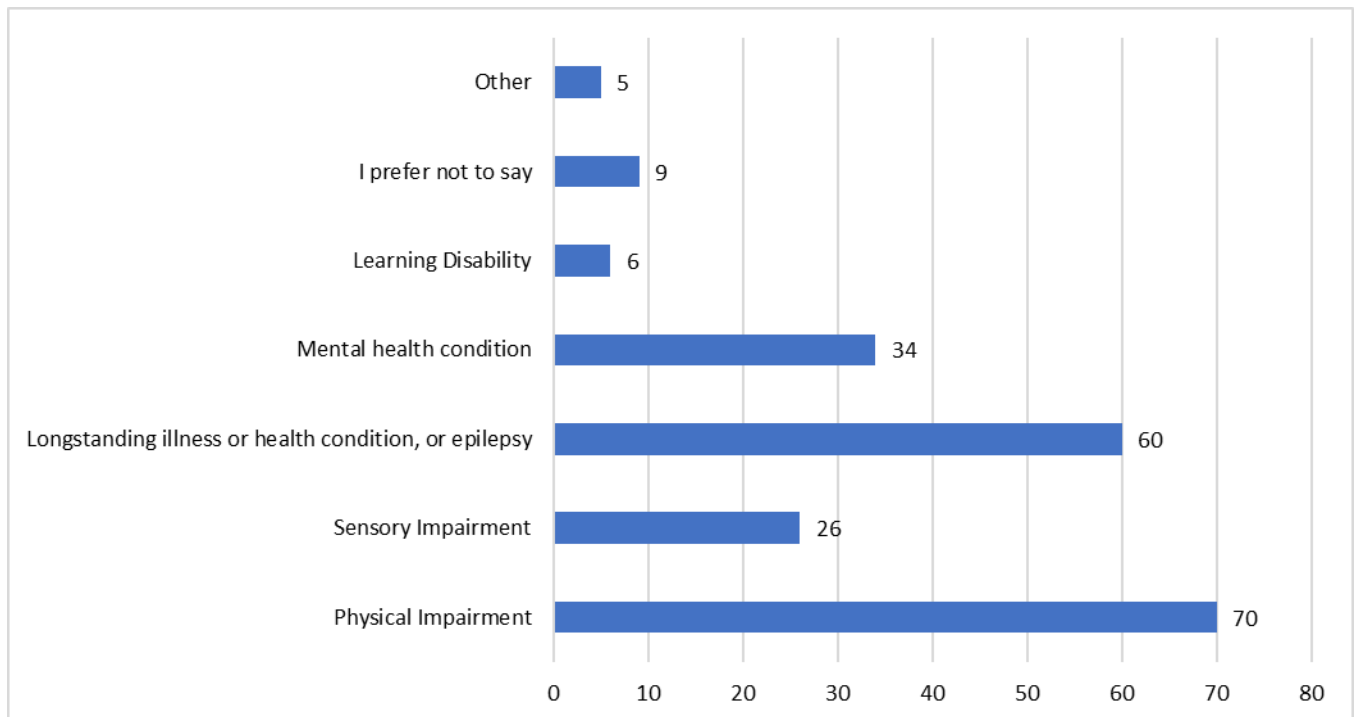
Further analysis was undertaken to understand if there were any differences with agreement of the proposal based on the respondent's ethnicity. However due to statistical validity it was not possible to analyse at this level of detail.

6.8 Do you consider yourself to be disabled as set out in the Equality Act?

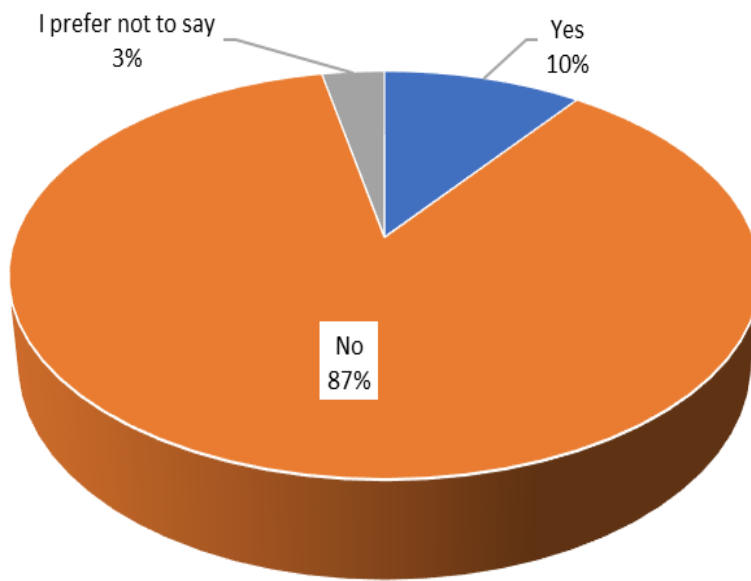


Further analysis was undertaken to understand if there were any differences with agreement of the proposal based on whether the respondent considers themselves to be disabled. However due to statistical validity it was not possible to analyse at this level of detail.

6.9 If yes, type of impairment



6.10 Are you a carer?



END

HOUSEHOLD WASTE RECYCLING CENTRES

**Charging for non-household waste policy
(soil, rubble, hardcore and plasterboard)**

PUBLIC CONSULTATION APPENDICIES

November 2018

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**APPENDIX A:
WASTE DISPOSAL AUTHORITY – LEGAL OBLIGATIONS**

WASTE DISPOSAL AUTHORITY LEGAL OBLIGATIONS

• **Waste Disposal Authority legal duty**

Kent County Council is the statutory waste disposal authority for the county. There has been a duty on the waste disposal authority to provide household waste recycling centres originally going back as far as the Civic Amenity Act 1967. The duty is now embodied within section 51 of the Environmental Protection act 1990.

In summary, the act states that entry to household waste recycling centres must be provided by the WDA free of charge for its residents, and open over part of a weekend. The lowest possible level of provision is two sites in Kent, open at weekends only and entry provided free of charge to householders in Kent.

The Act also includes a power to charge for waste other than household waste at household waste recycling centres.

• **Environmental Protection Act 1990: Section 51**

Functions of waste disposal authorities

(1) It shall be the duty of each waste disposal authority to arrange—

(a) for the disposal of the controlled waste collected in its area by the waste collection authorities; and

(b) for places to be provided at which persons resident in its area may deposit their household waste and for the disposal of waste so deposited;

(2) The arrangements made by a waste disposal authority under subsection (1)(b) above shall be such as to secure that—

(a) each place is situated either within the area of the authority or so as to be reasonably accessible to persons resident in its area;

(b) each place is available for the deposit of waste at all reasonable times (including at least one period on the Saturday or following day of each week except a week in which the Saturday is 25th December or 1st January);

(c) each place is available for the deposit of waste free of charge by persons resident in the area;

but the arrangements may restrict the availability of specified places to specified descriptions of waste.

- (3) A waste disposal authority may include in arrangements made under subsection (1)(b) above arrangements for the places provided for its area for the deposit of household waste free of charge by residents in its area to be available for the deposit of household or other controlled waste by other persons on such terms as to payment (if any) as the authority determines.

APPENDIX B: LEGAL ADVICE

POWER TO CHARGE FOR DISPOSING OF CONSTRUCTION WASTE ADVICE NOTE

We have been asked by KCC Waste Management to advise on the legal position with regards to the power of Kent County Council as waste disposal authority (WDA) to charge a fee for receiving any soil, rubble and hardcore, and plasterboard, which is delivered to Kent Household Waste Recycling Centres (HWRCs) by householders.

1. EXECUTIVE SUMMARY

- 1.1. Under the Controlled Waste (England and Wales) Regulations 2012, waste from construction or demolition works, even if produced at a domestic property, is to be treated as industrial waste for the purposes of the legislation.
- 1.2. Accordingly, soil, rubble, hardcore and plasterboard (which for the purposes of this note are referred to collectively as construction waste) delivered to Kent HWRCs by householders would be classified as industrial waste and not household waste and, as a result, the duty of the WDA to receive such waste at HWRCs free of charge would not apply.
- 1.3. In the absence of any provision to the contrary, we read the Environmental Protection Act 1990 as allowing, but not requiring, the WDA to receive non-household waste from any persons at its HWRCs. Accordingly, this is a provision of a service for which the WDA could, under the Local Government Act 2003, levy a charge.
- 1.4. Practice by other local authorities, as well as governmental and non-governmental advice, shows that it is relatively common practice for WDAs to levy a charge for accepting construction waste at their HWRCs.
- 1.5. The position may change in pending guidance from DEFRA which wishes to avoid “backdoor charging” for ‘DIY’ waste as part of its litter and fly-tipping avoidance strategy. That guidance may lead to a change in the law (for example a reclassification) which would obviously change the legal answer. However, it may be non-statutory guidance which means that the *policy* position may be different from the *legal* position, but we anticipate few Councils would depart from that.
- 1.6. In summary: our advice is that as matters stand it is lawful to charge for the acceptance of construction waste at HWRCs. This may change with pending guidance.

2. WASTE DISPOSAL AUTHORITY FUNCTIONS

- 2.1. Sections 51(1) and 51(2) of the Environmental Protection Act 1990 (EPA) state that a WDA is under a duty to provide a place for the deposit of household waste, free of charge, by residents in its area.
- 2.2. Section 51(3) of the EPA provides that the WDA may, at such waste disposal sites, also take waste (whether household, commercial or industrial) from persons from outside their area and may charge a fee for doing so.

- 2.3. The EPA does not expressly address the WDA’s role in respect of non-household waste deposited by residents from its own area.

3. WASTE FROM CONSTRUCTION OR DEMOLITION WORKS

- 3.1. The Controlled Waste (England and Wales) Regulations 2012 (the Regulations), which replaced the Controlled Waste Regulations 1992, describes at Schedule 1 Paragraph 3 waste which is to be treated as a particular category of waste because of its nature or the activity which produces it, regardless of the place where it is produced.

Item 9 deals with ‘construction or demolition’ waste:

No.	Description	Classification	Exemptions
9	Waste from construction or demolition works, including preparatory works	Industrial waste	The waste is to be treated as household waste for the purposes of section 34(2) and(2A) of the Act only (disapplication of section 34(1) and duty on the occupier of domestic property to transfer household waste only to an authorised person or for authorised transport purposes)

- 3.2. Therefore, waste from construction or demolition works, even if produced at a domestic property, is to be treated as industrial waste for the purposes of the legislation.
- 3.3. It is worth noting that the word ‘construction’ for the purposes of the Regulations “includes improvement, repair or alteration”.
- 3.4. Accordingly, construction waste delivered to Kent HWRCs by householders would be classified as industrial waste and not household waste. The duty to provide facilities free of charge, under s51(1) EPA, would therefore not apply to such waste.

4. LOCAL AUTHORITY POWERS TO CHARGE

- 4.1. Section 93 of the Local Government Act 2003 (LGA) permits a relevant authority (which, by virtue of section 1 of the Local Government Act 1999, includes an English local authority) to charge a person for providing a service if: (a) the authority is authorised but not required to provide such a service by an enactment, and (b) the person has agreed to its provision.
- 4.2. While section 51(3) of the EPA does not expressly deal with non-household waste brought to an HWRC by a resident, the fact that it acknowledges that the WDA may wish to accept non-household waste brought to an HWRC by a non-resident, indicates that it also envisages the acceptance of non-household waste brought to an HWRC by a resident. In the absence of any provision to the contrary, we would conclude that the legislation intended to allow the acceptance of non-household waste by both a resident and non-resident.
- 4.3. Accordingly, the provision of a facility by the WDA to receive construction waste brought by a person (whether or not a resident of its area) would satisfy s93(1)(a) LGA as being authorised but not required by law.
- 4.4. In order to exercise its power under s93 LGA to charge for the provision of a service, the local authority must not be granted by any other statute the power to charge for such a service or be prohibited by a statute from charging for such a service.
- 4.5. The Local Government (Prohibition of Charges at Household Waste Recycling Centres) (England) Order 2015 stipulates that a local authority is not permitted to use the s93 LGA power to charge a resident for entering or exiting an HWRC, or for depositing household waste at a HWRC. It is clear however that this restriction applies to household waste and recycling only. The Explanatory Memorandum accompanying the Order states at paragraph 7.9 that “Charges for the deposit of other types of waste are permitted and the Secretary of State is not using this order to prevent local authorities from charging for household waste and/or household recycling for non-residents; waste and/or recycling from commercial operators or **“non-household” waste and/or recycling from residents** or non-residents” (Emphasis added).

- 4.6. The imposition of charges by a WDA on persons bringing construction waste to its HWRCs would fall within these limitations – being neither expressly required nor prohibited by law.
- 4.7. It is important to note that, under s93 LGA, the income derived from the charges must not exceed the costs of the provision of the relevant service within one financial year. Therefore, any charges imposed by Kent County Council in relation to construction waste, must be set by reference to this guideline, to prevent falling foul of s93, and rendering any such charges unlawful.
- 4.8. It is worth noting that the local authority has the discretion to charge only some persons for the service, and charge different persons different amounts for the same service. Therefore, it is possible for the WDA to apply different treatment to, for example, residents and non-residents, or private householders and contractors, who dispose of their construction waste at its HWRCs. The WDA may also wish to impose different charges (or indeed, no charges) on different categories of persons, and has the discretion to do so, by virtue of s93(5) LGA.

5. GUIDANCE AND MARKET PRACTICE

WRAP Guidance to HWRCs

- 5.1. The Waste and Resources Action Programme published a guidance in January 2016 on household waste recycling centres, which suggests that ‘DIY Waste’, including inert material such as rubble and concrete; bricks and roof tiles; plasterboard; and soil from landscaping activities, are materials for which a charge can be levied upon receipt at a HWRC, in certain circumstances ¹

DCLG Guidance

- 5.2. Under the previous government, the Department for Communities and Local Government (DCLG) ran a consultation entitled “Preventing ‘backdoor’ charging at household waste recycling centres”.
- 5.3. The response, published in January 2015, concluded that “The Government recognises that many local authorities charge at household waste recycling centres for the deposit of ‘non household’ waste such as car tyres and/or for users not resident within the local authority area. The discussion paper made clear that it did not intend to prevent local authorities from charging in either such way and this remains its view.”
- 5.4. However, the Litter Strategy document published jointly by DCLG, Defra and the Department for Transport in April 2017, states the following: “Government’s view is clear: DIY waste is classed as household waste *if it results from work a householder would normally carry out*. A number of local authorities have introduced additional charges for the deposit of waste which local authorities categorise as ‘waste other than household waste’. However, as Government made clear following the consultation on preventing ‘backdoor’ charging at HWRCs, this can inconvenience residents and make disposing of their waste more difficult. There is also a risk these charges can be counterproductive and simply transfer costs to dealing with additional fly-tipping and littering. It is therefore important that, where charges are proposed, they are proportionate and transparent and are made in consultation with local residents so that local services meet local needs.”
- 5.5. The document goes on to state that Government will work together with WRAP and local authorities to “review current guidance to ensure this reflects changes in the law and to make clear what can and cannot be charged for at HWRCs (including in respect of DIY waste); and explore ways of managing HWRC services to facilitate access for local householders (and their waste other than household waste) and for small businesses at proportionate cost. Revised guidance will be published by the end of 2017.”
- 5.6. We are not aware at the date of this note that any such guidance has been published yet.
- 5.7. Pending that guidance, the *legal* position is that construction waste may be charged but the *policy* position is that it should not. Whether the guidance published has any standing in law will depend on its terms and whether it will be accompanied by any change in the statutory position. It will also be interesting to see how the expression “*if it results from work a householder would normally carry out*”

¹ See Table 5.1, WRAP – Household Waste Recycling Centre (HWRC) Guidance – January 2016

is defined and how widely. The emphasis may be on the “householder” (i.e. it is work that a lay person who is not a tradesman may tackle) or it may be on the “normally” (i.e. it is work that is day to day as opposed to a major project).

Existing Local Authority Treatment

- 5.8. A number of WDAs, including Kent’s neighbours, impose charges or other restrictions on ‘DIY’ waste brought to their HWRCs.
- 5.9. Surrey County Council has since December 2017 been charging for the disposal of ‘DIY’ waste brought to its community recycling centres².
- 5.10. Northamptonshire County Council limits the amount of ‘DIY’ waste that people can bring free of charge to its HWRCs in any two-month period. Waste over this amount or frequency would be treated as trade waste to be brought to the appropriate facilities and charged accordingly³.
- 5.11. East Sussex County Council takes a similar approach to Northamptonshire’s, but stipulates that ‘DIY’ waste can only be accepted at its HWRCs if the work has been carried out/removed by the householder themselves. “Where residents use a contractor to do works at their property the contractor must arrange for the disposal of the waste either by arranging a skip hire or taking it to a licensed commercial waste facility.”⁴
- 5.12. However, in light of the Government’s indications that it does not approve of charging householders for ‘DIY’ waste at HWRCs, some local authorities have suspended their charging policies for such waste.

6. CONCLUSIONS

- 6.1. The Regulations require that ‘construction or demolition’ waste be treated as industrial waste rather than household. Accordingly, the WDA is not under any duty to accept such waste at its HWRCs free of charge.
- 6.2. According to our analysis above and the approach taken by many local authorities, the WDA has the discretion to impose charges and/or restrictions on construction waste brought to its HWRCs.
- 6.3. However, it is clear from Government statements, including those set out in the Litter Strategy April 2017, that the Government intends to publish guidance which will most likely restrict the ways in which WDAs can charge householders for bringing construction waste to HWRCs. There is a suggestion that some charges may be permitted, but no further detail is available yet on what these might be.
- 6.4. If the Council wishes to establish a policy for charging in respect of construction waste before such guidance is published, it ought to bear in mind the following statement from the Litter Strategy: “where charges are proposed, they are proportionate and transparent and are made in consultation with local residents so that local services meet local needs.” It should also be prepared for the possibility that new guidance might be published imminently which could render any new charging policy at odds with Government policy.

SHARPE PRITCHARD LLP

March 2018

² <https://www.surreycc.gov.uk/waste-and-recycling/where-to-take-your-waste-and-recycling/community-recycling-centres/introduction-of-charging-at-surreys-community-recycling-centres>

³ <http://www3.northamptonshire.gov.uk/councilservices/waste-and-recycling/Pages/Restrictions-at-household-waste-recycling-centres.aspx>

⁴ <https://www.eastsussex.gov.uk/environment/rubbishandrecycling/recyclingsites/permits/#subtitle5>

**APPENDIX C:
MRW (Materials Recycling World) article citing DCLG (Department for Communities and Local Government) comments regarding HWRC charges for non-household waste**

MRW article:

Councils assured over DIY waste charge legality

2 February 2017 By Rob Preston

An assurance from Whitehall over the legality of recently introduced charges for DIY materials at household waste recycling centres (HWRCs) is being reported by a waste partnership.

Bracknell Forest, Reading and Wokingham borough councils, which constitutes the Re3 partnership, began charging residents to dispose of soil, rubble, plasterboard, asbestos and gas bottles at its FCC Environment-run HWRCs in September 2016.

Other waste authorities, including Hampshire, Leicestershire and North Yorkshire county councils, introduced similar charges at the time.

In response to an *MRW* query in October, the Department for Communities and Local Government (DCLG) pledged to “take action” against councils that introduced such charges, although there has been no evidence of this as yet.

A DCLG spokesperson had said: “We are determined to boost recycling, and that is why we have brought in legislation to stop councils charging residents for household waste. Guidance is clear that it should include any household waste from DIY.”

Following these comments, Hampshire council postponed further changes to its HWRC provision, calling for clarity from the Government. It did not withdraw the charges it introduced on 1 October.

Re3 has now said that the DCLG confirmed in correspondence that “local authorities can of course charge for disposal of non-household waste such as car tyres and construction and demolition waste”.

In a statement it said: “Waste such as rubble is deemed to be ‘non-household’, regardless of whether it is from the property or home of a resident.

“Another way of looking at it is to consider that non-household waste is the type of waste that would normally form the fabric of a property, and thus would not be taken with the owner when moving house.

“Re3 chargeable items – soil and rubble, asbestos, plasterboard – fall under this category.”

It added: "The charging system applies to a small range of materials only, is non-profit-making, has been calculated to cover the cost of disposal and is part of an efficiency and savings programme introduced to protect council tax payers from unnecessary waste management costs".

**APPENDIX D:
WASTE DISPOSAL STRATEGY CROSS PARTY MEMBERS GROUP
(CPMG)**

- 1. Cllr Michael Payne (chair of CPMG)**
Deputy Cabinet Member for Planning, Highways, Transport and Waste
Tonbridge (Tonbridge and Malling)
Conservative
- 2. Cllr Trevor Bond**
Deal & Walmer (Dover)
Conservative
- 3. Cllr Ian Chittenden**
Maidstone North East (Maidstone)
Liberal Democrat
- 4. Cllr Peter Homewood**
Malling North East (Tonbridge and Malling)
Conservative
- 5. Cllr Barry Lewis**
Margate (Thanet)
Labour
- 6. Cllr Martin Whybrow**
Hythe West (Folkestone and Hythe)
Green Party
- 7. Cllr Clair Bell**
Cllr Clair Bell left the CPMG in September 2018 due to a change in Cabinet Committee commitments
Ashford Rural East (Ashford)
Conservative

**APPENDIX E:
SOCIAL MEDIA DATA (TWITTER AND FACEBOOK)**

Twitter

Date	KCC Twitter Post	Comments	Retweets	Likes
6th September 2018	Share your views on the proposal to charge for soil, rubble, hardcore and plasterboard delivered to #Kent Household Waste Recycling Centres #HWRC. Increased waste tonnages, non-Kent resident usage of Kent facilities, and the need to make critical savings has resulted in the proposal to charge for these materials, and to help KCC maintain a comprehensive service for residents. Have your say! 6 September – 1 November 2018 https://buff.ly/2wBGXSQ	18	11	3
17th September 2018	It's your opportunity to have your say and share your views on #Kent's #Household Waste Recycling Centre proposed charging policy (soil, rubble, hardcore and plasterboard). We are proposing to introduce charges, which are in line with other councils, to recover the cost of dealing with these types of waste, classed as non-household, and continue to offer a disposal option. These charges are intended to help KCC achieve critical savings while still maintaining a comprehensive service for residents. Have your say! 6 September – 1 November 2018 https://buff.ly/2x52eVe	1	3	0
24th September 2018	It's not too late to have your say on the #Household Waste Recycling Centre consultation and share your views on the proposal to charge for soil, rubble, hardcore and plasterboard. Increased waste tonnages, non-Kent resident usage of #Kent facilities, and the need to make critical savings has resulted in the proposal to charge for these materials, and to help KCC maintain a comprehensive service for residents. Have your say! Ends 1 November 2018 https://buff.ly/2x52eVe	11	17	5
1st October 2018	It's your opportunity to have your say and share your views on #Kent's #Household Waste Recycling Centre proposed charging policy (soil, rubble, hardcore and plasterboard). We are proposing to introduce charges, which are in line with other councils, to recover the cost of dealing with these types of waste, classed as non-household, and continue to offer a disposal option. These charges are intended to help KCC achieve critical savings while still maintaining a comprehensive service for residents. Have your say! 6 September – 1 November 2018	0	2	1
8th October 2018	Share your views on the proposal to charge for soil, rubble, hardcore and plasterboard delivered to #Kent Household Waste Recycling Centres #HWRC. Increased waste tonnages, non-Kent resident usage of Kent facilities, and the need to make critical savings has resulted in the proposal to charge for these materials, and to help KCC maintain a comprehensive service for residents. Have your say! 6 September – 1 November 2018	2	7	0
15th October 2018	It's not too late to have your say on the #Household Waste Recycling Centre consultation and share your views on the proposal to charge for soil, rubble, hardcore and plasterboard. Increased waste tonnages, non-Kent resident usage of #Kent facilities, and the need to make critical savings has resulted in the proposal to charge for these materials, and to help KCC maintain a comprehensive service for residents. Have your say! Ends 1 November 2018	11	9	4
22nd October 2018	Share your views on the proposal to charge for soil, rubble, hardcore and plasterboard delivered to #Kent Household Waste Recycling Centres #HWRC. Increased waste tonnages, non-Kent resident usage of Kent facilities, and the need to make critical savings has resulted in the proposal to charge for these materials, and to help KCC maintain a comprehensive service for residents. Have your say! 6 September – 1 November 2018 https://buff.ly/2ySEDbh	0	2	0
30th October 2018	Only 2 days left to have your say on the #Household Waste Recycling Centre consultation! Share your views on the proposal to charge for soil, rubble, hardcore and plasterboard. These charges are intended to help KCC achieve critical savings while still maintaining a comprehensive service for residents. Have your say! #Kent Ends 1 November 2018 https://buff.ly/2x52eVe	1	3	0
12th November 2018	Thank you to everyone that took part in the #Household Waste Recycling Centre consultation regarding the proposal to charge for soil, rubble, hardcore and plasterboard – your feedback is really important. Analysis is underway, and the consultation report and updates will be available at https://buff.ly/2x6V8jX in due course. #Kent	0	2	0

Facebook

Date	KCC Facebook Post	Comments	Shares	Likes	Heart Emoji	Laugh Emoji	Shocked Emoji	Crying Emoji	Angry Emoji
6th September 2018	Share your views on the proposal to charge for soil, rubble, hardcore and plasterboard delivered to #Kent Household Waste Recycling Centres #HWRC. Increased waste tonnages, non-Kent resident usage of Kent facilities, and the need to make critical savings has resulted in the proposal to charge for these materials, and to help KCC maintain a comprehensive service for residents. Have your say! 6 September – 1 November 2018 https://buff.ly/2wBGXSQ	29	28	2	0	0	0	0	5
17th September 2018	It's your opportunity to have your say and share your views on #Kent's #Household Waste Recycling Centre proposed charging policy (soil, rubble, hardcore and plasterboard). We are proposing to introduce charges, which are in line with other councils, to recover the cost of dealing with these types of waste, classed as non-household, and continue to offer a disposal option. These charges are intended to help KCC achieve critical savings while still maintaining a comprehensive service for residents. Have your say! 6 September – 1 November 2018 https://buff.ly/2x52eVe	10	17	4	0	1	0	0	1
24th September 2018	It's not too late to have your say on the #Household Waste Recycling Centre consultation and share your views on the proposal to charge for soil, rubble, hardcore and plasterboard. Increased waste tonnages, non-Kent resident usage of #Kent facilities, and the need to make critical savings has resulted in the proposal to charge for these materials, and to help KCC maintain a comprehensive service for residents. Have your say! Ends 1 November 2018 https://buff.ly/2x52eVe	11	14	3	0	0	0	0	0
1st October 2018	It's your opportunity to have your say and share your views on #Kent's #Household Waste Recycling Centre proposed charging policy (soil, rubble, hardcore and plasterboard). We are proposing to introduce charges, which are in line with other councils, to recover the cost of dealing with these types of waste, classed as non-household, and continue to offer a disposal option. These charges are intended to help KCC achieve critical savings while still maintaining a comprehensive service for residents. Have your say! 6 September – 1 November 2018	13	3	2	0	0	0	0	3
8th October 2018	Share your views on the proposal to charge for soil, rubble, hardcore and plasterboard delivered to #Kent Household Waste Recycling Centres #HWRC. Increased waste tonnages, non-Kent resident usage of Kent facilities, and the need to make critical savings has resulted in the proposal to charge for these materials, and to help KCC maintain a comprehensive service for residents. Have your say! 6 September – 1 November 2018	0	4	0	0	0	0	0	0
15th October 2018	It's not too late to have your say on the #Household Waste Recycling Centre consultation and share your views on the proposal to charge for soil, rubble, hardcore and plasterboard. Increased waste tonnages, non-Kent resident usage of #Kent facilities, and the need to make critical savings has resulted in the proposal to charge for these materials, and to help KCC maintain a comprehensive service for residents. Have your say! Ends 1 November 2018	6	10	3	0	0	0	0	2
22nd October 2018	Share your views on the proposal to charge for soil, rubble, hardcore and plasterboard delivered to #Kent Household Waste Recycling Centres #HWRC. Increased waste tonnages, non-Kent resident usage of Kent facilities, and the need to make critical savings has resulted in the proposal to charge for these materials, and to help KCC maintain a comprehensive service for residents. Have your say! 6 September – 1 November 2018 https://buff.ly/2ySEDbh	10	12	0	0	0	0	0	4
30th October 2018	Only 2 days left to have your say on the #Household Waste Recycling Centre consultation! Share your views on the proposal to charge for soil, rubble, hardcore and plasterboard. These charges are intended to help KCC achieve critical savings while still maintaining a comprehensive service for residents. Have your say! #Kent Ends 1 November 2018 https://buff.ly/2x52eVe	4	4	3	0	0	0	0	0
12th November 2018	Thank you to everyone that took part in the #Household Waste Recycling Centre consultation regarding the proposal to charge for soil, rubble, hardcore and plasterboard – your feedback is really important. Analysis is underway, and the consultation report and updates will be available at https://buff.ly/2x6V8jX in due course. #Kent	0	1	2	0	0	0	0	0

2/2018

EQUALITY IMPACT ASSESSMENT

Charging for non-household waste at Household Waste Recycling Centres

August 2018 – November 2018



KENT COUNTY COUNCIL

EQUALITY IMPACT ASSESSMENT

Directorate: Growth, Environment and Transport

Name of policy, procedure, project or service:

Charging for non-household waste at Household Waste Recycling Centres (HWRCs)

Assessment of service:

Kent County Council (KCC) operates as the Waste Disposal Authority (WDA). The 12 District/Borough/City Councils of Kent operate as the Waste Collection Authorities (WCAs). KCC arranges the recycling/disposal of waste collected from households by the WCAs. In addition, KCC provide Household Waste Recycling Centres (HWRCs) in accordance with the Environmental Protection Act 1990 (EPA).

EPA Section 51: Functions of waste disposal authorities

(1) It shall be the duty of each waste disposal authority to arrange:

(b) For places to be provided at which persons resident in its area may deposit their household waste and for the disposal of waste so deposited.

Responsible Owner/ Senior Officer

David Beaver, Head of Waste Management and Business Services

Date of Screenings:

A: Initial screening: 1st March 2018

B: Interim screening: None

C: Final screening: 27th November 2018

Version	Author	Date	Comment
1	Casey Holland	01/03/2018	Initial draft
2	Casey Holland	16/04/2018	Update following proposal amends
3	Casey Holland	08/08/18	Update following stakeholder feedback
4	Hannah Allard	27/11/2018	Final screening post consultation

Date of Screening

- 1. Initial screening:** 1st March 2018 - To consider recommendation to introduce a Policy to charge for non-household waste at Household Waste Recycling Centres (HWRCs).
- 2. Final screening:** 27th November 2018 – To re- evaluate the impacts (positive and negative) on the Protected Characteristics in light of the consultation feedback and identify actions to prevent/ limit negative impacts.

Initial EqIA screening conducted for charging for non-household waste at the Household Waste Recycling Centres (HWRCs)

Characteristic	Could this policy, procedure, project or service affect this group differently from others in Kent? YES/NO	Could this policy, procedure, project or service promote equal opportunities for this group? YES/NO	Assessment of potential impact HIGH/MEDIUM/LOW/ NONE/UNKNOWN		Provide details: a) Is internal action required? If yes, why? b) Is further assessment required? If yes, why? c) Explain how good practice can promote equal opportunities
			Positive	Negative	
Age Page 138	Yes	No	Low	Low	<p>Non-household waste charges</p> <ul style="list-style-type: none"> Where legislation permits, introduce charges for the disposal on non-household waste items; Soil rubble and hardcore and Plasterboard. Maintain charges for tyre disposal as under the current policy. <p>Details of Impact: Introducing material charges and limits has the potential to lessen vehicle movements on site, improving manoeuvrability, access to containers and easing congestion on site.</p> <p>Introducing charges will mean consideration will be made to payment mechanisms employed on site to ensure these are accessible for everyone.</p>

<p>Disability</p>	<p>Yes</p>	<p>No</p>	<p>Low</p>	<p>Low</p>	<p>Non-household waste charges</p> <ul style="list-style-type: none"> • Where legislation permits, introduce charges for the disposal on non-household waste items; Soil rubble and hardcore and Plasterboard. • Maintain charges for tyre disposal as under the current policy. <p>Details of Impact: Introducing material charges and limits has the potential to lessen vehicle movements on site, improving manoeuvrability, access to containers and easing congestion on site.</p> <p>Introducing charges will mean consideration will be made to payment mechanisms employed on site to ensure these are accessible for everyone.</p>
<p>Gender</p>	<p>No</p>	<p>No</p>	<p>None</p>	<p>None</p>	
<p>Gender identity</p>	<p>No</p>	<p>No</p>	<p>None</p>	<p>None</p>	
<p>Race</p>	<p>Yes</p>	<p>No</p>	<p>Low</p>	<p>None</p>	<p>Non-household waste charges</p> <ul style="list-style-type: none"> • Where legislation permits, introduce charges for the disposal on non-household waste items; Soil rubble and hardcore and Plasterboard. • Maintain charges for tyre disposal as under the current policy. <p>Details of Impact: Introducing charges will mean consideration will be</p>

					made to ensure information about charges and payment mechanisms employed on site to ensure these are accessible for everyone.
Religion or belief	No	No	None	None	
Sexual orientation	No	No	None	None	
Pregnancy and maternity	No	No	None	None	

NOTE: The Literacy Trust states that 1 in 6 people in the UK live without literacy. Although literacy is not recognised as a disability or included as a Protected Characteristic, it is important that consideration is made to support residents with low or no literacy where there may be a negative impact through service changes.

Part 1: INITIAL SCREENING (August 2018)

Context, aims and objectives

KCC Waste Management operates within a two-tier system as the Waste Disposal Authority (WDA), for receiving and disposing or onward processing of Kent's household waste.

This waste is collected by the district and borough councils as the Waste Collection Authorities (WCAs) or delivered directly by householders to HWRC's around the County.

It is the statutory responsibility of the WDA to provide a Household Waste Recycling Centre service to residents in accordance with the Environmental Protection Act 1990;

EPA Section 51: Functions of waste disposal authorities

(1) It shall be the duty of each waste disposal authority to arrange:

(b) For places to be provided at which persons resident in its area may deposit their household waste and for the disposal of waste so deposited.

KCC currently operate 18 HWRCs around the County.

The Kent Waste Disposal Strategy (2017-2035) was adopted in February 2017, and sets out the overarching ambition for KCC Waste Management.

To deliver the Strategy, the Waste Management Team have commenced Phase One Implementation which encompasses an analytical and data led review of the Household Waste Recycling Centre and Enforcement Policies, resulting in a recommendation for a policy change.

This recommendation will be subject to Public Consultation in Autumn 2018, before any changes are formally agreed and adopted by the Cabinet Member.

This EqIA considers the impact of charging residents for non-household waste disposal at the HWRCs.

Beneficiaries:

- Kent Householders as users of the Household Waste Recycling Centres and Kent taxpayers through the services provided by KCC Waste Management being accessible, fit for purpose and providing value for money.

Information and data

Kent Profile

The initial screening has recognised that there may be a low negative impact on Age, Disability and Race characteristics through the implementation of the proposed policy change.

With a resident population of around 1.6 million, Kent has the largest population of all of the English counties.

Kent's population grew by 10.9% between 2006 and 2016 and is forecast to increase by more than 20% between 2016 and 2036.

Age

Kent has an aging population. Forecasts show that the number of 65+ year olds is forecast to increase by 57.5% between 2016 and 2036, yet the proportion of population aged under 65 is only forecast to increase by 13.5%.

Disability

81.6% of Kent residents describe their health as being very good or good and 17.6% of Kent's population have an illness or condition which limits their day to day activities in some way. The number of Kent residents who are claiming disability benefits is 122,230 (8.0%). This is higher than the South East region (6.6%) but slightly lower than the national figure (8.2%).

Race

The largest ethnic group in Kent is White. 93.7% of all residents are of white ethnic origin, and 6.6% are of Black Minority Ethnic (BME) origin. The largest single BME group in Kent is Indian representing 1.2% of the total population

HWRC Customer Profile

This EqIA draws upon existing service delivery data and previous EqIA assessments undertaken:

- Waste Disposal Strategy (1/2016WM)

Customer satisfaction surveys are undertaken by a surveying company on behalf of KCC Waste Management across all 18 HWRCs (approx. 400 surveys per site). Surveys are carried out on a yearly basis at two seasonal sample points in April and October. 'About you', protected characteristic information is gathered from customers who wish to disclose age, gender, ethnicity and disability.

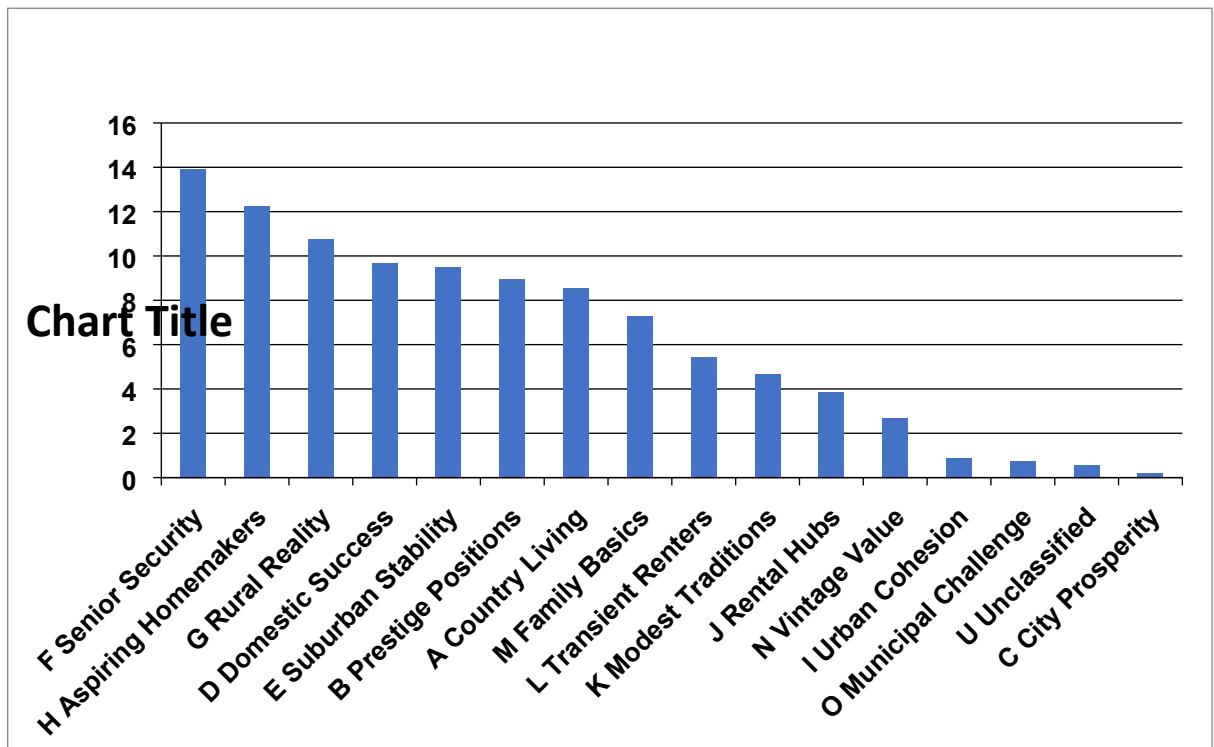
Surveys undertaken in 2017⁵, suggest that;

- Almost half (49%) of HWRC customers are aged 56 and over.
- 38% of HWRC customers are female, 62% male.
- 96% of customers identify themselves as English/ Welsh/ Scottish/ Northern Irish or British.
- 5% of HWRC customers consider themselves to be disabled.

By collecting this information, it enables us to understand more about our customer base and helps to plan services and inform changes. The customer satisfaction survey also collects respondents' postcodes which is used to gain a better understanding of our customers through customer profiling software (MOSAIC) analysis

The graph below reflects the overall profile for Kent of customers using the 18 HWRCs across the County.

⁵ 7,126 Surveys were undertaken in 2017.



The Graph that the most common customer group using the HWRC are Group F- Senior Security (14%).



Key Features

- Elderly singles and couples
- Homeowners
- Comfortable homes
- Additional pensions above state
- Don't like new Technology
- Low mileage Drivers



Communication preferences

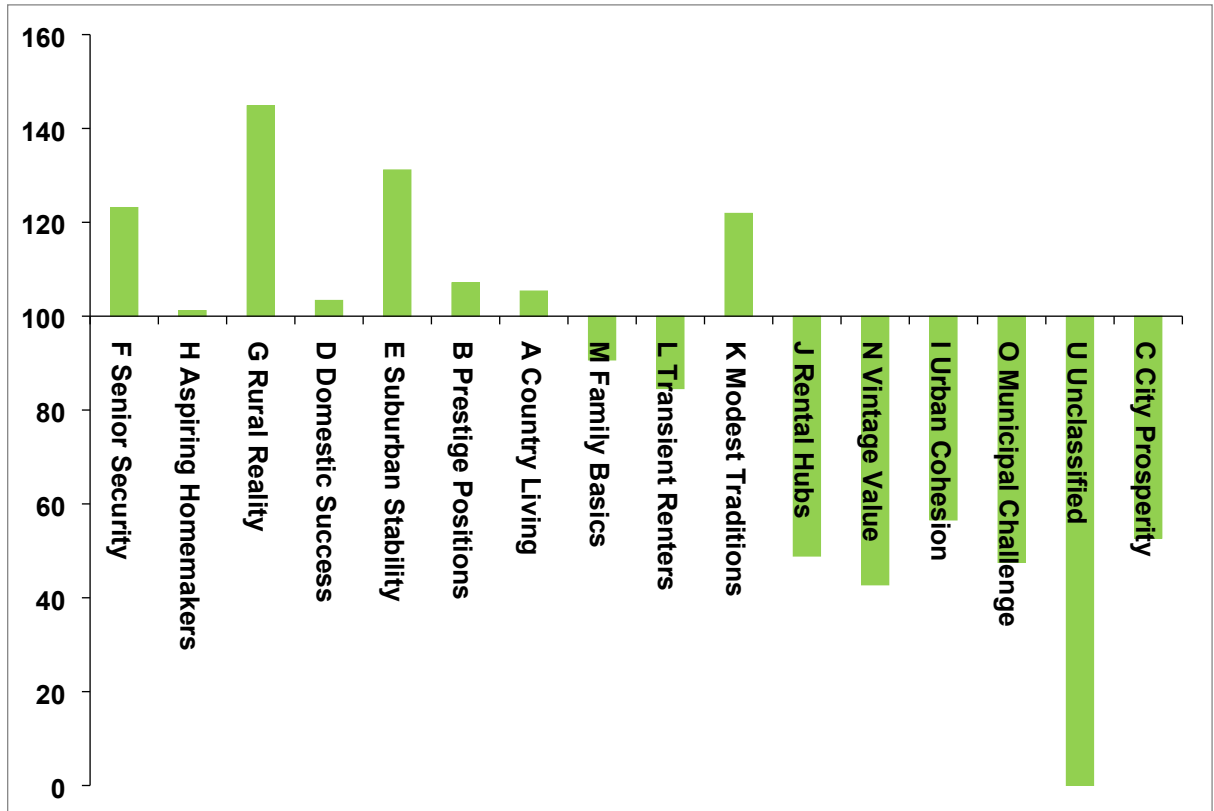


Telephone



Post

The table below compares the profile of customers using the HWRCs with the overall profile for Kent. This enables the HWRC customer profile to be compared relatively with the rest of Kent. An index score of 100 suggests that the profile of HWRC customers is around average when compared with the profile of households in the whole of Kent. An index of more than 100 suggests that the group is over-represented amongst the customer population whilst an index of below 100 suggests that the group is under-represented.



The table shows that the most popular customer group, 'Group F- Senior Security', is over represented at the HWRC's, with above average visitors from this group. Conversely, when compared with the number of residents in Kent in 'Group C- City Prosperity' is under-represented as a customer group using the HWRCs.

This is not surprising when you consider that Kent has an aging population.

Overall, all groups in Kent are either under or over represented in terms of HWRC usage.

Involvement and engagement

Any recommendation made will be subject to public consultation. A subsequent EqIA has been undertaken to understand the impacts of undertaking consultation and make consideration to engagement methods used and ensure equal opportunity to respond **(please see EqIA 1/2018- available on request)**.

Prior to taking the recommendations out to public consultation, they have been shared with a number of key stakeholders in order to gain their views and feedback. These include;

- Internal consultation with Waste Management officers, and the waste strategy steering group.
- Through meetings with the district and borough councils, in collaboration with the Kent Resource Partnership (KRP).
- Through the Informal Members Group, prior to recommendations being made to the Cabinet Member and subsequently the Environment and Transport Cabinet Committee.
- Meetings with the HWRC providers to share findings.

In addition to public engagement for Kent residents, information will be circulated through our key stakeholders and partners, the district and borough councils, parish councils and our contractors. It will also be circulated through appropriate equality and diversity groups.

Other key consultees include; HWRC Providers, internal KCC Groups and service teams as appropriate, local business (regarding trade waste), parish councils, neighbouring local Authorities (including Medway), other WDAs, Environment Agency, and WRAP.

The consultation will need to be specifically accessible for disabled, age and race characteristics who may not have the opportunity to engage and respond through traditional methods.

Potential Impact

Adverse Impact:

Currently three of the Protected Characteristics may be potentially negatively impacted by a number of the recommendations proposed;

- 1) Age
- 2) Disability
- 3) Race

The screening table (pages 4-26) details these impacts and the internal actions and activities that will be undertaken in these instances, however it is recognised that **further assessment** will need to be carried out once service changes are fully known.

Positive Impacts:

Currently two of the Protected Characteristics may be potentially positively impacted by this activity;

- 1) Age
- 2) Disability

The screening table (pages 4-26) details these impacts, however it is recognised that further assessment will need to be carried out once service changes are fully known.

JUDGEMENT

Option 1 – Screening Sufficient - YES

Option 2 – Internal Action Required – NO (*subsequent EQIAs to be undertaken prior to any implementation*)

Option 3 – Full Impact Assessment - NO

Only go to full impact assessment if an adverse impact has been identified that will need to undertake further analysis, consultation and action

Sign Off

I have noted the content of the equality impact assessment and agree the actions to mitigate the adverse impact(s) that have been identified.

Senior Officer

Signed: Name: David Beaver

Job Title: Head of Waste Management Date:

Director

Signed: Name: Simon Jones

Job Title: Director of Highways,
Transportation and
Waste Date:

Part 2: Final Screening (November 2018)

Context, aims and objectives

On 6 September 2018, an 8-week consultation commenced, closing on 1 November 2018 to gain views from the public and stakeholders regarding introducing charging for the following streams of non-household waste at the KCC Household Waste Recycling Centres:

- Soil, rubble and hardcore
- Plasterboard

This final screening has been undertaken to re-evaluate the impacts (positive and negative) on the Protected Characteristics in light of the consultation feedback and identify actions to prevent/ limit negative impacts.

Beneficiaries:

- Kent Householders as users of the Household Waste Recycling Centres and Kent taxpayers through the services provided by KCC Waste Management being accessible, fit for purpose and providing value for money.

Information and data

In total, 2,841 consultation responses were received. This comprised of 2,757 online questionnaires, 62 paper copies (3 of which were scanned and sent) and a further 22 representations by email or letter from members of the public, and other stakeholders.

As part of the consultation questionnaire, respondents were asked for any comments about the EqIA. The key comments were:

- Concerns regarding those on low incomes being able to afford the disposal
- Waste disposal must be made easy for older people and people with disabilities, including for those reliant on family and friends to be able to access the HWRCs
- Concerns regarding differing abilities to be able to lift bags dependent on weight
- Comments regarding specific HWRCs
- Views that an EqIA is not applicable or required for this consultation, 'waste of time'

In the initial screening, age, disability and race were identified as being potentially impacted upon as a result of the proposed charging. The public consultation

responses did not reveal any further impacts to these protected characteristics or any others. However, some further issues were identified that were not-related to any one protected characteristic, namely the impact of disposal costs to those on low income and the ability of people to lift different weights of bags. These issues have been included within the 'action plan'.

Involvement and engagement

Please refer to the Post Consultation Analysis Report, which provides comprehensive information concerning the involvement and engagement activity of the consultation. Table 1, provides a record of consultation engagement mechanisms informed by the initial EqIA screening and **EqIA 1/2018** (available on request - which was undertaken to make consideration to engagement methods used in consultation).

Potential Impact

Adverse Impact:

After reviewing the consultation responses, three of the Protected Characteristics remain as being potentially negatively impacted;

1. Age
2. Disability
3. Race

The initial screening table (pages 4-26) details these impacts and the final action plan details actions to be taken.

Positive Impacts:

Furthermore, two of the Protected Characteristics still may be potentially positively impacted by this activity, again as identified within the initial screening table;

- 1) Age
- 2) Disability

Table 1: Record of consultation engagement mechanisms with residents identified as being potentially impacted as a result of the proposal and/or consultation engagement itself

Protected characteristic	Engagement mechanism informed by initial EqlA screening (both 1/2018 and 2/2018)	Consultation response
Age	<ul style="list-style-type: none"> Information will be provided for display at libraries, Gateways and HWRCs, with postcards to take away with details of how to participate in consultation activities. Information will be shared with KCC Equality groups for distribution to age-related organisations and groups in Kent. Face to face engagement will take place in HWRCs and other accessible locations as Mosaic suggests that older people are more receptive to this form of communication. Hard copies of consultation questionnaires will be available at Household Waste Recycling Centres, council offices, some central libraries, and on request from Waste Management (via telephone, post or email) with a Freepost address for hard returns. Large print formats of printed materials will be made available on request from Waste Management (via telephone, post or email) with a Freepost address for hard returns, should older people have visual impairments. 	<ul style="list-style-type: none"> Large print – no requests A number of hard copy requests received – primarily via the KCC contact centre Age profile of those that responded: 65+ represents 31% 35 – 64 represents 63% 0 – 34 represents 7% Emails sent to 19 age related organisations and groups in Kent
Disability	<ul style="list-style-type: none"> All communication will be subject to a Plain English test. A mixture of auditory and visual communication will be used, recognising that one channel limits customers' accessibility if they have a visual or auditory impairment. Information will be shared with KCC Equality groups for distribution to disability organisations and groups in Kent. Information will be provided for display at libraries, Gateways and HWRCs, with postcards to take away with details of how to participate in consultations. Face to face engagement will take place in HWRCs and other accessible locations. A range of alternative formats of printed materials including large print, Easy 	<ul style="list-style-type: none"> Large print – no requests Easy Read – 2 responses returned Plain English – used throughout materials Braille format – no requests Audio format – no requests Emails sent to 41 health and disability groups in Kent 8% of respondents report to have a disability

	Read, Braille and audio will be made available on request from Waste Management (via telephone, post or email) with a Freepost address for hard returns, disabled people have visual impairments.	
Gender	N/A	
Gender identity	N/A	
Race	<ul style="list-style-type: none"> Information will be shared with KCC Equality groups for distribution to race-related organisations and groups in Kent. Engagement materials and consultation questionnaires will be made available in alternative languages on request from Waste Management (via telephone, post or email) with a Freepost address. 	<ul style="list-style-type: none"> Alternative languages – no requests Respondents represented 12 ethnic groups Emails sent to race/ religion/ minority groups in Kent
Religion or belief	N/A	N/A
Sexual orientation	N/A	N/A
Pregnancy and maternity	N/A	N/A

Final EqIA Action Plan (November 2018)

This action plan has been developed to reflect the potential impacts should a Member Decision be taken to adopt charging for the non-household waste materials consulted upon.

Protected Characteristic	Issues identified	Action to be taken	Expected outcomes	Owner	Timescale / Cost implications
AGE	Communication of change to operational policies Ensure older people are communicated with appropriately to meet their needs and ensure messages are conveyed appropriately	Develop and deliver an implementation plan for introduction of new operational policies, which provides for engagement with older customers – to replicate communication methods employed for consultation engagement e.g. face to face opportunities	Outcome of HWRC Review made available to older people.	Head of Waste Management	Ensure significant time for communication in advance of implementation – date TBC Waste Management budget – cost TBC
	Equal access to payment method	Payment for the disposal of non-household waste materials will be card payment only. Ensure payment terminal/ device is wireless to avoid the need for customers to access buildings.	Payment system that can be accessed by all customers.	Head of Waste Management	Ensure all payment technology is in place in advance of implementation. Waste Management budget cost TBC
	Strong customer	As with overarching operational	HWRC site staff trained and	Head of	Ongoing

	care which meets the needs of all customers	delivery of the HWRCs, ensure site staff are trained to ensure they are equipped with knowledge and skills to meet the need of all customers.	high level of customer service provided.	Waste Management	
DISABILITY	<p>Communication of change to operational policies</p> <p>Ensure people with disabilities are communicated with appropriately to meet their needs and ensure messages are conveyed appropriately</p>	Develop and deliver an implementation plan for introduction of new operational policies, which provides for engagement with customers who have disabilities - to replicate communication methods employed for consultation engagement e.g. alternative formats of any communication materials available on request	Outcome of HWRC Review made available to people with disabilities	Head of Waste Management	<p>Ensure significant time for communication in advance of implementation – date TBC</p> <p>Waste Management budget – cost TBC</p> <p>Ongoing</p>
	<p>Equal access to payment method</p> <p>Strong customer</p>	<p>Payment for the disposal of non-household waste materials will be card payment only. Ensure payment terminal/ device is wireless to avoid the need for customers to access buildings.</p> <p>As with overarching operational</p>	<p>Payment system that can be accessed by all customers.</p> <p>HWRC site staff trained and</p>	<p>Head of Waste Management</p> <p>Head of</p>	<p>Ensure all payment technology is in place in advance of implementation.</p> <p>Waste Management budget cost TBC</p> <p>Ongoing</p>

	care which meets the needs of all customers	delivery of the HWRCs, ensure site staff are trained to ensure they are equipped with knowledge and skills to meet the need of all customers.	high level of customer service provided.	Waste Management	
RACE	<p>Communication of change to operational policies</p> <p>Ensure people are communicated with appropriately to meet their needs and ensure messages are conveyed appropriately</p>	<p>Ensure that the outcome of the HWRC Review and public consultation is made available in alternative languages and appropriate formats for ethnically diverse residents of Kent - to replicate communication methods employed for consultation engagement e.g. alternative languages of any communication materials available on request</p>	<p>Outcome of HWRC Review made available to organisations / groups representing ethnic groups in Kent.</p>	Head of Waste Management	<p>Ensure significant time for communication in advance of implementation – date TBC</p> <p>Waste Management budget – cost TBC</p>
Other 'equality' issues not protected characteristic specific	<p>Ability to lift different weights of bags. A 5 bag/ item per day limit has been applied. However, it was identified through the consultation that some people may be unfairly disadvantaged if they are unable to</p>	<p>Site staff to provide help to those that need it, inline with their own health and safety procedures.</p> <p>To ensure those who cannot lift heavy bags are not disadvantaged, HWRC staff will be able to use their discretion in cases where several 'part bags' are used as a result of weight lifting challenges.</p>	<p>Customers are not disadvantaged as a result of being unable to life heavy bags.</p>	Head of Waste Management	<p>From implementation</p>

	<p>lift heavy bags.</p> <p>Although not related to a protected characteristic, there was a concern identified through the consultation that people on lower incomes may not be able to afford the disposal.</p>	<p>None – whilst there is a recognised need for residents to dispose of non-household waste items on occasion, KCC do not legally have to provide a disposal outlet for these materials. However, a reasonable charge mechanism has been proposed to be able to continue to provide the service.</p>	<p>A modest fee is introduced for the non- household waste materials.</p>		
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JUDGEMENT

Option 1 – Screening Sufficient - YES

Option 2 – Internal Action Required – YES – action plan prepared

Option 3 – Full Impact Assessment - NO

Only go to full impact assessment if an adverse impact has been identified that will need to undertake further analysis, consultation and action

Sign Off

I have noted the content of the equality impact assessment and agree the actions to mitigate the adverse impact(s) that have been identified.

Senior Officer

Signed: _____ Name: David Beaver
Job Title: Head of Waste Management Date: _____

Director

Signed: _____ Name: Simon Jones
Job Title: Director of Highways, Transportation and Waste Date: _____

**APPENDIX G:
ENGAGEMENT MATERIALS**

CONSULTATION DOCUMENT (cover):



kent.gov.uk/wasteconsultation
6 September to 1 November 2018



POSTER:



kent.gov.uk/wasteconsultation
6 September to 1 November 2018



POSTCARD:



kent.gov.uk/wasteconsultation
6 September to 1 November 2018



Kent County Council operates 18 Household Waste Recycling Centres (HWRC) for residents, providing facilities for the recycling and safe disposal of more than 30 different types of household waste. Each year the HWRC network receives approximately 185,000 tonnes of waste and 3.5 million visits. 99% of this waste is recycled or used to produce energy, with just 1% disposed of to landfill.

KCC has no statutory requirement to accept certain waste types classed as non-household waste e.g. soil, rubble, hardcore and plasterboard at the HWRCs. However, it is appreciated that from time to time Kent residents may need to dispose of these materials, therefore KCC is proposing to maintain the service and charge for these non-household wastes, to cover the cost of managing them.

**Visit kent.gov.uk/wasteconsultation
6 September to 1 November 2018**

Please contact us on 03000 41 73 73 if you would like a paper copy of the consultation questionnaire, or require this in an alternative format

HRWC - SITE SIGNAGE:

Banner:



The banner features a photograph of a sign on the left. The sign is white with a black arrow pointing right, containing the text 'Household Waste & Recycling Centre' and the Kent County Council logo. The background of the banner is teal. On the right side, the following text is displayed in white: 'Have your say on proposals to charge for soil, rubble, hardcore and plasterboard at Household Waste Recycling Centres.', 'kent.gov.uk/wasteconsultation', and '6 September to 1 November 2018'. The Kent County Council logo is positioned in the bottom right corner.

Sign:



The sign is a white arrow-shaped sign pointing right, mounted on two poles. It contains the text 'Household Waste & Recycling Centre' in black, a green recycling symbol, and the Kent County Council logo. The background of the sign is white. The sign is set against a background of green trees. A teal banner is overlaid on the top left of the image with the text 'Kent Household Waste Recycling Centre Consultation 2018'. Another teal banner is overlaid on the bottom right of the image with the text 'We would like your views on our proposal to charge for soil, rubble, hardcore and plasterboard'. At the bottom of the page, the text 'kent.gov.uk/wasteconsultation' and '6 September to 1 November 2018' is displayed, along with the Kent County Council logo.

PRESS RELEASE:

A consultation has been launched on a proposal to charge for the disposal of non-household waste (including soil, rubble, hardcore and plasterboard) at the Household Waste and Recycling Centres (HWRCs).

Kent County Council (KCC) is not obligated to accept waste materials classified as non-household at its sites.

KCC operates 18 HWRCs, providing facilities for the recycling and safe disposal of more than 30 different types of waste.

Each year Kent's sites receive approximately 185,000 tonnes of waste and 3.5 million visits, at a cost of approximately £10 million.

KCC Cabinet Member for Planning, Highways, Transport and Waste Mike Whiting said: "We're proud to have made significant progress in our environmental performance over the last 10 years.

"More than 99% of Kent's household waste is recycled or recovered to produce energy, with less than 1% sent to landfill.

"However, we need to reduce our annual waste and recycling budget, while providing residents with an accessible HWRC service.

"At a time when many local authorities are closing some of their sites, reducing opening hours or not accepting certain waste types at all, that is something KCC does not want to do.

"Although KCC has no statutory requirement to accept non-household waste (soil, rubble, hardcore and plasterboard) we appreciate from time to time Kent residents may need to dispose of these materials. Therefore, KCC would like to continue to offer a service and propose a modest charge to off-set the cost of providing this disposal service. Before any decisions are made, we would like to hear your views".

There are several factors that place pressure on the HWRC service, including the use of facilities by non-Kent residents.

Many councils already charge for non-household waste. Some of these are Kent's neighbouring authorities such as Surrey and Bromley. East Sussex County Council has also recently taken the decision to charge for non-household waste and to close several of its HWRCs close to the Kent border late 2018.

Evidence has found that many people come to Kent to dispose of their waste as it costs nothing, for example in Sevenoaks alone, 17% of customers at Dunbrik and 10% of customers at Swanley HWRCs do not live in Kent.

Kent's population is set to increase by approximately 400,000 in just over a decade, putting further pressure on the HWRC service.

The anticipated costs would be:

- Soil, rubble and hardcore £4 per bag (or part bag) / item
- Plasterboard £6 per bag (or part bag) / sheet

The consultation launches on 6 September and runs until 1 November 2018.

You can complete the online questionnaire at www.kent.gov.uk/wasteconsultation

SOCIAL MEDIA AND OTHER PROMOTIONAL ACTIVITIES:

Example of Facebook posts:



The screenshot shows a mobile phone interface with a Facebook post. At the top, the status bar shows 'O2-UK 4G', '10:36', and '95%' battery. The Facebook search bar contains 'Kent County Council'. Below the search bar are navigation tabs: 'Home', 'Posts', 'Events', 'Videos', 'About', and 'Note'. The post itself shows '9.4K views', '4 likes', '8 comments', and '5 shares'. The post is from 'Kent County Council' on '22 October'. The text of the post reads: 'Share your views on the proposal to charge for soil, rubble, hardcore and plasterboard delivered to #Kent Household Waste Recycling Centres #HWRC. Increased waste tonnages, non-Kent resident usage of Kent facilities, and the need to make critical savings has resulted in the proposal to charge for these materials, and to help KCC maintain a com... See more'. Below the text are three images: a pile of soil, a piece of white plasterboard, and a pile of rubble/hardcore. At the bottom of the post is a blue link: 'HWRC Waste Consultation (soil, plasterboard & hardcore)' with the text 'Have your say by 1 November 2018'. The bottom navigation bar of the app is visible with icons for home, friends, profile, notifications (with a red '1'), and a menu.

O2-UK 4G 10:36 95%

Kent County Council

Home Posts Events Videos About Note

9.4K views

4 8 comments 5 shares

Like Comment Share

Kent County Council 22 October · 🌐

Share your views on the proposal to charge for soil, rubble, hardcore and plasterboard delivered to #Kent Household Waste Recycling Centres #HWRC. Increased waste tonnages, non-Kent resident usage of Kent facilities, and the need to make critical savings has resulted in the proposal to charge for these materials, and to help KCC maintain a com... See more



[HWRC Waste Consultation \(soil, plasterboard & hardcore\)](#)
Have your say by 1 November 2018

Home Friends Profile Notifications (1) Menu

Home Posts Events Videos About Note

5 4 comments 4 shares

Like Comment Share



Kent County Council

12 November at 10:30 · 🌐

Thank you to everyone that took part in the **#Household** Waste Recycling Centre consultation regarding the proposal to charge for soil, rubble, hardcore and plasterboard – your feedback is really important. Analysis is underway, and the consultation report and updates will be available at <https://buff.ly/2x6V8jX> in due course. **#Kent**



CONSULTATIONS.KENT.GOV.UK

Consultation Homepage - Kent Household Waste Recycling Cent...

Kent County Council (KCC) is seeking the views of service users, members of the...

2 1 Share

Like Comment Share



Kent County Council shared a post.



Examples of K-mail inserts (KCC internal communications channel):

Don't 'waste' your opportunity to have your say

KCC Waste Management are reviewing the Household Waste Recycling Centre (HWRC) service and would welcome your response to the consultation.



We are seeking views on the proposal to charge for soil, rubble, hardcore and plasterboard delivered to Kent HWRCs.

The consultation will inform delivery of the [Kent Waste Disposal Strategy](#), which presents the overall 'Ambition' for KCC as the Waste Disposal Authority up to 2035.

[Have your say](#) before 1 November and help us maintain a sustainable service for all.

Don't 'waste' your opportunity to have your say

It's not too late to have your say on our proposal to charge for soil, rubble, hardcore and plasterboard at Household Waste Recycling Centres, helping us maintain a sustainable waste management service for all.



[The consultation closes on 1 November.](#)

**APPENDIX H:
CONSULTATION DOCUMENT AND QUESTIONNAIRE**

Household Waste Recycling Centres

Consultation Questionnaire 2018

Household Waste
& Recycling Centre



Have your say

On our proposal to charge for soil, rubble,
hardcore and plasterboard

kent.gov.uk/wasteconsultation
6 September to 1 November 2018

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Requesting alternative formats

If you require any of the consultation documents in an alternative format or language, please email alternativeformats@kent.gov.uk or call 03000 421553 (text relay service number 18001 03000 421553). This number goes to an answering machine, which is monitored during office hours.

The purpose of this consultation

The consultation opens on 6 September 2018 and closes on 1 November 2018.
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Kent County Council (KCC) is not legally obligated to accept non-household wastes e.g. soil, rubble, hardcore and plasterboard at Household Waste Recycling Centres (HWRCs).

KCC is seeking the views of service users, members of the public and other interested parties, on a proposal to charge for non-household waste at the HWRCs (sometimes known as the 'tip').

Non-household waste included in this consultation;

- **Soil, rubble and hardcore**
- **Plasterboard**

Even if originating from a domestic property, these materials are to be treated as non-household waste in accordance with the Controlled Waste Regulations 2012⁶.

KCC already charges for car and motorbike tyres which are also categorised as non-household waste.

Context

KCC is proud to have made significant progress in its environmental performance over the past 10 years. More than 99% of Kent's household waste is now recycled, treated or recovered to produce energy, with less than 1% sent to landfill.

KCC operates 18 HWRCs for residents, providing facilities for the recycling and safe disposal of more than 30 different types of waste. Each year this HWRC network receives approximately 185,000 tonnes of waste and 3.5 million visits, at a cost of approximately £10m.

Kent Household Waste Recycling Centres (HWRCs):

Ashford	Margate
Canterbury	New Romney
Dartford	Pepperhill
Deal	Richborough
Dover	Sevenoaks
Faversham	Sheerness
Folkestone	Sittingbourne
Herne Bay	Swanley
Maidstone	Tunbridge Wells

Savings of £2.3m have already been made since the introduction of HWRC policies in 2012, including material limits and a vehicle access policy.

However, we need to reduce our annual Waste and Recycling budget further, while providing residents with an accessible HWRC service.

We have looked at how other Councils across the country are approaching the future of HWRCs. It is clear that many have looked to save money by closing facilities, reducing opening hours, charging for some wastes or not accepting various types of waste at all.

⁶ The Controlled Waste (England and Wales) Regulations 2012 schedule 1 paragraph 3.

KCC Members are very clear they wish for the HWRC service, which is highly valued by residents, to be retained in Kent.

KCC has never been obligated to accept soil, rubble, hardcore and plasterboard free of charge, and current demand on the service is likely to increase further as neighbouring Councils impose charges or restrict services. Therefore, KCC proposes to charge for these materials at the HWRCs.

KCC believes this option will reduce the cost to Kent taxpayers of disposing of waste from 'cross border' users and help protect the HWRC service. Other options considered are detailed later in this document.

Background

Kent's population is set to increase by approximately 19% between now and 2035. This will put further pressure on the HWRC service which highlights the need to ensure it is open and available for Kent residents as a priority.

There are several factors that place pressure on the HWRC service, including the use of facilities by non-Kent residents.

HWRCs should accept household waste only. Businesses have a duty of care to pay for the disposal of their waste, rather than utilising a free service at HWRCs⁷. There are several policies in place which aim to prevent business waste being brought to HWRCs⁸. These policies are monitored using CCTV and Automatic Number Plate Recognition (ANPR), in some instances this may include the use of body-worn cameras.

Cross-Border use

A number of bordering Councils already charge for non-household waste – a large number of authorities across England have been charging for many years. Some of these are Kent's neighbouring authorities such as Surrey and Bromley. East Sussex County Council has also recently taken the decision to charge for non-household waste and to close several of its HWRCs close to the Kent border from September 2018.

At the KCC waste sites which are close to these borders, we have seen growing volumes of waste and experience a greater demand for our free service. This is because residents who do not live in Kent deposit material such as soil, rubble, hardcore and plasterboard rather than pay for the service at their local Councils.

Kent residents therefore pay for dealing with this waste, and in addition this leads to increased queuing times at the sites and places further pressures on capacity and site infrastructure.

⁷ Waste Duty of Care Code of Conduct, 2016.

⁸ [HWRC Operating Policies- kent.gov.uk](http://kent.gov.uk)

KCC Members want to protect the HWRC service and make it more efficient. KCC intends to create capacity at its existing sites by deterring cross-border usage, preventing unlawful use and recovering the cost of disposing of non-household waste.

Proposal

Moving forward it is vital that there is enough capacity in the county for Kent residents to dispose of their household waste and to protect these services.

KCC has no statutory requirement to accept non-household waste (soil, rubble, hardcore and plasterboard). However, it is appreciated that from time to time Kent residents may need to dispose of these materials, therefore KCC would like to continue to offer a service.

KCC already makes a charge to accept domestic tyres for recycling (classed as non-household waste), with the fee covering the cost of managing this service. In order to continue to provide a disposal service for these materials in the future, KCC is proposing to extend the non-household waste charging policy to include:

- **Soil, Rubble and Hardcore**
 - This also includes other materials such as ceramics which are recycled in the soil, rubble and hardcore container.
 - A daily limit on soil, rubble and hardcore, in-line with current restrictions will apply – a maximum of 5 bags / items (a bag can be up to the size of a standard black sack). The policy to limit these materials was introduced in 2012 to prevent trade waste abuse.

- **Plasterboard**

KCC is open minded to charging a modest fee. The disposal charge would be in line with our neighbouring Councils that already charge for these materials and will off-set the cost of providing and maintaining this valuable service.

Neighbouring Council charges for non-household waste:

	Soil, rubble & hardcore	Plasterboard
East Sussex*	£4 per bag / item	£4 per bag / sheet
Surrey	£4 per bag / item	£12 per bag / sheet

*From September 2018

Bromley Council apply charges on a weight basis - £23 minimum fee (up to 100kgs) of these waste types.

In line with neighbouring Councils, in Kent we anticipate the charge to be:

- Soil, Rubble and Hardcore: £4 per bag (or part bag) / item (a bag being up to the size of a standard black sack
- Plasterboard: £6 per bag (or part bag) / sheet (a bag being up to the size of a standard black sack

Other options considered

As part of the development of this proposal, KCC examined several alternative options which were subsequently assessed as not appropriate or sustainable. These included;

- Keeping the service as is - this will lead to even greater demand on the service with materials coming into Kent from Council areas where charges apply. Meeting the cost of 'cross-border' waste will impact the viability of the HWRC network. This demand will lead to longer delays at sites where capacity is limited, as well as placing greater financial demand on Kent residents.
- Not accepting these types of waste at all. This would certainly deal with 'cross-border' and unpermitted business waste but would also remove a valuable service for Kent residents. We are well aware that householders value the ability to dispose of waste arising from alteration or repair of their home and garden. If we did not accept these categories of waste at all, it would leave only costly commercial options being available to Kent residents for the disposal of 45,000 tonnes of waste yearly. Our proposal maintains a service, albeit with a modest charge.
- We have considered asking users to provide proof of Kent residence at all HWRCs, by way of a permit scheme (currently in operation at Dartford HWRC), but this is likely to have significant impacts on the convenience, speed and cost of using our HWRCs for all users. This option would cost upwards of £25,000 per site, per year to manage which is not cost effective and would likely add to delays at sites.

Have your say

Your participation in this consultation and views on this proposal are important and will help KCC to carefully consider options and inform any decision.

Whether you are a past, current or future user of these services, a member of the public, a carer or relative of a service user, an existing or potential provider of services, or another stakeholder, we would now like to hear your views before a final recommendation is discussed by the Environment and Transport Cabinet Committee, prior to the Cabinet Member taking the decision late 2018 / early 2019.

Tell us what you think by completing the online questionnaire, which can be found at www.kent.gov.uk/wasteconsultation along with all supporting documents;

- Frequently Asked Questions (FAQs)
- Chargeable Materials/Items (what's included in this proposal)
- Charging for non-household waste at HWRCs Equality Impact Assessment

Alternatively, if you wish to complete a paper copy, please place the completed questionnaire into an envelope and use the following freepost address;

- Freepost KCC WASTE MANAGEMENT

You will not be required to pay postage costs. Please ensure the address is written as shown above. No other address details are required.

If you have any questions about the proposal, or require paper copies of any of the supporting documents, please contact: wastedisposalstrategy@kent.gov.uk or 03000 41 73 73

Please ensure your response reaches us by **1 November 2018**.

What happens next?

After the consultation closes on 1 November 2018, we will collate all the consultation responses and review feedback. A report will be written to let Kent County Council Members know what you think of these proposals. The final decision about changes to the HWRC service will be made by the Cabinet Member for Planning, Highways, Transport and Waste late 2018 / early 2019.

We will publish this report on our website at www.kent.gov.uk/wasteconsultation. KCC values all feedback and views provided. By completing the questionnaire, you will be helping us to ensure these services meet the needs of Kent residents.

Questionnaire

Section 1: About You

Q1. Are you responding as...

Please select the option from the list below that most closely represents how you will be responding to this consultation.

Please select one only.

<input type="checkbox"/>	A Kent resident
<input type="checkbox"/>	A non-Kent resident
<input type="checkbox"/>	As a KCC Member/ Councillor
<input type="checkbox"/>	A business
<input type="checkbox"/>	On behalf of a District / Borough / Parish /Town Council in an official capacity
<input type="checkbox"/>	A carer or relative of a service user
<input type="checkbox"/>	A Charity, Voluntary or Community Sector organisation (VCS)
<input type="checkbox"/>	A member of KCC staff and a Kent resident
<input type="checkbox"/>	A member of KCC staff and a non-Kent resident
<input type="checkbox"/>	Other <i>Please specify:</i>

Q1a. If you are responding on behalf of a council, business, VCS or any other organisation, please tell us the name of your organisation here:

If you are responding on behalf of a council, business, VCS or any other organisation, please go straight to question 6.

Q2. Which Household Waste Recycling Centre (HWRC) do you *normally* visit?

Ashford	<input type="checkbox"/>	New Romney	<input type="checkbox"/>
Canterbury	<input type="checkbox"/>	Pepperhill	<input type="checkbox"/>
Dartford	<input type="checkbox"/>	Richborough	<input type="checkbox"/>
Dover	<input type="checkbox"/>	Sevenoaks	<input type="checkbox"/>
Deal	<input type="checkbox"/>	Sheerness	<input type="checkbox"/>
Faversham	<input type="checkbox"/>	Sittingbourne	<input type="checkbox"/>
Folkestone	<input type="checkbox"/>	Swanley	<input type="checkbox"/>
Herne Bay	<input type="checkbox"/>	Tunbridge Wells	<input type="checkbox"/>
Maidstone	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
Margate	<input type="checkbox"/>	Other	<input type="checkbox"/>
		<i>Please Specify:</i>	

Q3. How frequently do you visit the HWRCs?

Weekly	<input type="checkbox"/>	Once every 6 months	<input type="checkbox"/>
2-3 times a month	<input type="checkbox"/>	Every 6-12 months	<input type="checkbox"/>
Once a month	<input type="checkbox"/>	Less often than 12 months	<input type="checkbox"/>
Once every 3 months	<input type="checkbox"/>	Don't Know	<input type="checkbox"/>

Q4. What is the main reason for your use of the HWRC? Please select one.

<input type="checkbox"/>	To supplement my kerbside collection
<input type="checkbox"/>	I prefer to dispose of my waste more frequently than my kerbside collection allows
<input type="checkbox"/>	To dispose of waste following a sort / clear out
<input type="checkbox"/>	It is part of my regular routine / I enjoy visiting
<input type="checkbox"/>	To dispose of waste/recycling on behalf of a friend/relative/neighbour
<input type="checkbox"/>	Undertaking home improvements
<input type="checkbox"/>	Don't know
<input type="checkbox"/>	Other
	<i>Please specify:</i>

--

Q5. Have you brought soil, rubble, hardcore and/or plasterboard to the HWRCs in the last two years?

Yes

No

Don't know

Section 2: Your Feedback

KCC has no statutory requirement to accept non-household waste (soil, rubble, hardcore and plasterboard). However, it is appreciated that from time to time Kent residents may need to dispose of these materials, therefore KCC would like to continue to offer a service.

Q6. KCC is proposing to introduce a modest charge for the following non-household wastes, to off-set the cost of providing the service:

- **Soil, Rubble and Hardcore**
 - This also includes other materials such as ceramics which are recycled in the soil, rubble and hardcore container.
 - In line with neighbouring Councils we anticipate the charge to be: £4 per bag (or part bag) / item (a bag being up to the size of a standard black sack
 - A daily limit in-line with current restriction will apply – a maximum of 5 bags / items

- **Plasterboard**
 - In line with neighbouring Councils we anticipate the charge to be: £6 per bag (or part bag) / sheet (a bag being up to the size of a standard black sack

To what extent do you agree or disagree with this proposal?

Strongly Agree

Agree

Neither Agree nor disagree

Disagree

Strongly disagree

Q6a. If you have any further comments you wish to make on this proposal, please provide them here: *Please add comments in the box below.*

KCC have no statutory obligation to accept waste at its HWRCs from non-Kent residents.

Q7. Do you think that non-Kent residents should be able to deposit their waste at Kent HWRCs?

Yes, for a charge

Yes, free of charge

No

Don't Know

Q8. How satisfied are you overall with the HWRC service?

Very satisfied

Satisfied

Neither satisfied nor dissatisfied

Dissatisfied

Very dissatisfied

Don't know

Q9. Do you have any further comments or suggestions you would like to make?

Please add comments in the box below.

Q10. We have completed an initial Equality Impact Assessment (EqIA) on our proposal.

An EqIA is a tool to assess the impact any service change, policy or strategy would have on age, gender, gender identity, disability, race, religion or belief, sexual orientation, pregnancy or maternity, marriage and civil partnership and carer's responsibilities. The EqIA is available online at www.kent.gov.uk/wasteconsultation or on request.

If you have any comments about the Equality Impact Assessment, please provide them here: *Please add comments in the box below.*

Q11. How did you hear about this consultation? *Please select all that apply.*

- | | |
|--------------------------|---------------------------------------|
| <input type="checkbox"/> | Kent.gov.uk website |
| <input type="checkbox"/> | Received an email |
| <input type="checkbox"/> | Social media (Facebook, Twitter) |
| <input type="checkbox"/> | At a Household Waste Recycling Centre |
| <input type="checkbox"/> | At a Library or Gateway |
| <input type="checkbox"/> | At a DIY store or Garden Centre |
| <input type="checkbox"/> | Poster |
| <input type="checkbox"/> | Press advertisement / article |
| <input type="checkbox"/> | Other
<i>Please specify:</i> |

Section 3: More About You...

If you would rather not answer any of these questions, you don't have to.

We want to make sure that everyone is treated fairly and equally, and that no one gets left out. That's why we are asking you these questions. We won't share the information you give us with anyone else. We'll use it only to help us make decisions and improve our services. It is not necessary to answer these questions if you are responding on behalf of an organisation.

Q12. Please tell us your postcode.

We use this to help us analyse our data. It will not be used to identify who you are.

Q13. Which of these age groups applies to you? Please tick one only.

<input type="checkbox"/>	0-15	<input type="checkbox"/>	25-34	<input type="checkbox"/>	50-59	<input type="checkbox"/>	65-74	<input type="checkbox"/>	85 + over
<input type="checkbox"/>	16-24	<input type="checkbox"/>	35-49	<input type="checkbox"/>	60-64	<input type="checkbox"/>	75-84	<input type="checkbox"/>	I prefer not to say

Q14. To which of these ethnic groups do you feel you belong?

Please select **one** box. (Source: 2011 Census)

White English	<input type="checkbox"/>	Mixed White & Black Caribbean	<input type="checkbox"/>
White Scottish	<input type="checkbox"/>	Mixed White & Black African	<input type="checkbox"/>
White Welsh	<input type="checkbox"/>	Mixed White & Asian	<input type="checkbox"/>
White Northern Irish	<input type="checkbox"/>	Mixed Other*	<input type="checkbox"/>
White Irish	<input type="checkbox"/>	Black or Black British Caribbean	<input type="checkbox"/>
White Gypsy/Roma	<input type="checkbox"/>	Black or Black British African	<input type="checkbox"/>
White Irish Traveller	<input type="checkbox"/>	Black or Black British Other*	<input type="checkbox"/>
White Other*	<input type="checkbox"/>	Arab	<input type="checkbox"/>
Asian or Asian British Indian	<input type="checkbox"/>	Chinese	<input type="checkbox"/>
Asian or Asian British Pakistani	<input type="checkbox"/>	I prefer not to say	<input type="checkbox"/>
Asian or Asian British Bangladeshi	<input type="checkbox"/>		<input type="checkbox"/>
Asian or Asian British Other*	<input type="checkbox"/>		<input type="checkbox"/>

***Other Ethnic Group - If your ethnic group is not specified on the list, please provide details:**

The Equality Act 2010 describes a person as disabled if they have a longstanding physical or mental condition that has lasted, or is likely to last, at least 12 months; and this condition has a substantial adverse effect on their ability to carry out normal day-to-day activities. People with some conditions (cancer, multiple sclerosis and HIV/AIDS, for example), are considered to be disabled from the point that they are diagnosed.

Q15. Do you consider yourself to be disabled as set out in the Equality Act 2010? Please tick one only.

Yes No I prefer not to say

Q15a. If you answered 'Yes' to Q19, please tell us the type of impairment that applies to you. You may have more than one type of impairment, so please tick *all* that apply. If none of these applies to you, please select 'Other', and give brief details of the impairment you have.

- Physical impairment
- Sensory impairment (hearing, sight or both)
- Longstanding illness or health condition, or epilepsy
- Mental health condition
- Learning disability
- I prefer not to say
- Other

A Carer is anyone who cares, unpaid, for a friend or family member who, due to illness, disability, a mental health problem or an addiction cannot cope without their support. Both children and adults can be carers.

Q16. Are you a Carer? Please tick one only.

Yes
 No
 I prefer not to say

How we use your information

The information you provide on this form is collected and dealt with in compliance with the General Data Protection Regulation.

We are relying on the lawful bases of the *'performance of a public task in the public interest'* to process your personal data for a specific purpose of facilitating a consultation.

We also rely on *'processing is necessary for reasons of substantial public interest'* as the lawful basis on which we collect and use your special category data for the purposes of equalities monitoring.

Kent County Council may share your details with services within the Council who are responsible for carrying out analysis of consultation responses.

Responses will be held securely stored for the period of 6 years.

Returning your response

You can return your feedback in the following ways

- Complete the online questionnaire at www.kent.gov.uk/wasteconsultation
- Complete a paper copy and return to:

Freepost KCC WASTE MANAGEMENT

Please place the completed questionnaire into an envelope. You will not be required to pay postage costs. No other address details are required.

If you have any questions about the proposal, or require paper copies of any of the supporting documents, please contact:

wastedisposalstrategy@kent.gov.uk

03000 41 73 73

Please make sure your response is returned by 1 November 2018.

Thank you for taking the time to complete this consultation response.

**APPENDIX I:
FREQUENTLY ASKED QUESTIONS
(Supporting Consultation Document)**

Kent County Council (KCC)

**Proposed charges at Kent's Household Waste Recycling Centres
(for the disposal of soil, rubble, hardcore and plasterboard)**

Frequently asked questions (FAQs)

- 1 Why is KCC proposing charges for soil, rubble, hardcore and plasterboard?
- 2 Would KCC make money out of residents by charging for these waste types?
- 3 Can chargeable waste be brought in vans, pick-ups and other larger vehicles to the HWRCs?
- 4 Can traders bring business waste to the site if there is a charge?
- 5 Will there be charges for garden waste?
- 6 Won't this increase fly-tipping?
- 7 Won't this scheme increase queuing at the sites?
- 8 Does everyone have to pay for chargeable waste?
- 9 What can I tip for free?
- 10 Will there be any restrictions on how much chargeable waste I can bring to the site?
- 11 Why is there a limit on the amount of soil, rubble and hardcore I can bring?
- 12 What are my disposal options for large quantities of chargeable waste?
- 13 How should I bring my waste?
- 14 Will site staff weigh my material on site?
- 15 What if I disagree with the site staff's assessment of the charges to be applied?
- 16 How do I pay?
- 17 What happens if I can't pay?
- 18 What are you going to do if waste is left outside the site?
- 19 What if I disagree with the chargeable waste policy?
- 20 What if I deliver my chargeable waste and then decide to take some back home?
- 21 Is VAT included?
- 22 What will KCC do with the income and money saved if the charges are implemented?
- 23 Can I pay a reduce rate if my bag isn't full?
- 24 Are other non-household wastes already charged for?

1. Why is KCC proposing charges for soil, rubble, hardcore and plasterboard?

KCC is required to provide a place for Kent residents to deposit household waste free of charge. However, the types of waste in the charging scheme are not classified as household waste, so the council can choose not to accept this material, to put limits on the amount we accept and/or charge to accept it.

In recent years the amount of waste from household alterations and building works that is being brought to our HWRCs has increased. Furthermore, with neighbouring authorities adopting charging, this will have an impact on KCCs HWRCs with regards to cross border usage. Therefore, we are proposing to introduce charges, which are in line with other councils, to recover the cost of dealing with these types of non-household waste and continue to offer a disposal option. These charges are intended to help KCC achieve critical savings while still maintaining a comprehensive service for residents.

2. Would KCC make money out of residents by charging for these waste types?

The charges would cover the cost of managing the treatment of these waste materials, and to allow re-investment into the infrastructure at the HWRCs.

3. Can chargeable waste be brought in vans, pick-ups and other larger vehicles to the HWRCs?

Yes, as long as the vehicle has a valid [vehicle voucher](#) if required, and all other site policies are adhered to.

4. Can traders bring business waste to the site if there is a charge?

No, HWRCs are only for waste from residents' properties. Any tradesmen producing waste as part of their business will be redirected to one of the council's [waste transfer stations](#).

5. Will there be charges for garden waste?

You will still be able to dispose of 'green' garden waste free of charge at HWRCs including:

- Grass cuttings
- Hedge trimmings, twigs, small branches
- Plants, flowers, leaves and weeds (please refer to our [garden waste](#) web page for advice on intrusive weeds)

If you take these types of waste to any of our sites in a restricted vehicle (van, pickup or large vehicle) you will require a valid [vehicle voucher](#).

If the charges are implemented, please note soil and stones would not be accepted free of charge and a charge will be incurred. Turf can be accepted free of charge and should be placed in the green garden waste area.

6. Won't this increase fly-tipping?

KCC understands that making changes to its Waste Management services raises concerns about the potential for increased incidents of fly-tipping. However, there is no clear evidence which shows that there is a link between charging at Household Waste Recycling Centres and increases in fly-tipping.

Where charges are already made for these non-household waste materials in other Authorities such as Hampshire and Surrey, they have either seen no increase in fly-tipping as a result, or only a slight increase in line with national trends.

Fly-tipping is a criminal offence and should not be considered a viable alternative to paying to dispose of waste legally. The majority of residents are law abiding citizens that would never consider fly-tipping.

KCC will continue to monitor this moving forward.

7. Won't this scheme increase queuing at the sites?

We do not expect this scheme to impact queuing, but KCC will continue to monitor this moving forward.

8. Does everyone have to pay for chargeable waste?

Yes. If these changes are made there will be no dispensations or subsidised rates under the charging scheme.

9. What can I dispose of for free?

The proposed charges will not apply to general household waste or 'green' garden waste. Other categories of DIY waste, such as kitchen units, non-ceramic sinks and baths and doors may still be brought to the HWRCs and deposited free of charge. Visit the [KCC waste website](#) for further details.

10. Will there be any restrictions on how much chargeable waste I can bring to the site?

Yes, there is already a limit of 90kgs per day for soil, rubble, hardcore and other items placed in this container for recycling such as ceramics and concrete. The proposal will amend this limit to 5 bags/items per day (up to the size of a standard black sack), which will also include plasterboard. Provided staff are satisfied that the waste has come from your own home and it is not business waste, you will be able deposit your waste.

11. Why is there a limit on the amount of soil, rubble and hardcore I can bring?

The policy to limit these materials was introduced in 2012 to prevent trade waste abuse.

12. What are my disposal options for large quantities of chargeable waste?

For larger quantities of soil, rubble, hardcore and associated materials from home renovation projects, please consider hiring a skip, skip bag or using a commercial waste contractor to dispose of your waste. The HWRCs were not designed to accept large quantities of this type of waste.

13. How should I bring my waste?

If the charges are implemented, waste included in the charging scheme should be brought to the site in appropriate sized bags (no bigger than a standard black sack). Items that don't fit into bags will be priced per item, such as a sheet of plasterboard, paving slab, concrete fence post or a sink. See proposed Chargeable Materials/Items. Waste such as soil and stones must be bagged and will not be accepted loose.

If you take these types of waste to any of our sites in a restricted vehicle (van, pickup or large vehicle) you will require a valid [vehicle voucher](#).

14. Will site staff weigh my material on site?

No, the proposed charging scheme is based on bag, sheet or item quantity.

15. What if I disagree with the site staff's assessment of the charges to be applied?

The site staff will have received training and guidance on how to assess your chargeable waste in bag(s), by sheet or by item. The site managers decision is final. How the proposed charge is being administered will be monitored to ensure that it complies with the policy.

16. How do I pay?

All payments must be made via debit or credit card. (JCB, American Express and Diners cards are not accepted). **No cash or cheques** will be accepted on site.

17. What happens if I can't pay?

You will not be allowed to dispose of any proposed or existing chargeable materials unless you can pay for disposal. You can dispose of any household waste free of charge. Legal proceedings may be taken against any persons disposing of chargeable waste without paying.

18. What are you going to do if waste is left outside the site?

Leaving waste outside the site is fly-tipping. This is a criminal offence and can carry an unlimited fine or a five-year prison sentence. Vehicles suspected of being used for fly-tipping can be seized and destroyed on conviction. All incidences of fly-tipping outside the HWRCs will be investigated and may result in prosecution.

19. What if I disagree with the proposed chargeable waste policy?

Please complete the 'HWRC – Proposal to charge for soil, rubble, hardcore and plasterboard' [consultation questionnaire](#).

20. What if I deliver my chargeable waste and then decide to take some back home?

Waste already deposited in the waste containers/areas cannot be retrieved due to health and safety reasons. You must decide if you want to take waste home without paying before it is deposited into the containers/areas. If charges are implemented no refunds will be issued for waste that you decide to take back home.

21. Is VAT included?

Yes, VAT is included in the pricing.

You can request a VAT receipt by asking a member of the site staff and they will organise this for you.

22. What will KCC do with the income and money saved if the charges are implemented?

The savings will be used to operate the HWRCs and re-invest into the HWRC service.

23. Can I pay a reduced rate if my bag isn't full?

No. The prices are set per bag (or per part bag), item or sheet.

24. Are other non-household wastes already charged for?

Yes, KCC currently charges £2.50 per tyre for the disposal of car and motorbike tyres. Commercial tyres are not accepted.

**APPENDIX J:
CHARGEABLE MATERIALS / ITEMS LIST
(Supporting Consultation Document)**

Household Waste Recycling Centre – non-household waste charging policy

Kent County Council (KCC) is proposing to charge for the disposal of some non-household waste materials at its 18 Household Waste Recycling Centres (HWRCs). The charges are for:

- Soil, rubble, hardcore and plasterboard

Even if produced at a domestic property, these materials are to be treated as non-household waste in accordance with the Controlled Waste Regulations 2012

Non-household waste already charged for at HWRCs includes tyres from cars and motorcycles.

The HWRCs do not accept waste emanating from a business.

The table below lists waste materials with details of whether they are/proposed to be chargeable waste materials.

Plasterboard and tyres have designated recycling containers. Other chargeable materials noted below must be placed in the soil, rubble and hardcore recycling area.

Ceramic Bathroom and Kitchen Items (including baths, bidets, cisterns, shower trays, sinks, toilet pans, wash basins)
Breeze blocks and bricks
Cement
Concrete
Drainpipes (ceramic types)
Flagstones
Garden ornaments (clay and concrete)
Granite
Hardcore, rubble, gravel and rocks
Marble
Plasterboard
Sand
Slate

Soil and stones
Tiles (ceramic / clay / slate)
Tyres (car and motorbike etc.) – already charged for

Please see KCC's [vehicle policy](#) regarding vehicles which require a valid permit to access Kent HWRCs.

Waste to be charged for at Kent HWRCs should be brought to the site in appropriately sized bags (no larger than a standard black sack). Items such as sheets of plasterboard, paving slabs and sinks that don't fit into bags will be charged per item.

***A daily limit on soil, rubble and hardcore, in-line with current restrictions will apply – a maximum of 5 bags / items (a bag can be up to the size of a standard black sack). The policy to limit these materials was introduced in 2012 to prevent trade waste abuse.**

The decision of the site staff is final.

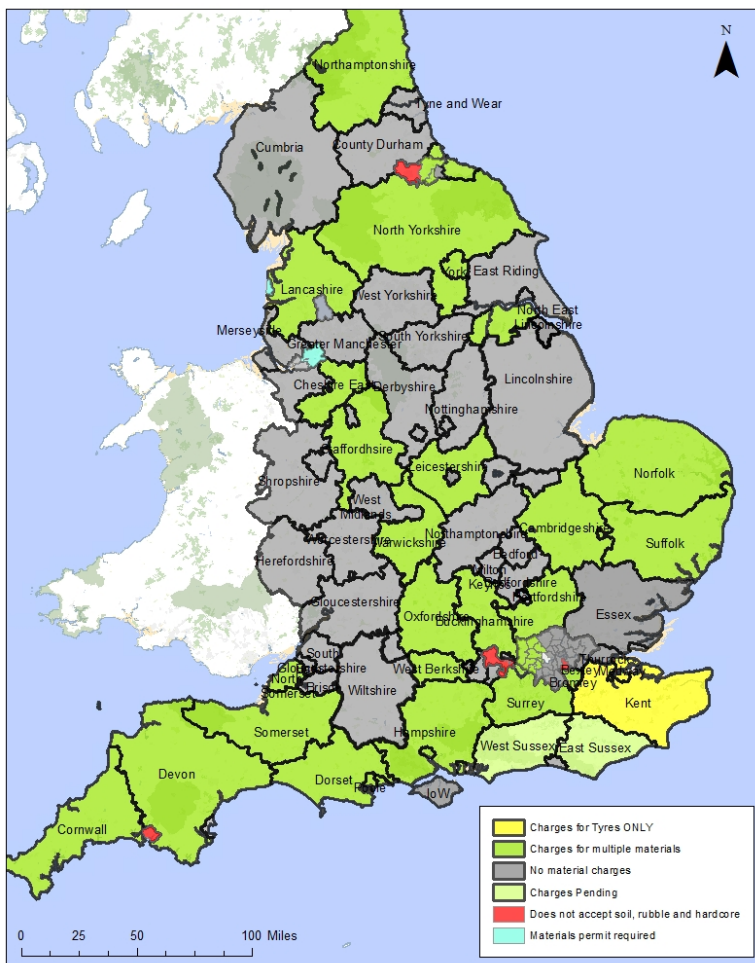
APPENDIX K: NON-HOUSEHOLD WASTE CHARGING POLICIES IN OTHER COUNCIL AREAS

There is no requirement on HWRCs to accept waste which is non-household waste, as described in the controlled waste regulations of 2012. It is on the strength of those regulations that several authorities have now stopped accepting certain items all together, or stopped accepting them free of charge, at their HWRCs. The types of waste that are now being classed as non-household waste can include waste from construction projects on the home including but not limited to; soil, rubble, hardcore, plasterboard, asbestos and tyres.

The following map indicates UK Councils charging for non-household waste.

UK Councils and charging policies

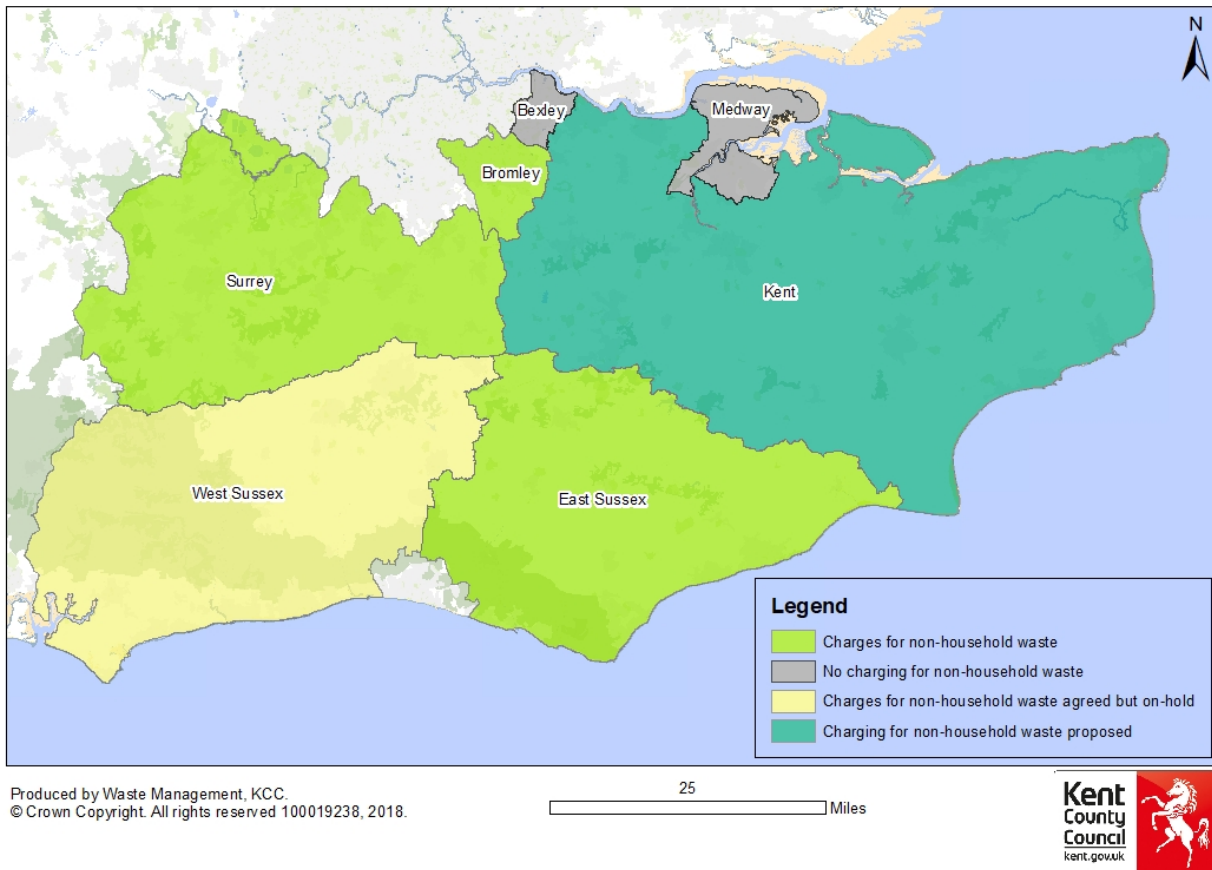
HWRC Material Charging- England Authorities



Produced by Waste Management, KCC.
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Please note: This map is correct as of January 2018. It does not account for any authorities which may have started charging for non-household waste since this time.

Bordering councils and charging policies



The policies of some other Waste Disposal Authorities (WDAs) were researched to establish how they charge for certain materials. The findings of the WDAs explored are as follows:

OTHER AUTHORITY CHARGING POLICY CASE STUDIES

SURREY

Surrey County Council operates a non-household waste charging policy at 9 of its 15 Community Recycling Centres (CRCs), introduced in April 2016.

▪ **Policy details:**

Material	Cost	No of CRCs accept
Soil, rubble, hardcore	£4 per bag*/item	9
Plasterboard	£12 per sheet	9
£50 per car load if the above materials are delivered loose.		
Tyres <i>Limited to x per month, per household</i>	£5 per tyre	9
*Maximum bag size 50cm x 77cm		

- Non-household waste/chargeable materials are only accepted in cars. Vans, trailers and pickups are not permitted to deliver these materials at CRCs and are required to use the sites with a weighbridge (4 sites) and are charged accordingly
- This policy was introduced in April 2016
- See Appendix H for examples of chargeable waste included in the policy

• **Current consultation:**

Surrey CC are seeking further savings and efficiencies and have recently launched a consultation asking for comments on proposals affecting their CRC service. These include:

- increase charges for the disposal of non-household waste they already charge for (soil, rubble, hardcore and plasterboard)
- increase the range of materials charged for by including construction wastes (including wood)
- close and/or change opening times at several of its HWRCs.

All which could further impact cross border usage experienced at Kent HWRCs.

BROMLEY

Bromley Council have historically operated a non-household waste charging policy at both of its Reuse and Recycling Centres.

▪ **Policy details:**

Material	Cost	No of RRCs accept
Soil, rubble, hardcore	£170 per tonne min fee £23 (100 kgs)	2
Plasterboard	As above	2

- These materials are accepted at both Reuse and Recycling Centres which also accept trade waste via a weighbridge and are therefore able to weigh materials to be charged accordingly
- Bromley has historically charged for non-household waste including soil, rubble, hardcore and plasterboard. The start date is unknown.
- Bromley residents require a permit to access the Reuse and Recycling Centres with bulky, household and garden wastes. Cross border customers (inc. Kent residents) are required to pay £3 per visit to access Bromley sites for the disposal of other materials, plus any chargeable materials costs
- See Appendix H for examples of chargeable waste included in the policy

EAST SUSSEX

East Sussex County Council operate 10 Household Waste Recycling Sites (HWRSs) and introduced a non-household waste charging policy in October 2018.

- **Policy details:**

Material	Cost	No of HWRS accept
Soil, rubble, hardcore	£4 per bag*/item	10 (1 accepts soil only)
Plasterboard	£4 per bag*/sheet	4
Bonded Asbestos <i>Limited to 6 bags or 4 sheets per month</i>	£6 per bag*/sheet	4
Tyres <i>Limited to 4 per month, per household</i>	£2 per tyre	5
*Maximum bag size 55cm x 85cm (standard hardcore sack)		

- This policy was recently introduced (October 2018)
- See Appendix H for examples of chargeable waste included in the policy. In addition to this list ESCC also charge for Asbestos Cement Products

HAMPSHIRE

Hampshire County Council operate 26 Household Waste Recycling Centres (HWRCs) and introduced a non-household waste charging policy in October 2016.

- **Policy details:**

Material	Cost	No of HWRC accept
Soil, rubble, hardcore	£2.50 per bag*/item	25
Plasterboard	£10 per sheet £6 per bag*	26
Bonded Asbestos <i>Limited to 15 sheets</i>	£12 per sheet	5
*Maximum bag size 53.5cm x 82cm (when laid flat)		

- Tyres are not accepted at HWRCs
- The policy was introduced in October 2016
- See Appendix H for examples of chargeable waste included in the policy (except tyres). In addition to this list HCC also charge for Asbestos Cement Products

**APPENDIX L:
CONSULTATION EXPENDITURE**

CONSULTATION EXPENDITURE

Public Consultation KCC Household Waste Recycling Centres (charging for non-household waste including soil, rubble, hardcore and plasterboard)		
	Quantity	Cost (£)
DESIGN COSTS		
Design of artwork for a variety of resources and the consultation document		£240
PRINT COSTS OF RESOURCES		
Consultation document	500	£385
Postcards	56,000	£603
Posters A4	1,500	£70
Roller banners	2	£144
HWRC site signage (external banners, correx signs, A1 posters)	18 each	£670
ADDITIONAL		
Easy read version (to print on request)		£462
Distribution/postage costs		£366
ANALYSIS AND DATA ENTRY		
In-house (core revenue budget)		
KALC		
TOTAL SPEND		£2,940

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Appendix G - Legal Advice on Charging for non-household waste disposal at HWRCs

ADVICE NOTE: We have been asked by KCC Waste Management to advise on the legal position with regards to the power of Kent County Council as waste disposal authority (WDA) to charge a fee for receiving any soil, rubble and hardcore, and plasterboard, which is delivered to Kent Household Waste Recycling Centres (HWRCs) by householders.

1. EXECUTIVE SUMMARY

- 1.1. Under the Controlled Waste (England and Wales) Regulations 2012, waste from construction or demolition works, even if produced at a domestic property, is to be treated as industrial waste for the purposes of the legislation.
- 1.2. Accordingly, soil, rubble, hardcore and plasterboard (which for the purposes of this note are referred to collectively as construction waste) delivered to Kent HWRCs by householders would be classified as industrial waste and not household waste and, as a result, the duty of the WDA to receive such waste at HWRCs free of charge would not apply.
- 1.3. In the absence of any provision to the contrary, we read the Environmental Protection Act 1990 as allowing, but not requiring, the WDA to receive non-household waste from any persons at its HWRCs. Accordingly, this is a provision of a service for which the WDA could, under the Local Government Act 2003, levy a charge.
- 1.4. Practice by other local authorities, as well as governmental and non-governmental advice, shows that it is relatively common practice for WDAs to levy a charge for accepting construction waste at their HWRCs.
- 1.5. The position may change in pending guidance from DEFRA which wishes to avoid “backdoor charging” for ‘DIY’ waste as part of its litter and fly-tipping avoidance strategy. That guidance may lead to a change in the law (for example a reclassification) which would obviously change the legal answer. However, it may be non-statutory guidance which means that the policy position may be different from the legal position but we anticipate few Councils would depart from that.
- 1.6. In summary: our advice is that as matters stand it is lawful to charge for the acceptance of construction waste at HWRCs. This may change with pending guidance.

2. WASTE DISPOSAL AUTHORITY FUNCTIONS

- 2.1. Sections 51(1) and 51(2) of the Environmental Protection Act 1990 (EPA) state that a WDA is under a duty to provide a place for the deposit of household waste, free of charge, by residents in its area.
- 2.2. Section 51(3) of the EPA provides that the WDA may, at such waste disposal sites, also take waste (whether household, commercial or industrial) from persons from outside their area and may charge a fee for doing so.
- 2.3. The EPA does not expressly address the WDA’s role in respect of non-household waste deposited by residents from its own area.

3. WASTE FROM CONSTRUCTION OR DEMOLITION WORKS

- 3.1. The Controlled Waste (England and Wales) Regulations 2012 (the Regulations), which replaced the Controlled Waste Regulations 1992, describes at Schedule 1 Paragraph 3 waste which is to be treated as a particular category of waste because of its nature or the activity which produces it, regardless of the place where it is produced.

Item 9 deals with 'construction or demolition' waste:

No.	Description	Classification	Exemptions
9	Waste from construction or demolition works, including preparatory works	Industrial waste	The waste is to be treated as household waste for the purposes of section 34(2) and(2A) of the Act only (disapplication of section 34(1) and duty on the occupier of domestic property to transfer household waste only to an authorised person or for authorised transport purposes)

- 3.2. Therefore, waste from construction or demolition works, even if produced at a domestic property, is to be treated as industrial waste for the purposes of the legislation.
- 3.3. It is worth noting that the word 'construction' for the purposes of the Regulations "includes improvement, repair or alteration".
- 3.4. Accordingly, construction waste delivered to Kent HWRCs by householders would be classified as industrial waste and not household waste. The duty to provide facilities free of charge, under s51(1) EPA, would therefore not apply to such waste.
4. LOCAL AUTHORITY POWERS TO CHARGE
- 4.1. Section 93 of the Local Government Act 2003 (LGA) permits a relevant authority (which, by virtue of section 1 of the Local Government Act 1999, includes an English local authority) to charge a person for providing a service if: (a) the authority is authorised but not required to provide such a service by an enactment, and (b) the person has agreed to its provision.
- 4.2. While section 51(3) of the EPA does not expressly deal with non-household waste brought to an HWRC by a resident, the fact that it acknowledges that the WDA may wish to accept non-household waste brought to an HWRC by a non-resident, indicates that it also envisages the acceptance of non-household waste brought to an HWRC by a resident. In the absence of any provision to the contrary, we would conclude that the legislation intended to allow the acceptance of non-household waste by both a resident and non-resident.
- 4.3. Accordingly, the provision of a facility by the WDA to receive construction waste brought by a person (whether or not a resident of its area) would satisfy s93(1)(a) LGA as being authorised but not required by law.
- 4.4. In order to exercise its power under s93 LGA to charge for the provision of a service, the local authority must not be granted by any other statute the power to charge for such a service or be prohibited by a statute from charging for such a service.
- 4.5. The imposition of charges by a WDA on persons bringing construction waste to its HWRCs would fall within these limitations – being neither expressly required nor prohibited by law.
- 4.6. It is important to note that, under s93 LGA, the income derived from the charges must not exceed the costs of the provision of the relevant service within one financial year. Therefore, any charges imposed by Kent County Council in relation to construction waste, must be set by reference to this guideline, to prevent falling foul of s93, and rendering any such charges unlawful.

4.7. It is worth noting that the local authority has the discretion to charge only some persons for the service, and charge different persons different amounts for the same service. Therefore, it is possible for the WDA to apply different treatment to, for example, residents and non-residents, or private householders and contractors, who dispose of their construction waste at its HWRCs. The WDA may also wish to impose different charges (or indeed, no charges) on different categories of persons, and has the discretion to do so, by virtue of s93(5) LGA.

5. GUIDANCE AND MARKET PRACTICE

WRAP Guidance to HWRCs

5.1. The Waste and Resources Action Programme published a guidance in January 2016 on household waste recycling centres, which suggests that 'DIY Waste', including inert material such as rubble and concrete; bricks and roof tiles; plasterboard; and soil from landscaping activities, are materials for which a charge can be levied upon receipt at a HWRC, in certain circumstances

DCLG Guidance

5.2. Under the previous government, the Department for Communities and Local Government (DCLG) ran a consultation entitled "Preventing 'backdoor' charging at household waste recycling centres".

5.3. The response, published in January 2015, concluded that "The Government recognises that many local authorities charge at household waste recycling centres for the deposit of 'non household' waste such as car tyres and/or for users not resident within the local authority area. The discussion paper made clear that it did not intend to prevent local authorities from charging in either such way and this remains its view."

5.4. However, the Litter Strategy document published jointly by DCLG, Defra and the Department for Transport in April 2017, states the following: "Government's view is clear: DIY waste is classed as household waste if it results from work a householder would normally carry out. A number of local authorities have introduced additional charges for the deposit of waste which local authorities categorise as 'waste other than household waste'. However, as Government made clear following the consultation on preventing 'backdoor' charging at HWRCs, this can inconvenience residents and make disposing of their waste more difficult. There is also a risk these charges can be counterproductive and simply transfer costs to dealing with additional fly-tipping and littering. It is therefore important that, where charges are proposed, they are proportionate and transparent and are made in consultation with local residents so that local services meet local needs."

5.5. The document goes on to state that Government will work together with WRAP and local authorities to "review current guidance to ensure this reflects changes in the law and to make clear what can and cannot be charged for at HWRCs (including in respect of DIY waste); and explore ways of managing HWRC services to facilitate access for local householders (and their waste other than household waste) and for small businesses at proportionate cost. Revised guidance will be published by the end of 2017."

5.6. We are not aware at the date of this note that any such guidance has been published yet.

5.7. Pending that guidance, the legal position is that construction waste may be charged but the policy position is that it should not. Whether the guidance published has any standing in law will depend on its terms and whether it will be accompanied by any change in the statutory position. It will also be interesting to see how the expression "if it

results from work a householder would normally carry out” is defined and how widely. The emphasis may be on the “householder” (i.e. it is work that a lay person who is not a tradesman may tackle) or it may be on the “normally” (i.e. it is work that is day to day as opposed to a major project).

Existing Local Authority Treatment

- 5.8. A number of WDAs, including Kent’s neighbours, impose charges or other restrictions on ‘DIY’ waste brought to their HWRCs.
- 5.9. Surrey County Council has since December 2017 been charging for the disposal of ‘DIY’ waste brought to its community recycling centres .
- 5.10. Northamptonshire County Council limits the amount of ‘DIY’ waste that people can bring free of charge to its HWRCs in any two-month period. Waste over this amount or frequency would be treated as trade waste to be brought to the appropriate facilities and charged accordingly .
- 5.11. East Sussex County Council takes a similar approach to Northamptonshire’s, but stipulates that ‘DIY’ waste can only be accepted at its HWRCs if the work has been carried out/removed by the householder themselves. “Where residents use a contractor to do works at their property the contractor must arrange for the disposal of the waste either by arranging a skip hire or taking it to a licensed commercial waste facility.”
- 5.12. However, in light of the Government’s indications that it does not approve of charging householders for ‘DIY’ waste at HWRCs, some local authorities have suspended their charging policies for such waste.

6. CONCLUSIONS

- 6.1. The Regulations require that ‘construction or demolition’ waste be treated as industrial waste rather than household. Accordingly, the WDA is not under any duty to accept such waste at its HWRCs free of charge.
- 6.2. According to our analysis above and the approach taken by many local authorities, the WDA has the discretion to impose charges and/or restrictions on construction waste brought to its HWRCs.
- 6.3. However, it is clear from Government statements, including those set out in the Litter Strategy April 2017, that the Government intends to publish guidance which will most likely restrict the ways in which WDAs can charge householders for bringing construction waste to HWRCs. There is a suggestion that some charges may be permitted, but no further detail is available yet on what these might be.
- 6.4. If the Council wishes to establish a policy for charging in respect of construction waste before such guidance is published, it ought to bear in mind the following statement from the Litter Strategy: “where charges are proposed, they are proportionate and transparent and are made in consultation with local residents so that local services meet local needs.” It should also be prepared for the possibility that new guidance might be published imminently which could render any new charging policy at odds with Government policy.

SHARPE PRITCHARD LLP

March 2018

EQUALITY IMPACT ASSESSMENT

Charging for non-household waste at Household Waste Recycling Centres

August 2018 – November 2018



KENT COUNTY COUNCIL

EQUALITY IMPACT ASSESSMENT

Directorate: Growth, Environment and Transport

Name of policy, procedure, project or service:

Charging for non-household waste at Household Waste Recycling Centres (HWRCs)

Assessment of service:

Kent County Council (KCC) operates as the Waste Disposal Authority (WDA). The 12 District/Borough/City Councils of Kent operate as the Waste Collection Authorities (WCAs). KCC arranges the recycling/disposal of waste collected from households by the WCAs. In addition, KCC provide Household Waste Recycling Centres (HWRCs) in accordance with the Environmental Protection Act 1990 (EPA).

EPA Section 51: Functions of waste disposal authorities

(1) It shall be the duty of each waste disposal authority to arrange:

(b) For places to be provided at which persons resident in its area may deposit their household waste and for the disposal of waste so deposited.

Responsible Owner/ Senior Officer

David Beaver, Head of Waste Management and Business Services

Date of Screenings:

A: Initial screening: 1st March 2018

B: Interim screening: None

C: Final screening: 27th November 2018

Version	Author	Date	Comment
1	Casey Holland	01/03/2018	Initial draft
2	Casey Holland	16/04/2018	Update following proposal amends
3	Casey Holland	08/08/18	Update following stakeholder feedback
4	Hannah Allard	27/11/2018	Final screening post consultation

Date of Screening

- 1. Initial screening:** 1st March 2018 - To consider recommendation to introduce a Policy to charge for non-household waste at Household Waste Recycling Centres (HWRCs).
- 2. Final screening:** 27th November 2018 – To re- evaluate the impacts (positive and negative) on the Protected Characteristics in light of the consultation feedback and identify actions to prevent/ limit negative impacts.

Initial EqIA screening conducted for charging for non-household waste at the Household Waste Recycling Centres (HWRCs)

Characteristic	Could this policy, procedure, project or service affect this group differently from others in Kent? YES/NO	Could this policy, procedure, project or service promote equal opportunities for this group? YES/NO	Assessment of potential impact HIGH/MEDIUM/LOW/ NONE/UNKNOWN		Provide details: a) Is internal action required? If yes, why? b) Is further assessment required? If yes, why? c) Explain how good practice can promote equal opportunities
			Positive	Negative	
Age Page 203	Yes	No	Low	Low	<p>Non-household waste charges</p> <ul style="list-style-type: none"> Where legislation permits, introduce charges for the disposal on non-household waste items; Soil rubble and hardcore and Plasterboard. Maintain charges for tyre disposal as under the current policy. <p>Details of Impact: Introducing material charges and limits has the potential to lessen vehicle movements on site, improving manoeuvrability, access to containers and easing congestion on site.</p> <p>Introducing charges will mean consideration will be made to payment mechanisms employed on site to ensure these are accessible for everyone.</p>

<p>Disability</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 204</p>	<p>Yes</p>	<p>No</p>	<p>Low</p>	<p>Low</p>	<p>Non-household waste charges</p> <ul style="list-style-type: none"> • Where legislation permits, introduce charges for the disposal on non-household waste items; Soil rubble and hardcore and Plasterboard. • Maintain charges for tyre disposal as under the current policy. <p>Details of Impact: Introducing material charges and limits has the potential to lessen vehicle movements on site, improving manoeuvrability, access to containers and easing congestion on site.</p> <p>Introducing charges will mean consideration will be made to payment mechanisms employed on site to ensure these are accessible for everyone.</p>
<p>Gender</p>	<p>No</p>	<p>No</p>	<p>None</p>	<p>None</p>	
<p>Gender identity</p>	<p>No</p>	<p>No</p>	<p>None</p>	<p>None</p>	
<p>Race</p>	<p>Yes</p>	<p>No</p>	<p>Low</p>	<p>None</p>	<p>Non-household waste charges</p> <ul style="list-style-type: none"> • Where legislation permits, introduce charges for the disposal on non-household waste items; Soil rubble and hardcore and Plasterboard. • Maintain charges for tyre disposal as under the current policy. <p>Details of Impact: Introducing charges will mean consideration will be</p>

					made to ensure information about charges and payment mechanisms employed on site to ensure these are accessible for everyone.
Religion or belief	No	No	None	None	
Sexual orientation	No	No	None	None	
Pregnancy and maternity	No	No	None	None	

NOTE: The Literacy Trust states that 1 in 6 people in the UK live without literacy. Although literacy is not recognised as a disability or included as a Protected Characteristic, it is important that consideration is made to support residents with low or no literacy where there may be a negative impact through service changes.

Part 1: INITIAL SCREENING (August 2018)

Context, aims and objectives

KCC Waste Management operates within a two-tier system as the Waste Disposal Authority (WDA), for receiving and disposing or onward processing of Kent's household waste.

This waste is collected by the district and borough councils as the Waste Collection Authorities (WCAs) or delivered directly by householders to HWRC's around the County.

It is the statutory responsibility of the WDA to provide a Household Waste Recycling Centre service to residents in accordance with the Environmental Protection Act 1990;

EPA Section 51: Functions of waste disposal authorities

(1) It shall be the duty of each waste disposal authority to arrange:

(b) For places to be provided at which persons resident in its area may deposit their household waste and for the disposal of waste so deposited.

KCC currently operate 18 HWRCs around the County.

The Kent Waste Disposal Strategy (2017-2035) was adopted in February 2017, and sets out the overarching ambition for KCC Waste Management.

To deliver the Strategy, the Waste Management Team have commenced Phase One Implementation which encompasses an analytical and data led review of the Household Waste Recycling Centre and Enforcement Policies, resulting in a recommendation for a policy change.

This recommendation will be subject to Public Consultation in Autumn 2018, before any changes are formally agreed and adopted by the Cabinet Member.

This EqIA considers the impact of charging residents for non-household waste disposal at the HWRCs.

Beneficiaries:

- Kent Householders as users of the Household Waste Recycling Centres and Kent taxpayers through the services provided by KCC Waste Management being accessible, fit for purpose and providing value for money.

Information and data

Kent Profile

The initial screening has recognised that there may be a low negative impact on Age, Disability and Race characteristics through the implementation of the proposed policy change.

With a resident population of around 1.6 million, Kent has the largest population of all of the English counties.

Kent's population grew by 10.9% between 2006 and 2016 and is forecast to increase by more than 20% between 2016 and 2036.

Age

Kent has an aging population. Forecasts show that the number of 65+ year olds is forecast to increase by 57.5% between 2016 and 2036, yet the proportion of population aged under 65 is only forecast to increase by 13.5%.

Disability

81.6% of Kent residents describe their health as being very good or good and 17.6% of Kent's population have an illness or condition which limits their day to day activities in some way. The number of Kent residents who are claiming disability benefits is 122,230 (8.0%). This is higher than the South East region (6.6%) but slightly lower than the national figure (8.2%).

Race

The largest ethnic group in Kent is White. 93.7% of all residents are of white ethnic origin, and 6.6% are of Black Minority Ethnic (BME) origin. The largest single BME group in Kent is Indian representing 1.2% of the total population

HWRC Customer Profile

This EqIA draws upon existing service delivery data and previous EqIA assessments undertaken:

- Waste Disposal Strategy (1/2016WM)

Customer satisfaction surveys are undertaken by a surveying company on behalf of KCC Waste Management across all 18 HWRCs (approx. 400 surveys per site). Surveys are carried out on a yearly basis at two seasonal sample points in April and October. 'About you', protected characteristic information is gathered from customers who wish to disclose age, gender, ethnicity and disability.

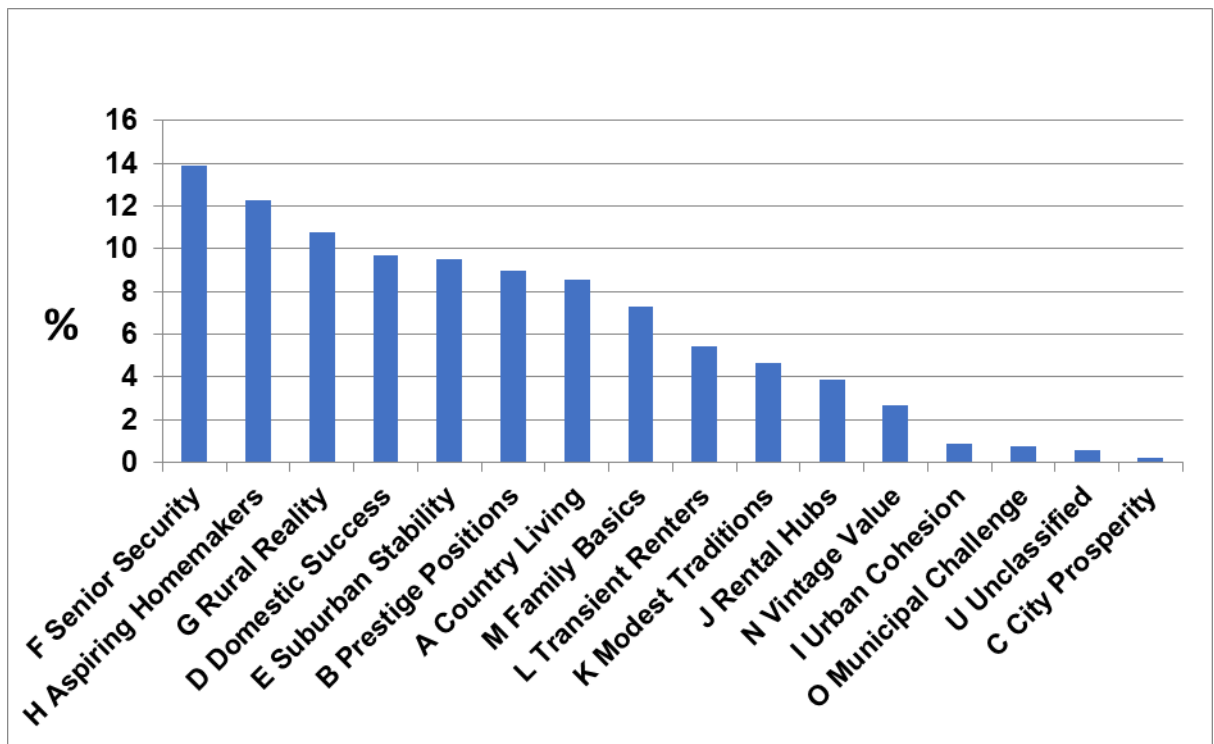
Surveys undertaken in 2017¹, suggest that;

- Almost half (49%) of HWRC customers are aged 56 and over.
- 38% of HWRC customers are female, 62% male.
- 96% of customers identify themselves as English/ Welsh/ Scottish/ Northern Irish or British.
- 5% of HWRC customers consider themselves to be disabled.

By collecting this information, it enables us to understand more about our customer base and helps to plan services and inform changes. The customer satisfaction survey also collects respondents' postcodes which is used to gain a better understanding of our customers through customer profiling software (MOSAIC) analysis

The graph below reflects the overall profile for Kent of customers using the 18 HWRCs across the County.

¹ 7,126 Surveys were undertaken in 2017.



The Graph that the most common customer group using the HWRC are Group F- Senior Security (14%).



Key Features

- Elderly singles and couples
- Homeowners
- Comfortable homes
- Additional pensions above state
- Don't like new Technology
- Low mileage Drivers

Communication preferences

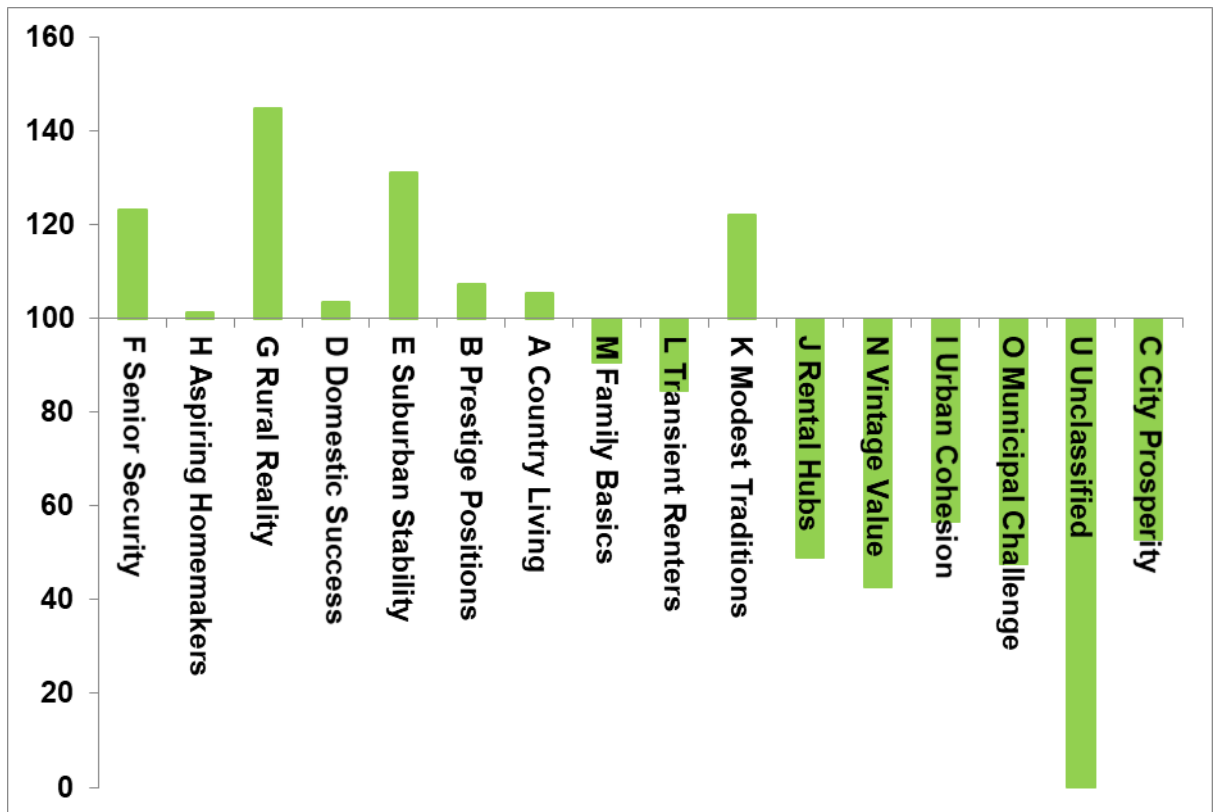


Telephone



Post

The table below compares the profile of customers using the HWRCs with the overall profile for Kent. This enables the HWRC customer profile to be compared relatively with the rest of Kent. An index score of 100 suggests that the profile of HWRC customers is around average when compared with the profile of households in the whole of Kent. An index of more than 100 suggests that the group is over-represented amongst the customer population whilst an index of below 100 suggests that the group is under-represented.



The table shows that the most popular customer group, 'Group F- Senior Security', is over represented at the HWRC's, with above average visitors from this group.

Conversely, when compared with the number of residents in Kent in 'Group C- City Prosperity' is under-represented as a customer group using the HWRCs.

This is not surprising when you consider that Kent has an aging population.

Overall, all groups in Kent are either under or over represented in terms of HWRC usage.

Involvement and engagement

Any recommendation made will be subject to public consultation. A subsequent EqIA has been undertaken to understand the impacts of undertaking consultation and make consideration to engagement methods used and ensure equal opportunity to respond (please see EqIA 1/2018- available on request).

Prior to taking the recommendations out to public consultation, they have been shared with a number of key stakeholders in order to gain their views and feedback. These include;

- Internal consultation with Waste Management officers, and the waste strategy steering group.
- Through meetings with the district and borough councils, in collaboration with the Kent Resource Partnership (KRP).
- Through the Informal Members Group, prior to recommendations being made to the Cabinet Member and subsequently the Environment and Transport Cabinet Committee.
- Meetings with the HWRC providers to share findings.

In addition to public engagement for Kent residents, information will be circulated through our key stakeholders and partners, the district and borough councils, parish councils and our contractors. It will also be circulated through appropriate equality and diversity groups.

Other key consultees include; HWRC Providers, internal KCC Groups and service teams as appropriate, local business (regarding trade waste), parish councils, neighbouring local Authorities (including Medway), other WDAs, Environment Agency, and WRAP.

The consultation will need to be specifically accessible for disabled, age and race characteristics who may not have the opportunity to engage and respond through traditional methods.

Potential Impact

Adverse Impact:

Currently three of the Protected Characteristics may be potentially negatively impacted by a number of the recommendations proposed;

- 1) Age
- 2) Disability
- 3) Race

The screening table (pages 4-26) details these impacts and the internal actions and activities that will be undertaken in these instances, however it is recognised that

further assessment will need to be carried out once service changes are fully known.

Positive Impacts:

Currently two of the Protected Characteristics may be potentially positively impacted by this activity;

- 1) Age
- 2) Disability

The screening table (pages 4-26) details these impacts, however it is recognised that further assessment will need to be carried out once service changes are fully known.

JUDGEMENT

Option 1 – Screening Sufficient - YES

Option 2 – Internal Action Required – NO (*subsequent EQIAs to be undertaken prior to any implementation*)

Option 3 – Full Impact Assessment - NO

Only go to full impact assessment if an adverse impact has been identified that will need to undertake further analysis, consultation and action

Sign Off

I have noted the content of the equality impact assessment and agree the actions to mitigate the adverse impact(s) that have been identified.

Senior Officer

Signed: Name: David Beaver

Job Title: Head of Waste Management Date:

Director

Signed: Name: Simon Jones

Job Title: Director of Highways,
Transportation and
Waste Date:

Part 2: Final Screening (November 2018)

Context, aims and objectives

On 6 September 2018, an 8-week consultation commenced, closing on 1 November 2018 to gain views from the public and stakeholders regarding introducing charging for the following streams of non-household waste at the KCC Household Waste Recycling Centres:

- Soil, rubble and hardcore
- Plasterboard

This final screening has been undertaken to re-evaluate the impacts (positive and negative) on the Protected Characteristics in light of the consultation feedback and identify actions to prevent/ limit negative impacts.

Beneficiaries:

- Kent Householders as users of the Household Waste Recycling Centres and Kent taxpayers through the services provided by KCC Waste Management being accessible, fit for purpose and providing value for money.

Information and data

In total, 2,841 consultation responses were received. This comprised of 2,757 online questionnaires, 62 paper copies (3 of which were scanned and sent) and a further 22 representations by email or letter from members of the public, and other stakeholders.

As part of the consultation questionnaire, respondents were asked for any comments about the EqIA. The key comments were:

- Concerns regarding those on low incomes being able to afford the disposal
- Waste disposal must be made easy for older people and people with disabilities, including for those reliant on family and friends to be able to access the HWRCs
- Concerns regarding differing abilities to be able to lift bags dependent on weight
- Comments regarding specific HWRCs
- Views that an EqIA is not applicable or required for this consultation, 'waste of time'

In the initial screening, age, disability and race were identified as being potentially impacted upon as a result of the proposed charging. The public consultation

responses did not reveal any further impacts to these protected characteristics or any others. However, some further issues were identified that were not-related to any one protected characteristic, namely the impact of disposal costs to those on low income and the ability of people to lift different weights of bags. These issues have been included within the 'action plan'.

Involvement and engagement

Please refer to the Post Consultation Analysis Report, which provides comprehensive information concerning the involvement and engagement activity of the consultation. Table 1, provides a record of consultation engagement mechanisms informed by the initial EqIA screening and **EqIA 1/2018** (available on request - which was undertaken to make consideration to engagement methods used in consultation).

Potential Impact

Adverse Impact:

After reviewing the consultation responses, three of the Protected Characteristics remain as being potentially negatively impacted;

1. Age
2. Disability
3. Race

The initial screening table (pages 4-26) details these impacts and the final action plan details actions to be taken.

Positive Impacts:

Furthermore, two of the Protected Characteristics still may be potentially positively impacted by this activity, again as identified within the initial screening table;

- 1) Age
- 2) Disability

Table 1: Record of consultation engagement mechanisms with residents identified as being potentially impacted as a result of the proposal and/or consultation engagement itself

Protected characteristic	Engagement mechanism informed by initial EqlA screening (both 1/2018 and 2/2018)	Consultation response
Age	<ul style="list-style-type: none"> • Information will be provided for display at libraries, Gateways and HWRCs, with postcards to take away with details of how to participate in consultation activities. • Information will be shared with KCC Equality groups for distribution to age-related organisations and groups in Kent. • Face to face engagement will take place in HWRCs and other accessible locations as Mosaic suggests that older people are more receptive to this form of communication. • Hard copies of consultation questionnaires will be available at Household Waste Recycling Centres, council offices, some central libraries, and on request from Waste Management (via telephone, post or email) with a Freepost address for hard returns. • Large print formats of printed materials will be made available on request from Waste Management (via telephone, post or email) with a Freepost address for hard returns, should older people have visual impairments. 	<ul style="list-style-type: none"> • Large print – no requests • A number of hard copy requests received – primarily via the KCC contact centre • Age profile of those that responded: 65+ represents 31% 35 – 64 represents 63% 0 – 34 represents 7% • Emails sent to 19 age related organisations and groups in Kent
Disability	<ul style="list-style-type: none"> • All communication will be subject to a Plain English test. • A mixture of auditory and visual communication will be used, recognising that one channel limits customers' accessibility if they have a visual or auditory impairment. • Information will be shared with KCC Equality groups for distribution to disability organisations and groups in Kent. • Information will be provided for display at libraries, Gateways and HWRCs, with postcards to take away with details of how to participate in consultations. • Face to face engagement will take place in HWRCs and other accessible locations. • A range of alternative formats of printed materials including large print, Easy 	<ul style="list-style-type: none"> • Large print – no requests • Easy Read – 2 responses returned • Plain English – used throughout materials • Braille format – no requests • Audio format – no requests • Emails sent to 41 health and disability groups in Kent • 8% of respondents report to have a disability

	Read, Braille and audio will be made available on request from Waste Management (via telephone, post or email) with a Freepost address for hard returns, disabled people have visual impairments.	
Gender	N/A	
Gender identity	N/A	
Race	<ul style="list-style-type: none"> Information will be shared with KCC Equality groups for distribution to race-related organisations and groups in Kent. Engagement materials and consultation questionnaires will be made available in alternative languages on request from Waste Management (via telephone, post or email) with a Freepost address. 	<ul style="list-style-type: none"> Alternative languages – no requests Respondents represented 12 ethnic groups Emails sent to race/ religion/ minority groups in Kent
Religion or belief	N/A	N/A
Sexual orientation	N/A	N/A
Pregnancy and maternity	N/A	N/A

Final EqIA Action Plan (November 2018)

This action plan has been developed to reflect the potential impacts should a Member Decision be taken to adopt charging for the non-household waste materials consulted upon.

Protected Characteristic	Issues identified	Action to be taken	Expected outcomes	Owner	Timescale / Cost implications
AGE	Communication of change to operational policies Ensure older people are communicated with appropriately to meet their needs and ensure messages are conveyed appropriately	Develop and deliver an implementation plan for introduction of new operational policies, which provides for engagement with older customers – to replicate communication methods employed for consultation engagement e.g. face to face opportunities	Outcome of HWRC Review made available to older people.	Head of Waste Management	Ensure significant time for communication in advance of implementation – date TBC Waste Management budget – cost TBC
	Equal access to payment method	Payment for the disposal of non-household waste materials will be card payment only. Ensure payment terminal/ device is wireless to avoid the need for customers to access buildings.	Payment system that can be accessed by all customers.	Head of Waste Management	Ensure all payment technology is in place in advance of implementation. Waste Management budget cost TBC
	Strong customer	As with overarching operational	HWRC site staff trained and	Head of	Ongoing

	care which meets the needs of all customers	delivery of the HWRCs, ensure site staff are trained to ensure they are equipped with knowledge and skills to meet the need of all customers.	high level of customer service provided.	Waste Management	
DISABILITY	<p>Communication of change to operational policies</p> <p>Ensure people with disabilities are communicated with appropriately to meet their needs and ensure messages are conveyed appropriately</p>	Develop and deliver an implementation plan for introduction of new operational policies, which provides for engagement with customers who have disabilities - to replicate communication methods employed for consultation engagement e.g. alternative formats of any communication materials available on request	Outcome of HWRC Review made available to people with disabilities	Head of Waste Management	<p>Ensure significant time for communication in advance of implementation – date TBC</p> <p>Waste Management budget – cost TBC</p> <p>Ongoing</p>
	<p>Equal access to payment method</p> <p>Strong customer</p>	<p>Payment for the disposal of non-household waste materials will be card payment only. Ensure payment terminal/ device is wireless to avoid the need for customers to access buildings.</p> <p>As with overarching operational</p>	<p>Payment system that can be accessed by all customers.</p> <p>HWRC site staff trained and</p>	<p>Head of Waste Management</p> <p>Head of</p>	<p>Ensure all payment technology is in place in advance of implementation.</p> <p>Waste Management budget cost TBC</p> <p>Ongoing</p>

	care which meets the needs of all customers	delivery of the HWRCs, ensure site staff are trained to ensure they are equipped with knowledge and skills to meet the need of all customers.	high level of customer service provided.	Waste Management	
RACE	<p>Communication of change to operational policies</p> <p>Ensure people are communicated with appropriately to meet their needs and ensure messages are conveyed appropriately</p>	<p>Ensure that the outcome of the HWRC Review and public consultation is made available in alternative languages and appropriate formats for ethnically diverse residents of Kent - to replicate communication methods employed for consultation engagement e.g. alternative languages of any communication materials available on request</p>	<p>Outcome of HWRC Review made available to organisations / groups representing ethnic groups in Kent.</p>	Head of Waste Management	<p>Ensure significant time for communication in advance of implementation – date TBC</p> <p>Waste Management budget – cost TBC</p>
Other 'equality' issues not protected characteristic specific	<p>Ability to lift different weights of bags. A 5 bag/ item per day limit has been applied. However, it was identified through the consultation that some people may be unfairly disadvantaged if they are unable to</p>	<p>Site staff to provide help to those that need it, inline with their own health and safety procedures.</p> <p>To ensure those who cannot lift heavy bags are not disadvantaged, HWRC staff will be able to use their discretion in cases where several 'part bags' are used as a result of weight lifting challenges.</p>	<p>Customers are not disadvantaged as a result of being unable to lift heavy bags.</p>	Head of Waste Management	<p>From implementation</p>

	<p>lift heavy bags.</p> <p>Although not related to a protected characteristic, there was a concern identified through the consultation that people on lower incomes may not be able to afford the disposal.</p>	<p>None – whilst there is a recognised need for residents to dispose of non-household waste items on occasion, KCC do not legally have to provide a disposal outlet for these materials. However, a reasonable charge mechanism has been proposed to be able to continue to provide the service.</p>	<p>A modest fee is introduced for the non- household waste materials.</p>		
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JUDGEMENT

Option 1 – Screening Sufficient - YES

Option 2 – Internal Action Required – YES – action plan prepared

Option 3 – Full Impact Assessment - NO

Only go to full impact assessment if an adverse impact has been identified that will need to undertake further analysis, consultation and action

Sign Off

I have noted the content of the equality impact assessment and agree the actions to mitigate the adverse impact(s) that have been identified.

Senior Officer

Signed: _____ Name: David Beaver
Job Title: Head of Waste Management Date: _____

Director

Signed: _____ Name: Simon Jones
Job Title: Director of Highways,
Transportation and
Waste Date: _____

Appendix I:

Implementation Plan - charging for non-household waste at the Household Waste Recycling Centres

v1

Key Tasks	Activity	Timeline						
		Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Beyond June 19
1.0	Operational Considerations							
	Conversations with contractors (HWRC and material contractors)	█	█					
	HWRC operational survey (i.e. container locations etc)	█	█					
	Recruitment of Meet and Greet Operator (working with HWRC contractors)		█	█	█			
	Works to amend site layouts (as identified in operational survey)			█	█	█		
	Body Worn Cameras purchased for use by meet and greet operators		█	█				
	Site Staff Training (policy knowledge and technology)				█	█		
2.0	Technological/ payment Considerations							
	HWRCs - Connectivity Survey	█						
	Order iPads	█						
	Order payment machines	█						
	Develop data recording app/e-form	█	█	█	█	█		
	Install technology				█	█		
	Create emergency cash handling process (in case of technology failure)				█	█		
3.0	Communications Campaign							
	Produce communications plan	█						
	Design of all comms materials and signage		█					
	Print of all materials		█					
	Communications live			█	█	█		█
4.0	HWRC Duty of Care campaign							
	Design materials			█				
	Print materials (if applicable)				█			
	Campaign live						█	
5.0	LIVE policy date – charging commences – 3rd June							
	KCC Waste Management Officers at the HWRCs (to support site staff with implementation)						3 rd June - start date	
6.0	Post LIVE policy date							
	Ongoing communications with customers						█	█
	Monitoring of fly-tipping data							█
	Monitoring of tonnage data							█

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From: Mike Whiting - Cabinet Member for Planning, Highways, Transport & Waste
Barbara Cooper - Corporate Director, Growth, Environment and Transport

To: Environment & Transport Cabinet Committee – 17 January 2019

Decision No: 18/00068

Subject: Managing Kent's Highway Infrastructure

Classification: Unrestricted

Past Pathway of Paper: None

Future Pathway of Paper: Cabinet Member Decision

Electoral Division: All

Summary:

This report updates the Cabinet Committee on improvements to our highways asset management approach and provides updated asset management strategy documents to evidence a continued Band 3 rating and secure the Department for Transport Incentive Fund allocation.

Proposed Service Level Risk Assessments have been provided for the installation, management and maintenance of highway assets. These also include details of the services that presently are not provided. These have been prepared as part of work to implement a new Code of Practice - Well-managed Highway Infrastructure - which came into effect October 2018.

Recommendation(s):

The Cabinet Committee is asked to comment and endorse or make recommendations to the Cabinet Member for Planning, Highways, Transport and Waste on :

(i) the Asset Management strategy documents that, once formally adopted and published, will form the basis of evidencing a Band 3 Incentive Fund rating and secure Department for Transport capital funding of £4.6m in 2019/20;

(ii) the proposed Service Level Risk Assessments which record our current approach to highway maintenance and associated risks which, once formally adopted and published, will complete our initial implementation of the new Code of Practice. In turn this supports KCC ability to put forward a special defence in accordance with S58 of the Highways Act.

As attached at Appendix A.

1. Introduction

- 1.1 In 2016 the Department of Transport (DfT) identified that local authorities should adopt better principles of highways asset management. An incentive fund was created to encourage improvements in how highway assets are managed and maintained.
- 1.2 We have been evolving our approach in line with a Well Managed Highways standard, with the objective of satisfying the criteria for the top category of asset management. This Band 3 rating would provide the maximum Incentive Fund allocation. For 2019/20 this is £4.6m.
- 1.3 We have also analysed the potential implementation risks/requirements (Service Level Risk Assessments) to ensure that we continue to maintain the highway to the standard necessary to support a special defence in accordance with S58 of the Highways Act.

2. Financial Implications

- 2.1 The new Code of Practice does not require changes to existing service standards.
- 2.2 There are no significant financial implications in the immediate future.
- 2.3 In the event of budget changes, a service level risk assessment would be undertaken to highlight any impact upon the service delivered.

3. Policy Framework

- 3.1 Adopting and publishing revised asset management strategy documents will enable us to evidence a Band 3 Incentive Fund rating and maximise DfT capital funding in 2019/20.
- 3.2 Retaining this funding and implementing our highway asset management strategy supports our day-to-day management of highway maintenance. The strategy documents "*Implementing Our Approach to Asset Management in Highways*" and "*Developing our Approach to Asset Management in Highways*" are included at Appendices B and C.
- 3.3 Adopting and publishing Service Level Risk Assessments about our highway asset maintenance approach will complete our initial implementation of the new Code of Practice.
- 3.4 Whilst this will not change our ability to defend claims, it will allow us to review our asset management approach and tailor our activities to reflect the asset risk. This will ensure that we provide the most efficient and effective programme of work. "*A Risk Based Approach – Service Level Risk Assessments*" can be found at appendix D.
- 3.5 All three documents play a vital part in delivering Kent County Council's Strategic Statement *Increasing Opportunities, Improving Outcomes*.

4. Background

Our Approach to Asset Management in Highways

- 4.1 In 2015, DfT introduced new rules for funding highway maintenance through its Incentive Fund to encourage local authorities to embed the use of asset management techniques into their management of highway maintenance and decision making around funding and priorities. The main aim of the asset management approach being encouraged by DfT is to ensure that decision makers clearly link investment decisions with an understanding of what that means in terms of asset condition outcomes.
- 4.2 In January 2016, we evidenced a Band 1 rating, this being the lowest rating. If we failed to evidence that we had fully adopted the use of asset management methodology (Band 3 - the highest rating), we would receive £4.6m less capital funding per year up to 2020/21.
- 4.3 We were able to evidence Band 3 in February 2018.
- 4.4 The measures implemented included the introduction of lifecycle planning, and the adoption and publication of three key documents. They are:
- *Our Approach to Asset Management in Highways* - which describes the key principles adopted in applying asset management to achieve the authority's strategic outcomes;
 - *Implementing our Approach to Asset Management in Highways* - a detailed complementary strategy document which outlines the work to fully embed asset management principles into highway maintenance decision-making; and
 - *Developing Our Approach to Asset Management in Highways – 2018/19 to 2020/21* – a strategy document which includes a summary of highway asset condition, a forecast of future asset performance based on typical investment and an assessment of resource needed to maintain assets and service levels at current levels.
- 4.5 DfT has confirmed that it is not making any changes to the Incentive Fund mechanism.
- 4.6 Our completed self-assessment questionnaire for 2019/20 will need to be submitted to DfT by Friday 1 February 2019. During 2018, we have further developed our approach to asset management. This has been around improving data collection and analyses, and developing our approach to lifecycle analyses, a key component of asset management.
- 4.7 We remain on course to retain our Band 3 rating but this requires this update of our asset management documentation.
- 4.8 The main change to *Implementing our Approach to Asset Management in Highways* is that we have simplified and streamlined the document and amended so that it does not need to be reissued/revised annually.

- 4.9 The revised *Developing Our Approach to Asset Management in Highways* document contains our current asset condition forecasts, based on latest asset condition and deterioration data and improved lifecycle modelling. The document reflects typical core capital budget levels (largely derived from DfT funding sources). Additional scenarios have been included based on potential additional resource/funding.
- 4.10 DfT has announced that additional information about data collection and use, and Well-managed Highway Infrastructure implementation, will be circulated in due course with a view to adding further criteria to the 2020/21 questionnaire.

Well-Managed Highway Infrastructure

- 4.11 Well-Managed Highway Infrastructure was published in October 2016, replacing Well-Maintained Highways, Management of Highway Structures and Well-lit Highways.
- 4.12 Well-managed Highway Infrastructure is a national, non-statutory code of practice which sets out a series of general principles for highway maintenance. It is endorsed and recommended by DfT and its production has been overseen by the UK Roads Liaison Group (UKRLG) and its Roads, Bridges and Lighting Boards.
- 4.13 We must demonstrate that we comply with the principles of Well-managed Highway Infrastructure. We must also demonstrate a robust decision-making process, an understanding of the consequences of those decisions, and how the associated risks are managed to ensure highway safety.
- 4.14 Cabinet Committee considered these matters in July 2018 and KCC subsequently adopted and published two key documents:
- Well-managed Highway Infrastructure: Applying the Code of Practice in Kent;
 - Well-managed Highway Infrastructure: Implementing the Code of Practice in Kent
- 4.15 These documents illustrate our approach to delivering our strategic outcomes and describes our strategy for delivering a risk-based approach.
- 4.16 The latter included an intention to document our highway maintenance service standards plus associated risk assessments and to adopt a risk-based approach for all aspects for highway infrastructure maintenance, including setting levels of service, inspections, response, resilience, priorities and programmes.
- 4.17 Many of our existing inspection regimes and methodologies for prioritising work on the highway already include a consideration of risk.
- 4.18 We have adopted a highway infrastructure maintenance risk management approach which is detailed in the *Risk Management Policy & Strategy 2018-21*. At a strategic level, the management of current and future risks will be

embedded into our approach to asset management. At an operational level, a risk-based approach would be used to determine intervention levels, inspection frequencies, response times and investment priorities across all highway assets.

- 4.19 The Service Definitions and Service Level Risk Assessments have been completed to document the current highway services we provide, and this is attached at Appendix D. The service scopes demonstrate what we do as part of our statutory duty and lists what is not included within the current services. Significant risks that we face have been identified and displayed within the risk assessment. Mitigating actions are shown against each risk to demonstrate the steps taken to reduce or eliminate the risk. Risks have then been reassessed and rescored to leave the residual risks.
- 4.20 As this stage, we are not proposing any changes to Service Levels, nor do we need to in order to be compliant with the new Code of Practice. However, we do need to document our current service levels and associated risks. Moving forward, it will be necessary to further review the balance of risks outlined to consider whether some risks need to be further mitigated and whether additional risk would be appropriate in specific areas.

5. Conclusions

- 5.1 We remain on course to achieve a Band 3 rating providing that our updated Strategy documents *Implementing our Approach to Asset Management in Highways* and *Developing our Approach to Asset Management in Highways* are formally adopted.
- 5.2 *Service Level Risk Assessments* for highway asset services, which outline the services we currently provide, associated risks, mitigating actions and residual risks, have been developed. Once formally adopted and published, we will be compliant with the new Code of Practice and be well placed to continue to defend claims.

6. Recommendation(s)

This report updates the Cabinet Committee on improvements to our highways asset management approach and provides updated asset management strategy documents to evidence a continued Band 3 rating and secure the Department for Transport Incentive Fund allocation.

Proposed Service Level Risk Assessments have been provided for the installation, management and maintenance of highway assets. These also include details of the services that presently are not provided. These have been prepared as part of work to implement a new Code of Practice - Well-managed Highway Infrastructure - which came into effect October 2018.

Recommendation(s):

The Cabinet Committee is asked to comment and endorse or make recommendations to the Cabinet Member for Planning, Highways, Transport and Waste on:

(i) the Asset Management strategy documents that, once formally adopted and published, will form the basis of evidencing a Band 3 Incentive Fund rating and secure Department for Transport capital funding of £4.6m in 2019/20;

(ii) the proposed Service Level Risk Assessments which record our current approach to highway maintenance and associated risks which, once formally adopted and published, will complete our initial implementation of the new Code of Practice. In turn this supports KCC ability to put forward a special defence in accordance with S58 of the Highways Act.

As attached at Appendix A.

7. Appendices

Appendix A – Proposed Record of Decision

Appendix B - Implementing Our Approach to Asset Management in Highways

Appendix C - Developing Our Approach to Asset Management in Highways

Appendix D - A Risk Based Approach – Service Level Risk Assessments

Appendix E1 and E2 - Equality Impact Assessments

8. Background Documents

[Our Approach to Asset Management in Highways](#)

[Implementing Our Approach to Asset Management in Highways](#)

[Developing our Approach to Asset Management in Highways - 2018/19 – 2020/21](#)

[Well-managed Highway Infrastructure](#)

[Well-managed Highway Infrastructure - Applying the Code of Practice in Kent](#)

[Well-managed Highway Infrastructure - Implementing the Code of Practice in Kent 2018 – 2020](#)

9. Contact details

Lead officers:

Alan Casson, Strategic Asset Manager –
Highways, Transportation and Waste
03000 413563

alan.casson@kent.gov.uk

David Latham, Highway Policy and
Inspections Manager – Highways,
Transportation and Waste
03000 413698

david.latham@kent.gov.uk

Lead Director:

Simon Jones, Director – Highways,
Transportation and Waste
03000 411683

simon.jones@kent.gov.uk

KENT COUNTY COUNCIL – PROPOSED RECORD OF DECISION

<p>DECISION TAKEN BY</p> <p>Mike Whiting</p> <p>Cabinet Member for Planning, Highways, Transport and Waste</p>	<p>DECISION NO:</p> <p>18/00068</p>
-------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------

For publication

Key decision*

Yes –

Subject: : Managing Kent’s Highway Infrastructure

Decision:

As Cabinet Member for Planning, Highways, Transport and Waste, I agree that

- (i) the Asset Management strategy documents that, once formally adopted and published, will form the basis of evidencing a Band 3 Incentive Fund rating and secure Department for Transport capital funding of £4.6m in 2019/20;
- (ii) the proposed Service Level Risk Assessments which record our current approach to highway maintenance and associated risks which, once formally adopted and published, will complete our initial implementation of the new Code of Practice. In turn this supports KCC ability to put forward a special defence in accordance with S58 of the Highways Act.

Reason(s) for decision:

In 2016 the Department of Transport (DfT) identified that local authorities should adopt better principles of highways asset management. An incentive fund was created to encourage improvements in how highway assets are managed and maintained. KCC has been evolving our approach in line with a Well Managed Highways standard, with the objective of satisfying the criteria for the top category of asset management. This Band 3 rating would provide the maximum Incentive Fund allocation. For 2019/20 this is £4.6m. Officers have also analysed the potential implementation risks/requirements (Service Level Risk Assessments) to ensure that we continue to maintain the highway to the standard necessary support a special defence in accordance with S58 of the Highways Act.

Cabinet Committee recommendations and other consultation:

Cabinet Committee considered these matters in July 2018 and KCC subsequently adopted and published two key documents:

- Well-managed Highway Infrastructure: Applying the Code of Practice in Kent;
- Well-managed Highway Infrastructure: Implementing the Code of Practice in Kent

The proposed decision is being considered by Members of the Environment and Transport Cabinet Committee on 17 January 2019.

Any alternatives considered:

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

.....
signed

.....
date

Name:

Asset Management in Highways

Implementing our Approach to Asset

Version	Author	Date	Comment
1.0	Kathryn Moreton	2016	
1.1	Alan Casson	2017	
2.0	Alan Casson	2018	Major review

Management in Highways

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Context

In February 2017 Kent County Council published two key, high level documents that form part of our Asset Management Framework. These documents have been approved by the KCC Environment and Transport Cabinet Committee (E&TCC) and record how asset management principles are applied to the highway maintenance service in Kent to support the County Council's strategic vision of:

“ . . .improving lives by ensuring every pound spent in Kent is delivering better outcomes for Kent's residents, communities and businesses.”

The first document, *“Our Approach to Asset Management in Highways”*, outlines how asset management principles can enable us to meet with our statutory obligations and in doing so support the County Council's strategic vision. This document will be reviewed and published at intervals of no more than five years or when there are significant changes to the County Council's vision or policies.

This second document, *“Implementing Our Approach to Asset Management in Highways”*, gives more detail on how we will embed asset management principles in the way that we deliver highway services and measure our success to ensure continuous improvement with focus on the County Council's Strategic Outcomes. This document will be reviewed and published at intervals of no more than three years or when there are significant policy or vision changes. This updated version replaces that originally published in 2017.

A third document, *“Developing Our Approach to Asset Management in Highways – 2018-2020”*, was approved by E&TCC and published on the Council's website in January 2018. It uses robust data, processes and modelling to record the current condition of highway asset groups and to forecast future condition and levels of service. It also includes recent developments we have implemented as well as areas that we want to develop in future to further enhance service delivery and ensure continuous improvement. This document will be reviewed and published annually, the next version will be published in the new year.

In October 2016 the UK Roads Liaison Group (UKRLG) published *“Well-managed Highway Infrastructure: A Code of Practice”* which highway authorities need to implement by October 2018. The Code of Practice is designed to promote the adoption of an integrated asset management approach to highway infrastructure based on the establishment of local levels of service through risk-based assessment. Although non-statutory it will be deemed to be guidance of best practice by the courts. To comply KCC must demonstrate a robust decision-making process, an understanding of the consequences of those decisions and how the associated risks are managed to ensure highway safety.

KCC's approach to applying and implementing the Code of Practice are detailed in two documents, both approved by E&TCC in July 2018. *“Well-managed Highway*

Infrastructure – Applying the Code of Practice in Kent” records how KCC has adopted the principles set out in the Code of Practice and sets out how these principles are shaping the services we deliver in a way that supports and achieves the County Council’s priorities. *“Well-managed Highway Infrastructure - Implementing the Code of Practice in Kent, 2018-2020”* outlines how we intend implementing the Code of Practice in the delivery of highway maintenance services and how we will measure our success to ensure continuous improvement with a focus on the County Council’s Strategic Outcomes. A third document of asset specific service definitions and risk assessments is due to go to E&TCC for approval in January 2019. Once approved and published, the suite of three Asset Management documents and three Code of Practice documents will, collectively, represent KCC’s approach to *“Managing Kent’s Highway Infrastructure”* and will replace all previous documents.

The three asset management framework documents are integral to and support our approach to implementing the Code of Practice and we will continue to evolve and develop them in line with this guidance. They are all published on the [County Council’s website](#).

Introduction

Our highway network is the most valuable asset we own. It enables safe and reliable journeys and in doing so supports social and economic prosperity. It is also essential for emergency services to execute their work; policing, fire, and emergency response provision all require an effective highway network. The highway network is also critical to the NHS - Emergency medical response as well as transporting patients, medical supplies, equipment and blood etc. These services are a key part of a functioning society and cannot exist without well-maintained highway assets. We are committed to good management of our highway network not only now but also for future generations.

As the Highway Authority, the County Council has legal obligations to keep adopted highway routes available and safe for the passage of the travelling public. Our statutory duties are outlined in several pieces of legislation including:

The Highways Act 1980 - outlines our duty of care to maintain the highway in a safe condition and protect the rights of the travelling public to use the highway.

The Traffic Management Act 2004 - conveys a network management duty whereby we are required to facilitate and secure the efficient movement of traffic on the highway network.

The New Roads & Street Works Act 1991 - requires us to co-ordinate road works and to make best use of the existing network.

The Road Traffic Act 1991 - describes our statutory responsibility to promote road safety and take measures to prevent collisions.

Traffic Signs Regulations and General Directions 2016 - prescribes the design and conditions of use of traffic signs on or near roads in England, Scotland and Wales.

The Construction (Design and Management) Regulations 2015 - details our duties to ensure that the work we do is designed and built competently and that risks to the work force and road users are properly considered and effectively managed. This places controls on how and when works are carried out.

The Equality Act 2010 – created the public equality duty which requires us to have due regard for advancing equality by removing or minimising disadvantage, encouraging participation and taking steps to meet the needs of all people from protected groups where these are different from the needs of other people.

Town and Country Planning Act 1990 – provides planning protection to trees in conservation areas or protected by Tree Preservation Orders (TPOs).

The Wildlife & Countryside Act 1981 – details the environmental legislation that we need to follow to ensure that we minimise our impact on local biodiversity whilst carrying out highway asset maintenance.

Public Nuisance – an action without lawful cause or excuse which causes anger, injures health or damages property.

Asset management has been widely accepted by central and local government as a way of using knowledge and forward planning to manage the highway network efficiently and effectively. We have always taken a largely asset management-based approach to maintaining our highway assets but there are still aspects that we want to develop to further enhance service delivery.

Successful implementation of Our Approach to Asset Management in Highways will deliver the following benefits to Kent:

A service that is shaped by the needs of Kent’s residents, communities, visitors, businesses and public/emergency/health services now and in the future.

The people of Kent will:

- understand our levels of service and investment decisions.
- be assured that the highway network is sustainable and able to meet the needs of future generations.

A service that makes best use of the available resources, maximising efficiency to meet with our legal obligations.

The people of Kent will:

- feel safe and be confident about their personal safety when using the highway network.
- be confident that the journeys they make will be reliable and timely.
- be satisfied that we are maximising the number of assets we repair each year.

A service that is resilient and able to respond to changes and financial challenges.

The people of Kent will:

- see that we are ready to deal with unforeseen events effectively.

Implementing Our Approach to Asset Management in Highways outlines how we will embed asset management principles in the way that we deliver highway services and measure our success to ensure continuous improvement and a focus on the County Council’s Strategic Outcomes.

Background

The County Council is responsible for the maintenance of 5,400 miles (8,700 km) of roads and associated assets. With an estimated value of around £24bnⁱ our highway network is our most valuable asset. Despite significant investment over the years, our highway assets are continuing to deteriorate. An ever-increasing number of repairs, renewals and improvements are required and the countywide maintenance backlog for our roads alone is estimated to be £650mⁱⁱ.

Funding of highway maintenance

Funding of highway maintenance comes from three sources. The majority is through capital grant funding from the Department for Transport (DfT), along with the County Council's revenue budget and capital borrowing. In recent years, significant financial pressures have been masked by the availability of one-off funding streams such as grants for severe weather recovery and pothole repair campaigns. This funding has meant the full impact of reduced revenue support from central government, DfT base budget cuts and the subsequent need for KCC-led savings initiatives has not fully resonated at a time when demands on the highways network are at an all-time high and ever growing.

As overall funding continues to be reduced it is vital that we invest the budget we have in the most effective way we can for the benefit of our customers now and in the future. In recent years, our approach to delivering highway maintenance has evolved dramatically as we have sought innovation and efficiency, undertaken intelligent commissioning and procurement exercises and built productive and positive working relationships with partner organisations. Now changes to the way in which DfT funding is awarded has brought about a requirement to demonstrate that our approach to delivering highway maintenance services is underpinned by sound asset management principles.

The Incentive Fund & Well-managed Highway Infrastructure

Changes to DfT rules for funding highway maintenance have been introduced through its Incentive Fund to encourage local authorities to embed the use of asset management principles into their management of highway maintenance and decision making around funding and priorities. The main aim of the risk-based, integrated asset management approach being encouraged by DfT is to clearly link investment decisions with an understanding of what that means in terms of outcomes and associated risks.

In 2016 a phased implementation of the Incentive Fund commenced. Local authorities are now required to complete annual self-assessment questionnaire which culminates in an overall score of 1 to 3. The completed questionnaire is submitted to DfT and the score achieved determines the level of funding received. By 2020/21, a little over

ⁱ Figure 2017/18 valuation

ⁱⁱ Value from the 2018/19 modelling

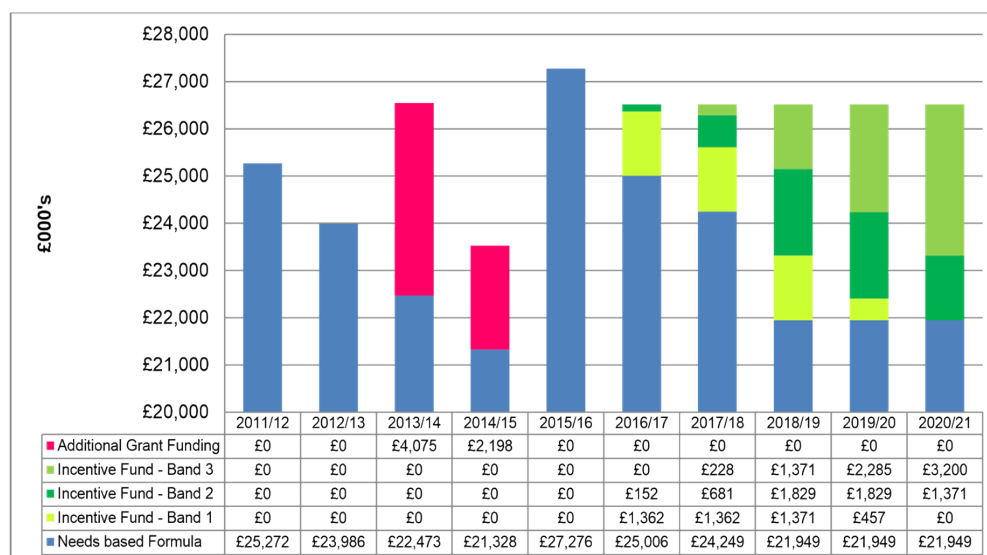
15% of the County Council’s capital maintenance grant will be dependent on the County Council being able to demonstrate that we are practicing good, risk-based asset management.

Reaching Band 3

Good asset management practice has been utilised across the County Council’s highway services to varying degrees for many years. To meet the requirements of the DfT and qualify for the Incentive Fund allocation in its entirety we need to be able to demonstrate the use of good practice is being continually monitored and developed.

During a dry run of the Incentive Fund questionnaire in July 2015, we assessed service delivery in relation to 22 questions covering asset management, resilience, customers, operational delivery, benchmarking and efficiency. Whilst we scored highly in some areas DfT guidance stated that if an Authority scores a Level 1 in any or all of the three questions relating to Asset Management Policy and Strategy, Communications or Lifecycle Planning they will automatically be placed in Band 1 overall.

In January 2016, Kent assessed itself as a Band 1 authority, principally because of the requirement to introduce lifecycle planning for roads. If Kent could not evidence that it had fully adopted the use of asset management methodology and in doing so had progressed to Band 3, it would receive £13m less in Capital funding in the years to 2020/21. This is illustrated in the graph and table below.



A breakdown of KCC's DfT Capital Funding since 2011/12

In January 2016, the County Council’s Environment & Transport Cabinet Committee resolved to support further embedding of asset management principles in our approach to delivering highway maintenance. Throughout 2016 policy, strategy, communications and lifecycle planning for roads and footways were developed to meet with the requirements of Band 2. This work was supported by a Member Task

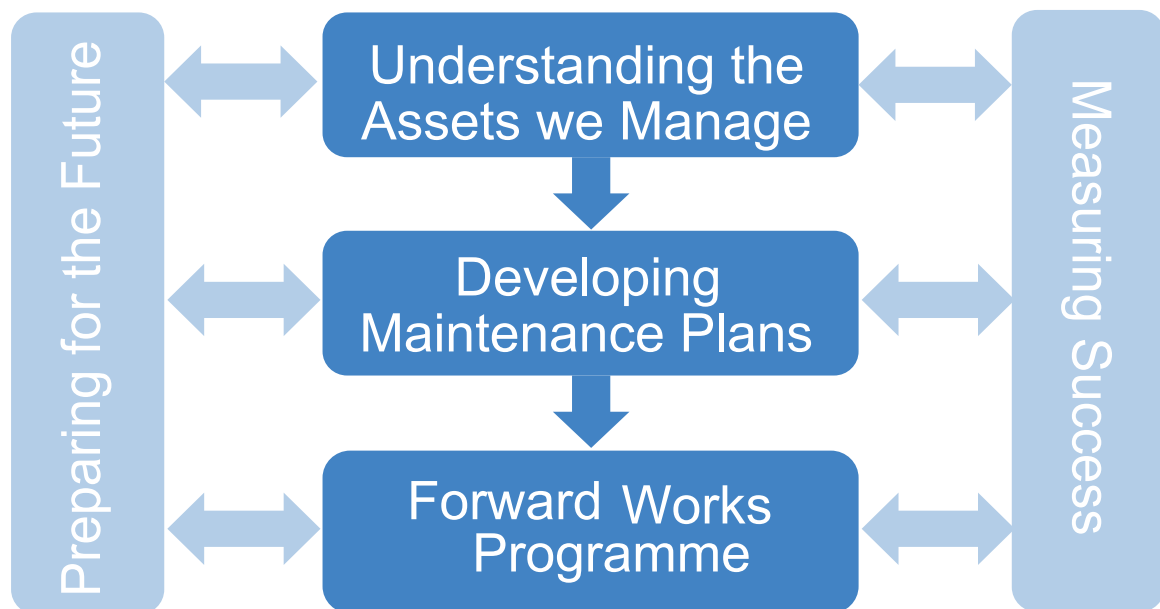
and Finish Group which convened on the 31st March and met regularly throughout the year and resulted in the production of the documents “*Our Approach to Asset Management in Highways*” and “*Implementing Our Approach to Asset Management in Highways 2017/18*”. Adopting the latter enabled the County Council to evidence Band 2 when the Incentive Fund questionnaire was completed for 2017/18.

In 2017 work continued to further develop our approach to asset management in accordance with the requirements of Band 3, prior to the completion of the 2018/19 self-assessment submission. This work particularly focused on *lifecycle planning* for other major asset groups, the development of a *performance management framework* to support the implementation of asset management, the development of an asset management *competence framework* and continued development of the approach to implementing asset management.

This work progressed sufficiently during 2017 to enable us to assess ourselves as having reached Band 3 by January 2018. An assessment later confirmed by the DfT in its allocation of 2018/19 capital funding to local authorities.

The extent to which we have so far implemented asset management principles varies across our asset groups. For some, such as roads and footways, we have comprehensive data, a detailed understanding of the asset lifecycle and the tools needed to model different maintenance strategies and investment scenarios. In these instances, we have been able to begin developing a more sophisticated approach to asset management. In other cases, such as drainage, the information we hold is more limited and although we have a good understanding of the asset lifecycle, we do not as yet have the means to complete detailed modelling of different performance or service levels. In these situations, a more simplistic but equally valid approach has been adopted. The approach taken for each asset group is described in more detail later in this document.

Part 1: Implementing Asset Management Principles in Highways



Understanding The Assets We Manage

The highway network is made up of a diverse range of assets including around 5,400 miles (8,700 km) of roads, more than 2,500 structures, 250,000 roadside drains, 500,000 trees, 120,000 streetlights as well as 4,000 miles (6,400 km) for footways and over 700 traffic lights. The replacement value of these assets is estimated to be in the region of £24 billion.

We understand different assets have different characteristics and so need to be managed differently.

Asset Information

Understanding both our assets and the effect they have on each other is central to effective asset management and informed decision making. We therefore do not consider the asset groups in isolation but as an integrated whole.

The information we need can be broken down into three categories:

Inventory and Condition Information

This data describes the full extent of an asset and can include location, age, size, construction and details of previous maintenance. Examples of how we collect this data include digitalisation of historic records and data collection exercises included as part of routine maintenance works.

Inventory and condition information helps us to plan maintenance activities and communicate with the people of Kent. It also helps us to understand the cost of replacing our assets with equivalent new assets.

Performance Information

This is the data we use to determine whether assets are doing what we need them to do to keep the highway safe, reliable and meeting the needs of Kent's residents, businesses, visitors and local communities. Examples of how we collect this data include; condition surveys, routine inspections and testing, customer enquiries, third party claims, crash records, traffic flows and energy bills.

This data helps us to understand where we need to carry out maintenance activities, where our assets are going to need replacing now or in the future and where we need to think about changing, adding or removing assets. It also helps us to understand the cost of replacing an asset with its modern equivalent, less deductions for all physical deteriorations.

Financial Information

This is the data we use to assess cost. For example, how much it will cost to maintain or replace an asset or how much it will cost to deliver a certain level of service. Our schedule of rates for different maintenance activities is one example of this kind of data.

Collection of Asset Information

We continually collect information about our new, replacement and improved assets. It is important that the data we collect is accurate, reliable and useful but data collection can be expensive. We therefore take a risk-based approach to the collection of information, prioritising high risk assets and information that will support our approach to asset management.

The quality, appropriateness and completeness of our asset data are reviewed regularly by our Asset Managers, as part of the *Asset Information Plan* (AIP), to ensure that it fully supports our approach to asset management.

Storage of Asset Information

We store all collected asset data, for each asset group, in an appropriate asset management system in a cost effective and appropriate format to ensure it is readily available to those that need it. Effective asset management relies on systems that can be used to support decision making at all levels.

Our asset inventory, condition and defect data are currently stored and interpreted in a number of ways.

Asset Group	Systems Used
Roads and Footways	Horizons, Kent Gateway and Works and Asset Management System (WAMS)
Drainage	Works and Asset Management System (WAMS), Map 16
Bridges, Tunnels & Highway Structures	Works and Asset Management System (WAMS) together with a specialist database with details of inspection records.
Street Lighting	Works and Asset Management System (WAMS)
Intelligent Traffic Systems	Information Management for Traffic Control (IMTRAC)
Soft Landscape	Works and Asset Management System (WAMS)
Safety Barriers	Works and Asset Management System (WAMS)
Signs, Unlit Lines & Road Studs	We do not record details of this asset but do undertake regular inspections and respond to customer requests to carry out ad-hoc visits to specific locations.

The systems that we use are also regularly reviewed and monitored by Asset Managers through the [Asset Information Plan](#). This enables us to ensure that they are providing reliable information in a format that can be used to inform the delivery of our highway maintenance, renewals and improvements effectively.

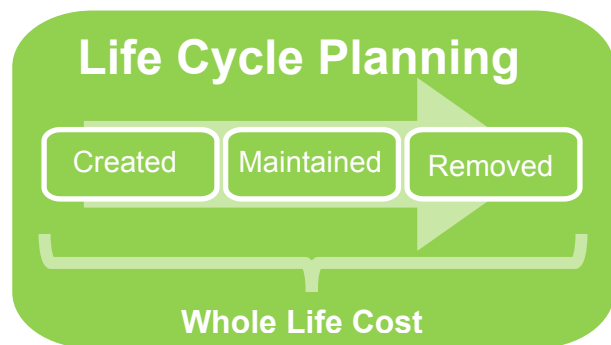
Developing Maintenance Plans

We have a three-step approach to developing maintenance plans for each asset group:

Life Cycle Planning

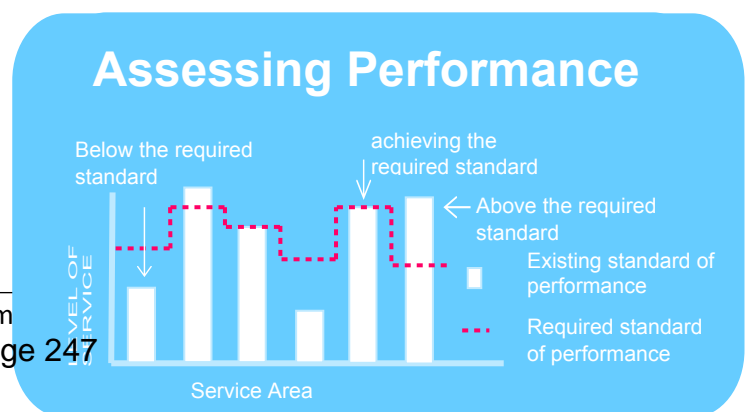
Firstly, we need to understand the “life cycle” of our assets.

All our assets are created, maintained and eventually replaced or removed. We need to understand what is involved at each stage, when it needs to happen and how much it will cost. If we understand the life cycle of our assets we can calculate the whole life cost i.e. how much the asset will cost to create, maintain throughout its life span and finally decommission. We can also predict the impact of different maintenance strategies and determine whether we can afford them.



Assessing Performance

Secondly, we need to understand whether we are already delivering our



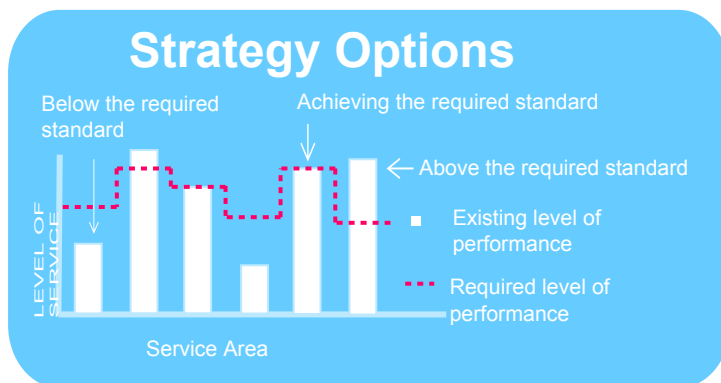
required standard of service or performance.

We can do this by measuring performance at three different levels:

Type of Performance Measure	What are we measuring?	Example
<u>Strategic Performance</u>	A snapshot of overall performance which tells us whether we are delivering the intended benefits or not to the County's residents, businesses, visitors and communities	We want to: Deliver services that are shaped by the needs of the County's residents, businesses, visitors and communities. Strategic Performance Measure: We report key measures to Cabinet and use surveys such as the NHT public satisfaction survey and CQC efficiency network surveys to do this.
<u>Asset Performance</u>	More detailed information that tells us which asset groups are succeeding or failing to deliver the intended benefits to the County's residents, businesses, visitors and communities.	We want to: Deliver services that are shaped by the needs of the County's residents, businesses, visitors and communities. Asset Performance Measure: We use condition data from a variety of asset specific surveys to understand if our assets are performing in accordance with our asset management plans.
<u>Operational Performance</u>	Operational information that tells us why a specific asset group is succeeding or failing to deliver the intended service standards/ benefits to the County's residents, businesses, visitors and communities	We want to: Deliver services that are shaped by the needs of the County's residents, businesses, visitors and communities. Operational Performance Measure: We use monthly measures to ensure we are delivering our published service standards such as "the average time taken to fix a pothole".

Defining a Maintenance Strategy

Finally, once we know where we are and where we want to be we need to decide on our maintenance strategy.



→ **Reduce the level of performance:** If the level of performance exceeds the required standard or is unaffordable it should be reduced. For example, the frequency of maintenance might be reduced or the intervention level might be increased.

- **Sustain the current level of performance:** If the level of performance meets the required standard and is affordable it should be sustained.
- **Enhance the level of performance:** If the level of performance is below the required standard, investment to enhance the performance should be found. For example, the frequency of maintenance might be increased or the intervention level might be reduced.

We must work within the constraints of our budget, particularly during the difficult financial times that this country is currently experiencing, so it is also important to identify the most efficient and affordable way of delivering services.

- **Minimising whole life cost:** When considering different maintenance strategies, it is important to think about the future and keep costs to a minimum for the whole life of the asset. For example, repairing potholes might be cheaper than surface dressing a road in the short term but not if a consequence of this strategy is that the road deteriorates faster and needs to be reconstructed and resurfaced in five years' time.

When required levels of performance are not financially viable it is important that we know the risks and prioritise accordingly:

- **Managing risk:** We need to understand and document the risks associated with different maintenance strategies and manage them effectively. For example, increasing the intervention level for a road pothole from 50mm to 100mm will save money but may increase the safety risk to an unacceptable level.
- **Enhance priority areas of the service:** Where it is not financially viable to enhance the level of performance across all assets within an asset group, key areas should be prioritised. For example, the frequency of maintenance on main roads might be increased whilst the current frequency is maintained or reduced on minor roads.

We publish information about how and when we do maintenance on the [KCC website](#). This lets members of the public see how we look after our assets, the levels of performance they can expect and when the work will be carried out.

Forward Works Programmes

Forward works programmes provide an effective and efficient way of delivering maintenance, repairs and improvements. They enable prioritisation and optimisation of schemes to meet available budgets.

Developing a works programme is a five-stage process:

Identification

Potential schemes may be identified from a range of sources including inspections, surveys, local knowledge, customer enquiries, complaints and wider transport or

corporate objectives. These schemes are collated into an initial works programme for each asset group.

Prioritisation

When prioritising schemes the following things are considered:

- The maintenance hierarchy of the road.
- The safety of road users.
- The impact on the movement of traffic if the asset fails.
- Value for money.
- The cost of bringing forward or delaying works.
- The lifecycle cost of our highway asset.
- The impact on future use of the highway.
- The environmental impact.
- The impact on the community including damage to property or impacts on local businesses.

Selection

The lists of schemes for each asset group are combined, costed and listed in priority order. The “cut off” point is then determined by totalling up the cost to the point where the budget is fully utilised.

Programming & Optimisation

Selected schemes are optimised within the works programme. This is done by coordinating or combining works to minimise both cost and disruption.

Delivery

Finally, a multi-year works programme is confirmed and delivered from the available annual budget.

We publish a lot of information about our programmes of work on the [KCC website](#), so that members of the public can see where and when we plan to do works.

Measuring Success

We are implementing our approach to asset management to deliver the following benefits to Kent:

- A service that is shaped by the needs of Kent’s residents, communities, visitors and businesses now and in the future.
- A service that makes best use of the available resources, maximising efficiency to meet with our legal obligations.
- A service that is resilient and able to respond to changes and financial challenges.

It is important that we record and demonstrate that these benefits are being delivered. We can do so at a number of levels and in a number of ways:

Monitoring Outcomes

We need to ensure that our approach is being implemented as planned and is delivering the intended outcomes. For example, if our maintenance strategy for roads is to ensure that 85% of our main roads are in good or very good condition, we need to carry out condition assessments to determine whether this is being achieved or not.

By routinely monitoring outcomes and reporting on their delivery we can ensure that we remain focused on the needs of Kent's residents, businesses, visitors and communities, meeting with our legal obligations and responding to changes and financial challenges. The delivery of outcomes is reviewed and reported on annually through a number of channels.

Performance Measures and Targets

We use a range of metrics and targets to monitor our performance against our levels of service and determine how well we are delivering the intended benefits to Kent. Examples of these measures and targets include national indicators such as the Bridge Condition Index which measure the overall condition of our assets, the percentage of residents satisfied with street lighting repairs and the number of damage and personal injury claims upheld against the County Council.

By reviewing performance we can ensure that we are continuously improving the way we work. We routinely review the performance of the service, identify areas where performance is not where we would like it to be and understand why this is the case. Having recognised opportunities for improvement, options to address any issues are identified and implemented. Performance is reported on a regular basis to key decision makers, elected representatives and members of the public.

Benchmarking

By comparing our service with the services provided by others, we can identify better ways of working at all levels. For example, we might compare the outcomes we are achieving using asset management with the outcomes other Councils are achieving. Equally we might compare two of our own services, for example residents might be more satisfied with the street lighting service than they are with the drainage service. By comparing the two, lessons can be learnt and improvements can be implemented.

For several years, until 2017, KCC commissioned an annual Highway Tracker Survey to help understand residents' perception of the highway service we deliver. This survey enabled us to compare the satisfaction levels from different parts of the service but being unique to Kent did not allow comparisons to be made with other authorities.

In 2018 KCC joined the National Highway and Transport (NHT) Network, a performance improvement organisation that enables members to measure, share and compare performance in order to identify areas for improvement. This is done through 26 key benchmark indicators (KBIs), divided between six highway and transport themes. Currently around 114 local highway authorities are members of the NHT network.

As well as allowing us to make a year on year comparison of public satisfaction with the service we provide it also enables us to compare the levels of satisfaction with our services to those achieved by other highway authorities. A summary report on the latest surveys can be found on the [KCC website](#)

The NHT Network has also developed a consistent way of measuring and comparing efficiency within and between highway authorities. This is achieved in a balanced and objective way by providing a basis for assessment of performance by combining views of customers, from the NHT Public Satisfaction Survey, with quality and cost data provided by each individual member highway authority. We can then identify and implement service improvements. A summary report on the latest survey can also be found on the [KCC website](#).

Preparing for the future

An Expanding Highway Network

The highway network increases in size year on year and so too do the number of assets we maintain.

Although we are not obliged to adopt new roads, the Highways Act 1980 gives the County Council the power to adopt highways by Agreement. In doing so, we support economic growth and can ensure that the roads and other highway assets constructed are installed to an acceptable standard that will benefit the residents, businesses, local communities and public/emergency/health services. When a new section of highway is adopted, a commuted sum is paid to the County Council for some assets to fund future maintenance.

In some instances, developers choose not to enter into an Agreement with the County Council and these streets remain under private ownership. Equally, if the developer fails to construct the adoptable highway assets to the required standard it will not be adopted.

Climate Change

The Climate Change Act 2008 places obligations on the County Council and others to reduce greenhouse gas emissions and prepare to adapt to longer term climate change. The same Act established an independent statutory body, the Committee on Climate Change to provide advice to the UK. The Committee's latest risk assessment concludes, as expected, that the trend of overall land warming leading to

warmer summers and wetter windier winters will continue, and that this will likely affect transport infrastructure including our roads, drains and structures going forward. The effects of climate change on Kent's highway assets have already been seen during several wet and windy weather events in recent years.

Our longer-term approach to highway asset management will also need to consider what effect climate change may have on investment priorities and lifecycle costs of our highway assets. For example, one of the reasons why road surfaces deteriorate is that ultra-violet light and heat damages bitumen on the surface leading to oxidisation and a loss of strength. As such, we have already started thinking about what that may mean for road surface material specification and road lifecycle cost estimates going forward.

Critical Infrastructure

Critical Infrastructure refers to routes and assets where failure would result in a significant impact to the local, and potentially the national, economy, and affect the ability of public/emergency/health services to carry out their responsibilities. Critical infrastructure assets form a crucial part of the highway network and can be divided into two types. Firstly, the critical infrastructure that we maintain, for example strategic routes such as the Thanet Way. Secondly, the critical infrastructure that others maintain but that is reliant on highway assets, for example Ramsgate Port is heavily reliant on access via the Ramsgate Tunnel. There are many potential risks and threats to the function of critical infrastructure, such as climate change, including impacts from flooding, rising temperature, changing sea levels, high winds and drought.

We need to ensure the adequate management of critical assets, including appropriate investment to ensure that they are sufficiently resilient to cope with potential threats.

We have identified our critical assets and understand both their current performance and the impact of their failure. This knowledge informs our maintenance priorities and investment decisions. The document [“Definition of Kent’s Resilient Highway Network”](#) details not only the critical network in Kent but also how it was derived and how it is treated.

Local Transport Plan 4: Delivering Growth without Gridlock 2016–2031

Highway maintenance and asset management are included in KCC's current Local Transport Plan (LTP4) [‘Delivering Growth without Gridlock 2016-2031’](#). The evidence base for which is the [‘Growth Infrastructure Framework’](#) (GIF), a document developed by KCC in conjunction with the twelve districts and Medway Council to identify infrastructure requirements up to 2031.

LTP4 includes highway maintenance and asset management as a countywide transport priority as it recognises that while it is important to deliver new infrastructure

to keep pace with and sustain the forecast housing and population growth, it is also vital to maintain existing highways assets.

In March 2017, as a sister document to LTP4, Kent adopted its '[Active Travel Strategy](#)', which has the vision to '*make active travel an attractive and realistic choice for short journeys*'. The condition, maintenance and management of existing walking and cycle routes is a central feature of this Strategy and outlines the importance of maintaining highways assets that enable alternatives to travel by motor vehicles.

Part 2: What Our Approach to Asset Management in Highways Means for Each of Our Asset Groups

Overview

Although the complexity of our approach to asset management varies across the asset groups, the same principles have been applied in all areas of the highway service. Details of the approaches taken and modelling employed for each asset group can be found in the sections below and in [“Developing Our Approach to Highway Asset Management”](#).

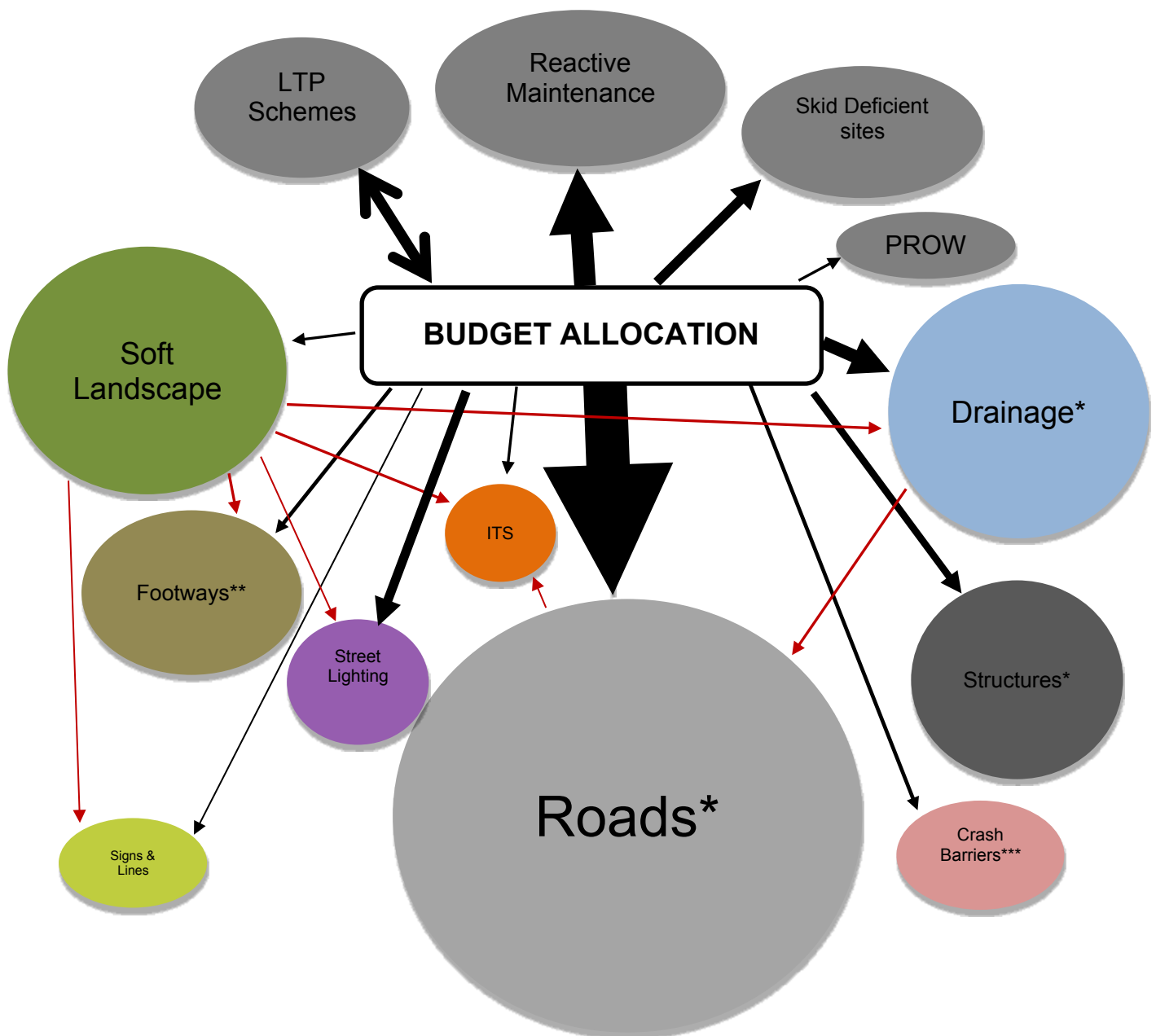
The *“Well-managed Highway Infrastructure – Service Definitions & Service Risk Assessments”* should be read in conjunction with this document which not only defines the service we provide in managing all asset or service areas but also details our statutory obligations, strategic objectives and business priorities for them. Also recorded is the scope of the services provided by each asset groups and a clear statement of what will not be provided with the current level of funding.

The document also includes assessments of the identified risks for each asset or service area along with mitigating actions and assessments of the resulting residual risk. Our maintenance decisions within our approach to asset management have been informed by these assessments.

The Asset

It is important to understand the type, quantity and value (at today’s prices) of the assets we maintain as well as their purpose and the effect their condition has on the condition and performance of other assets. For example, roads are our largest and most valuable asset and by comparison, our bridges, tunnels and highway structures make up a much smaller asset group with a much smaller financial value but they form essential links that connect our roads and footways and are therefore intrinsic to the roads asset fulfilling its purpose.

By understanding the type, quantity, value and purpose of each asset group we can identify key interdependencies and make informed decision about the extent to which we need to develop our approach to asset management in respect to that asset group.



Key Asset Interdependencies

Notes:

- The black lines represent the relative size of the allocation
- The red lines show the interdependencies between asset groups.
- * - includes critical assets on the Resilient Highway Network
- ** - asset with most impact on Equality Act duties
- *** - safety critical asset

The condition and hence maintenance need of any asset is not only influenced by the use it gets but also by its original condition and that of other assets around it.

As can be seen above we consider soft landscaping and drainage have the greatest potential to adversely affect the performance and condition of other highway assets. Both of these are predominantly revenue activities, a funding stream that is supported

by national government and that has seen the most significant budget reductions in the last five years.

Condition Assessments and Inspections

All of our asset groups are subject to condition assessments and inspections. The information collected is used to identify the maintenance and improvement works needed to meet the required service standard and to estimate maintenance backlogs and future investment needs with varying degrees of accuracy.

The frequency and complexity of condition assessments and inspections is determined by the quantity, value and most importantly the criticality of the asset. For example, our road network is our largest highway asset and consequently we invest significant resources into understanding its condition, but we do not take a “one size fits all” approach. We do mechanical condition surveys on our main roads and visual surveys on our minor roads. Similarly, higher risk areas such as high-speed roads and main roads are inspected by our team of Highway Inspectors more often than minor roads because the risk to safety should a defect occur is greater. This principle applies to all of our asset groups with priority given to understanding the condition of our highest risk assets

Prioritisation of Investment

All assets are important, and we have a statutory duty to ensure that the highway is safe. We also endeavour to make sure our road network is resilient and can support economic growth and local communities in Kent. However, we have to work within an overall budget and therefore, during a time of diminishing resources and increasing customer expectations, we need to prioritise investment effectively.

The methodology used to prioritise investment varies between the asset groups but in all cases, the approach to deciding where to spend our money is primarily risk based. Consideration is also given to the extent of the work required, whether or not the existing arrangement is meeting the needs of highway users, the impact on other highway assets and the practicalities of future maintenance.

Finally, having assessed the investment needs for each asset group, we consider this in the wider context of the whole highways service as we endeavour to undertake the right repairs at the right time in the lifecycle of all our assets.

This is how we currently allocate our Capital Maintenance Grant.

Standards of Service or Asset Performance

The accuracy with which we can assess the cost and impact of providing various levels of asset performance or standards of service varies depending on the quality of information and tools available to us. For example, in the case of roads and footways we have excellent condition data, a good understanding of deterioration and the technology to model the impact of differing levels of investment. For drainage, we do not have the same level of information or the modelling capability so a more

simplistic approach based on past experience and engineering judgement has been made.

Historically, our approach to managing the condition of our highway assets has been based on an assessment of the backlog of maintenance, for roads this means an estimate of the value of surfacing schemes that have been identified as a result of our condition surveys. The principle limitation of this approach is that it only provides a snapshot in time; it does not enable local authorities to consider the effect of funding decisions on the whole life cost of assets. For example, a reduction in funding in one year may have the effect of increasing the total cost of maintenance over the life of an asset.

As a result of changes to the way the Department for Transport allocates Capital funding for highway maintenance, an increasing share of funding is now based on local authorities' ability to evidence that they use asset management principles to manage highway maintenance. This includes making decisions based on clearly linking investment to outcomes, service level and risk. For that reason, Kent has introduced lifecycle planning for many asset groups which has improved the accuracy of modelling data and our estimate of backlog.

When determining standards of service and asset performance, we consider up to four options in the context of our statutory obligations, the County Council's Strategic Objectives, customer expectations and the available budget:

Asset Performance or Service Standard Enhancement

An approach that fulfils our statutory obligations and enables the overall condition of the asset group to be enhanced. Interventions such as maintenance, asset renewals and improvements are undertaken on a planned, prioritised basis with a view to increasing the proportion of the asset group in a very good or good condition.

Steady State

A standard of service or asset performance and investment that fulfils our statutory obligations and preserves the overall condition of the asset in its current state. Interventions such as maintenance and asset renewals are undertaken on a planned, prioritised basis with a view to keeping the same proportions of the asset group in a very good, good, poor and very poor condition. Any investment less than this would mean that a steady state condition or existing service could not be achieved.

Asset Performance or Service Standard Reduction

A standard of service or asset performance that fulfils our statutory duties and facilitates a more controlled approach. Interventions such as maintenance and asset renewals are undertaken on a planned, optimised basis.

Statutory Minimum

The minimum standard of service or asset performance that fulfils our statutory duties. Asset condition is allowed to decline with interventions such as maintenance and asset renewals undertaken on a reactive basis if and only if they are necessary to

fulfil our legal obligations. This is an extremely inefficient approach and will cost the authority more over the lifecycle of our assets and therefore cannot be recommended.

Using asset appropriate data with lifecycle and deterioration modelling, we have modelled some of these outcomes and associated required investment levels. The results of this modelling are included in the annually published document; [“Developing our Approach to Asset Management in Highways”](#).

Significant Factors Affecting Maintenance

The number of highway assets in Kent is increasing year on year and we need to be mindful of the significant factors that affect all assets, how we maintain them and how they perform to meet the needs of road users in both the short and longer term. These factors vary between the asset groups and include the materials that are used to construct them, the environment within which they are sited, the actions of third parties and the consequences of climate change.

Roads

The Kent document; *“Well-managed Highway Infrastructure – Service Definitions & Service Risk Assessments”* details the services that can and cannot be provided for the road asset with the current level of funding.

The Road Asset

We have over 5,300 miles (8,760 km) of road in Kent. Of this, around 2,100 miles (3,300 km) are classified and approximately 2,900 miles (4,600 km) are rural. For maintenance purposes the network is split into the following priorities:

- Major Strategic – routes, or parts of routes, linking major urban centres where these are not linked by trunk roads.
- Other Strategic – routes or part of routes, between other urban centres or centres of industry/commerce.
- Locally Important – routes or part of routes, of local importance in distribution of goods or people.
- Minor Roads – all other routes, including estate roads and rural lanes.

In addition to our statutory obligations, strategic objectives and business priorities set out in the *“Well-managed Highways Infrastructure - Service Definition Sheet for Roads”*, the primary objectives of our road assets are to:

- Enable Kent’s people, businesses and visitors to complete vehicular and cycle journeys safely and efficiently, thereby contributing to improving outcomes and opportunities for Kent’s people and businesses,
- Transfer vehicle weights from the road surface through to the underlying ground without deformation of the road surface to maintain road safety and minimise nuisance.

→ Maintain their structural integrity and maximise their lifespan, to provide maximum value for money from investment.

The majority of our roads are of bituminous construction of varying age and specification. However, we also have around 300 miles (480 km) of roads that are either of concrete or covered concrete construction. The majority of our concrete roads, around 275 miles (440 km), are unclassified roads in residential areas.

Condition Assessments and Inspections

We check our roads on a regular basis, using both mechanical and visual means. There are two types of checks, condition surveys and safety inspections.

Condition Surveys

Our condition surveys conform to national standards and are processed using accredited systems. The surveys establish key characteristics of the network including the quality of the journey, tyre grooves (rutting) in the road, the depth of the road's layers and skid resistance.

Safety Inspections

Our team of Highway Inspectors carry out visual checks to make sure the highway assets are in a safe condition. This includes checking for defects in the road surface that present a safety concern. We carry out this kind of check at least once every twelve months.

Reactive inspections are carried out in response to enquiries and generate ad-hoc and emergency works, for example repairing potholes and other surface failures.

Prioritisation of Investment

Investment decisions are made based on a robust understanding of what we will be getting in return in terms of future condition of the asset and lifecycle cost. Data collected from the above processes is used to assess the condition of the entire network and to model and cost suggested maintenance schemes. We also use this data to calculate the percentage of the network requiring maintenance and estimate the backlog of maintenance. Furthermore, we have good data on road deterioration and can use that to estimate future deterioration and maintenance backlogs based on different investment options.

With the funds available for highway maintenance and repair, we prioritise the works we do to ensure the most benefit to Kent's road network. To do this we consider the condition of the road, alongside factors such as the cost of the works, the amount/type of traffic it carries, its importance to Kent's economy and any safety hazards that may be present. When the defects on a road, as measured by our condition surveys, reach pre-determined trigger levels our pavement management system (PMS) allocates the most suitable treatment and ranks maintenance schemes either on a

worst-first or economic basis. This list forms the basis of our forward works programme and by summing the costs of all these treatments we can calculate a maintenance backlog. We can also calculate forecasts of maintenance backlogs for various funding scenarios. The results of this forecasting are published in; [“Developing our Approach to Asset Management in Highways”](#).

The approach that KCC takes when deciding where to invest its finite resource is to use the most appropriate surfacing treatment for the condition and class of road, within the resource available. We also seek where possible to address some local needs through liaison with its District Highway Managers. Budgets are not allocated artificially on a district or regional basis.

Other Significant Factors Affecting Highway Maintenance

The Geology of Kent

Every year in Kent, the County Council has to deal with a number of major failures in roads and footways. These are often caused by underlying geological features such as landslips, deneholes, sink holes and other subsidence and can result in unfunded pressures for the County Council. Kent’s geological make-up is highly variable and therefore failures cannot be predicted.

Road failures can also be caused or exacerbated by damaged utility apparatus. To reduce the financial impact to the County Council all major failures are now managed in a consistent manner so that utility companies are held to account.

Utility Works

Utility companies have statutory rights to lay, maintain and improve their apparatus within our highway network in order to provide water, sewerage, gas, electricity, and telecommunications services to Kent’s residents, visitors, businesses and public services. The County Council’s role as highway authority is to ensure that these works are coordinated and managed in a way that minimises inconvenience and disruption. In line with national guidance Kent also carries out a substantial programme of inspections each year to ensure that our roads are properly reinstated after works have been completed in order to minimise damage to our network. The statutory amount of inspections is 30%, though to improve and sustain the quality of street works and reinstatements in Kent, we check around half of all utility works, with around 97% passing these inspections. We also have an ongoing testing programme looking at the thickness and quality of material used in reinstatements. The pass rate for the tests in Kent has risen steadily to in excess of 80%, compared to a national pass rate of around 60%.

Notwithstanding what we are doing to minimise damage to our network caused by utility works, any works which involve cutting into an unbroken and otherwise sound road surface, even if carried out to a high standard, will affect a road’s structural integrity. This will accelerate its deterioration and shorten its life, resulting in the need for premature maintenance which increases the pressure on highway budgets. It

should also be recognised that many of the highway maintenance issues linked to utility works relate to reinstatements carried out many years ago.

Maintenance Backlog

Most commentators will accept that investment in local roads throughout the country has been insufficient for decades. The rate at which local roads are deteriorating exceeds the rate of investment and is a constant theme of published industry and Government reports. An industry report published in March 2018 estimated the cost of bringing local roads in England and Wales up to scratch at £9.6m and would take 14 years to complete.

Bridges, Tunnels & Highway Structures

The Kent document; *“Well-managed Highway Infrastructure – Service Definitions & Service Risk Assessments”* details the services that can and cannot be provided for this asset group with the current level of funding.

The Bridges, Tunnels & Highway Structures Asset

This asset group includes around 1,500 bridges, 300 retaining walls, 670 culverts, 2 tunnels and nearly 200 special structures.

Bridges and other highway structures form essential links in the highway network; their purpose is to connect roads and footways to facilitate safe and efficient travel around the County.

Condition Assessments and Inspections

There are two types of checks, planned inspections and reactive inspections.

Planned Inspections

Planned inspections are carried out as part of our cyclical maintenance regime:

- **General Inspections:** Visual inspection of the asset based on a two-year rolling programme.
- **Principal Inspections:** Very detailed inspection of the asset based on a twelve-year rolling programme.
- **Underwater Inspections:** Annual inspection of those bridges which are sensitive to scour action.
- **Trackside Inspections:** Biennial inspection of our structures that cross Network Rail lines.
- **Boat Inspections:** Biennial inspection of our structures that require access via a boat. These inspections are done alternately with Trackside Inspections.

The result of these inspections is captured in our database and this data is analysed to determine the condition of each individual asset and the overall condition of the asset stock. This information is used to identify the maintenance and repair works required for each individual structure and creates the forward programme.

Reactive Inspections

Reactive inspections are carried out in response to enquiries and generate ad hoc and emergency works, for example repairs to brickwork and parapets.

Prioritisation of Investment

We take a risk-based approach to deciding where to invest our money and the information we have about bridges, tunnels and highway structures helps us to do this. Some of the things we consider include the following:

- Where is the defect?
 - Is a “critical element” (a part of the asset that is vital to its structural integrity) affected?
- What is the risk to highway users?
 - Does the structure carry/support a high-speed road, main road, minor road or footway?
 - Does the structure span a high-speed road, main road, minor road or footway?
 - Does the structure carry high volumes of traffic?
 - Are there suitable alternative routes if the structure fails?
- What is the risk to third party assets?
 - Does the structure support or span a railway, river, watercourse or other third-party asset?
 - Is access to critical infrastructure such as powers stations or hospitals affected?

Investment is prioritised where the risk is highest.

We also consider how to invest our budget which is done by knowing what condition our assets are in. This enables us to determine how much work is needed to restore them and whether it is more cost effective to replace them completely. In many cases we can protect our bridges, tunnels and highway structures and maximise their lifespan by cleaning, painting and waterproofing them. This work requires a commitment to repeat investment but can save more significant costs in the longer term. Nevertheless, in some instances the asset has been damaged beyond repair or simply reached the end of its useful life. In these instances, renewal is the only option.

Finally, we need to consider our investment in the wider context of the highways service.

Having assessed each site, we are able to collate a prioritised list of works.

Maintenance Backlog

Although we have condition information on all our highway structures that informs the programme of maintenance works, the modelling we are currently able to undertake

for this asset group is at the strategic level only. This modelling, based on the overall condition of asset as determined by the whole government accounts process, provides us with information that informs the budget allocation process across all highway asset groups. However, it provides no information at the operational, individual bridge, level and is therefore unable to calculate or predict maintenance backlogs.

Future Management of the Structures Asset

Following a review of both the data held on this asset and the processes employed in its management, we recognised that due to the complexity of the individual elements of this asset group, the processes and software we are using are no longer fit for purpose. Having determined what is required, a new structures management system has been procured that will also provide information at an operational level.

The new structures management system called AMX (Asset Management eXpert for Bridges and Structures) is being implemented and going forward it will enable us to model the budgetary requirements or condition outcomes for a number of scenarios, as we currently do for roads and footways. The results of this modelling will be published annually in; *“Developing our Approach to Asset Management in Highways”*.

As well as enabling us to undertake deterioration modelling the new SMS will also allow us to robustly calculate the maintenance backlog.

Drainage

The Kent document; *“Well-managed Highway Infrastructure – Service Definitions & Service Risk Assessments”* details the services that can and cannot be provided by this asset group with the current level of funding.

The Drainage Asset

The drainage asset includes around 250,000 roadside drains, 250 ponds and lagoons, 25 pumping stations and 8,500 soakaways. Its primary objectives are:

- Removal of highway surface water (from our roads) to maintain road safety and minimise nuisance,
- Effective sub-surface drainage to prevent damage to the structural integrity of the highway and maximise its lifespan, and
- Minimise the impact of highway surface water on the adjacent environment, including properties.

The number of drainage assets in Kent is currently increasing each year due to new housing and business developments.

Condition Assessments and Inspections

There are two types of checks carried out on the drainage system; planned inspections and reactive inspections.

Planned Inspections

Planned inspections include highway safety inspections and condition checks carried out as part of our cyclical maintenance regime:

- Our team of Highway Inspectors carry out visual checks to make sure that highway assets are in a safe condition. This includes checking that drain covers are not broken or missing. We carry out this kind of check at least once every twelve months.
- Our drainage cleansing crews look at the condition of the drains on main roads and test each one by filling it with water and checking that it is able to flow away. We carry out these kinds of checks at least once every twelve months.
- Our pumping stations are serviced annually to check they are working properly and ensure that any faults or damage are repaired quickly.

We do not undertake planned inspections on our other drainage assets (underground pipes, culverts, soakaways, ponds, lagoon and ditches). These are all checked on a reactive basis.

Reactive Inspections

Reactive inspections are carried out in response to enquiries and generate ad hoc and emergency works. For example, cleaning blocked drains that are causing the road to flood and repairing collapsed road drains. They may also result in us serving notice under the Highways Act 1980 requesting the landowner maintain their ditch or prevent water flowing from their land onto the highway. Where this is not completed in the required time we may undertake the work and seek to recover the costs from the landowner.

Prioritisation of Investment

As with all of our assets, we take a risk-based approach to deciding where to invest our money and some of the things we consider for this asset group include:

- What is the risk to road users if the road floods?
 - Is the road a high-speed road, a main road, an estate road or a country lane?
 - Is the road used by high volumes of traffic?
 - Does the road layout affect the risk for example; is the flooding on a blind bend?
 - Does the speed of traffic affect the risk?
- How much disruption is caused if the road floods?
 - Is the road a high-speed road, a main road, an estate road or a country lane?
 - Is the road used by high volumes of traffic?
 - Are there suitable alternative routes available to road users?
 - Is access to critical infrastructure such as powers stations or hospitals affected?

- How are homes and businesses affected by the flooding?
- Are buildings internally flooded?
 - Are businesses prevented from operating?

Investment is prioritised where the risk is highest.

We then consider how to invest our budget.

It is also important to understand whether or not our assets are doing their job effectively and the practicalities of maintenance in both the short and longer term. If an asset is in the wrong place or is the wrong size there is no point simply patching it up or replacing it like for like. We also endeavour to undertake the right repairs at the right time in the lifecycle of our drainage assets

Having assessed each site, we collate a prioritised list of works which are included in the forward works programmes.

We do not undertake works to mitigate nuisance factors. We prioritise works at locations where highway surface water presents a risk to highway safety or a risk of internal flooding to inhabited areas of property.

Other Significant Factors affecting Drainage Maintenance

Damaged and Ageing Infrastructure

Much of the County's drainage infrastructure was installed when the roads were originally constructed, some of which date back to late 1800s/early 1900s. Over time settlement, ingress of tree roots and roadworks by third parties has caused widespread damage. Years of underinvestment have exacerbated this problem.

Limited Capacity

In recent years prolonged and heavy rainfall events appear to have become a more frequent occurrence. Development and changes in land use have also resulted in increased volumes of surface water being discharged into the drainage system which is designed to cope with moderate to heavy rainfall. In many places the sewers are now running at capacity.

Where capacity is insufficient the only options are to divert the highway drainage elsewhere or install an entirely new, larger system. This requires significant investment and in the past cost had tended to make this kind of scheme unaffordable. Instead, the impact of flooding has been managed by installing permanent warning signs, increasing the height of kerbs and re-profiling the road to divert water away from properties.

Reliance on Third Party Infrastructure

In many places the highway is drained into public sewers, which are owned and maintained by the Sewerage Authority, or privately-owned third-party assets such as ditches or ponds. In these instances the County Council's influence over maintenance regimes and improvements is limited.

Land Drainage

Water being discharged from adjacent land onto the road is also becoming an increasingly common cause of highway flooding. A more stringent enforcement process utilising our Highways Act powers has been developed. However, to date the vast majority of cases have been resolved via constructive discussion with the land owner.

Reductions in other services

A frequent cause of highway flooding is debris obstructing drain covers, particularly during autumn and winter. The need for financial savings has necessitated reductions in services such as street sweeping, delivered by District and Borough Councils, and soft landscaping services. These have resulted in increased debris collecting on the highway and finding its way to the roadside drains.

Maintenance Backlog

Although we have a good understanding of the lifecycle of drainage assets the data we have for this asset group is more limited than that for roads or bridges. We therefore do not currently have the means to complete detailed modelling or to determine the maintenance backlog. However, based on engineering judgement and some broad assumptions drawn from defect data and enquiry volumes we have calculated a current condition profile for this asset. This profile is included in the annually published [“Developing our Approach to Asset Management”](#).

Future Management of the Drainage Asset

We do not consider the approach taken to determine the current condition profile of the drainage asset is suitable to allow us to forecast the outcomes of various funding scenarios. However we are investigating a range of available tools and methods to allow us to do this in the future.

Crash Barriers (Vehicle Restrain Systems [VRS])

The Kent document; *“Well-managed Highway Infrastructure – Service Definitions & Service Risk Assessments”* details the services that can and cannot be provided by this asset group with the current level of funding.

The VRS Asset

This asset group includes around 230 km of barriers and is an important element in maintaining the safety of Kent’s highway network for road users.

Objects on or next to the road can present a significant hazard to the road user and there is a clear need to ensure that they are reasonably protected. Examples of such objects would be structures, large signs, lamp posts, or where there is a large difference in level near to the road edge.

Condition Assessments and Inspections

There are two types of checks, planned inspections and reactive inspections.

Planned Inspections

Planned inspections include general highway safety inspections and are carried out as part of our cyclical maintenance regime:

- Our team of Highway Inspectors carry out **visual checks** to make sure the highway assets are in a safe condition. This includes visually checking that barrier components are not broken or missing. We carry out this kind of check at least once every twelve months.
- Our Highway Structures team carry out **cyclic inspections** of highway structures and inspect crash barrier which is adjacent to the structure for the purpose of the protection of that structure.
- Our Contractor undertakes five yearly **principal inspections** of the crash barriers on A and B roads. This information is collated and barriers graded from one to five for priority repair.

Reactive Inspections

Reactive inspections are carried out in response to enquiries and generate ad hoc and emergency works orders for repair. These enquiries may be initiated by colleagues within partner organisations such the Police or District Councils and also from members of the general public.

Prioritisation of Investment

When deciding where to spend our money we think about the risks posed to the road users and residents, including:

- If the crash barrier fails, does it create a hazard to road users? and
- If the barrier is breached, is there likely to be a secondary event, i.e. a river another road or railway?

We also consider

- The type of road, for example, whether it is a high-speed road, a main road, an estate road or a country lane.
- The amount of traffic that uses the road, for example is it a main route in and out of a town or is it a minor road only used by a handful of drivers each day?
- The existing collision history of the road.
- The impact if the road is closed, for example, the road might only be used by a handful of people but it may be the only route to get to their homes.

By knowing what condition our assets are in we can then determine how much work is needed to restore them and whether it is more cost effective to replace them completely. It is also important we understand whether or not our assets are doing their job effectively as there is no point simply patching something up if it is in the wrong place or of the wrong size.

We assess each site using a risk-based approach and have a prioritised list of improvements. This is compared with the lists for other asset groups and is used to allocate budgets and compile forward works programmes.

Other Significant Factors affecting Crash Barrier Maintenance

Proportion of asset at end of life

The crash barrier asset has not been asset managed for some time and as a result a significant proportion of it is considered to be at the end of its life (twenty years). Although sections are replaced after crash damage, condition surveys carried out on the A and B road network suggests that some of the asset could be in excess of 45 years of age.

RTC damage and non-recoverable costs

Damage by third parties accounts for the majority of reactive repairs. It is becoming increasingly difficult to recover costs from third parties especially as in most cases crash barrier keeps errant vehicles on the carriageway and drivers are able to leave the site without police involvement.

Vegetation and inspection

Budget driven reductions in the level of vegetation clearance has resulted in less crash barrier defects being identified as part of driven safety inspections as the barriers are often significantly covered.

High Speed Roads

The most critical crash barriers are on the high-speed road network. This network is difficult to access without creating local congestion. It can also be costly. Kent operate an annual High-Speed Road programme as a series of planned closures to undertake works on this part of the network, however each closure offers limited time to undertake any significant repairs.

Maintenance Backlog

It is estimated that the lack of maintenance investment in this asset has resulted in over 12% of the asset needing total replacement within two years.

Future Management of the Crash Barrier Asset

We recognise that until recently there has been limited management, including condition surveying of crash barriers. We have therefore initiated a new survey regime and are exploring tools available to help us improve the management of this asset. Current and future improvements to the management of this asset are included in the document; [“Developing our Approach to Asset Management in Highways”](#).

When we have the data and tools in place we will be carrying out the same analysis as other asset groups. This will enable us to more robustly determine the maintenance backlog, the effect on asset condition of various funding scenarios and enable us to

produce an evidence based forward works programme. The results of this work will also be included in; [“Developing our Approach to Asset Management in Highways”](#).

Footways

The Kent document; *“Well-managed Highway Infrastructure – Service Definitions & Service Risk Assessments”* details the services that can and cannot be provided by this asset group with the current level of funding.

The Footway Asset

This asset groups comprises nearly 4,000 miles (6,400 km) of footway, nearly 300 miles (500 km) of which is classified as high usage. It does not include Public Rights of Way (PRoW), which are managed separately.

The primary objectives of this asset are to:

- Enable Kent’s people, businesses and visitors to travel the County on foot safely and efficiently, thereby contributing to improving outcomes and opportunities for Kent’s people and businesses,
- Withstand normal footway usage by foot or by vehicle (via appropriately constructed vehicle crossings) by transferring loads through to underlying ground without deformation of the surface, to maintain safety and minimise nuisance.
- Maintain their structural integrity and maximise their lifespan, to provide maximum value for money from investment.

The majority (86%) of our footways are of bituminous construction of varying age and specification. However, we also have footways that have slab (8%), block paving (4%) and concrete (2%) surfaces.

The footway asset group has recently been extended to include “off-road cycleways”. These pavements are those cycleways that whilst being appropriately constructed for the purpose do not adjoin a carriageway or footway section. The condition assessment and inspection criteria for these sections of our network are currently being developed.

Condition Assessments and Inspections

Condition Surveys

Our footway network is a substantial highway asset and consequently we invest significant resource into understanding its condition and likely future deterioration. We inspect our footways on a regular basis and have introduced a regime to survey their condition, along similar lines to the way we do for roads.

To confidently deliver efficient asset management, enabling timely intervention and accurate data, Kent County Council carry out annual Footway Maintenance Surveys (FMS) which have been developed over the last few years. The data collection

methodology conforms to national standards and the data is processed using accredited systems. This data is used to assess the condition of the entire network and to model and cost suggested maintenance schemes. We also use this data to calculate the percentage of the network requiring maintenance and estimate the maintenance backlog.

Safety Inspections

In addition to the condition surveys we also carry out safety inspections.

- Our team of Highway Inspectors carry out visual checks to make sure the highway assets are in a safe condition. This includes checking for defects in the footway surface that present a safety concern. We carry out this kind of check at various frequencies dependant on the nature of the section of footway concerned. These frequencies could be either monthly, quarterly or annually.
- Reactive inspections are carried out in response to enquiries from the public or other stakeholders and generate ad-hoc and emergency works, for example repairing footway potholes and other surface failures.

Prioritisation of Investment

As well as our statutory duty to ensure our footways are safe we also need to maintain the confidence and positive perceptions of the travelling public using our asset. We are currently facing an increasing need to ensure our footway network is maintained to protect against insurance claims resulting from injuries or damage caused by incidents on our network.

We prioritise high usage footways and cycleways which helps us to deliver our active travel strategy. Going forward we will be targetting resource on areas with larger populations of older and disabled people to ensure that they are not disproportionately affected by a deteriorating asset condition.

To ensure the most benefit to Kent's footway network our engineers assess and verify identified schemes to prioritise work based on usage and the type of defects that are present. We also seek, where possible, to address some local needs through liaison with its District Highway Managers.

Budgets are not allocated on a district or regional basis.

Other Significant Factors affecting Footway Maintenance

Parking

Our substantial footway network is increasingly becoming a concern in maintenance terms, principally because of parking and vehicle over-run issues. This particularly affects older residential urban areas that were not designed to accommodate the number of vehicles per household that is now typical. The narrow nature of many of these locations does lead to residents parking either wholly or partly on the footway.

It should be noted that footways generally deteriorate at a slower rate than roads, primarily because vehicles are not normally travelling on them. The consequences of poor maintenance are often less pronounced than those for roads. The principle risk on footways is from trip hazards, particularly in high footfall locations. However, where vehicles do regularly park on or traverse our footways even small defects can escalate quickly. This both increases the replacement costs and shortens the life of the asset.

Maintenance Backlog

In general terms, investment in planned footway maintenance has fallen behind that for roads. That is principally because we have not previously had sufficient condition data to inform investment decisions, but also because road maintenance has understandably been prioritised given that the safety implications of not maintaining roads is much more significant than that for footways.

However, we re-introduced footway condition surveys a few years ago and now better understand the condition of this asset group. Furthermore, we have introduced lifecycle planning for footways and this has improved the accuracy of data modelling and our estimate of backlog. Using data from our condition surveys with lifecycle and deterioration modelling, we have modelled outcomes for various investment levels. The results of this modelling are included in; [“Developing our Approach to Asset Management in Highways”](#).

Street Lighting

The Kent document; *“Well-managed Highway Infrastructure – Service Definitions & Service Risk Assessments”* details the services that can and cannot be provided by the street lighting asset group with the current level of funding.

The Street Lighting Asset

Street lighting assets form a highly visible and vital part of the streetscape. Whilst there is no legal requirement to provide street lighting, it is considered important in enabling the safe use of the highway for road users and pedestrians and also helps to promote strong and safe communities. Currently this asset group includes around 120,000 street lights, over 17,500 lit signs and more than 4,500 lit bollards as well as Belisha beacons, centre island beacons and school warning signs.

This asset base is increasing by approximately 2-3% annually through new developments and improvements to the existing road network.

To ensure we keep control of energy consumption and carbon emissions we constantly assess our asset and look to remove surplus lights where they are no longer required. We also look to apply adaptive lighting which defines the operation of lighting at different levels during periods of darkness. This may include adjusting lighting class based upon highway use at certain times of the night (dimming), trimming or part night lighting.

Our objective is to provide the most efficient lighting solution possible to promote the concept of 'right light in the right place at the right time'.

Condition Assessments and Inspections

Where street lighting is provided, the County Council must take reasonable action to ensure that lighting assets do not pose a risk to the highway user. There are two types of checks: planned inspections and reactive inspections.

Planned Inspections

Planned inspections include structural and electrical testing and night patrols:

- **Structural testing** is carried out by specialist contractors at no more than twelve yearly intervals. Testing is programmed on the basis of the previous structural test result.
- **Electrical testing** is carried out by specialist contractors every six years.
- **Night patrols** are visual checks to see that street lighting assets on main routes are operational and safe. They are carried out on a monthly basis.

The results of these inspections are captured in our asset management system and the data analysed to determine the condition of the asset stock. This information is used to identify the maintenance and repair works required for each individual asset.

Reactive Inspections

Reactive inspections are carried out in response to enquiries and emergencies and generate ad hoc works, for example lantern bollard replacements. Every time the asset is visited under these circumstances, a visual survey is carried out and information about its condition is reported back.

Prioritisation of Investment

When deciding where to spend our money, we think about the risk to road users and residents and if there is still a requirement for the asset:

- If the asset fails will it create a hazard to road users or residents?
- If the asset fails will it cause a lot of disruption?
- Is the existing asset energy efficient?
- Is the existing asset still needed?
- Does the existing lit sign or bollard still need to be lit?

We prioritise works at locations where there is a risk to safety and do not undertake works to mitigate nuisance factors.

We also consider where the risk to road users and residents is the highest by thinking about the following:

- The type of road, for example, whether it is a high-speed road, a main road, an estate road or a country lane.

- The amount of traffic that uses the road at night time. For example is it a main route in and out of a town or is it a minor road only used by a handful of drivers each night?
- The impact if the road is closed. For example, the road might only be used by a handful of people but it may be the only route to get to their homes.
- Road safety statistics
- Requirements of the Traffic Signs Regulations and General Directions (TSRGD) 2016.

We refer to the Institution of Lighting Professional's 'Technical Report 22: Managing a Vital Asset' for guidance on the timescales for the replacement of columns following structural testing and use this testing to plan replacement of those columns most at risk of failing.

Finally, we think about the ongoing and future maintenance of the asset. A bespoke style of street light will be no good if future maintenance and planned inspections are not practicable. We therefore try to standardise on materials used and encourage third parties, such as developers, to use our approved materials. Approved materials now include a suite of LED luminaires which will reduce future maintenance and energy costs.

Using data from the structural testing programme combined with lifecycle and deterioration modelling, we forecast the number of assets likely to need replacement each year for the next ten years. We also calculate the budget required to meet these forecasts. The results of this modelling are included in; ["Developing our Approach to Asset Management in Highways"](#). We assess each site using this risk-based approach and have a prioritised list of improvements which is used when allocating budgets and compiling the forward works programmes.

Other Significant Factors affecting Street Lighting Maintenance

Ageing Infrastructure

Our robust structural testing programme resulted in the provision of additional capital funding for the replacement of life expired steel street lights in the three years to 2016. This enabled Kent to make sure that this type of street light now poses a low risk of failure. However, the on-going programme of testing will identify further steel assets which will require replacing. Based on the industry average it is anticipated that every year a minimum of 1,200 steel street lights will need replacing following their programmed structural re-test. The cost of replacing these is estimated at £1.56m per year (2018 rates).

The focus on steel assets had been to the detriment of concrete street lights which received no funding in the three years to 2016. Apart from the significant danger to road users if a concrete column were to suddenly fail, the lanterns on these columns cannot be replaced which in turn meant they could not be converted to LED under the

conversion project. We are currently implementing a plan to replace all concrete columns so they can be converted to LED.

Following a recent review of our testing programmes, the scope of the structural testing was extended and now includes non-column assets (illuminated signs, Belisha beacons, refuge beacons and pole mounted lights). Previously there was no information on these assets and they were maintained on a reactive basis.

Energy and Carbon Emissions

The cost of energy is the subject of concern for all lighting authorities. Whilst increases in the cost of energy have steadied in recent years, the future is not predictable. In addition, the introduction of the CRC Energy Efficiency Scheme has added to the financial pressure surrounding street lighting.

The County Council has taken measures to reduce the impact of these by introducing LED technology. By 2019, all County owned street lights will be converted to LED thus significantly reducing energy costs and carbon emissions. The project incorporates a central management system which enables actual energy consumption to be monitored and the County Council will no longer pay energy based on unmetered supply calculations. This project covers the conversion of lanterns only, and the structural testing and replacement programme will need to continue.

Non-recoverable damage by third parties.

Damage by third parties is very common place and recovery of costs is an increasing challenge. Damage to a street light as a result of an RTC (road traffic collision) frequently results in significant damage to the vehicle involved which means there is often the opportunity to recharge the cost of replacement. However, this is not the case for lit signs and bollards. The street lighting team spends in excess of £200,000 per year on replacing these assets that have been damaged by third parties.

Adoption of assets

Whilst the County Council owns most of the street lights in Kent there are approximately 10,000 additional ones which are owned by District, Parish and Town Councils. These assets are typically in a poor condition, not having benefitted from a planned inspection regime or replacement programme. There is an increasing appetite from these Councils for the County Council to adopt these lights which, if progressed, will add to the financial pressure to ensure that the assets are in an appropriate condition.

Maintenance Backlog

The calculation of the maintenance backlog for the street lighting assets is different to some other highway assets, such as roads and footways. The latter will continue to operate safely in a deteriorated state and it is possible to apply differing levels of treatment at various stages of deterioration to restore the condition of the road and extend its life, without the need for total replacement. This isn't the case with street lighting assets. While there are a limited number of preventative treatments that we

can apply, such as painting, there are no treatments to improve their structural integrity. To ensure the safety of road users, once an asset has been deemed structurally unsound it must be removed. This could either be permanently or by being replaced with a new asset, depending on the available budget. Similarly, replacing the asset before it nears this end of life condition is undesirable as it's full value will not be realised.

Although it would be possible to have a backlog of columns in need of replacement following completion of the annual structural testing programme, we do not let this happen on safety grounds. If future budgets are insufficient to replace all of these assets each year we will need to implement a programme of permanent asset removal to fulfil our duties under the highways act of maintaining the network in a safe condition.

Intelligent Traffic Systems (ITS)

The Kent document; *“Well-managed Highway Infrastructure – Service Definitions & Service Risk Assessments”* details the services that can and cannot be provided by this asset group with the current level of funding.

The ITS Asset

The purpose of ITS assets is to monitor, manage and control vehicle movements on the highway network. This asset currently comprises around 330 signalled junctions, 370 signalled crossings, 120 CCTV cameras and over 500 other interactive warning, real time information and message signs. The number of ITS assets is currently increasing annually due to new housing and business developments as well as third party requests for safety reasons.

Condition Assessments and Inspections

There are two types of checks, planned inspections and reactive inspections.

Planned Inspections

Planned inspections include highway safety inspections and condition checks carried out as part of our cyclical maintenance regime:

- Our teams carry out **visual checks** to make sure the ITS assets are in a safe condition. This includes checking that interactive warning signs are facing the correct direction and pedestrian crossing push buttons are working. We carry out this kind of check at least once every four months.
- Our term maintenance contractor carries out an **electrical safety test** of all ITS assets once every twelve months.

Reactive Inspections

Reactive inspections are carried out in response to enquiries and generate ad hoc and emergency works, for example replacement of traffic lights damaged by third parties during a road traffic crash or modifications to signal timing plans.

Prioritisation of Investment

When deciding where to spend our money, we think about the risk that system failures pose to road users and residents, including:

- What do we need to do to make sure that the ITS equipment does not fail?
- If it fails, does it create a hazard to road users?
- If it fails, does it cause congestion/disruption?

We also consider:

- The type of road, for example, whether it is a high-speed road, a main road, an estate road or a country lane and the risk presented by the volume of conflicting traffic movements.
- The amount of traffic that uses the road, for example is it a main route in and out of a town or is it a minor road only used by a handful of drivers each day?
- The impact if the road is closed, for example, the road might only be used by a handful of people but it may also be the only route to get to their homes.
- The number of pedestrians affected, for example, if the traffic signal crossings fail is there an alternative safe route?

When deciding which assets need repair or replacement, fault rates as well as asset condition and age are taken into consideration. It is also important we understand whether or not the asset is doing its job effectively. By considering all of this information we can then determine how much work is needed to repair the asset and whether or not it will be more cost effective to replace it completely.

We regularly manage issues through our fault management system. These range from significant congestion problems affecting busy roads to faulty interactive warning signs that fail to remind drivers of excessive speed.

Whilst we know we need to react and fix dangerous situations quickly, this is not a cost-effective way of working as we have to send engineers specifically to these locations and more time is spent travelling rather than fixing. We can clearly get more done for our budget if we plan the work that needs to be done.

Other Significant Factors affecting ITS Maintenance

Ageing Infrastructure

As technology progresses, older equipment becomes obsolete and no longer supported by the manufacturer. Some components can be repaired which will prolong the effective life of the asset. As sites are refurbished any re-usable equipment is made available for use in routine maintenance.

Limited Capacity

With the increase in population there are additional demands on the network. Often changes are made to existing assets which impact on the efficiency and capacity of the junctions. Where there is a significant impact on the network there are sometimes

possibilities to mitigate them by changing the method of operation. However, with multiple developments in a small area, consideration is also given to effects on the whole transportation system with the possibility of greater contributions to increase capacity.

Reliance on Third Party Infrastructure

The ITS asset can have equipment that is installed within an asset maintained by a team other than the ITS team. For example, detector loops in the road surface. When these ITS assets fail, alternatives are considered but it is not always possible to reinstate them separate to another asset group.

External Factors

There are short notice demands made of the ITS team from external third parties which can potentially divert valuable resources and disrupt their long-term maintenance plan. When considering third party requests for equipment such as interactive warning signs, these will be assessed based on their safety benefits and likely whole lifecycle costs. This may result in some proposals being rejected and alternative physical mitigation or engineering solutions being promoted.

Specialist materials

We consider minimising the use of specialist equipment or materials which can be expensive to install and costly to maintain. During the design and approval stage the location, quantity and type of traffic signal detection equipment is scrutinised to minimise the long-term maintenance liabilities, some of which may affect other asset groups.

Maintenance Backlog

We have good data on the age of all our ITS assets and currently calculate the maintenance backlog by working out how much it will cost to replace all the assets that have reached their expected life. The results of these calculations are published annually in; [“Developing our Approach to Asset Management in Highways”](#). As fault rates are also used when determining which assets should be repaired or replaced we recognise that in future we need to refine our backlog calculations by also taking these into consideration.

Soft Landscape

The Kent document; *“Well-managed Highway Infrastructure – Service Definitions & Service Risk Assessments”* details the services that can and cannot be provided by this asset group with the current level of funding.

The Soft Landscape Asset

Soft landscaping assets are important for amenity and nature conservation. The asset within the Kent highway boundary includes around 55,000 individual urban trees and in the region of 450,000 trees within tree belts, groups and woodland fringes. There are also over 4.5 million m² of urban grass verges and visibility splays

and nearly 3,000 miles (5,000 km) of rural verges that need cutting. There are also extensive areas (350,000 m²) of shrubs to be maintained and also around 2,700 miles (4,500 km) of hard surfaces requiring weed spraying. KCC also owns limited lengths of hedge which also need to be maintained.

Trees play an important role in the landscape and help make Kent's roads and footways a more attractive place. In addition to their visual role, trees can remove a range of atmospheric pollutants, provide shelter and shade, reduce glare, stabilise banks, reduce perception of noise and contribute to ecological diversity. Grass verges, shrubs and hedges soften the hard look of roads and are planted in some places to discourage parking at inappropriate locations.

There are a large number of trees, hedges and shrubs located on private land adjacent to our 5,400 miles (8,700 km) of public highway. These are privately owned and we work with the local community to encourage land owners to maintain them appropriately. If necessary, we have powers under the Highways Act to notify landowners of their responsibilities. If they do not carry out necessary maintenance work we may exercise powers to carry out the works and recover costs from the landowner.

Condition Assessments and Inspections

We undertake two types of checks or inspections on our soft landscape asset, planned and reactive:

Planned Inspections

Planned inspections include general highway safety inspections and five yearly safety inspections:

- Our team of Highway Inspectors carry out driven and walked highway inspections. They have a basic understanding of arboriculture and check for trees that are clearly leaning towards the highway and may cause a hazard, identify visible loose branches and encroachment onto roads and footways, obstructions and trip hazards. They also inspect grass, shrubs and hedges for encroachment and obstruction which may affect visibility and safe use of the highway network. The frequency of inspections is dictated by road category ranging from annual for minor roads to monthly for major roads.
- Planned inspections of trees in the highway take place on a five-year cycle and are carried out by qualified arboriculturists. KCC tree assets are recorded in our Highway Database and the Inspector will update the asset details including the tree condition at each inspection. When we carry out planned tree inspections we also take note of private trees within falling distance of the highway. This is a ground level, basic visual inspection undertaken from the confines of the highway boundary only and therefore limited in its scope.

If immediate hazards are identified in private trees (within falling distance of the highway) that pose an imminent danger to the highway user, and our discretionary

enforcement powers are not considered appropriate for this purpose, we raise emergency works as soon as reasonably practicable to remove the hazard in accordance with our duty to assert and protect the rights of the public to the use and enjoyment for any highway to which KCC are the highway authority (Section 130 of the Highways Act 1980).

We do not undertake planned inspections on our other soft landscape assets (grass, hedges and shrubs) as they are subject to planned maintenance activity which is then subject to a sample quality control inspection.

Reactive Inspections

Reactive inspections of trees, grass verges, shrubs and hedges are carried out in response to customer enquiries. They may generate ad-hoc or emergency works or result in us serving notice under Section 154 of the Highways Act 1980 requesting the landowner to trim/deal with a vegetation issue. Where this is not completed in the stated time we will undertake the work and seek to recover the costs from the landowner.

Prioritisation of Investment

When we are deciding where to spend our money, we think about the risks posed to road users and residents, the impact on the surrounding environment and the age and condition of the asset:

- Is the tree or vegetation creating a hazard to road users or residents?
- Is the tree or vegetation having an adverse effect on the surrounding environment?
- Is the tree or vegetation damaged, diseased or dying?
- Is the tree or vegetation adversely affecting adjacent highway assets?

Trees are the highest risk assets within the soft landscaping group of assets. Some trees are given a higher priority because of their size, age, history or legal status.

When prioritising where we spend our money we also consider the type of road, its speed, location and use by both vehicles and pedestrians.

For example, a damaged tree near a pavement may present an immediate risk to pedestrians. Within four hours of becoming aware of the problem we will make the site safe and put barriers around the area with signs to warn people of the hazard. Within seven calendar days we clear any remaining debris and make safe.

We regularly manage issues through our fault management system. These range from safety critical problems affecting busy roads to nuisance and quality of life complaints. Whilst we know we need to react and fix dangerous situations quickly, this is not a cost-effective way of working as we have to send landscape officers specifically to these locations and more time is spent travelling rather than fixing. We can clearly get more done for our budget if we plan the work that needs to be done.

We assess each site using a risk-based approach and have a prioritised list of improvements.

Other Significant Factors affecting Soft Landscape Maintenance

Soft Landscape assets are natural living organisms in their own right. As such, they grow and are subject to disease or even death. Where this occurs on a large scale there can be unforeseen impacts on maintenance budgets. A good example of this is Ash dieback (*Chalara fraxinea*) which affects tree populations.

Another key driver moving forward will be climate change. Global warming affecting native species and their ability to grow and thrive in the local environment. Imbalance in this regard also has the potential impact on landscape safe useful life expectancy and lifecycle planning when planting new schemes. The above factors need to be balanced with available funding when planning future services.

The condition of the soft landscape infrastructure and its ability to negatively impact adjoining assets is directly associated with the level of maintenance carried out.

Maintenance Frequencies

Maintenance frequencies are reviewed periodically in accordance with available funding. We are aware that both the current and proposed frequencies fall short of what is required to prevent both medium and long-term asset deterioration. We also understand that the long-term deterioration of landscape assets can impact on surrounding assets. Established weed growth and tree roots in hard surfaces can cause hundreds of thousands of pounds worth of damage in subsequent repairs to ensure a safe highway. Moreover, unmaintained overhanging vegetation can block street lighting, visibility at junctions; obstruct the safe passage of vehicles and pedestrians and obscure the visual condition surveys of crash barriers. Some of these issues have safety implications for road users and others have the potential to become legal claims from third parties.

Pedestrian Guardrail

The Kent document; *“Well-managed Highway Infrastructure – Service Definitions & Service Risk Assessments”* details the services that can and cannot be provided by this asset group with the current level of funding.

The Pedestrian Guardrail Asset

The main purpose of pedestrian guardrail is to improve safety by trying to prevent pedestrians from crossing the road at an inappropriate place or from straying into the road inadvertently. It can also be used to keep pedestrians away from the swept path of large vehicles such as buses and heavy goods vehicles.

Its purpose is not to protect pedestrians from vehicles.

As with many other local highway authorities, KCC does not hold any Kent specific inventory or condition data for pedestrian guardrail due to the low value and limited

extent of the asset. There is currently no dedicated maintenance budget for this asset group and repairs are currently undertaken using general reactive revenue funds.

We do not have a record of the location of all pedestrian guardrail in the County but using the 'Hertfordshire' model in the Whole Government Accounts (WGA) valuation process we estimate there is in the region of 130 km of it.

Condition Assessments and Inspections

There are no asset specific assessment or inspections of this asset although they are included in the general highway safety inspections. Both planned and reactive.

Planned Inspections

Planned inspections are carried out as part of our cyclical maintenance regime. This involves visual checks by our team of Highway Inspectors to make sure all highway assets are in a safe condition. This includes visually checking that barrier components are not broken or missing. We carry out this kind of check at least once every twelve months.

Reactive Inspections

Reactive inspections are carried out in response to enquiries and generate ad hoc and emergency works orders for repair. These enquiries may be initiated by colleagues within partner organisations such the Police or District Councils and also from members of the general public.

Prioritisation of Investment

In the absence of asset specific condition data, decisions on where we need to spend money on this asset is based on our response to dealing with situations, rather than performance of the asset itself. We also think about the risks posed to the road users and pedestrians:

- If the pedestrian guardrail fails are pedestrians more likely to cross the road in an inappropriate place?
- If the pedestrian guardrail fails are pedestrians more likely to stray into the road?
- If the pedestrian guardrail fails are pedestrians likely to trip or fall within the highway?

As with all assets we also consider the type of road and the amount of vehicular and pedestrian traffic using it and whether or not the asset is doing an effective job.

Other Significant Factors affecting Pedestrian Guardrail Maintenance

Proportion of asset at end of life

Pedestrian guardrail has not been asset managed for some time and as a result a significant proportion of the asset is considered to be at the end of its life.

RTC damage and non-recoverable costs

Damage by third parties accounts for the majority of reactive repairs and it is becoming increasingly difficult to recover these costs.

Removal of pedestrian guardrail

In the 1960s and 1970s pedestrian guardrail was used extensively as urban highways were developed and expanded. There was no guidance at the time on where it should be used and this has left a legacy of over-use of this asset. The DfT recognised this in 2009 and published its document on pedestrian guardrailing LTN 2/09 which provided an assessment framework to look to reduce guardrailing on the highway network. KCC undertook a full assessment of town centre guardrailing across the county but local concerns about residual safety meant that the majority of local Joint Transportation Boards decided against implementing any removal of pedestrian guardrail.

In order to support both the amenity value of the highway network, particularly in town centres, and the desire to balance pedestrian and vehicular traffic through shared spaces and well-designed streets, LTN 2/09 should be fully implemented.

Maintenance Backlog

Because we do not currently undertake asset specific routine assessments of pedestrian guardrail we have no robust method of determining the maintenance backlog. With current budget pressures, the cost of data collection and assessment of the risks involved in not having this information it is unlikely this situation will change in the foreseeable future.

Unlit Road Signs

The Kent document; *“Well-managed Highway Infrastructure – Service Definitions & Service Risk Assessments”* details the services that can and cannot be provided by this asset group with the current level of funding.

The Unlit Road Signs Asset

Traffic Signs are categorised into four types; warning, regulatory, direction and information, and are provided to convey messages to all types of road and footway users including equestrians, cyclists and pedestrians. The message must be clear and at the right time for users travelling at the normal speed for the road, footway or cycle facility. They are therefore sited at appropriate distances for the speed of the road and the message they convey and should be reflective or lit as required.

All signs are designed and installed in accordance with Traffic Signs Regulations and General Directions (TSRGD) 2016 and amendments thereof. KCC has set up a Departmental working group to review the recent changes to TSRGD and how these changes can be implemented to improve effective and efficient management of the signs asset. In 2010 Kent County Council also produced a guidance document *“KCC Signs Technical Directive 2010”* showing any adopted variances and to assist

Engineers and Practitioners in achieving a consistent approach throughout the County.

Partner agencies are also responsible for some signing on the Public Highway network and we liaise closely with Highways England, District and Borough Councils to influence a consistent approach within the County.

We are mindful that redundant signs and street furniture work against inclusive mobility in the street environment and can cause access problems for pedestrians. There is a commitment to rationalising existing signing on the highway to reduce “clutter” where possible. Removal of unnecessary signing is carried out as part of the assessment when reviewing plans for new developments to optimise what is required.

As with many other local highway authorities, KCC does not hold any Kent specific inventory or condition data for unlit signs and there is currently no dedicated maintenance budget for this asset group with repairs undertaken using general reactive revenue funds.

We do not have a record of the location for all the unlit road signs in the County but using the ‘Hertfordshire’ model in the Whole Government Accounts (WGA) valuation process we estimate there are around 190,000 of them.

Condition Assessments and Inspections

There are two types of checks, planned inspections and reactive inspections.

Planned Inspections

Planned inspections are carried out as part of the highway safety inspections that form part of our maintenance regime. This involves visual checks by our team of Highway Inspectors to make sure all highway assets are in a safe condition. For unlit signs this includes visually checking that signs are not broken, missing or faded and that posts are in a sound, stable condition. We carry out this kind of check at least once every twelve months, with major routes being checked monthly.

Reactive Inspections

Reactive inspections are carried out in response to enquiries we receive and may generate ad-hoc or emergency works. For example, the re-positioning of a twisted sign or replacement of a damaged post could be done as a result of information received from the public.

Prioritisation of Investment

Budget pressures have historically aired towards other asset groups and signage has been proportionately funded relative to the cost of repairs. In many circumstances wholesale replacement is more cost effective than repairing the existing sign unit. Sign maintenance has now become a reactive process with little or no proactive approach in relation to preventative or cyclic maintenance.

In the absence of asset specific condition data, decisions on where we need to spend money on unlit signs are based on dealing with situations picked up by routine inspections and public enquiries, rather than performance of the asset itself.

When deciding where to spend money on our defective signs we think about the risks to safety and the benefit the sign provides, including:

- Is the sign in a safe condition?
- Is the sign sufficiently visible to drivers?
- Is the sign communicating the correct message effectively?
- If the sign was not there, would road users be unaware of a potential danger?
- If the sign was not there, would road users be unaware of a traffic restriction?
- Will a new sign improve highway safety?

We also consider the type of road, the amount and speed of traffic using it and the surrounding environment.

It is also important that we understand whether or not the sign is still doing its job effectively. If it is in the wrong place or is not providing correct, easily understood information, there is no point in simply replacing it like for like. It may also be that the sign is no longer needed and therefore it can be removed completely to reduce the amount of sign clutter.

We assess each site using a risk-based approach and prioritise repairs on the basis of safety.

Other Significant Factors affecting Unlit Sign Maintenance

Damaged and Ageing Asset

Although road signing is now designed with the environment in mind, including the need to reduce unnecessary street clutter and the use of weather resistant materials; the past has left the County with many ageing and deteriorating signs. Plastic coated signs were developed in the 1950s closely followed by posts. These have both been widely used across the County. Due to problems of internal rusting today many are now in a poor or unknown condition.

Passive Sign Assessment

The use of passive post systems can have a very high initial cost associated with it but there can be longer term cost benefits and safety improvements at specific identified locations where habitual incidents are linked to vehicles leaving the carriageway. Passive post systems are not always easily identified and therefore continuity can be problematic between initial installation and future maintenance.

Increased theft/ RTC damage and non-recoverable costs

Damage by third parties is very common place with recovering costs related to damage increasing all the time. Tagging and street graffiti also requires an immediate response for some regulatory and warning signs. This increases the burden on

existing highway budgets and restricts the potential to carry out cyclic and preventative maintenance, such as cleaning.

Ownership of Sign Strategies

There has been a number of signing strategies across the County that deal with cross District and Agency issues (lorry management etc.). There is a risk that ownership of these strategies is lost and their effectiveness diminishes over time. This in turn can then work against the County's aspiration of LTP4, growth without gridlock.

Reductions in other services

With the reduction in rural verge maintenance rural signs can become significantly overgrown and fall into disrepair. Warning signs can become obscured causing increased risk of collisions.

External/political pressure

With the focus on safety critical repairs the Council can be under greater external and political pressure to respond to damaged non-safety critical signing such as village gateways.

Maintenance Backlog

We do not currently undertake asset specific, routine assessments of the condition of unlit signs as maintenance is carried out on a reactive basis. We therefore have no robust method of determining maintenance backlog.

The Future Management of Unlit Signs

Having a detailed asset database of unlit signs would allow better planning and use of funding for this asset group. Details of sign type, size and reference number would enable efficient ordering of replacement signs and provide consistency across the County with any saving enabling cyclic maintenance to warning and regulatory signs to be carried out. Unfortunately asset collection would have a high initial cost if carried out as a stand-alone exercise, which is difficult to justify against the current reactive approach to maintenance. However we are considering ways of increasing our knowledge of our unlit signs by including them in existing surveys undertaken routinely for other asset groups.

Road Markings & Road Studs

The Kent document; *"Well-managed Highway Infrastructure – Service Definitions & Service Risk Assessments"* details the services that can and cannot be provided by these asset groups with the current level of funding.

The Road Markings & Road Studs Assets

The primary objectives of Road Markings and Road Studs are to:

- Assist with the safe movement of traffic on the highway network.
- Protect road users by guiding, warning, directing and informing them

→ Define features on the highway such as junctions, road edges and traffic lanes.

This is achieved through the use of:

- Centre line white lane markings (Extrusion)
- White edge lines (Extrusion)
- Rib edge lining (Spray for refresh sites)
- Pedestrian crossing and junction markings (Screed)
- Yellow box junction markings (Screed)
- Lettering and arrow markings (Screed)
- Road studs (milled, stick on and intelligent)

KCC does not hold any Kent specific inventory or condition data for road markings or road studs but using some broad assumptions we estimate this asset includes around 4,000 miles (6,500 km) of centre line white lane markings, 1,800 miles (3,000 km) of junction markings, 240,000 letters and arrows marked on the road and over 700,000 road studs.

Condition Assessments and Inspections

There are two types of checks, planned inspections and reactive inspections.

Planned Inspections

Planned inspections are carried out as part of the highway safety inspections that form part of our maintenance regime. This involves visual checks by our team of Highway Inspectors to make sure all highway assets are in a safe condition. This includes checking that Road Markings are sufficiently visible during the day time. We carry out this kind of check at least once every six months.

Reactive Inspections

Reactive inspections are carried out by our team of Highway Stewards in response to issues highlighted to them from our customers. When they arrive on site they survey the surrounding area so that any other Road Markings that require refreshing can be included for more efficient delivery. The Stewards also assess the condition of Road Markings while they are on route to sites. The site visits may include reports from the Police and teams investigating injury crashes.

Reactive inspections generate ad hoc and emergency works.

Prioritisation of Investment

When deciding where to spend our money on road markings and studs, we think about the risk associated with the condition of the asset to ensure they provide sufficient guidance, warning, direction and information to highway users.

We use the following questions as part of our risk assessment matrix to prioritise our response:

- What do we need to do to make sure that the Road Markings and Studs are sufficiently visible before they should be considered for refreshing?
- Review whether existing Road Markings and Studs should be replaced?
- If the Road Markings or Studs are not reflective, does it increase the hazard to drivers?

We also consider:

- The type of road, for example, whether it is a high-speed road, a main road, an estate road or a country lane.
- The amount of traffic that uses the road. For example, is it a main route in and out of a town or is it a minor road only used by a handful of drivers each day.
- High risk areas, such as Pedestrian Crossings and Stop Lines.

We assess each site using a risk-based approach and have a prioritised list of improvements. This list is used when determining budget allocations and compiling forward works programmes.

Other Significant Factors affecting Road Markings and Studs Maintenance

Life of the Asset

Thermoplastic marking in a location that is constantly over-run can last as little as 18 months before it requires refreshing. This is a particular problem in busy town centres especially on transverse lining such as junctions and zebra crossing markings. Small patching and pot hole repairs often require relining and this leads to sections of road having lining of varying condition.

Traffic Management

High Speed roads are considered most risk as they carry the highest volumes of traffic at speeds in excess of 50mph. This network is difficult to access without creating local congestion and can be costly. Kent operates an annual High-Speed Road programme which is a series of planned closures that allows work to be undertaken on this part of the network. However, each closure offers limited time to undertake any significant lining works.

Strategic Approach

The asset is currently only maintained on a risk basis and there are no strategic plans in place to cyclically refresh the network. This means that lining works are difficult to programme and deliver effectively on an ad hoc basis.

New methods and materials are available on the market and opportunities to explore these are limited without a countywide strategy.

Heavy Goods Routes

Road studs are more likely to be removed by the constant overrunning of heavy goods vehicles. Routes with a high proportion of heavy goods vehicles are likely to require frequent replacement. Alternative forms of increasing carriageway visibility should

always be considered before road studs are replaced at these locations, especially in locations likely to be over-run.

Noise

Road studs in locations which are frequently over-run, particularly by heavy and large goods vehicles, can create a significant noise nuisance to residents. Placement of road studs within 30mph urban environments is discouraged unless there is a clear safety need.

Maintenance Backlog

We do not currently undertake asset specific, routine assessments of the condition of these assets as maintenance is carried out on a reactive basis. We therefore have no robust method of determining the maintenance backlog.

Future Management of the Road Markings Asset.

Although maintenance of this asset is carried out on a reactive basis we recognise that we need a method of assessing the extent of this asset. This is something we are currently developing.

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Asset Management in Highways

Developing our Approach to Asset Management in Highways

Version	Author	Date	Comment
0.1	Alan Casson	15 th December 2017	Draft for DivMT Review
1.0	Alan Casson	19 th December 2017	Approved by DivMT
1.1	Alan Casson	27 th December 2017	Draft for ETCC Review
1.2	Alan Casson	16 th January 2018	Revised Draft for ETCC
1.3	Alan Casson	31 st January 2018	Approved by ETCC
2.0	Alan Casson		Draft for DivMT Review

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Context

This is the first annual review of “[Developing Our Approach to Asset Management in Highways](#)”. It uses robust data, processes and modelling to record the current condition of highway asset groups and forecasts future condition or standards of service. The original document was approved by E&TCC and published on the Council’s website in January 2018. It is the third of a suite of three documents that form part of our Asset Management Framework and are described in more detail in “[Implementing Our Approach to Asset Management in Highways](#)”.

These three asset management documents are also integral to and support our approach to implementing “[Well-managed Highway Infrastructure – Applying the Code of Practice in Kent](#)”.

Introduction

Our highway network has a gross replacement cost currently estimated at £24bn¹.

Asset	Quantity	Estimated Value¹ (The cost of a like for like replacement)
Roads	→ 5,400 miles (8,700km) of roads	£6,400m
Structures	→ 1,500 bridges and viaducts → 570 culverts → 540 other structures	£1,300m
Drainage	→ 250,000 roadside drains → 8,500 soakaways → 250 ponds and lagoons	£3,300m
Crash Barriers (Vehicle Restraint Systems)	→ 230 km of safety barriers	£75m
Footways	→ 4,000 miles (6,400km) of footways	£1,100m
Land	→ 75km ²	£11,500m
Soft Landscape	→ 500,000 trees → 4,500,000 m ² urban grass verges → 5,000 km rural grass verges	<i>These are not currently included in the valuation estimate</i>
Street Lighting	→ 119,000 street lights → 17,500 illuminated signs → 4,500 illuminated bollards	£164.5m
Intelligent Traffic Systems	→ 700 traffic lights → 120 CCTV cameras → 500 interactive warning signs	£51.6m
Street Furniture	→ 190,000 unlit signs → 130 km pedestrian guardrail → 14,000 km of road markings → Salt bins	£29m

¹ Figures from the 2017/18 Whole of Government Accounts Valuation

Few of our assets are in 'as new' condition but we are committed to their effective management, not only now but also for future generations.

We recognise that although the highway network is made up of individual asset groups, each managed by a separate team, the assets do not operate in isolation and we therefore consider them as an integrated set. Included in ["Implementing Our Approach to Asset Management in Highways"](#) is a diagram of the inter-relationships between our highway assets.

The modelling we have undertaken assumes normal deterioration rates and no allowance as been made for any significant damage caused by severe weather. There has also been no allowance made for significant single projects requiring large investment.

Although we have carried out modelling for a ten-year period we recognise things change. We will therefore review this modelling annually in line with available budgets.

We have always managed our highway assets by looking for and implementing the best ways to maintain them. We are now developing a more structured and enhanced Asset Management approach to these activities to ensure we are deriving more value for the residents of Kent by broadening our focus to select strategies that consider the whole life cost of assets. This will improve the long-term value for Kent and support the Council's objectives by allowing informed, evidence-based decision making.

Although the complexity of our approach to asset management varies across the asset groups depending on the completeness of data we hold and the modelling tools available, the same principles have been applied in all areas of the highway service. The table below summarises the approach we have adopted to forecasting future budget needs or performance outcomes for each of the areas.

Asset Group	Modelling carried out on. . .	Current Funding	Steady State (average annual investment)
Roads	Maintenance needs from routine condition surveys	£11,000k	£45,000k
Bridges, Tunnels & Highway Structures	Maintenance needs from routine inspection programme	£2,240k	£2,000k
Drainage	Condition profile based on broad assumptions on defect data and enquiry volumes.	£3,207k	£6,820k
Crash Barriers (Vehicle Restraint Systems)	Maintenance needs from condition survey	£1,000k	£2,400k
Footways/ Cycleways	Maintenance needs from routine condition surveys	£1,000k	£4,800k
Street Lighting	Renewal needs from the routine structural testing programme	£2,873k	£3,700k

Intelligent Traffic Systems	Renewal based on asset age	£578k	£2,800k
Soft Landscape	No modelling	£3,200k	£4,200k
Road Markings, Studs, Lines & Signs	Documented assumptions have been made to estimate the extent of these assets.	£241k	£3,500k

The above figures relate to capital funding for Road and Footway asset groups, revenue funding for the Soft Landscape asset group and a combination of revenue and capital for all remaining groups.

The road funding figures mentioned above do not include around £2m per annum top-sliced for addressing skid deficient sections of main roads.

2018 DRAFT

Condition and Forecasts by Asset Group

Roads

	Road Classification				
	A	B	C	U	Total
miles	611	278	1,169	3,324	5,382
km	986	448	1,883	5,353	8,670

This asset group has excellent condition data and there is a good understanding of how the asset deteriorates. There are also several technologies available to model the impact of different levels of investment.

The condition data we have on this asset has been collected over many years, by specialist survey contractors using nationally recognised and accredited surveys. Originally the primary driver for this data collection was to develop evidence-based maintenance programmes but due to its comprehensive nature, it can also be used for lifecycle planning with Kent specific deterioration rates.

This modelling has been undertaken using Yotta's 'Horizons' software and forecasts condition and maintenance backlog over the next ten years. Horizons selects optimum treatments during modelling based on a range of user defined interventions and triggers, these treatments do not necessarily reflect actual work carried out as currently a different system (JCAM) is used to define the maintenance schemes that are included in the forward works programmes. However, we would not expect the outcomes to be significantly different.

Although weightings have been set in JCAM to give priority, for example, to treating defects on A roads over those of a similar severity on Unclassified roads, these have not yet been set in the Horizons modelling. Although this is expected to have minimal effect on forecasts of overall road condition it is something we will address in the future, see section below.

Routine Road Maintenance

The figures used below relate to proactive, planned capital investment in our road network, predominantly in the form of road asset renewal or preservation treatments such as micro asphalt or surface dressing. They do not include any allowance for the funds the County Council spends each year to reactively repair road defects, including Pothole Blitz campaigns. Whilst surface defects will always occur, and we have experienced a number of weather emergencies in the last decade which have worsened the condition of our network, surface defects are primarily a symptom of a lack of planned investment in the network. The less resource invested in planned maintenance, the more surface defects will occur. Reactive repairs are, on average, twice as expensive per square metre as planned resurfacing. The majority of

reactive road maintenance is in the form of permanent pothole and patching repairs using capital resource.

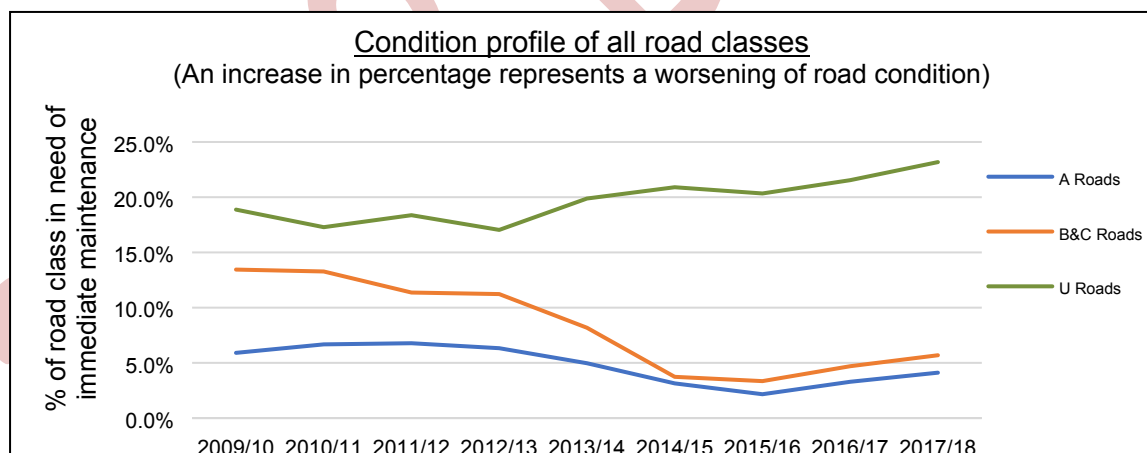
During the period 2013/14 to 2016/17 we spent a total of £27.4m on reactively repairing road defects, an average of £6.8m a year. This increased to £7.2m for the period 2013/14 to 2017/18 with the inclusion of the £8.8m spent in 2017/18. It is very difficult to accurately model the relationship between road condition and the number and cost of surface defects that will occur. However, investment less than that modelled to achieve a steady state condition will result in an increase in defects, increasing the pressure on revenue and capital funds and in turn reducing the amount of capital funding that can be spent on planned maintenance.

Current Condition

Following completion of the 2017/18 road condition surveys, the percentage of our road network in very poor condition is: 4.1% of A roads, 5.7% of B and C roads and 23.2% of unclassified roads, compared to our forecast last year of 4.6% for A roads, 5.5% for B and C roads and 23.1% for unclassified roads, which gives confidence in our condition modelling methodology and clearly evidences a deteriorating trend.

Road Class	Year				
	2013/14	2014/15	2015/16	2016/17	2017/18
A Roads	5.0%	3.1%	2.2%	3.3%	4.1%
B&C Roads	8.2%	3.7%	3.3%	4.7%	5.7%
U Roads	19.9%	20.9%	20.3%	21.5%	23.2%
All Roads	14.2%	13.3%	12.4%	13.8%	14.9%

Condition profile of all roads 2013/14-2017/18



The improvement in condition of classified roads, shown by the downward trend of the lines, between 2013/14, 2014/15 and 2015/16 reflects the increased investment in 2012/13, 2013/14 and 2014/15 of £22.0m, £20.3m and £22.6m respectively. The budgets for 2015/16 and 2016/17 were lower at £16m and £13m. The lag between investment and recorded changes in condition is due to the survey regime. For example, maintenance undertaken during year 1 will be surveyed in either year 2 or year 3 and the full effect of the work will not appear in the results until the end of year 3. This demonstrates a clear correlation between planned capital investment in and condition of our roads.

Condition Forecasts

To help determine the longer-term benefits that can be expected from various levels of funding we have undertaken modelling based on four funding scenarios. The funding scenarios used are: Scenario 1 (Current Budget), Scenario 2 (Current Budget plus additional investment in Years 1 to 3), Scenario 3 (As Scenario 2 but continuing increased investment across the forecast period) and Scenario 4 (No Budget) – see table below.

	Annual Budget (£m)									
	19/20	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29
Scenario 1 (Current Budget)	11.0	11.0	11.0	11.0	11.0	11.0	11.0	11.0	11.0	11.0
Scenario 2 (Revised Budget v1)	28.5	27.1	21.0	11.0	11.0	11.0	11.0	11.0	11.0	11.0
Scenario 3 (Revised Budget v2)	28.5	27.1	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0
Scenario 4 (No Budget)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Scenario 1 - Current Budget

We have modelled the effect on road condition if this level of funding remained unchanged.

Road Class	Year									
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
A Roads	5.0%	5.9%	6.6%	7.1%	7.8%	8.7%	9.8%	11%	12.3%	13.9%
B&C Roads	6.1%	5.5%	5.7%	6.5%	7.5%	8.6%	9.7%	10.8%	11.9%	13.1%
U Roads	24%	24.2%	24.3%	24.2%	23.8%	23.3%	22.8%	22.5%	29.9%	32.6%

The forecast % of road requiring maintenance soon.

It is estimated that this condition of the road network equates to a current maintenance backlog in the region of £650m, an increase of £20m from last year. It is predicted that if the existing level of funding were maintained this would increase to around £1bn by 2028. This figure has not increased from last year's forecast because of developments in deterioration modelling. If this level of deterioration were to occur, it would become increasingly challenging to meet our Highways Act obligations to maintain a safe highway network.

Scenario 2 – Current Budget plus additional investment in Years 1 to 3

Road Class	Year									
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
A Roads	5.0	5.1	5.1	5.6	6.3	7.1	8.0	9.0	10.2	11.6
B&C Roads	6.1	4.6	5.0	5.7	6.5	7.1	7.8	8.5	9.3	10.1
U Roads	24.0	24.2	23.3	22.2	21.8	21.3	20.9	20.6	28.0	30.8

The forecast % of road requiring maintenance with scenario 2.

The modelling predicts that with this scenario the maintenance backlog in ten years' time will be in the region of £900m, approximately £100m 'better' than under the previous funding regime for an additional investment of £44m which demonstrates the benefit of planned asset investment.

Scenario 3 – Current Budget plus additional investment for Years 1 to 10

Road Class	Year									
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
A Roads	5.0	5.1	5.1	5.6	6.2	7.0	7.9	8.8	9.9	11.3
B&C Roads	6.1	4.6	5.0	5.7	6.5	7.1	7.8	8.5	9.3	10.1
U Roads	24.0	24.2	23.3	22.2	21.1	20.1	19.3	18.6	25.3	27.4

The forecast % of road requiring maintenance with scenario 3.

Under this scenario the backlog after ten years is forecast to be around £810m. Representing a road condition in the region of £190m 'better' than under the initial funding regime, for an additional investment of around £114m.

Scenario 4 – No Budget

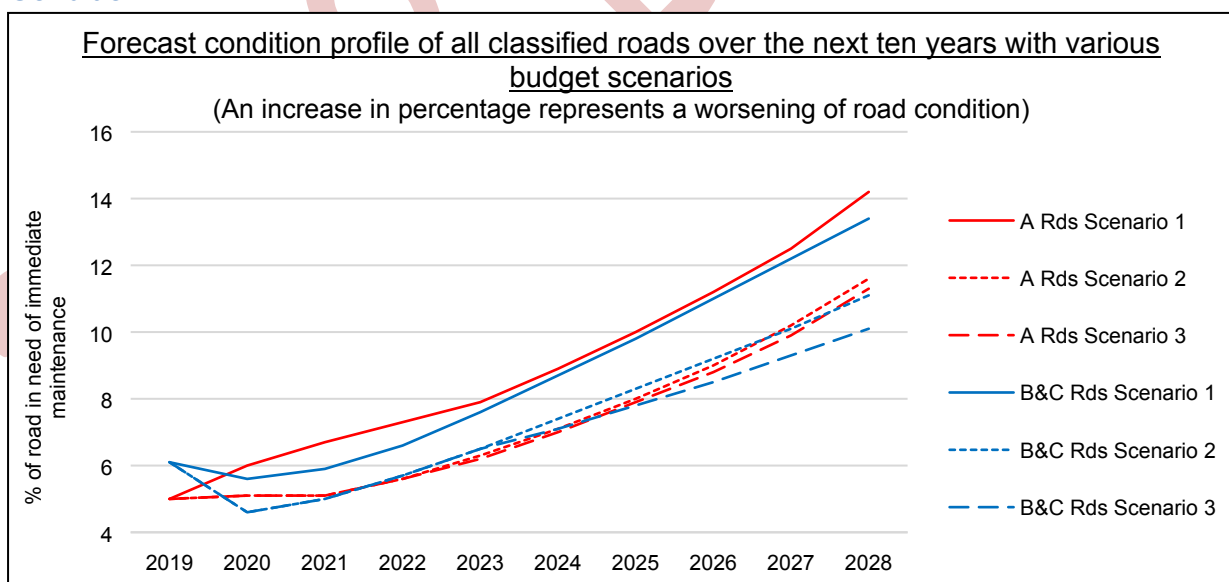
Road Class	Year									
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
A Roads	5.0	6.1	7.3	8.6	10.1	11.8	13.7	15.6	17.9	20.8
B&C Roads	6.1	7.7	9.5	11.5	13.9	16.4	19.1	22.0	25.2	28.8
U Roads	24.0	24.2	24.3	24.4	24.4	24.6	24.7	25.0	33.1	36.4

The forecast % of road requiring maintenance with no budget.

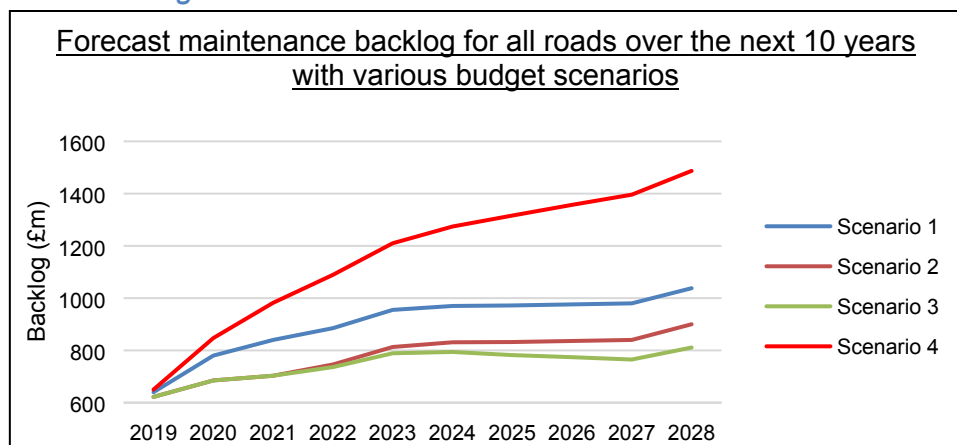
It is forecast that if there were no budget for planned maintenance over the next ten years, representing a saving in the region of £110m relative to the previous existing level of funding, the backlog at the end of this period would be nearly £1.5 bn. This represents a comparative worsening in condition of around £500m which would need to be dealt with by less cost effective reactive maintenance if the roads were to be kept safe.

Comparison of Forecasts

Condition

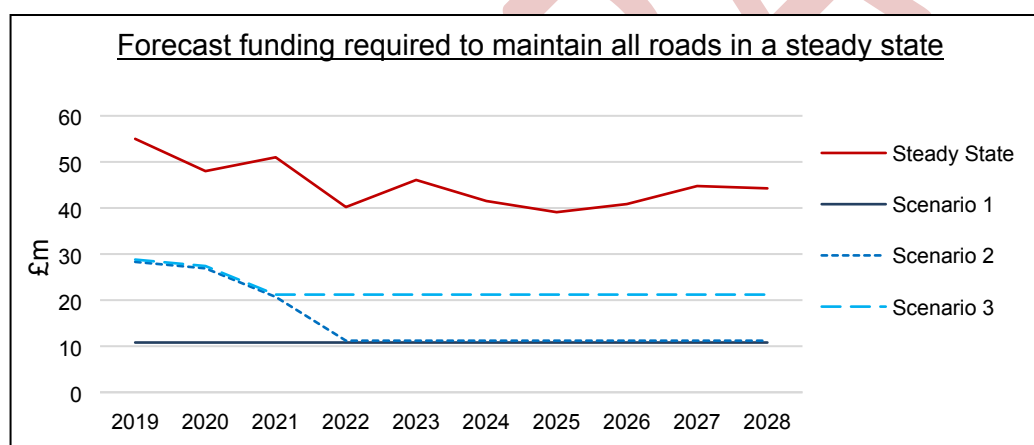


Maintenance Backlog



Steady State Condition

To keep our roads at their current condition level and maintain the backlog at £650m over the next ten years, the modelling has estimated the total cost to be £450m. This equates to an average annual capital investment of £45m.



Improvements in the management of our roads, implemented in the last twelve months

- Development of Road Asset Renewal Contract to improve lifecycle performance.
- Comparison of past condition predictions against actual results to verify accuracy and robustness of modelling methodology.
- Explored the effect of various treatment strategies on whole life costs.
- Started to look at having more influence over new assets added to the network.

Future improvements to enable us to improve the management of our roads

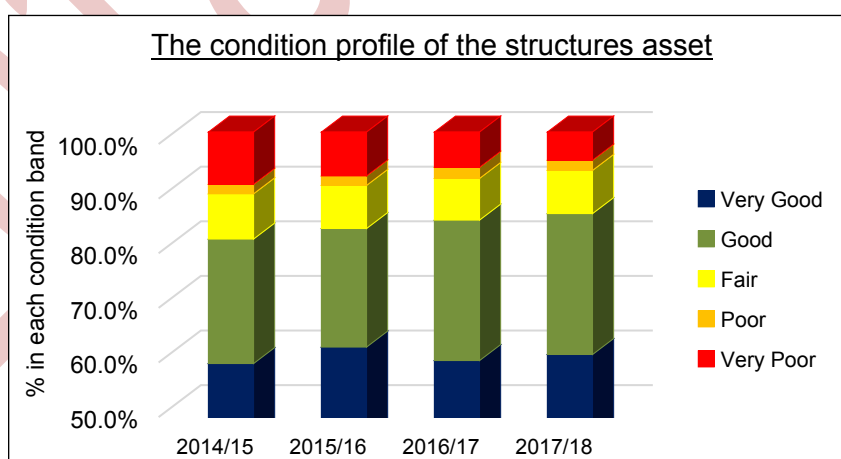
- Continue developing the modelling to improve confidence in forecasting.
- Continue to explore the effects of various treatment strategies on whole life costs.
- Develop modelling to forecast future surface defect quantities and cost based on different investment scenarios.
- Explore possible correlation between overall road condition and accident rates.

Bridges, Tunnels and Highway Structures

Asset	Quantity
Bridges	1,494
Viaducts	6
Footbridges	95
Culverts	568
Gantries	7
Retaining Walls	313
Tunnels	2
Subways	38
Special Structures	177

There is an extensive inventory database and well established, nationally recognised inspection regimes for structures. This has resulted in a wealth of information on this asset group which is currently held on a bespoke database. A recent review of data collection and management within this asset group concluded that while the data collection regimes were fit for purpose the data management systems no longer were. As a result, work was undertaken to establish what was now required from a structures management system and this is being implemented. Although underway, implementation of the new structures management system is not complete and as an interim measure the following forecasts of asset condition have been determined using the HMEP ancillary assets toolkit populated with Kent specific data.

Current Condition



Condition Band	2014/15	2015/16	2016/17	2017/18
Very Good	57.5%	60.6%	58.2%	59.3%
Good	22.8%	21.7%	25.7%	25.8%
Fair	8.3%	7.9%	7.6%	7.9%
Poor	1.7%	1.7%	2.0%	1.9%
Very Poor	9.6%	8.0%	6.4%	5.1%

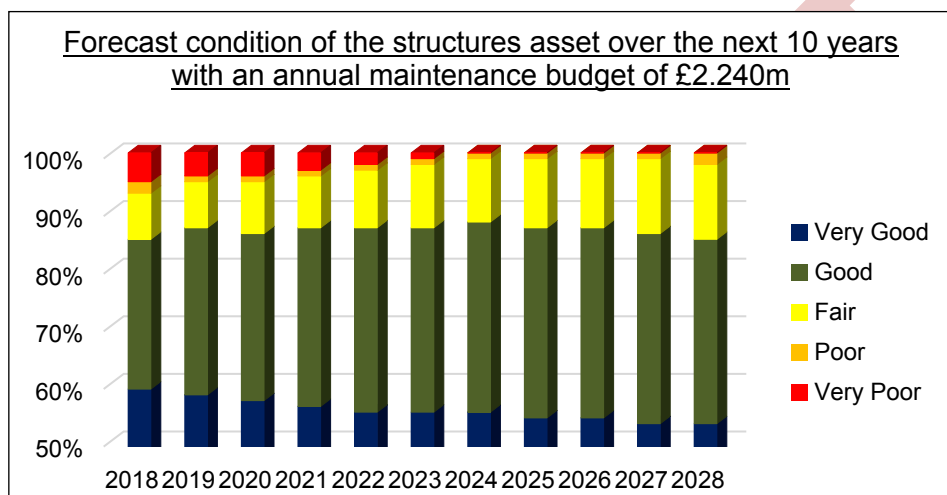
% in each condition band

This shows an improving trend in condition and is similar to what we forecasted last year. However, we recognise a need for more robust modelling for this asset group.

Condition Forecasts

The current annual budget for planned structures asset management is £2.240m. We have modelled the effect on the condition of our structures if this current level of funding remains unchanged.

With Current Budget



Year	% in each condition band if the budget remains at the current level										
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Very Good	59%	58%	57%	56%	55%	55%	55%	54%	54%	53%	53%
Good	26%	29%	29%	31%	32%	32%	33%	33%	33%	33%	32%
Fair	8%	8%	9%	9%	10%	11%	11%	12%	12%	13%	13%
Poor	2%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%
Very Poor	5%	4%	4%	3%	2%	1%	0%	0%	0%	0%	0%

Forecast % in each condition band

Forecast Budget Required to Maintain Current Overall Condition Profile

Using these modelling forecasts, it has been estimated that the annual average budget needed to maintain the current overall condition profile would be just under £2m.

Improvements in the management of our structures, implemented in the last twelve months

- Procured and started implementing a new structures management system.

Future improvements to enable us to improve the management of our structures asset

- Fully implement the new structures management system to enable more robust lifecycle modelling, particularly for different treatment strategies.

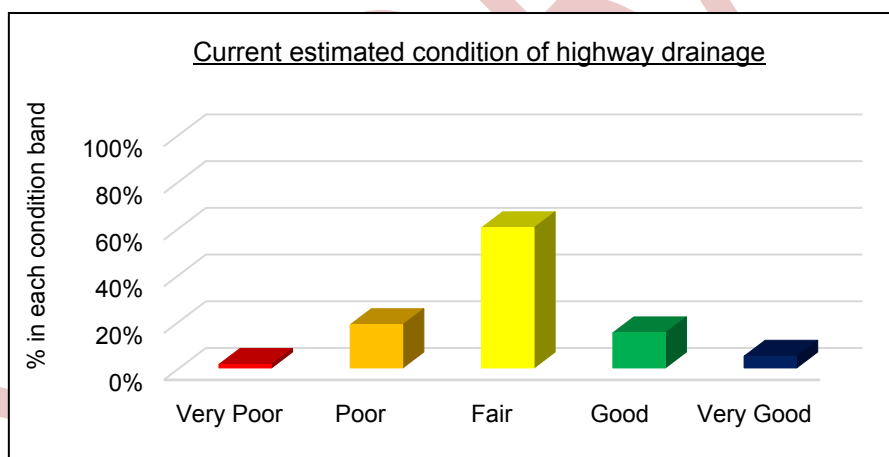
Drainage

Asset	Quantity
Roadside drains	250,000
Ponds and Lagoons	250
Pumping Stations	15
Soakaways	8,500

Given its significant effect on other asset groups, customer service and road safety, management of this asset group is something that should have a high priority.

Although we have a good understanding of the lifecycle of drainage assets the data we have for this asset group is more limited than that for roads or footways. We therefore do not currently have the means to complete detailed modelling of different funding scenarios. However, based on some broad assumptions drawn from defect data and enquiry volumes we have calculated a current condition profile for this asset.

Current Condition



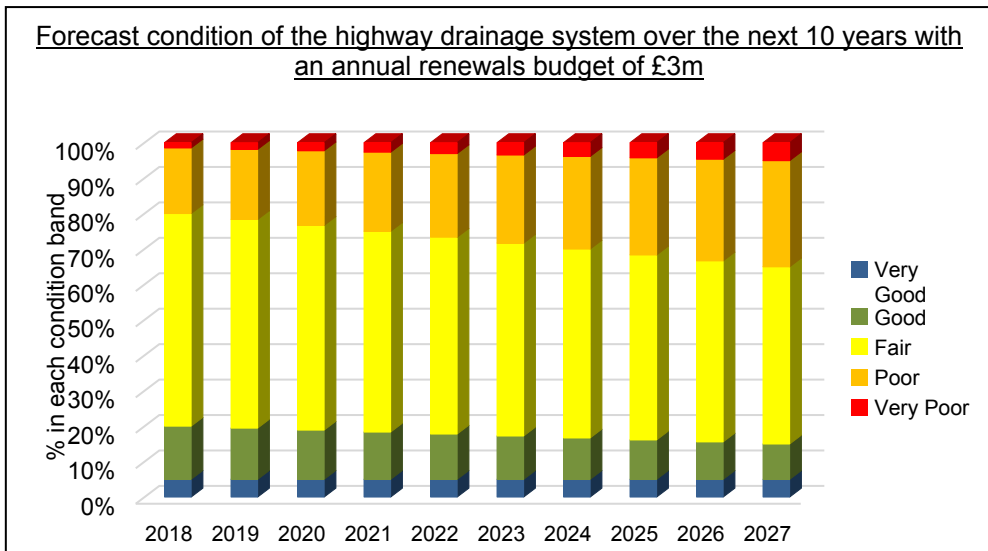
	Very Poor	Poor	Fair	Good	Very Good
% in each condition band	2	19	60	15	5

Estimated % currently in each condition band

Condition Forecasts

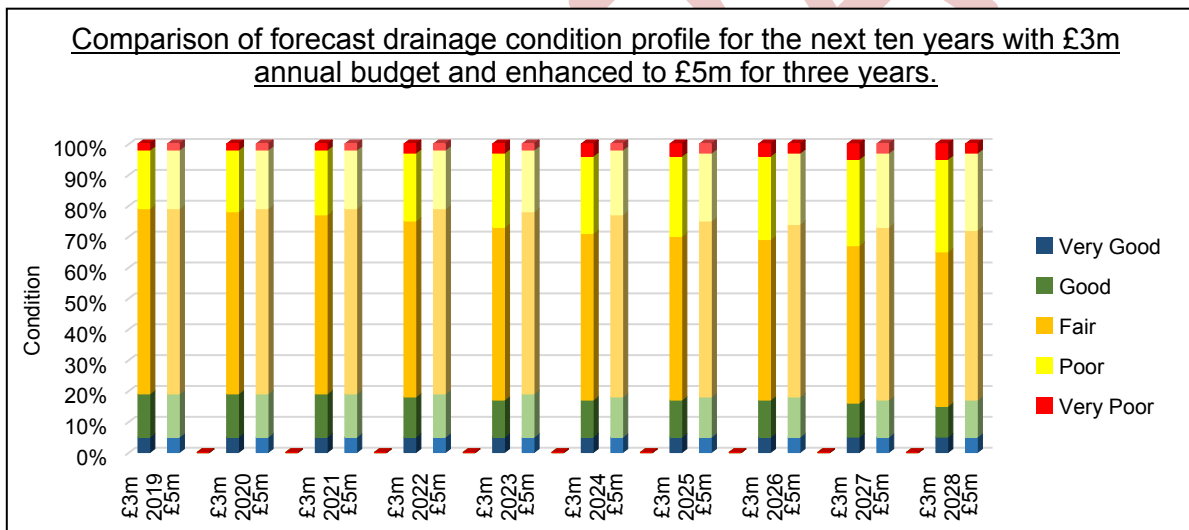
Current Budget

Based on the same broad assumptions as used above we have forecast the future condition of the highway drainage asset for the next ten years with the current £3m annual maintenance budget.



Revised Budget

We have also estimated the future condition profile of this asset for a revised funding level of £5m annually until 2021/22, with £3m a year thereafter.



Budget	2019		2024		2028	
	£3m	£5m (initially)	£3m	£5m (initially)	£3m	£5m (initially)
Very Good	5%	5%	5%	5%	5%	5%
Good	14%	14%	12%	13%	10%	12%
Fair	60%	60%	54%	59%	50%	55%
Poor	19%	19%	25%	21%	30%	25%
Very Poor	2%	2%	4%	2%	5%	3%

Comparison of the forecast in each condition band for the two funding scenarios

The above table shows the forecast percentage of the drainage asset in each condition band. Blue numbers are with an annual budget of £3m and the black numbers are with this enhanced to £5m for the next 3 years.

Improvements in the management of our drainage asset, implemented in the last twelve months

- We have implemented a system that allows us to view information on the location and status of our gullies, updated directly by the cleansing teams, through our Map16 software.

Future improvements to enable us to improve the management of our drainage asset.

- Implementation of computer-based modelling techniques to assess a variety of cleansing and maintenance strategies.

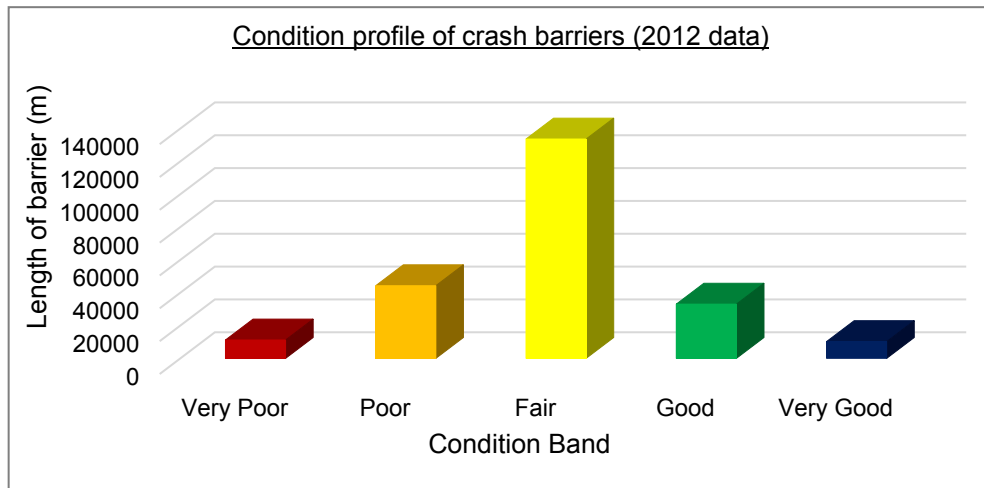
Crash Barriers (Vehicle Restraint Systems [VRS])

Crash barriers fulfil a critical role and their failure to perform as designed has serious implications for highway safety.

In recent years there has been limited management of the crash barrier asset with principal inspections being undertaken by specialist contractors on A and B roads every five years. This information was collated and the barriers graded from one (very poor) to five (very good) for priority repair. The last survey was carried out in 2012.

A new management system is now in place and a revised condition inspection regime is being implemented. 2018/19 is the first year of this revised programme and at the time of writing the condition information is not yet available. We have therefore used the existing grading information in conjunction with the HMEP Ancillary Assets Toolkit to forecast future replacement needs for this asset group. This approach has its limitations, mainly due to the age of the data, but it will still allow us to estimate the size of the problem we already know we have with ageing assets. These initial forecasts include; the replacement/upgrade of barriers, based on an expected life of 25 years; re-tensioning of all tensioned barriers on a two-year cycle, based on a current annual cost of £100k; and a current annual budget of £450k for damage repair.

Current Condition



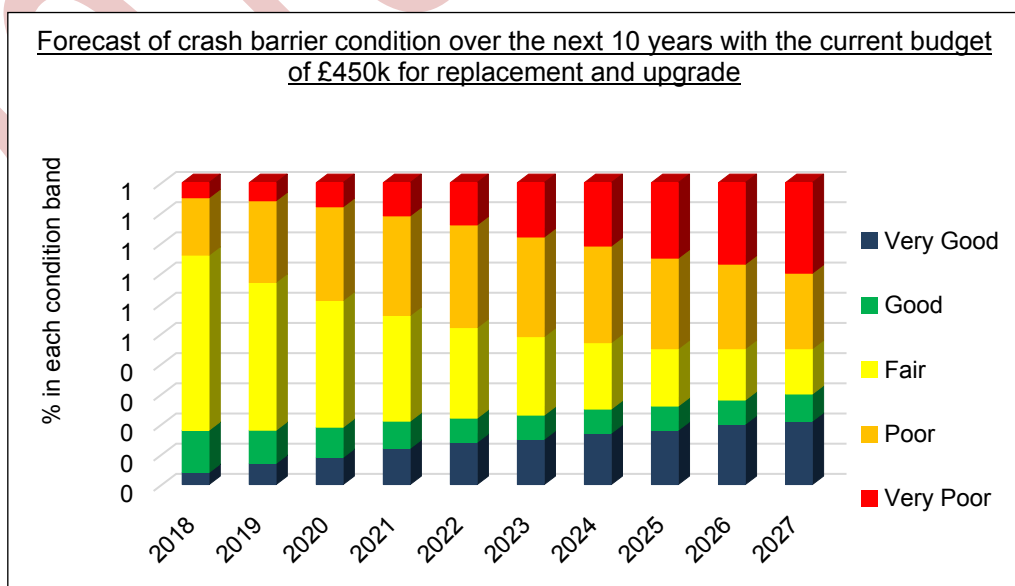
	Total	Very Poor	Poor	Fair	Good	Very Good
Length of asset in each condition band (m)	232,290	11,190	44,263	133,594	33,024	10,219

Based on the results of the 2012 condition survey, we have estimated that the backlog for replacing or upgrading crash barriers that are considered to be in a very poor condition is around £4m. However, this does not take into account the length of crash barrier that due to its age may now not be up to standard and so also require replacing.

Condition Forecasts

Current budget

After allowing for retensioning and damage repair, the current annual budget for replacement and upgrading this asset is £450k.

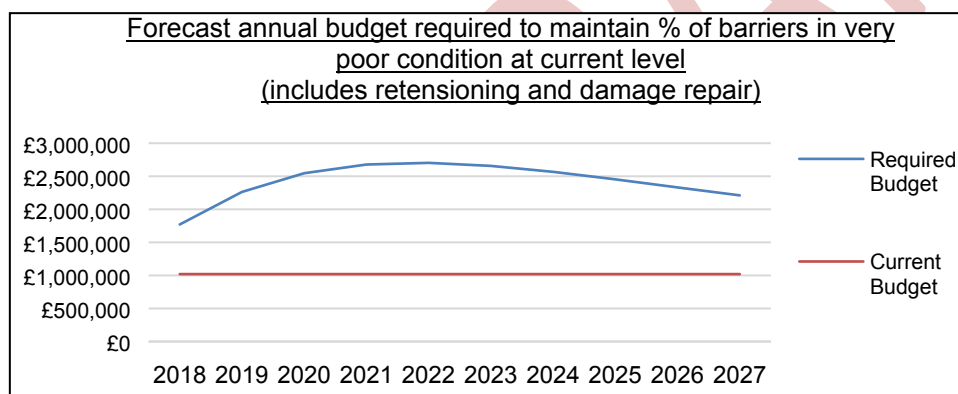


	Length (m) in each condition band if the replacement/upgrade budget remains at the current level									
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Very Good	11671	13813	15740	17475	19037	20442	21706	22845	23869	24791
Good	26946	22724	19560	17222	15525	14324	13503	12973	12663	12517
Fair	114286	96818	82000	69513	59054	50348	43144	37215	32367	28427
Poor	62254	72660	77492	78393	76617	73104	68553	63471	58220	53049
Very Poor	17133	26275	37498	49687	62057	74072	85384	95786	105171	113506

We estimate that the replacement/upgrade backlog by 2027 will be £15.4m if the annual budget remains at the current level.

Budget required to maintain steady state condition

The modelling forecasts an annual average replacement budget of £2.4m would be needed to maintain the percentage of safety barriers in very poor condition at the current level.



Improvements in the management of our crash barriers, implemented in the last twelve months

- We have implemented a new condition inspection regime, collecting data tailored to our asset management needs.
- We have explored data asset management systems with a GIS interface.

Future improvements to enable us to improve the management of our crash barriers

- We intend to further develop the use of the data management system to help with forecasting.

Footways

Footway Type	Bituminous	Slabs	Block Paved	Concrete	Overall
Miles	3,515	251	127	72	3,965
km	5,660	404	204	116	6,384

As with roads, this asset group has a comprehensive set of condition data from nationally recognised surveys, covering a number of years. However, there are fewer sets of complete network data than for roads due to the survey regime.

Due to the nature of the data currently collected a more simplified approach to lifecycle planning has been taken for the asset this year, using the HMEP footway toolkit and the input data used for the Whole of Government Account valuations. The collection of footway condition data is under review and the methods used for lifecycle planning will also be reviewed accordingly.

Reacting to Surface Defects

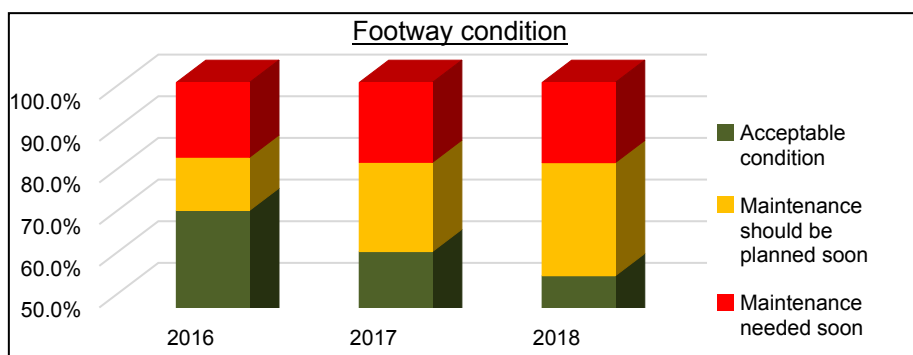
The figures used below only relate to proactive, planned capital investment in our footway network. They do not include any allowance for the funds the County Council spends each year to reactively repair footway surface defects. The majority of reactive footway maintenance is in the form of permanent pothole and patching repairs using capital resource.

In 2017/18 we spent £1.6m on reactively repairing footway defects, giving an annual average spend for the period 2013/14 to 2017/18 of £1.42m. This compares with the average for the period 2013/14 to 2016/17 when we spent a total of £5.5m which equated to an average annual spend of £1.4m. It is very difficult to accurately model the relationship between footway condition and the number and cost of surface defects that will occur. However, investment less than that modelled to achieve a steady state condition will result in an increase in surface defect numbers, increasing the pressure on revenue and capital funds and in turn reducing the amount of capital funding that can be spent on planned maintenance.

Current Condition

Following completion of the 2017/18 footway condition survey, the percentage of our footway network in a very poor condition, where maintenance should be carried out in the very near future, is 19.8% an increase from 19.2% in 2017 and 18% in 2016. This is consistent with previous deterioration forecasts. However, perhaps the more significant concern relates to a substantial increase in the percentage of the footway network that has deteriorated from an acceptable condition to needing maintenance to be planned in the medium term, as can be seen in the table below. Obviously if this portion of the footway network is left to deteriorate significantly, it will make it extremely challenging for the County Council to fulfil its obligations under the Equality Act and seriously impact on other County Council initiatives to encourage people to be more active and less reliant on cars, particularly for short journeys.

	2016	2017	2018
Maintenance Needed Soon	18.0%	19.2%	19.8%
Maintenance Should be Planned	12.8%	21.4%	27.1%
Acceptable Condition	69.3%	59.4%	53.1%

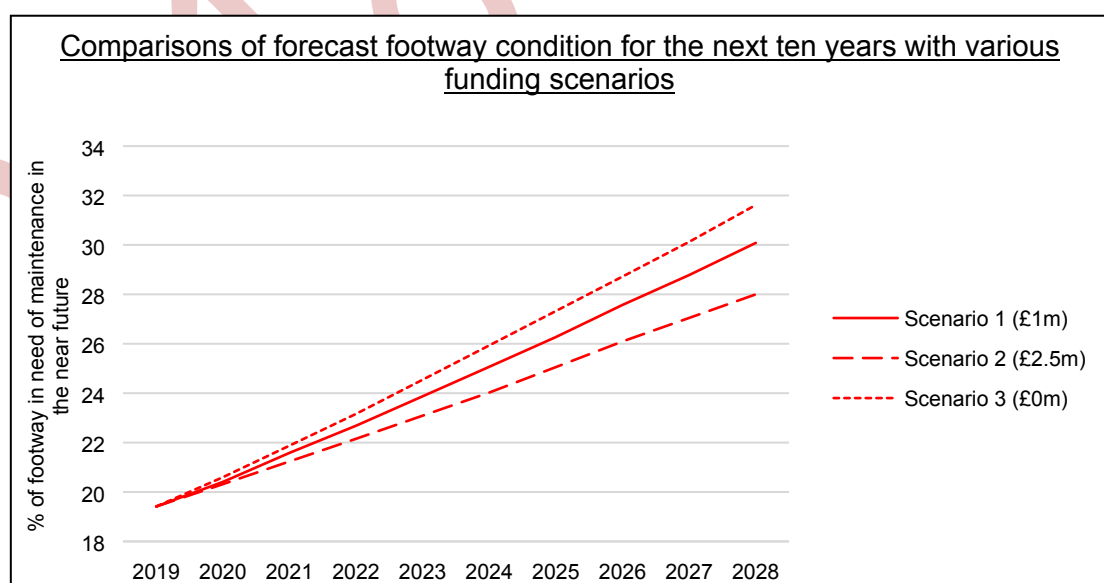


It is estimated that the current maintenance backlog for footways is in the region of £90m.

Condition Forecasts

We have undertaken modelling based on three funding scenarios:

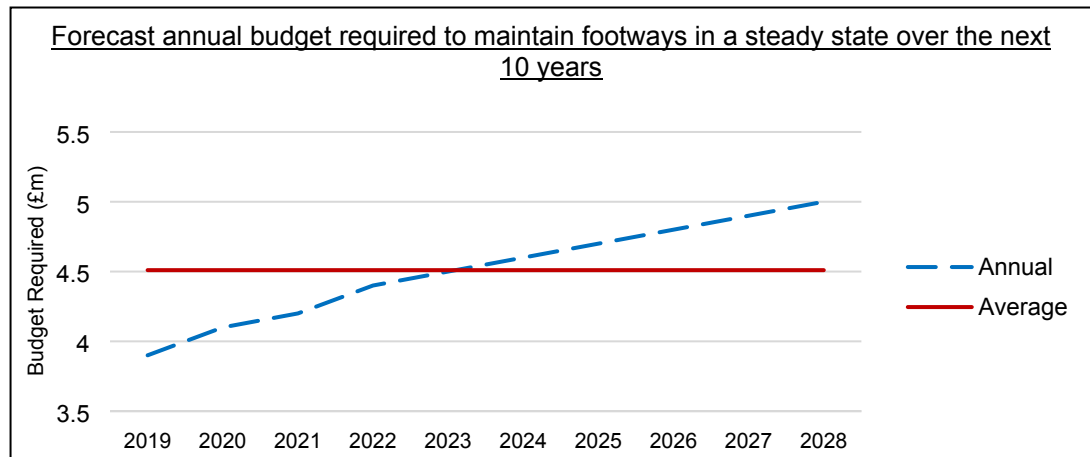
	Funding (£m)									
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Scenario 1 (Current budget)	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Scenario 2 (Increased funding)	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5
Scenario 3 (No budget)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0



This modelling suggests that by 2028 the effect of increasing the annual budget over the next ten years from £1m to £2.5m will reduce the length of footway in need of maintenance in the near future by around 2% or 130 km.

Budget required to maintain steady state condition

We have modelled a scenario where the footways are maintained at their current condition level over the next ten years and calculated that an average annual capital investment in the region of £4.5m, at today's prices, would be required. Any investment less than this would mean that a steady state condition could not be achieved.



Improvements in the management of our footways, implemented in the last twelve months

- We have commissioned analysis of age and disability populations to inform the footway maintenance programme going forward.

Future improvements to enable us to improve the management of our footways

- The footway asset group has recently been extended to include segregated cycleways. These pavements are those cycleways that whilst being appropriately constructed for the purpose, do not adjoin a carriageway section. The condition assessment for these sections of our network needs to be developed.
- The type of data collected for this asset will be reviewed to improve our confidence in the modelling.
- Investigate, through lifecycle planning, the outcomes of different treatment strategies
- Use of the disability and age data to improve scheme prioritisation.
- Use of condition data to enable scheme modelling.

Street Lighting

Asset	Quantity
Street Lights	118,767
Illuminated Signs	17,890
Belisha Beacons	544
Refuge Beacons	1,465
Illuminated Bollards	4,578
Pole Mounted Lights	1,146

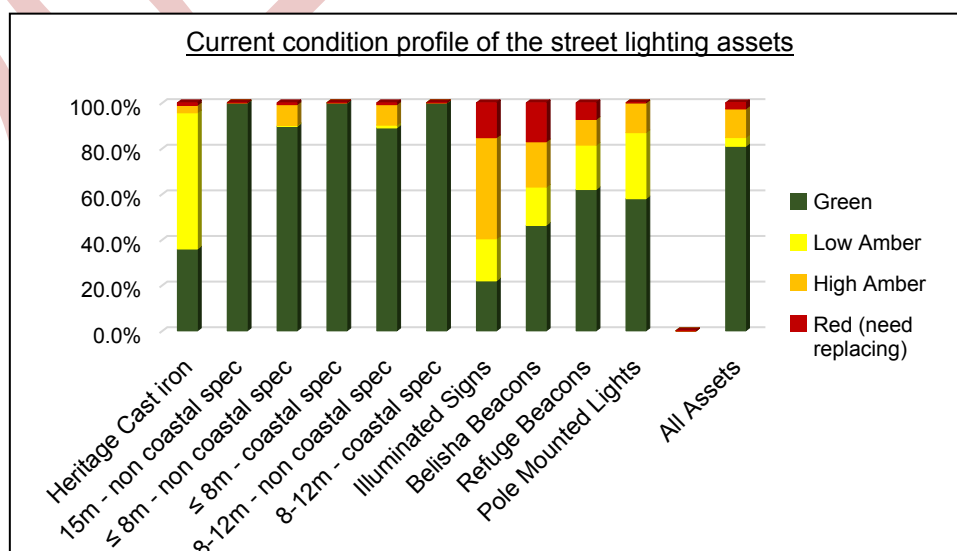
Kent has an extensive inventory and condition database of its Street Lighting asset and this has been used in conjunction with the HMEP Ancillary Assets Toolkit to forecast future asset replacement needs.

There is a robust annual structural testing programme of street lighting assets that classifies the structural integrity of each asset into one of four condition bands; red, high amber, low amber and green. Any asset in the red band is considered to be in need of immediate attention and is included in the replacement programme for the current year.

This year this information, rather than asset age, has been used in the lifecycle planning process. The outcome is that forecasts of future budget needs are now determined from the predictions of the number of assets likely to be classified as 'red' from the testing programme each year. The modelling now also includes illuminated signs, Belisha beacons, refuge beacons and pole mounted lights in addition to columns which were the only asset groups included previously.

Current Condition

The current condition profile is based on the results of the most recent annual structural testing programme completed in March 2018.



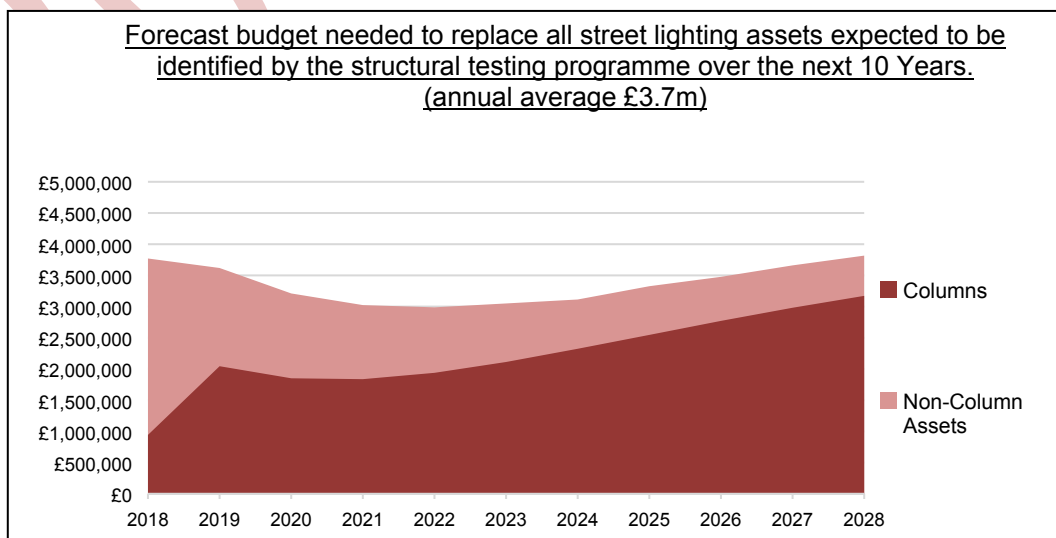
	No.	% in Condition Bands			
		Green	Low Amber	High Amber	Red (need replacing)
Heritage Cast iron	1301	35.9%	59.7%	3.3%	1.1%
15m (non-coastal spec)	9	100.0%	0.0%	0.0%	0.0%
15m (coastal spec)	0	0.0%	0.0%	0.0%	0.0%
≤ 8m (non-coastal spec)	85004	89.6%	0.5%	9.1%	0.8%
≤ 8m (coastal spec)	14740	100.0%	0.0%	0.0%	0.0%
8-12m (non-coastal)	15921	89.0%	1.2%	9.0%	0.8%
8-12m (coastal)	1792	100.0%	0.0%	0.0%	0.0%
Illuminated Signs	17890	21.9%	18.4%	44.3%	15.3%
Belisha Beacons	544	46.3%	16.7%	19.9%	17.1%
Refuge Beacons	1465	62.0%	19.5%	11.3%	7.3%
Pole Mounted Lights	1146	57.9%	29.0%	13.1%	0.0%
Totals	139812	80.9%	3.9%	12.5%	2.7%

Current condition of the street lighting assets

Budget Forecasts

These budget forecasts are based on the number of street lighting assets predicted to be classified as 'Red' from each year's structural testing programme. This means the risk of columns failing is considered too high for them not to be included in the replacement programme for the current year. If the available budget becomes insufficient to replace the required number of assets a programme of permanent asset removal will need to be implemented.

The graph below shows the expected budget that will be needed to replace columns and other street lighting assets as they reach the end of their useful life. It is estimated that the average annual budget required to replace these assets is around £3.7m. The high proportion of non-column assets forecast to need replacement in the next few years is the result of their recent inclusion in the structural testing programme. Previously there was no information on these assets and they were maintained on a reactive basis.



Improvements in the management of our street lighting asset, implemented in the last twelve months

- We have started using results of the structural testing programme to forecast future budget needs, rather than asset age.
- The range of assets included in the forecasting has been extended to include illuminated signs, Belisha beacons, refuge beacons and other pole mounted lights.

Future improvements to enable us to improve the management of our street lighting asset

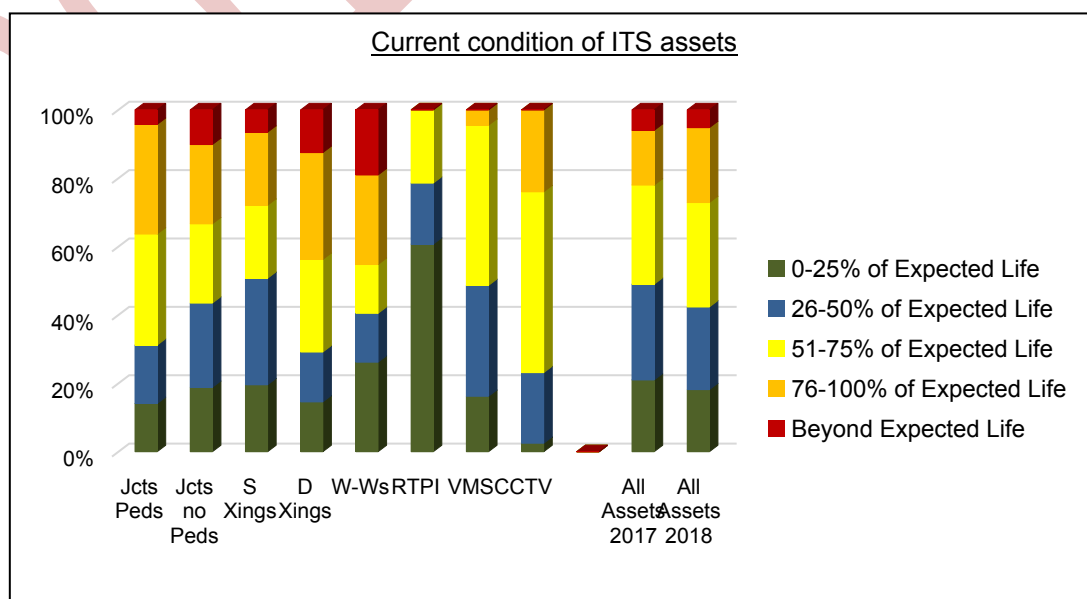
- We are looking to refine the deterioration rates used in the forecasting based on previous results of the structural programme.
- In partnership with our contractor we will explore ways of benchmarking our service.

Intelligent Traffic Systems

We have excellent inventory and condition data on this asset group that has been built up over many years. The HMEP Ancillary Assets Toolkit has been used to model expected asset renewal needs and outcomes for the next ten years.

The current approach to modelling is based solely on asset age. Due to the relatively low number of assets, compared to other asset groups, and the limited number of generally high cost treatments that have been used, this modelling currently has its limitations. In practice, the determination of replacement priorities is not based on age alone but includes other criteria, such as fault rates. In reality, interventions other than total asset replacement are also available to extend the life of an asset. Therefore, we need to include these considerations in any future development of the modelling.

Current Age Profile of the ITS Asset



	Total No. of Assets	Condition Band (% of Expected Life)				
		0-25	26-50	51-75	76-100	>100
Junctions with Pedestrians	234	14	17	33	32	4
Junctions with no Pedestrians	69	19	25	23	23	10
Single Crossings	337	20	31	21	21	7
Dual Crossings	48	15	15	27	31	13
Wig-Wags etc	42	26	14	14	26	19
Real-time Passenger Information	56	61	18	21	0	0
Variable Message Signs	111	16	32	47	5	0
CCTV Cameras	123	2	20	52	22	0
All ITS Assets 2018	1007	185	246	311	223	53

Percentage of ITS asset sub-groups in each condition band

It is estimated this current condition represents a renewal backlog of £3.84m.

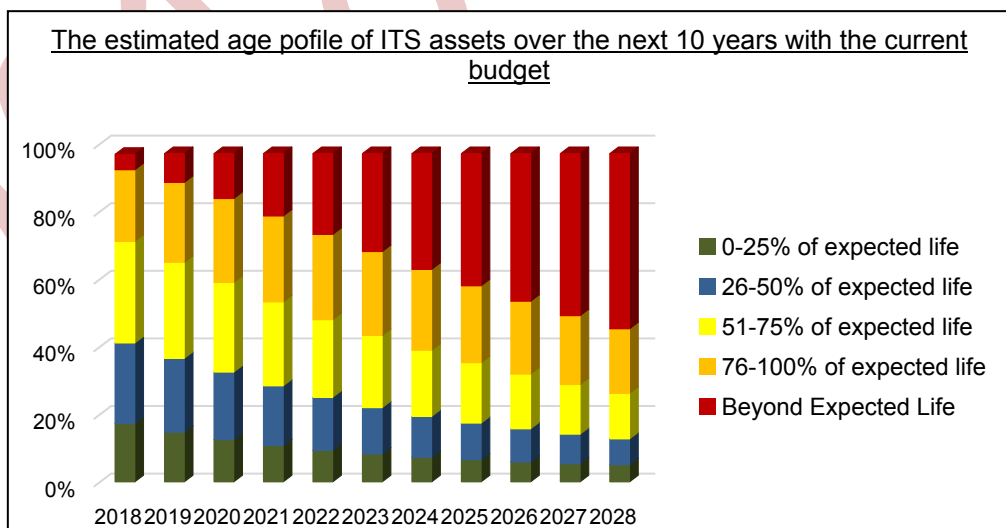
Age Profile Forecasts

The above information has been used to model the budget requirements and the age profile of the asset to forecast expected outcomes from two scenarios;

- The condition over the next ten years based on the current budget
- The budget required to keep the asset at a steady state over the next ten years

Current Budget

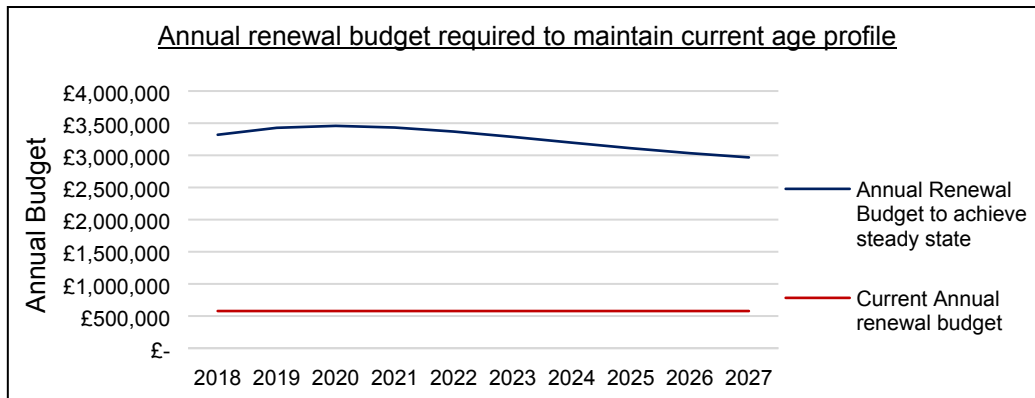
The age profile of the ITS asset has been modelled for the next ten years, using the current annual renewal budget of £578,000. It is estimated that this will result in a renewal backlog of around £25.9m by 2028. An asset that has reached the end of its expected life is unlikely to immediately stop working. However, at this point in its lifecycle it is likely to develop faults more frequently which will require more expensive reactive type maintenance.



	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
0-25% of expected life	176	148	126	108	94	83	73	66	59	54	51
26-50% of expected life	240	220	201	178	158	138	122	109	99	88	77
51-75% of expected life	303	286	267	250	231	215	197	180	163	148	136
76-100% of expected life	213	238	250	256	254	250	241	229	217	205	192
Beyond expected Life	46	86	134	186	241	292	345	394	440	483	522

Steady State

We have estimated the budget profile needed to maintain the current number of the ITS assets beyond their expected life for the next ten years. It is estimated that over ten years the cost would be £32.6m, which equates to an average annual renewal budget of around £3.3m.



Improvements in the management of our ITS assets, implemented in the last twelve months

- Removal of legacy communications equipment and upgraded to IP-addressable traffic signals.
- Replacement of carriageway detector loops with above ground detection, where practicable.

Future improvements to enable us to improve the management of our ITS asset

- Continuing to move to more flexible and modular signal design, as technology allows, which will further enable partial site refurbishments and individual component changes to be made to extend asset life, i.e. above ground detection systems.
- We consider adjacent third-party developments when determining our site refurbishment list, as we can optimise third party funding to invest in assets and offset our liability, e.g. Springfield development.
- Develop the deterioration modelling to better represent what is happening in terms of fault rates and offer a wider range of asset treatments, other than full renewal.
- Consider the impact of developments and other schemes on adjacent sites and seek asset improvements where practicable and justifiable.
- Investigating new products which may be of benefit to maintaining the asset and reducing the impact on other asset groups, i.e. detection systems.

Soft Landscape

We have collected extensive data on our soft landscape asset but due to the nature of the asset and type of maintenance involved we consider a forecast of maintenance frequencies for different funding levels to be more appropriate than the lifecycle planning approach taken for other asset groups.

Maintenance Frequencies

Previous Maintenance Frequencies

The table below gives an overview of the history of soft landscape maintenance frequencies. The notable reductions since 2009/10 are a result of ongoing financial pressures.

Service provision	Maintenance Frequency		
	(2009/2010)	(2016/17)	(2017/18)
Urban Grass Cutting	10-16	8	6
Shrub Bed Maintenance	2-12	1	1
Urban Hedges	2	1	1
Weed spraying (Hard Surfaces)	2-3	1	1
Rural Swathe Cutting	2-3	1	1
Visibility cuts	3	3	3
Rural Hedge Cutting	1-2	1	1
High Speed Roads (HSR)	2	1	1
Bus Routes	Ad-Hoc Safety Critical Work only		
Tree Maintenance	Ad-Hoc Safety Critical Work only		

Annual maintenance frequencies are reviewed periodically in accordance with available funding.

Forecasts of Maintenance Frequencies

The table below summarises the forecast maintenance frequencies for three levels of funding.

Service Provision	Steady State Service (£4.2m)	Current Budget Reduced Service (£3.1m)	Statutory Minimum Service (£2.2m)
Urban Grass Cutting	8	6	1-3
Shrub Bed Maintenance	2	1	0
Urban Hedges	2	1	0
Weed Spraying (Hard surface)	2	1	0
Rural Swathe Cutting	2	1	1
Visibility cuts	3	3	3
Rural Hedge Cutting	1 - 2	1	every other year
High Speed Road (HSR)	2	1	1
Bus Routes	Safety & amenity	Safety critical only	
Tree Maintenance	Safety, amenity & nuisance	Safety critical only	

We are aware that the current maintenance frequencies fall short of what is required to prevent both medium and long-term asset deterioration.

Improvements in the management of our soft landscape asset, implemented in the last twelve months

- Introduced the CAVAT (Capital Asset Value for Amenity Trees) method of valuing our tree asset. At the strategic level this will help us to put a value on the countywide tree stock. It will also enable us to calculate an evidenced value to claims for trees that are removed or damaged.
- Exploring ways of quantifying the effect less than optimum maintenance levels of this asset has on other asset groups.
- Introduced improved asset gathering techniques for invasive weeds.
- Improved reporting of programmed works progress and defect correction using GIS.
- Introduction of training to provide operational staff with more information regarding highway boundaries improving asset collection and management.

Future improvements to enable us to improve the management of our soft landscape asset

- Further implement and develop the use of CAVAT.
- Continue to explore ways of quantifying the effect this asset has on other asset groups.
- Further develop and fine tune the current data held on this asset to ensure the maintenance programmes continue to be fit for purpose and procurement of services is cost efficient.
- Further explore software models such as iTree which calculate the benefits and ecosystem services that trees provide, and value them in monetary terms. This provides an evidence-based approach in the development of informed urban forestry programmes, management plans and projects.
- Enhance our risk-based approach to highway tree surveying incorporating industry best practice to deliver efficiencies in tree safety inspections.

Road Markings and Studs, Pedestrian Guardrail and Unlit Signs

Due to their relatively low value and the generally reactive nature of their maintenance we have very little data on these assets. However, we have made estimates of their respective sizes. This has been done to help us in future quantify likely levels of condition or serviceability that can be expected with different funding levels.

Estimated Extent of the Assets

Asset		Road Classification				
		A	B	C	U	All
Type	Sub Group					
Unlit Signs (No.)	Warning	6,900	5,200	15,800	19,100	47,000
	Regulatory	7,700	3,600	10,000	35,500	56,800
	Directional	6,600	3,150	6,900	8,800	25,450
	Information	1,150	290	850	7,200	9,490
	Boundary	1,000	800	2,900	26,100	30,800

	Parking Directional	280	70	-	270	620
	Other	700	800	2,600	21,300	25,400
	Total	24,330	13,910	39,050	118,270	195,560
Pedestrian Guardrail (Lin. metre)		53,250	12,400	13,000	52,000	130,650
Road Markings (Linear metre)	Centre line ¹	985,870	448,450	1,883,380	3,018,180	6,335,880
	Edge line ²	872,956	531,160	2,867,360	-	4,271,476
	Rib edge line ³	374,124	-	-	-	374,124
	Pedestrian crossings ⁴	75,000	31,000	-	-	106,000
	Junction markings ⁵	1,000,000	1,000,000	500,000	500,000	3,000,000
	Yellow box junctions ⁶	140,000	-	-	-	140,000
	Lettering & Arrows ⁷	240,000	240,000	-	-	480,000
	Total	3,687,950	2,250,610	5,250,740	3,068,180	14,707,480
Road Studs⁸ (No.)		187,062	79,674	430,104	-	696,840

Assumptions made in estimating the size of this asset:

- Centre line¹ - All A, B, C & urban U roads. No rural U roads.
- Edge line² - All rural A, B & C roads minus rib edge lining.
- Rib edge lines³ – on 30% of rural A roads.
- Pedestrian crossings⁴ - Estimate 400 signal-controlled crossings & 2,000 zebra crossings, assume 50 metres of line per crossing (including zig-zags) = 2,400 x 50 = 120,000 metres of lining.
- Junction markings⁵ - Estimate 200,000 junctions at 15 metres each = 3,000,000 metres.
- Yellow box junctions⁶ - Estimate 350 at 400 metres each = 140,000m.
- Lettering and arrows⁷ - 12 Districts have estimate of 20,000 letters and arrows each = 240,000 markings. Estimate of 2 metres each marking = 480,000 metres of marking.
- Road studs⁸ - Estimate 1 for every 2 metres of centre line for 60% of all classified rural roads.
- The number of unlit signs has been estimated from the 'Hertfordshire' model in the Whole of Government Accounts valuation process.

Current Levels of Funding

The current level of funding on these assets is;

Asset	Total Funding	Capital/Planned Funding	Revenue/Reactive Funding*
Road Markings & Studs	£551k	£241k	£310k
Pedestrian Guardrail	£105k	-	£105k
Unlit Signs	£415k	£0k	£415k

*- this is not from the budget allocated to these assets but the average of what might be spent annually on them from the general reactive maintenance budget

Forecast Levels of Service Outcomes

Road Markings and Studs

The current funding means that safety critical lining and studs can be maintained on 20% of the A road networks and 15% of the B road network as reactive repairs. No non-safety critical lining and studs can currently be maintained.

Pedestrian Guardrail

The current funding means that we are able to remove, repair or make safe all damaged pedestrian guardrail which is assessed as being safety critical as reactive repairs.

Unlit Signs

The current funding means that we have to carefully consider what safety critical signs we replace on all parts of the network. Currently the funding means that unlit safety critical signs can be maintained on 25% of the A road network, and we prioritise the high-speed road network, and 20% of the B road network as reactive repairs. No non-safety critical signing is currently maintained.

Improvements in the management of these asset groups, implemented in the last twelve months

- We have started collecting information on unlit signs.
- We have started to make estimates of the extent of all these assets.

Future improvements to enable us to improve the management of these asset groups

- Further refine our estimates of the extent of these assets.
- Consider ways of enabling us to quantify the effects of different funding levels on these assets.
- Continue with the collection of asset information for unlit signs.

Summary of Asset Condition

Ref:	PERFORMANCE MEASURE		Measured Values		Asset Performance Forecast ¹			Method of Measurement	Frequency of Review
			16/17	17/18	17/18	18/19	Condition Trend		
1	Roads	% of A-class roads in a very poor condition and needing maintenance ²	3.3%	4.1%	4.6%	5.0%	↓	National Indicator NI 130-01	Annually
2		% of B&C-class roads in a very poor condition and needing maintenance ²	4.7%	5.6%	5.5%	6.1%	↓	National Indicator NI 130-02	Annually
3		% of Unclassified roads in a very poor condition and needing maintenance ²	22.4%	23.2%	23.1%	24.0%	↓	Former National Indicator BV224b	Annually
4		% of tested road network (A, B & strategic C-class) at or below skidding resistance investigatory level	29.9%	29.9%	29.9%	29.9%	↔	SCRIM (skidding resistance) survey. DfT annual survey.	Annually
5	Drainage condition		N/A	N/A	N/A	N/A	N/A	Insufficient data. Project in 2019 to develop an appropriate measure of drainage asset performance.	N/A
Page 321	% (by length) of Crash Barriers in very poor or sub-standard condition		21.2% (2012)	N/A	N/A	N/A	N/A	Based on 2012 Survey. Current regime does not enable annual monitoring. Project in 2018 to develop an appropriate measure of barrier asset performance.	N/A
7	% of Structures in poor or very poor condition		8.4%	7.0%	7.7%	5.0%	↑	Whole of Government Accounts (WGA) structures toolkit analysis	Annually
8	% of Footways in a poor condition and needing maintenance soon		19.2%	19.8%	19.4%	20.4%	↓	% of network in 'Red' condition from WGA valuation	Annually
9	% of Streetlight ³ assets needing replacement		N/A	2.7%	N/A	2.5% ⁴	↓	Based on the results of the structural testing programme, and HMEP modelling	Annually
10	% of Traffic Signals ⁵ equipment beyond expected life		5.7%	5.2%	8%	9%	↓	Based on equipment age in inventory, and HMEP modelling	Annually

¹ - Based on current investment in these assets

² - See longer term performance forecast for road asset group, based on current investment levels.

³ - First year of a revised performance measure, therefore no previous forecast figures

⁴ - Assumes all 'red' assets from the previous year have been replaced or removed.

⁵ - Limitations of the current approach to forecasting for traffic signals are outlined in the asset specific section of this document.

Future Workstreams

The Department for Transport has recently announced a change to the Incentive Fund mechanism that it will test in 2018/19. This concerns additional questions around data collection and use, and compliance with the new Code of Practice, Well-managed Highway Infrastructure, with a view to including these questions in the 2020/21 self-assessment questionnaire (that we will complete and submit in early 2020). There have also been suggestions that DfT may introduce a higher level, Band 4, or there may be further additional questions, for example around environmental matters. It is conceivable that a greater percentage of Government capital grant funding will in future be dependent on our Incentive Fund rating.

Even if none of these changes occur, we will need to carry out further detailed work in 2019 to enhance our asset management approach and cement our Band 3 rating going forward. We will also need to continue with work to take full advantage of the opportunities presented by the Well-managed Highways Infrastructure code of practice. These workstreams will include regularly reviewing, developing and improving the plans, frameworks and strategies that Kent has put in place. It also includes refining and improving our data collection and management to improve our ability to carry out lifecycle planning. We also need to commission a new contract or contracts covering our road and footway asset condition surveys and strategic asset management functionality.

Given the scale of maintenance backlogs and modelled deterioration across most asset groups, and continued funding challenges, it is important that we examine what more we can do to reduce lifecycle costs and improve future maintainability. This is important not only in terms of existing highway assets when they are renewed or life-extended but also in relation to new assets, whether they are installed by KCC and others or added to our inventory through adoption. These new highway assets bring significant other benefits to KCC and the people and businesses of Kent. However, moving forward we need to consider how we get the balance right between those benefits and our ability to maintain these assets over their lifecycle.

It is therefore intended that officers will continue work to examine a number of key areas relating to new assets being installed on our network to minimise lifecycle costs and improve future maintainability. These include:

- reviewing the Kent Design Guide to include more focus on reducing lifecycle costs and improving future maintainability;
- introducing a new road, footway and cycleway specification guide;
- introducing technical guidance notes for each asset group;
- introducing a technical approval process for each asset group, requiring future improvement projects to demonstrate that different lifecycle options have been considered and balanced against other drivers;
- reviewing outputs from the NHT Network surveys on public perception, CQC efficiency and performance management, that KCC participated in for the first time in 2018, to consider how the information could be taken forward and/or incorporated into existing processes.

Well-managed Highway Infrastructure

A Risk Based Approach –

Version	Author	Date	Comment
1.0	Rebecca Bailey	December 2018	For ETCC approval

Service Level Risk Assessments

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Highways, Transportation & Waste - Service Definition Sheet



“We inspect, repair and maintain our highways to keep them safe and provide the best highway service we can to Kent’s residents, visitors and businesses, whilst co-ordinating activities on the highway to minimise disruption to road users and facilitate utility services. We do this by balancing asset management principles, local operational needs and available resource.”

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Statutory Obligations:	<p>The Highways Act 1980 - Duty of care to maintain the highway in a safe condition and protect the rights of the travelling public to use the highway.</p> <p>Road Traffic Act 1984 – Legislation providing powers to control the movement and usage of roads through traffic regulation orders</p> <p>Road Traffic Act 1988 – Duty to promote road safety and act to reduce the likelihood of road casualties from occurring.</p> <p>Climate Change Act 2008 – Obliges us to reduce greenhouse gas emissions and prepare to adapt to longer term climate change</p> <p>Traffic Signs Regulations and General Directions 2016 – Legislation that sets out the conditions and standards for traffic signs and road markings</p> <p>The Traffic Management Act 2004 - Requirement to facilitate and secure the efficient movement of traffic on the highway network</p> <p>The Equalities Act 2010 – Invokes the Public Equality Dutyⁱ</p> <p>Public Nuisance - An action without lawful cause or excuse which causes anger, injures health or damages property.</p> <p>The Construction (Design & Management) Regulations 2015 - To ensure that health and safety issues are properly considered during a project's life</p> <p>New Roads and Street Works Act 1991 - Code of practice for local authorities who have a duty to co-ordinate works on the highway</p> <p>Wildlife and Countryside Act 1981 – Protects animals, plants and habitats within the UK</p> <p>Town and Country Planning Act 1990 – Provides planning protection to trees in Conservation Areas or protected by Tree Preservation Orders (TPOs)</p>
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NB – this is not an exhaustive list of applicable legislation

Strategic Objectives:	<p>Kent communities feel the benefits of economic growth by being in work, healthy and enjoying a good quality life.</p> <p>Children and young people in Kent get the best start in life.</p> <p>Older and vulnerable residents are safe and supported with choices to live independently.</p>
Business Priorities:	<p>Fewer people killed or seriously injured on Kent's roads.</p> <p>Customer satisfaction by providing 'the right services in the right way for the right people'</p> <p>Maximising lifespan and minimising lifecycle costs of the highway and its assets and improving maintainability by embedding asset management principles into everything we do.</p> <p>Growth and economic prosperity through an efficient highway and transport infrastructure.</p> <p>Everyone can choose to travel safely, efficiently and pleasantly to employment, education, social and cultural opportunities.</p>

ⁱ Public Equality Duty requires us to have due regard for advancing equality by removing or minimising disadvantage, encouraging participation and taking steps to meet the needs of all people from protected groups where these are different from the needs of other people.

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Highways, Transportation & Waste - Service Definition Sheet



Asset Group/ Drainage Asset Management

Service:

Service Scope

Service Provided:

- Emergency response where there is deemed to be an immediate or imminent risk to highway safety or of internal property flooding from the highway
- Cyclic maintenance of highway gully pots on main roads [yearly] and all highway drainage assets at defined flooding hotspots [twice yearly]
- Targeted maintenance of all other highway drainage assets identified via reports of defects or flooding and where there is a high risk to highway safety and/ or the risk of internal property flooding
- Investment for investigation of drainage defects where there is a high risk to highway safety and/ or the risk of internal property flooding
- Capital investment for drainage renewals and improvements where there is a high risk to highway safety and/ or the risk of internal property flooding
- Enforcement of drainage and highway rights where there is a high risk to highway safety and the risk of internal property flooding
- Making safe collapses relating to KCC highway drainage systems outside of the highway boundary (i.e. soakaways)

Service Not Provided:

- Maintenance of any drainage asset serving non-highway land, sewers or property even if it drains the highway
- Maintenance of highway drainage serving private streets or un-adopted roads
- Investigation of drainage defects where there is a medium or low risk to highway safety and the risk of internal property flooding
- Action to investigate or remediate minor ponding on the highway
- Drainage renewals and improvements where there is a medium or low risk to highway safety and the risk of internal property flooding
- Provision of highway drainage to drain water from land other than the adopted highway
- Provision of property level protection to prevent flooding from the highway or any other source
- Installation of additional drainage to compensate for undulations in road or altered profiles
- Installation of additional drainage to accommodate flows of water from private land, springs or failed third party assets such as water mains or down pipes
- Enforcement of drainage and highway rights where there is a medium or low risk to highway safety and the risk of internal property flooding.

Service Standard Risk Assessment:

Defect Type:	Blocked drainage and/ or highway flooding	Means of assessment:	Visual inspection
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		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety due to standing water/ ice [Safety]
- Delayed movement of traffic due to flooded/ impassable roads [Traffic]
- Increased disadvantage to people with limited mobility therefore discouraging participation [Equality]
- Detrimental affect effect on/risk to highway asset condition [Damage]
- Current funding levels do not allow service to upgrade/ renew all high priority locations

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Drainage asset management failed or under capacity causing regular flooding**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	25	20	12	16	Engineer inspection after flood clearance Risk assessments completed to determine if works meet intervention levels. If so CCTV investigation before scheme design and implementation budget depending.	12	12	6	12
Main Roads	20	16	12	16	Engineer inspection after flood clearance Risk assessments completed to determine if works meet intervention levels. If so CCTV investigation before scheme design and implementation budget depending.	12	12	6	12
Urban Minor Roads	16	12	12	16	Engineer inspection after flood clearance Risk assessments completed to determine	8	6	4	9

Well-managed Highway Infrastructure, A Risk Based Approach – Service Level Risk Assessments

					if works meet intervention levels. If so CCTV investigation before scheme design and implementation budget depending.				
Rural Minor Roads	16	12	12	16	Engineer inspection after flood clearance Risk assessments completed to determine if works meet intervention levels. If so CCTV investigation before scheme design and implementation budget depending.	8	6	4	12
Private Property			20	20	Engineer inspection after flood clearance Risk assessments completed to determine if works meet intervention levels. If so CCTV investigation before scheme design and implementation budget depending.			16	16

Scenario: **Flooding of up to half the road**

Page 331	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	20	16	9	9	Flood clearance [2 hours] and gully cleansing [2 hours - 7 days]	6	6	4	4
Main Roads	16	12	9	9	Flood warning signs [2 hours] and gully cleansing [7 days – 28 days]	6	6	4	4
Urban Minor Roads	12	6	12	9	Gully cleansing [28 days – 90 days]	6	4	6	6
Rural Minor Roads	9	4	9	12	Gully cleansing [90 days]	6	3	6	6
Private property			9	9	Gully cleansing [90 days]			6	6

Scenario: **Flooding of over half the road**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	25	20	12	12	Road closure, flood clearance and gully cleansing [2 hours]	6	6	4	4
Main Roads	20	16	12	9	Flood warning signs and / or flood clearance [2 hours] and gully cleansing [7 days]	6	6	4	4
Urban Minor Roads	16	12	16	9	Flood warning signs [2 hours] and gully cleansing [7 days – 28 days]	4	4	6	6
Rural Minor Roads	12	9	12	12	Flood warning signs [2 hours] and gully cleansing [28 days]	4	3	6	6
Private property			12	12	Gully cleansing [28 days]			6	6

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Scenario: **Flooding making the road impassable and causing internal property flooding**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	25	20	12	16	Road closure, flood clearance and gully cleansing [2 hours]	6	6	4	4
Main Roads	20	16	12	12	Flood warning signs and / or flood clearance [2 hours] and gully cleansing [7 days]	6	6	4	4
Urban Minor Roads	16	12	16	12	Flood warning signs and / or flood clearance [2 hours] and gully cleansing [7 days]	4	4	6	6
Rural Minor Roads	12	9	12	16	Flood warning signs [2 hours] and gully cleansing [7 days]	4	3	6	6

Private property			16	16	Flood clearance [2 hours] and gully cleansing [2 hours - 7 days]			6	6
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Scenario: Repeated flooding over half the road/ making the road impassable and/ or causing internal property flooding

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	25	20	12	16	Engineer inspection [28 days] and site flood risk assessment to determine further work	6	6	4	4
Main Roads	20	16	12	12	Engineer inspection [28 days] and site flood risk assessment to determine further work	6	6	4	4
Urban Minor Roads	16	12	16	12	Engineer inspection [90 days] and site flood risk assessment to determine further work	4	4	6	6
Rural Minor Roads	12	9	12	16	Engineer inspection [90 days] and site flood risk assessment to determine further work	4	3	6	6
Private property			16	16	Engineer inspection [90 days] and site flood risk assessment to determine further work			6	6

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Highways, Transportation & Waste - Service Definition Sheet

Asset Group/ Service: Footway and Cycleway Asset Management

Service Scope

Service Provided:

- Making safe footway and cycleway void/collapse sites (including those involving KCC drainage assets) within two hours
- Investigation and commissioning of appropriate repairs where there is a high-risk void/collapse (Not specifically funded. Funding therefore considered on a case-by-case basis and resulting in planned renewal or preservation works being postponed to later years.)
- Visual surveys of the footway network to gain condition data
- Visual surveys of the cycleway network where linked to roads or footways to gain condition data
- Analyse and investigate condition data from surveys alongside local needs to identify future schemes
- Produce a forward works programme of priority asset renewal and protection maintenance schemes

Service Not Provided:

- Maintenance of private or un-adopted footways and cycleways
- Coloured surfacing and High Friction Surfacing will only be used when demonstrably justified by safety assessments
- Reprofiting of footways and cycleways to address minor flooding
- Reprofiting of footways and cycleways to address minor dips and bumps
- Renewal of footways and cycleways for aesthetic reasons
- Cyclic renewal of specialist or coloured road surface materials
- Potholes and other defects in coloured areas will be repaired using black materials
- KCC recognises the importance of conservation but given resource challenges we cannot routinely agree to meet conservation requirements. We therefore liaise with conservation officers on planned maintenance works in conservation areas, and consider conservation issues alongside other factors such as affordability, lifecycle cost and maintainability, before deciding what works we will do and materials we will use
- Investigation of medium or low-risk voids or collapses in the footway or cycleway.
- Visual surveys of segregated cycleways to gain condition data
- Cyclic siding out of footways and cycleways

Service Standard Risk Assessment:

Defect Type:	Footway/Cycleway Collapse	Means of assessment:	Visual inspection (except segregated cycleways)
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		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety [Safety]
- Delays to movement of traffic due to traffic management requirements aiding pedestrian/cyclist movement [Traffic]
- Increased disadvantage to people with limited mobility [Equality]
- Detrimental effects on other highway assets [Damage]
- Restricting Active Travel in Kent [Equality]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Investigate and repair a “made safe” high risk significant footway or cycleway collapse**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
All footways/cycleways	12	6	12	9	Make immediate area safe within two hours. Identify cause, and commission appropriate remedial action for its high use (funded on a case-by-case basis)	5	3	6	4

Service Standard Risk Assessment:

Defect Type:	Structural deterioration of footways/cycleways	Means of assessment:	Condition surveys (except segregated cycleways)
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		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Increase in trip injuries [Safety]
- Increase in the amount of insurance claims being registered.
- Increased disadvantage to people with limited mobility [Equality]
- Increase in the amount of safety critical defects occurring [Damage]
- Increase in reactive maintenance costs and additional revenue budget pressures [Damage]
- A decline in footway/cycleway condition leads to increase in the parts of the network which are at the end of their service life [Damage]
- Restricting Active Travel in Kent [Traffic]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Decline in Footway/Cycleway condition leads to more safety critical defects**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High use	12	9	16	12	Within funds provided, use good asset management practices. With the decline in funding the result is minimal change to the residual risk on the entire network.	12	9	16	12
Low use	8	9	12	12	Within funds provided, use good asset management practices. With the decline in funding the result is minimal change to the residual risk on the entire network.	8	9	12	12

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Highways, Transportation & Waste - Service Definition Sheet



Asset Group/ Service: Intelligent Traffic Systems (ITS) Asset Management

Service Scope

Service Provided:

- Emergency response where there is deemed to be an immediate or imminent risk to highway safety
- Cyclic inspection of all installations [three times per year]
- Targeted maintenance of all installations identified via reports of defects or damage and where there is a high risk to highway safety.
- Investigation of defects where there is a high risk to highway safety
- Traffic signal renewals and improvements where there is a high risk to highway safety or obsolete equipment
- Technical Approval of all traffic signal designs to ensure compliance with standards.
- Advice and approval of suitable sites for electronic speed warning devices on the highway network

Service Not Provided:

- Maintenance of any signal installation on non-highway land or non-authority roads
- Investigation of any signal installations on non-highway land or non-authority roads
- Enforcement of traffic signals under The Traffic Management Act 2004
- Routine replacement of non-statutory and non-safety critical assets
- Painting of traffic signal poles, controller cabinets or any other ITS assets
- Removal of non-offensive graffiti
- KCC recognises the importance of conservation but given resource challenges we cannot always agree to meet conservation requirements but will liaise with conservation officers on new schemes in such areas to consider minor adjustments alongside other factors such as cost, lifecycle and maintenance

Footnote:

Traffic systems assets are binary in nature: they are either on and fully working, or off and inactive. The various components at a site can be replaced or repaired independently of other aspects in order to extend the life of the overall asset. This means that once any faults, damage or other issues have been addressed that the residual risk returns to the minimal level of the original design. The biggest long term risk to the equipment is the obsolescence of the technology and the availability of spare components.

Service Standard Risk Assessment:

Defect Type: Asset faulty or damaged **Means of assessment:** Visual inspection or system alert

		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety due to reduced information to users [Safety]
- Delayed movement of traffic due to lack of co-ordination [Traffic]
- Increased disadvantage to people with limited mobility therefore discouraging participation [Equality]
- Detrimental effect on/risk to highway asset condition [Damage]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Communications failure** (reduces network efficiency but the lights continue to function)

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	8	12	6	6	Engineer to attend site within 2 hours and repair within 4 hours of attendance	2	2	4	4
Main Roads	12	16	6	6	Engineer to attend site within 4 hours and repair within 4 hours of attendance	2	2	4	4
Urban Minor Roads	6	9	6	6	Engineer to attend site within 48 hours and repair as soon as possible	2	2	6	6
Rural Minor Roads	6	2	6	6	Engineer to attend site within 48 hours and repair as soon as possible	2	2	6	6

Scenario: **Lamp Fault** (integral safety systems ensure safe operation is maintained or automatically switched off)

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	20	16	8	6	Engineer to attend site within 4 hours and repair within 4 hours of attendance	2	2	4	4
Main Roads	20	16	8	6	Engineer to attend site within 4 hours and repair within 4 hours of attendance	2	2	4	4
Urban Minor Roads	12	6	6	6	Engineer to attend site within 48 hours and repair as soon as possible	2	2	6	6
Rural Minor Roads	9	4	6	6	Engineer to attend site within 48 hours and repair as soon as possible	2	2	6	6

Scenario: **Detector fault** (affect network efficiency but may be either above ground detector or carriageway loops)

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	12	25	12	12	Engineer to attend site within 4 hours and repair within 4 hours of attendance	6	6	4	4
Main Roads	12	25	12	9	Engineer to attend site within 4 hours and repair within 4 hours of attendance	6	6	4	4
Urban Minor Roads	9	20	12	9	Engineer to attend site within 48 hours and repair as soon as possible	4	6	6	6
Rural Minor Roads	9	12	6	6	Engineer to attend site within 48 hours and repair as soon as possible	4	6	6	6

Scenario: **Road traffic collision damaging ITS assets** (will be made safe and require urgent follow up visit)

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	25	25	16	16	Engineer to attend site within 2 hours and repair as soon as possible	6	6	4	4
Main Roads	25	20	16	12	Engineer to attend site within 2 hours and repair as soon as possible	6	6	4	4
Urban Minor Roads	20	16	16	12	Engineer to attend site within 2 hours and repair as soon as possible	4	4	6	6
Rural Minor Roads	16	16	12	12	Engineer to attend site within 2 hours and repair as soon as possible	4	4	6	6

Scenario: **Asset condition and technology availability** (Prioritised based on age, fault rate and availability of spare parts)

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	15	20	15	20	Assessed for inclusion in annual refurbishment programme	10	15	10	15
Main Roads	15	20	20	15	Assessed for inclusion in annual refurbishment programme	10	15	15	10
Urban Minor Roads	10	15	15	10	Assessed for inclusion in annual refurbishment programme	5	10	10	5
Rural Minor Roads	10	15	15	10	Assessed for inclusion in annual refurbishment programme	5	10	10	5



Highways, Transportation & Waste - Service Definition Sheet

Asset Group/ Service: New Highway Assets

Service Scope

Service Provided:

- Implementation of new highway improvement schemes and KCC's Casualty Reduction Strategy including Road Safety Education
 - Design and implementation of new highway infrastructure taking into account life cycle costs and future maintainability.
- Type of schemes: -
 - New or amended signs and lines
 - Changes to speed limits
 - Changes to movement and or weight restrictions
 - Safety cameras where current criteria is met
 - New pedestrian crossing points including zebra and push button crossings
 - Implementation, modification or removal of vertical and horizontal traffic calming such as road humps, priority working systems, road narrowing, traffic islands, build outs
 - Traffic signals
 - Vehicle Activated Signs or Speed Indicator Devices
 - Junction improvement schemes
 - New and improvements to existing footways and cycleways
 - Installation of village gateways (if externally funded) – please note Kent County Council do not maintain village gateways therefore a maintenance agreement must be in place prior to installation
 - Installation of high grip surfacing on approaches to pedestrian crossings
- Parking restrictions to mitigate an evidenced road safety issue
- 3rd party funded traffic regulation orders (TROs)
- 3rd party funded directional and brown tourism signs
- Dropped kerbs and tactile paving to provide equal access for mobility impairment
- Delivery of new highway infrastructure, considering economic, social and environmental improvements balanced with Kent's existing highway maintenance service levels

Service Not Provided:

- Parking restrictions to address inconsiderate parking or amenity issues
- Installation or renewal of street name plates – this is a district/borough function
- Installation of private or non-prescribed highway signs
- Installation of specialist street furniture
- Investigation and testing into complaints of property damage caused by vehicle vibrations
- Targeted additional maintenance carried out on the routes and locations where cluster sites are apparent
- Reducing road noise with special materials
- Coloured surfacing and High Friction Surfacing will only be used when demonstrably justified by safety assessments
- KCC recognises the importance of conservation but given resource challenges we cannot always routinely agree to meet conservation requirements. We therefore liaise with conservation officers on planned improvement works in conservation areas, and consider conservation issues alongside other factors such as affordability, lifecycle cost and maintainability, before deciding what works we will do and materials we will use

Service Standard Risk Assessment:

Service/Defect Type: Casualty Reduction **Means of assessment:** Analysis of collision data

		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety, increased number of Casualties [Safety]
- Delayed movement of traffic [Traffic]
- Increased disadvantage to people with limited mobility [Equality]
- Detrimental effect on other highway assets [Damage]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Collisions and injuries/fatalities**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Urban	25	16	6	15	Crash cluster site identified, investigated and appropriate action taken. Collaborative working with the Strategic Road Safety Board and education partners including Kent Fire & Rescue.	20	12	4	9
Rural	25	9	6	12	Crash cluster site identified, investigated and appropriate action taken. Collaborative working with the Strategic Road Safety Board and education partners including Kent Fire & Rescue.	20	6	4	9

Service Standard Risk Assessment:

Service/Defect Type: Congestion **Means of assessment:** Traffic surveys and modelling

		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety [Safety]
- Delayed movement of traffic [Traffic]
- Negative impact on regeneration and economic growth [Economy]
- Increased disadvantage to particular groups such as poor air quality [Equality]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Highway infrastructure operating below required capacity**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Economy	Equality		Safety	Traffic	Economy	Equality
Major Strategic Roads	12	15	15	16	Site identified, investigated and appropriate action taken	9	9	12	12
Other Strategic Roads	12	15	15	16	Site identified, investigated and appropriate action taken	9	9	12	12
Locally Important Roads	15	15	12	16	Site identified, investigated and appropriate action taken	9	9	9	12
Minor Roads	12	12	12	16	Site identified, investigated and appropriate action taken	9	9	9	12

Service Standard Risk Assessment:

Service/ Defect Type:	Mobility Dropped kerbs	Means of assessment:	Visual inspection and assessment of local links
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		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety [Safety]
- Delayed movement of traffic [Traffic]
- Increased disadvantage to people with limited mobility [Equality]
- Detrimental effect on other highway assets [Damage]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Provision of dropped kerbs to allow easier movement for mobility impaired highway users**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Major Strategic Roads	9	9	16	9	Site investigated, and appropriate action taken and works installed.	6	6	9	6
Other Strategic Roads	9	9	16	9	Site investigated, and appropriate action taken and works installed.	6	6	9	6
Locally Important Roads	12	9	20	9	Site investigated, and appropriate action taken and works installed.	6	6	12	6
Minor Roads	12	9	20	9	Site investigated, and appropriate action taken and works installed.	6	6	12	6

Service Standard Risk Assessment:

Service/ Defect Type:	Specific maintenance for known cluster sites	Means of assessment:	Not assessed
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		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety and increased number of KSIs [Safety]
- Delayed movement of traffic [Traffic]
- Increased disadvantage to people with limited mobility [Equality]
- Detrimental effect on other highway assets [Damage]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **No higher maintenance regime on cluster sites and highest risk routes (in terms of KSIs)**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Entire road network	25	20	12	25	There is not a programme of specific additional maintenance on known cluster sites which have been subject to remedial measures. These sites are included within the routine inspections and actioned within present investigatory levels.	25	20	12	25

Service Standard Risk Assessment:

Service/Defect Type: Major Highway Infrastructure Projects **Means of assessment:** Not assessed

		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety [Safety]
- Delayed movement of traffic [Traffic]
- Negative impact on regeneration and economic growth [Economy]
- High profile schemes with significant impact to existing network [Reputational]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Major Capital Projects**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Economy	Reputation		Safety	Traffic	Economy	Reputation
Entire road network	20	25	20	25	Major capital infrastructure projects bid for and receive Government funding to deliver schemes that look to tackle existing congestion, improve journey time reliability and safety.	3	6	4	4

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Highways, Transportation & Waste - Service Definition Sheet

Asset Group/ Service: Non-lit Highway Signs

Service Scope

Service Provided:

- Cyclic condition inspections as part of the wider highway inspection regime and targeted inspections informed by fault reports from customers
- Emergency response where there is deemed to be an immediate or imminent risk to highway safety
- Replacement of the following safety critical signing only where hazard is still present and risk assessment identifies as safety critical. Current funding covers approximately 25% of the A network and 20% of the B road network:
Warning signs such as junction ahead signs, bend ahead signs and zebra crossing ahead signs
Regulatory signs – Those signs which place a restriction on the highway such as speed limits, width restrictions and keep left signs
Safety Camera signing route directional signing
- Installation of new non-lit signs as part of a crash remedial or highway improvement scheme
- Licence attachment of traffic survey equipment to non-lit signs
- Targeted non-lit sign cleaning current budget provides for approximately 5% of the A road network for cleaning
- Removal of clutter in the form of defunct or redundant signs and posts where there is an identified safety risk to the highway user, where there is an obstruction to inclusive mobility or where signing can be rationalised as part of development or a new highway scheme.
- Enforcement action to remove any non-highway signing within the highway where it poses a significant safety risk to highway users
- Vegetation clearance around safety critical signing where there is an identified significant risk to the safety of highway users
- Review of lorry signing strategies
- Installation of tourist destination signing funded by 3rd party

Service Not Provided:

- Replacement of warning signs and regulatory signs on 75% of the A road network, on 80% of the B road network or on the C or unclassified network with current funding levels.
- Replacement of any non-safety critical signing on any part of the network including:
Informatory signs such as no through road signs or unsuitable for lorries signing
Non primary route direction signing
Village signs
- Maintenance of any signs which are not highway signs owned by KCC – This includes parking signs which are part of the managed parking services managed by the Boroughs or Districts
- Maintenance of any signs which are located on private streets or un-adopted roads.
- Installation of any new signs which are not standard highway signs relating to messages for the users of the highway
- Cyclic cleaning of all highway signs
- Removal of non-offensive Graffiti
- Cyclic renewal of aging sign stocks not considered to be a risk to the highway user or safety critical.
- Replacement of any non-standard or non-safety critical signing such as village gateways
- Provision of specialist conservation style signing

Service Standard Risk Assessment:

Defect Type:	Damaged / missing non-lit sign	Means of assessment:	Visual inspection
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		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Risk due to hazardous obstruction in the carriageway or footway [Safety]
- Risk to highway users due to lack of warning of mandatory or regulatory restrictions on the highway [Traffic]
- Increased disadvantage to people with limited mobility therefore discouraging participation [Equality]
- Detrimental affect effect on/risk to highway asset condition [Damage]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Damaged Safety Critical Highway Sign**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	20	20	9	9	Emergency 2 hour attendance to make safe / remove. Repair within 28 days. Consider repair in line with available funding	16	16	8	8
Main Roads	16	16	12	9	Emergency 2 hour attendance to make safe / remove. Repair within 28 days. Consider repair in line with available funding	12	12	12	6
Urban Minor Roads	16	12	12	6	Emergency 2 hour attendance to make safe / remove. Unlikely to repair with current funding	16	12	12	6
Rural Minor Roads	16	12	4	4	Emergency 2 hour attendance to make safe / remove. Unlikely to repair with current funding	16	12	4	4

Scenario: **Missing or obscured Safety Critical Highway Sign**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	20	16	9	9	Emergency 2 hour attendance to make safe. Repair within 28 days. Consider repair in line with available funding	16	12	9	8
Main Roads	16	12	9	9	Emergency 2 hour attendance to make safe. Repair within 28 days. Consider repair in line with available funding	12	12	9	8
Urban Minor Roads	12	12	6	6	Attend within 7 days of notification. Unlikely to repair with current funding	12	9	6	6
Rural Minor Roads	9	9	4	4	Attend within 7 days of notification. Unlikely to repair	9	9	4	4

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Scenario: **Damaged / Unserviceable Non-Safety Critical Highway Sign**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	12	16	6	6	Attend within 7 days of notification. Unlikely to repair with current funding	12	16	6	6
Main Roads	12	16	6	6	Attend within 7 days of notification. Repair within 90 days. Unlikely to repair with current funding	12	16	6	6
Urban Minor Roads	6	9	4	4	Attend within 28 days of notification. Repair within 90 days. Unlikely to repair with current funding	6	9	4	4
Rural Minor Roads	4	4	2	2	Attend within 28 days of notification. Repair within 90 days. Unlikely to repair with current funding	4	4	2	2

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Highways, Transportation & Waste - Service Definition Sheet



Asset Group/ Service: Pedestrian Guardrail

Service Scope

Service Provided:

- Cyclic condition inspections as part of the wider highway inspection regime and targeted inspections informed by fault reports from customers
- Emergency response where there is deemed to be an immediate or imminent risk to highway safety
- Targeted assessment for removal of asset
- Maintenance / replacement of damaged and hazardous guardrail within public highway
- Installation of new guardrail as part of a safety or highway improvement scheme
- Removal of guardrail where it is assessed as no longer required

Service Not Provided:

- Maintenance of any pedestrian guardrail which is located on private streets or un-adopted roads.
- Minor / cosmetic damage
- Cyclic replacement of pedestrian guardrail
- Installation of new pedestrian guardrail which is not part of a safety or highway improvement scheme
- Installation or upgrade of pedestrian guardrail to ornamental guardrail
- Painting of guardrail
- KCC recognises the importance of conservation but given resource challenges we cannot always routinely agree to meet conservation requirements. We therefore liaise with conservation officers on planned maintenance works in conservation areas and consider conservation issues alongside other factors such as affordability, lifecycle cost and maintainability, before deciding what works we will do and materials we will use.

Service Standard Risk Assessment:

Defect Type:	Damaged pedestrian guardrail	Means of assessment:	Visual inspection by a Highway Steward or inspector
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		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Risk to highway users accessing the carriageway at unsafe locations due to missing or damaged pedestrian guardrail [Safety]
- Obstruction to the movement of pedestrians or carriageway users due to damaged pedestrian guardrail on the footway or encroaching the carriageway [Traffic]
- Increased disadvantage to vulnerable road users discouraging participation [Equality]
- Detrimental affect effect on/risk to highway asset condition [Damage]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Damaged / Missing Safety Critical Pedestrian Guardrail**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	25	20	16	12	Emergency 2 hour attendance to make safe. Permanent repair within 28 days to 90 days	9	9	8	6
Main Roads	20	16	20	12	Emergency 2 hour attendance to make safe. Permanent repair within 28 days to 90 days.	9	8	9	6
Urban Minor Roads	20	16	20	9	Emergency 2 hour attendance to make safe. Permanent repair within 28 days to 90 days	9	8	9	4
Rural Minor Roads	9	9	6	6	Emergency 2 hour attendance to make safe. Permanent repair within 28 to 90 days	6	6	4	4

Scenario: **Damaged / Missing Non-Safety Critical Pedestrian Guardrail**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	12	20	6	4	Attend within 2 hours to make safe. Permanent repair within 28 days to 90 days	4	9	4	2
Main Roads	12	20	6	4	Attend within 2 hours to make safe. Permanent repair within 28 days to 90 days	4	9	4	2
Urban Minor Roads	9	12	6	4	Attend within 28 days. Permanent repair within 90 days.	4	6	4	2
Rural Minor Roads	6	6	4	2	Attend within 28 days. Permanent repair within 90 days.	2	2	2	2

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Highways, Transportation & Waste - Service Definition Sheet

Asset Group/ Service: Road Asset Management

Service Scope

Service Provided:

- Making safe road void/collapse sites (including those involving KCC drainage assets) within two hours
- Investigation and commissioning of appropriate repairs where there is a void/collapse (Not specifically funded. Funding therefore considered on a case-by-case basis, and potentially resulting in planned renewal or preservation works being postponed to later years.)
- Mechanical surveys of A, B and major C roads to detect areas of low grip/texture
- Targeted maintenance of skid deficient sites on A, B and major C roads, in accordance with KCC's Skid Resistance Strategy, where there is a risk of further accidents due to low grip levels
- Road coring and testing to identify condition and data of existing network
- Mechanical surveys on A, B and C roads to gain condition data
- Visual surveys on U roads to gain condition data
- Assessing the condition of the roads with the data obtained and identifying the locations where renewal or preservation works are needed and/or will deliver the best long-term economic value and using this to produce future works programmes
- Renewal of sections of road which have reached the end of their service life
- Preservation of sections of road to extend their service life

Service Not Provided:

- Maintenance of private or un-adopted roads
- Reducing road noise with special materials
- Coloured surfacing and High Friction Surfacing will only be used when demonstrably justified by safety assessments
- Reprofiting of roads to address minor flooding
- Reprofiting of roads to address minor dips and bumps
- Renewal of roads for aesthetic reasons (e.g. overlaying concrete roads)
- Cyclic renewal of specialist or coloured road surface materials
- Potholes and other defects in coloured areas will be repaired using black materials
- KCC recognises the importance of conservation but given resource challenges we cannot routinely agree to meet conservation requirements. We therefore liaise with conservation officers on planned maintenance works in conservation areas, and consider conservation issues alongside other factors such as affordability, lifecycle cost and maintainability, before deciding what works we will do and materials we will use
- Visual surveys of non-paved areas of highways

Service Standard Risk Assessment:

Defect Type: Low road grip or texture **Means of assessment:** Regular mechanical surveys

		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety due to low texture (grip) [Safety]
- Delayed movement of traffic due to accidents [Traffic]
- Increased disadvantage to people with limited mobility due to delays [Equality]
- Detrimental effect on other highway assets due to accident [Damage]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Unaddressed grip/texture deficiency leads to more collisions and injuries/fatalities**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Main Roads	20	6	1	9	Schemes to resolve grip/texture deficiency identified, investigated and commissioned	5	3	1	3
Minor Roads					Road classification assessed and considered to be low risk				

Service Standard Risk Assessment:

Defect Type: Structural deterioration of roads **Means of assessment:** Regular condition surveys

		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Increase in injuries and fatalities [Safety]
- Decline in roads condition leads to increase in the parts of the network which are at the end of their service life [Damage]
- Increase in safety critical defects requiring urgent intervention [Damage]
- Increase in reactive maintenance costs and additional revenue budget pressures [Damage]
- Increased disadvantage to people with limited mobility due to delays [Equality]
- Reduced highway safety due to condition deterioration [Safety]
- Delayed movement of traffic due to more defects and road closures [Traffic]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Decline in road condition leads to more safety critical defects**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Strategic Roads	20	12	6	15	Data analysis to determine the most appropriate renewal and preservation methods and the timescale for delivery.	15	9	6	12
Locally Important Roads	16	9	6	12	Data analysis to determine the most appropriate renewal and preservation methods and the timescale for delivery.	12	8	6	9
Minor Roads	16	6	6	9	Data analysis to determine the most appropriate renewal and preservation methods and the timescale for delivery.	12	6	6	9

Service Standard Risk Assessment:

Defect Type: Road collapse **Means of assessment:** Visual inspection

		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety due to void [Safety]
- Delayed movement of traffic due to closure [Traffic]
- Increased disadvantage to people with limited mobility due to delays [Equality]
- Detrimental effects on other highway assets [Damage]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Road collapse**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Strategic Roads	15	15	12	15	Road closure, cause identified, and remedial action commissioned (funded on a case-by-case basis)	6	6	6	2
Locally Important Roads	12	12	12	12	Road closure, cause identified, and remedial action commissioned (funded on a case-by-case basis)	4	4	4	4
Minor Roads	10	8	15	9	Road closure/barrier, cause identified, and appropriate action taken (funded on a case-by-case basis)	8	2	2	6



Highways, Transportation & Waste - Service Definition Sheet

Asset Group/ Service: Street Lighting Asset Management

Service Scope

Service Provided:

- Emergency response where there is deemed to be an immediate or imminent risk to highway safety
- Cyclic electrical and structural testing of street lighting assets
- Reactive maintenance of street lighting assets identified via reports of defects
- Night scouting of assets not on the central management system
- Monitoring of performance and energy consumption via a central management system
- Street lighting asset renewals and improvements where it is a high risk to highway safety or asset is coming to the end of its life
- Provision of general maintenance to some non-KCC owned lights on behalf of the District/Borough Councils
- Assessment of requests for attachments to KCC owned street lighting assets
- Assessment and approval of new developments and schemes where lighting assets are included
- Works for third parties involving KCC owned street lighting assets
- Work for third parties involving their street lighting assets

Service Not Provided:

- Maintenance of street lighting assets on non-highway land or non-authority roads with the exception of District lighting maintained by KCC on their behalf
- Provision of additional lighting.
- Removal of inoffensive graffiti from street lighting assets
- Painting of street lights unless in a conservation area
- Installation of ornate/heritage style luminaires unless in a conservation area
- We only adopt private street lights if the adoption criteria are met in full

Service Standard Risk Assessment:

Defect Type:

Damage to equipment

Means of assessment:

Visual inspection

		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety due to structural integrity of asset [Safety]
- Delayed movement of traffic due to structural failure of asset [Traffic]
- Increased disadvantage to people with limited mobility therefore discouraging participation [Equality]
- Detrimental effect on/risk to highway asset condition [Damage]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Low risk faults: e.g. single asset not working in a road**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	1	1	1	1	Attendance at next high speed road closure	1	1	1	1
Main Roads	1	1	1	1	Attendance within 21 days	1	1	1	1
Urban Minor Roads	1	1	1	1	Attendance within 21 days	1	1	1	1
Rural Minor Roads	1	1	1	1	Attendance within 21 days	1	1	1	1

Scenario: **Multiple lights in a road not working**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	2	2	1	1	Attendance in 2 days	1	1	1	1
Main Roads	6	2	2	1	Attendance in 2 days	1	1	1	1
Urban Minor Roads	6	2	6	1	Attendance in 2 days	1	1	1	1
Rural Minor Roads	6	2	4	1	Attendance in 2 days	1	1	1	1

Scenario: **Higher risk faults e.g. Light at a zebra crossing or conflict area not working**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	3	2	1	1	Attendance in 2 days	1	1	1	1
Main Roads	8	2	8	1	Attendance in 2 days	1	1	1	1
Urban Minor Roads	8	2	10	1	Attendance in 2 days	1	1	1	1
Rural Minor Roads	8	2	8	1	Attendance in 2 days	1	1	1	1

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Highways, Transportation & Waste - Service Definition Sheet

Asset Group/ Service: Highway Structures

Service Scope

Service Provided:

- Routine surveillance at the frequencies defined in the KCC Highway Inspectors Manual
- 2-yearly General Inspections of all KCC owned highway structures
- 2-yearly safety inspections of targeted non-KCC owned highway structures
- Ad hoc safety inspections of highway structures following damage reports or extreme events
- 6-12 yearly Principal Inspections of KCC owned highway structures (bridges and culverts spanning >900mm and sign gantries only)
- Special inspections of highway structures planned and programmed on a targeted basis
- Structural reviews and assessments of KCC owned highway structures planned and programmed on a targeted basis
- General maintenance - prioritised based on the risk to safety and programmed on a targeted basis:
 - Impact damage repairs
 - Drainage cleansing
 - Removal of vegetation
 - Culvert cleansing
 - Removal or obliteration of obscene and/or offensive graffiti
- Preventative maintenance - prioritised based on the risk of accelerated deterioration:
 - Repointing
 - Painting
 - Minor defect repairs
 - Repairs of waterproofing
- A targeted approach to the management of substandard structures
- A targeted approach to component renewal, prioritised based on the risk to safety and the risk of accelerated deterioration
- A targeted approach to upgrading and asset replacement, prioritised based on the risk to safety and the risk of accelerated deterioration
- Management of low height bridges together with remedial works to bridge signing and liaison with Network Rail and other bridge owners following bridge strikes
- Technical Approval of new highway structures including those promoted by developers

Service Not Provided:

- General Inspections of non-KCC owned highway structures
- Principal Inspections of bridges and culverts spanning <900mm, retaining walls, pedestrian subways, certain inaccessible structures or any non-KCC owned highway structures
- Routine/ cyclic structural reviews and assessments
- Cyclic programmes of general and preventative maintenance
- A planned approach to the management of substandard structures
- Maintenance and renewals for aesthetic reasons
- Removal or obliteration of non-obscene or non-offensive graffiti
- Cyclic component renewal
- Widening and headroom improvements

Service Standard Risk Assessment:

Defect Type:	Deterioration / failure of KCC -owned Highway Structure	Means of assessment:	Visual inspection or Structural Review / Assessment
---------------------	---------------------------------------------------------	-----------------------------	-----------------------------------------------------

		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety resulting from asset condition [Safety]
- Delayed movement of traffic due to traffic management measures prior to repair [Traffic]
- Increased disadvantage to people with limited mobility therefore discouraging participation [Equality]
- Detrimental effect on/risk to highway asset condition [Damage]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Non-structural defect but with the potential to increase the rate of asset deterioration**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Strategic Routes	8	8	2	10	Repairs to be added to work bank with low priority and monitored for further deterioration at subsequent routine inspections. Repairs to be completed with a low priority or in conjunction with other works planned at the structure.	4	4	2	5
Locally Important Routes	6	6	3	8		3	3	3	4
Minor Routes	6	6	3	8		3	3	3	4
Other (N/A) Routes	6	6	3	8		3	3	3	4

Scenario: **Minor defect / deterioration of a non-critical structural element**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Strategic Routes	12	12	4	15	Repairs to be added to work bank with low priority and monitored for further deterioration at subsequent routine inspections. Repairs to be completed with a low priority or in conjunction with other works planned at the structure.	4	4	4	10
Locally Important Routes	9	9	6	12		3	3	6	8
Minor Routes	9	9	6	12		3	3	6	8
Other (N/A) Routes	9	9	6	12		3	3	6	8

Scenario: **Minor defect / deterioration of a critical structural element**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Strategic Routes	16	16	6	16	Make safe repairs completed and ongoing monitoring arranged as appropriate. Repairs to be added to work bank with medium priority. Repairs to be prioritised against works at other structures and planned for completion within two years subject to available resources and funding	8	8	4	12
Locally Important Routes	12	12	9	12		6	6	6	9
Minor Routes	12	12	9	12		6	6	6	9
Other (N/A) Routes	12	12	9	12		6	6	6	9

Scenario: Significant defect / deterioration of a non-critical structural element									
	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Strategic Roads	20	16	6	16	Make safe repairs completed and ongoing monitoring arranged as appropriate. Repairs to be added to work bank with medium priority. Repairs to be prioritised against works at other structures and planned for completion within two years subject to available resources and funding.	12	8	4	12
Locally Important Routes	16	12	9	12		8	6	6	9
Minor Routes	16	12	9	12		8	6	6	9
Other (N/A) Routes	16	12	9	12		8	6	6	9

Scenario: Significant defect / deterioration of a critical structural element									
	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Strategic Roads	20	20	8	20	Make safe repairs completed and ongoing monitoring arranged as appropriate. Repairs to be prioritised and completed as high priority subject to available resources and funding.	12	12	4	15
Locally Important Routes	16	16	12	16		8	8	6	12
Minor Routes	16	16	12	16		8	8	6	12
Other (N/A) Routes	16	16	12	16		8	8	6	12

Scenario: Structure classed as sub-standard following Structural Inspection requiring replacement (Principle Bridge Inspections)									
	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Major Strategic Routes	25	25	15	25	Structure to be managed in accordance procedures for sub-standard structures including provision of interim measures, regular monitoring and ongoing reviews. Repairs, or asset replacement, to be prioritised as appropriate	15	15	9	15
Other Strategic Routes	25	25	15	25		15	12	9	15
Locally Important Routes	20	20	25	20		12	12	15	12
Minor Routes	16	16	22	16		8	8	12	8
Other (N/A) Routes	16	16	25	16		8	8	15	8

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Scenario: Total failure of asset									
	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Strategic Routes	25	25	15	25	Urgent / emergency measures instigated to make safe as appropriate. Repairs, or asset replacement, to be prioritised and completed as very high priority subject to available resources and funding.	15	15	9	15
Locally Important Routes	20	20	25	20		12	12	15	12
Minor Routes	16	16	22	16		8	8	12	8
Other (N/A) Routes	16	16	25	16		8	8	15	8

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Highways Transportation & Waste - Service Definition Sheet

Asset Group/ Service: Winter Service

Service Scope

Service Provided:

- Delivers a winter service on Kent County Council maintained highways
- Carries out precautionary salting on defined primary routes - Class A and B roads; other roads included in the top three tiers of the maintenance hierarchy as defined in Kent's Highway Asset Management strategy documents
- Snow clearance on roads will be carried out on a priority basis on primary routes and other roads as specified in the winter service policy
- Salt Bins are provided to give motorists and pedestrians the means of salting small areas of road or footway where ice is causing difficulty on highways not covered by primary precautionary salting routes
- The Winter Duty Officer will be responsible for issuing forecast updates and any revised salting instructions when necessary. The Kent Road Weather Forecast will be sent to KCC Highway Operations, contractors, neighbouring highway authorities, and other relevant agencies
- Agreements are in place whereby snowploughs are provided and maintained by Kent County Council and assigned to 114 local farmers and plant operators for snow clearance operations, generally on the more rural parts of the highway.
- Spot salting may be carried out on roads and footways beyond the scheduled precautionary salting routes
- District council resources are used during snow emergencies to clear snow and ice in town centres under agreements made with the County Council

Service Not Provided:

- Motorways and trunk roads are managed and treated by Highways England
- Roads not in the top three tiers of the maintenance hierarchy are not precautionary salted
- Footways and cycleways are not precautionary salted
- Snow clearance is not carried out on minor roads unless on agreed predetermined routes with farmers not included in the top three tiers of the maintenance hierarchy
- Private roads, car parks etc. not covered by the KCC winter service

Service Standard Risk Assessment:

Defect Type:	Hoar frost, ice and snow on road highway network during winter months October to April	Means of assessment:	Road surface temperature forecasts provided by road weather stations and road weather forecast
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		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety due to hoar frost, snow or ice [Safety]
- Increased disadvantage to people with limited mobility therefore discouraging participation [Equality]
- Detrimental affect effect on/risk to highway asset condition due to freeze/thaw impact leading to increase in potholes [Damage]
- Inability of traffic to move freely along roads [Traffic]
- Reduced movement of pedestrians and cyclists in ice or snow conditions [Safety]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Hoar frost widespread across the network leading to reduced grip**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	16	16	4	8	Precautionary salting	4	4	4	4
Main Roads	16	16	4	8	Precautionary salting	4	4	4	4
Urban Minor Roads	16	16	6	8	Precautionary salting on selected roads	4	4	4	4
Rural Minor Roads	12	8	4	8	No intervention	12	8	4	8
Footways & cycleways			4	6	No intervention			4	6

Scenario: Snow on roads leading to loss of grip, limiting movement, increasing hazards to drivers

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	25	25	9	20	Snow ploughing, salting, patrolling	9	9	4	15
Main Roads	25	25	9	20	Snow ploughing, salting, patrolling, district council town centre snow clearance	9	9	4	15
Urban Minor Roads	25	25	12	20	Snow ploughing, salting, patrolling, district council town centre snow clearance	9	4	6	15
Rural Minor Roads	25	25	9	20	Farmers snow ploughing, local district plan hand clearance priorities, parish salt bags	12	12	6	15
Footways & Cycleways			9	15	District and parish and local action on footways and cycleways	9		6	6

Scenario: Ice on roads reducing grip and presenting a hazard to highway users

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	25	20	12	12	Precautionary and post salting	9	9	4	15
Main Roads	20	16	12	9	Precautionary and post salting	9	9	4	15
Urban Minor Roads	16	12	16	9	Precautionary and post salting on selected roads	9	4	6	15
Rural Minor Roads	16	9	12	12	Local district plan hand clearance priorities, parish salt bags on selected roads	12	12	6	15
Footways & Cycleways	25		16	16	Parish and local action on footways and cycleways	9		6	15

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Highways, Transportation & Waste - Service Definition Sheet

Asset Group/ Service: Crash Barrier (Vehicle Restraint Systems {VRS})

Service Scope

Service Provided:

- Safety inspections as part of the wider highway inspection regime and targeted inspections informed by fault reports from customers
- Impact damage repairs
- Re-tensioning of tensioned corrugated beam safety barriers on a 2-yearly frequency
- Service inspections on a 5-yearly frequency and subsequent renewal / replacement of Crash Barrier on a priority / life cycle planning basis
- Updating of Crash Barrier inventory information on an ad hoc basis with a detailed review every 5 years
- Management of road-rail incursion risks
- Assessment of future Crash Barrier provision in response to queries from customers, regular service inspections and proposed changes to the highway network

Service Not Provided:

- Provision of Crash Barrier to protect private property
- Provision or maintenance of Crash Barrier on Private Streets or Highways not maintainable at public expense
- Maintenance of Crash Barrier not owned by KCC
- Routine cleaning of Crash Barrier
- Non-structural cosmetic damage repairs to Crash Barrier
- Painting of Crash Barrier

Service Standard Risk Assessment:

Defect Type: Damaged or missing Crash Barrier **Means of assessment:** Visual inspection

		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety due secondary incidents [Safety]
- Delayed movement of traffic due to traffic management measures prior to repair [Traffic]
- Increased disadvantage to people with limited mobility therefore discouraging participation [Equality]
- Detrimental effect on/risk to highway asset condition [Damage]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Deformed beams and deflected posts but beam generally intact and mounted at correct height**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Strategic Routes	10	5		5	Damage to be repaired alongside other safety barrier in the location at next available opportunity	8	4		4
Locally Important Routes	8	3		3	Damage to be repaired alongside other safety barrier in the location at next available opportunity	6	2		2
Minor Routes	8	3		3	Damage to be repaired alongside other safety barrier in the location at next available opportunity	6	2		2
Other (N/A) Routes	6	2		2	Damage to be repaired alongside other safety barrier in the location at next available opportunity	4	1		1

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Scenario: **Damaged Crash Barrier to limited number of posts but beam generally intact and mounted at correct height**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Strategic Routes	15	15		10	Damage to be repaired within 28 days	10	10		5
Locally Important Routes	12	12		8	Damage to be repaired within 56 days	8	8		4
Minor Routes	12	12		8	Damage to be repaired within 56 days	8	8		4
Other (N/A) Routes	9	9		6	Damage to be repaired within 56 days	6	6		3

Scenario: **Damaged Crash Barrier where beams no longer intact and generally mounted at correct height but without additional risk factors**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Major Strategic Routes	20	20		15	Damaged area protected by cones (as TM permits) and repaired within 28 days	12	12		8
Other Strategic Routes	20	16		12	Damaged area protected by cones (as TM permits) and repaired within 28 days	12	10		6
Locally Important Routes	16	12		9	Damaged area protected by cones (as TM permits) and repaired within 28 days	10	8		6
Minor Routes	16	8		8	Damaged area protected by cones (as TM permits) and repaired within 28 days	8	6		4
Other (N/A) Routes	16	4		6	Damaged area protected by cones (as TM permits) and repaired within 28 days	8	3		4

Scenario: **Damaged Crash Barrier on verge where beams no longer intact and generally mounted at correct height together with additional risk factors**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Major Strategic Routes	25	25		16	Damaged area protected by cones (as TM permits) and repaired within 28 days	15	15		8
Other Strategic Routes	25	20		12	Damaged area protected by cones (as TM permits) and repaired within 28 days	15	12		6
Locally Important Routes	20	15		12	Damaged area protected by cones (as TM permits) and repaired within 28 days	12	9		6
Minor Routes	16	10		8	Damaged area protected by cones (as TM permits) and repaired within 28 days	8	6		4
Other (N/A) Routes	16	5		8	Damaged area protected by cones (as TM permits) and repaired within 28 days	8	3		4

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Scenario: **Damaged Crash Barrier on verge where beams no longer intact and generally mounted at correct height together with additional risk factors and moderate concerns over possible effects of further incidents prior to repair of damage OR damaged Crash Barrier on central reserve where beams no longer intact and generally mounted at correct height together with additional risk factors**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Major Strategic Routes	25	25		20	Damaged area protected by cones (as TM permits) and repaired within 7 days	15	15		10
Other Strategic Routes	25	20		16	Damaged area protected by cones (as TM permits) and repaired within 7 days	15	12		8
Locally Important Routes					Scenario N/A				
Minor Routes					Scenario N/A				
Other (N/A) Routes					Scenario N/A				

Scenario: Damaged Crash Barrier where beams no longer intact and generally mounted at correct height together with additional risk factors and significant concerns over possible effects of further incidents prior to repair of damage

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
Major Strategic Routes	25	25		25	Damaged area protected by cones (as TM permits) OR Lane closure and/or speed restriction implemented asap, and damage repaired within 2 days	15	15		15
Other Strategic Routes	25	20		20	Damaged area protected by cones (as TM permits) OR Lane closure and/or speed restriction implemented asap, and damage repaired within 2 days	15	12		12
Locally Important Routes	20	15		15	Damaged area protected by cones (as TM permits) and repaired within 7 days	12	9		9
Minor Routes	16	10		10	Damaged area protected by cones (as TM permits) and repaired within 7 days	8	6		6
Other (N/A) Routes	16	5		8	Damaged area protected by cones (as TM permits) and repaired within 7 days	8	3		4

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Highways, Transportation & Waste - Service Definition Sheet



Asset Group/ Service: Road Markings and Road Studs

Service Scope

Service Provided:

- Cyclic condition inspections as part of the wider highway inspection regime and targeted inspections informed by fault reports from customers
- Emergency response where there is deemed to be an immediate or imminent risk to highway safety
- Targeted renewal of the following safety critical Road Markings and Road Studs – Current funding covers approximately 20% of the A road network and 15% of the B road network annually
 - Centre lining
 - Junction Markings
 - Pedestrian Crossing markings
 - SLOW markings
 - Safety critical double yellow line corner protection
 - Safety critical roundabout markings
 - Safety critical yellow box junction markings
 - Safety critical letters, arrows and symbols
- Installation of new Road Markings and Road Studs as part of a crash remedial or highway improvement scheme
- Review of road markings and road studs for road asset renewal sites and replacement of road markings and studs considered safety critical only

Service Not Provided:

- Maintenance of any of the following safety critical Road Markings or Road studs on 80% of the A network, 85% of the B network or on the C or unclassified road network:
 - Centre line markings
 - Junction markings
 - Pedestrian crossing markings
 - SLOW markings
 - Yellow box junction markings
 - Roundabout markings
 - Letters, Arrows and symbols
 - Double white line systems
 - Double yellow line corner protection
- Maintenance of any of the following Road Markings and associated Road Studs on all classes of roads:
 - Edge of carriageway markings
 - Cycle and bus lane markings
 - Hatching markings
 - Non-safety critical letters, arrows and symbols
 - KEEP CLEAR markings
 - Parking bay markings
 - Non-safety critical yellow box junction markings
 - Speed limit roundels
 - Dog bone markings
- Maintenance of any Road Markings or Road Studs which are located on private streets or un-adopted roads
- Installation of parking restriction lining which is not part of a safety related scheme
- Amendments to or replacement of yellow parking restrictions which form part of the parking strategy managed by the Boroughs or Districts
- Installation of any road markings which are not standard highway markings (TSRGD 2016)

Service Standard Risk Assessment:

Defect Type:	Worn / Missing Road Markings and Road Studs	Means of assessment:	Visual inspection by a Highway Steward or inspector
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		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Risk to highway users due to lack of warning of a hazard [Safety]
- Risk to highway users due to lack of warning of mandatory or regulatory restrictions on the highway [Traffic]
- Increased disadvantage to people with limited mobility therefore discouraging participation [Equality]
- Detrimental affect effect on/risk to highway asset condition [Damage]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Worn / Missing Safety Critical Road Markings and Road Studs**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	20	20	9	16	Emergency 2 hour attendance to make safe. Permanent refresh within 7 to 28 days	9	9	2	6
Main Roads	16	16	16	16	Emergency 2 hour attendance to make safe. Permanent refresh within 7 to 28 days	8	6	6	6
Urban Minor Roads	16	16	16	16	Emergency 2 hour attendance to make safe. No replacement	8	8	16	8
Rural Minor Roads	16	16	6	16	Emergency 2 hour attendance to make safe. No replacement	8	8	8	8

Scenario: **Worn / Missing Non-Safety Critical Road Markings and Road Studs**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	12	12	6	6	Attend within 28 days. Refresh / replace within 28 to ninety days	6	6	2	2
Main Roads	12	12	12	6	Attend within 28 days. Refresh / replace within 28 to ninety days	6	6	6	2
Urban Minor Roads	9	9	12	6	Attend within 28 days to risk assess. Lining will not be routinely replaced.	9	9	9	4
Rural Minor Roads	9	9	6	4	Attend within 28 days to risk assess. Lining will not be routinely replaced.	9	9	6	4

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Highways, Transportation & Waste - Service Definition Sheet

Asset Group/ Service: Soft Landscape Asset Management

Service Scope

Service Provided:

- Emergency response where there is deemed to be an immediate or imminent risk to highway safety from tree defects and vegetation
- Cyclic professional safety inspections of highway trees [every 5 years] following the approach contained within “Highway Trees – Our Approach to Asset Management”
- Cyclic maintenance of:
 - Shrubs, urban hedges, rural swathe, rural hedges, weed treatment, high speed roads (1 pa)
 - KCC maintainable Off-road cycle routes (2 pa)
 - Visibility splays (3 pa)
 - Urban grass (6 pa)
 - Tree pollarding and epicormic growth
- Cyclic management of highway noxious weeds which have the potential to cause a risk to highway safety and/or invoke a statutory conflict
- Targeted maintenance of all other highway soft landscape assets identified via reports of defects or where there is a high risk to highway safety and/ or a risk of property damage
- Investigation of tree defects where there have been reports of a high risk to highway safety, members of the public or a risk of damage to property
- Provision of replacement tree planting for trees within conservation areas or those covered by TPOs
- Investigation of bus route tree and vegetation issues and enforcement of notices where there is a high risk to highway safety
- Soft Landscape renewals and improvements where there is a high risk to highway safety or significant benefit to the asset and wider community
- Targeted collaborative maintenance of the soft landscape asset to benefit other highway asset teams

Service Not Provided:

- Maintenance of non-highway trees or vegetation
- Maintenance of highway trees and soft landscape assets within private streets or un-adopted roads
- Investigation of tree reports which are nuisance issues and are low risk
- Provision of replacement tree planting outside of conservation areas or those not covered by TPOs
- Enforcement of highway rights for non-highway soft landscape assets
- Soft landscape enhancements
- Clearance of fruit or berry fall, leaves or minor branches
- Cutting back of trees or soft landscape for utility cables, TV reception or solar panel issues
- Cutting back of trees or soft landscape to abate private shading or right to light issues
- Cutting back of highway trees or soft landscape vegetation overhanging private property
- Removal of trees or soft landscape to prevent falling leaves, seeds, sap or insect or birds’ droppings
- Maintenance of trees or soft landscape for aesthetic reasons
- Reduction in height of trees or soft landscape which is perceived as being too large or tall
- Removal of dead weeds following programmed weed treatment
- Removal of grass cuttings or arisings following programmed works
- Litter collection during programmed works.
- Carrying out privately funded works to highway trees or vegetation to abate nuisance issues.
- Selective weed treatment of grass verges or shrub beds

Service Standard Risk Assessment:

Defect Type: Overgrown weeds, grass verge, shrubs or hedges **Means of assessment:** Visual inspection

		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety due to obstructions/visibility/environmental risks [Safety]
- Delayed movement of traffic due to restricted roads and footways [Traffic]
- Increased disadvantage to people with limited mobility therefore discouraging participation [Equality]
- Detrimental effect on/risk to highway asset condition [Damage]
- Build-up of litter i.e. plastic waste [Environmental]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Encroachment of weeds, grass, shrubs or hedges onto other highway assets causing degradation**

	Initial Risk					Mitigating Actions	Residual Risk				
	Safety	Traffic	Equality	Damage	Env		Safety	Traffic	Equality	Damage	Env
High Speed Roads	16	15	9	16	9	Annual Maintenance visit [12months] or 28-day response	15	12	6	12	4
Urban Main Roads	15	12	12	16	9	Programmed Urban maintenance visits [5 weeks] or Swathe [once per year] or 28-day response	12	9	9	12	4
Rural Main Road	12	9	12	16	8	Programmed Urban maintenance visits [5 weeks] or Swathe [once per year] or 28-day response	9	6	9	12	3
Urban Minor Roads	12	8	12	16	8	Programmed Urban maintenance visits [5 weeks] or Swathe [once per year] or 28-day response	8	4	9	12	4

Well-managed Highway Infrastructure, A Risk Based Approach – Service Level Risk Assessments

Rural Minor Roads	9	9	9	16	8	Programmed Urban maintenance visits [5 weeks] or Swathe [once per year] or 28-day response	6	4	6	12	4
Off Road Cycle Routes	8	8	8	15	8	Programmed maintenance visits [twice per year] or 28-day response	6	3	6	10	4

Scenario: **Weeds, grass, shrubs or hedges obstructing road, footway or cycleway preventing pedestrians, cyclists and/or vehicles using highway**

	Initial Risk					Mitigating Actions	Residual Risk				
	Safety	Traffic	Equality	Damage	Env		Safety	Traffic	Equality	Damage	Env
High Speed Roads	16	16	12	12	9	Annual Maintenance visit [12months] or 28-day response	12	12	9	9	6
Urban Main Roads	16	12	16	12	9	Programmed Urban maintenance visits [5 weeks] or Swathe [once per year] or 28-day response	12	9	12	9	6
Rural Main Roads	16	12	16	12	8	Programmed Urban maintenance visits [5 weeks] or Swathe [once per year] or 28-day response	12	9	12	9	6
Urban Minor Roads	12	8	12	9	8	Programmed Urban maintenance visits [5 weeks] or Swathe [once per year] or 28-day response	9	6	9	8	6
Rural Minor Roads	9	8	12	9	8	Programmed Urban maintenance visits [5 weeks] or Swathe [once per year] or 28-day response	6	4	9	8	6
Off Road Cycle Routes	8	8	9	8	8	Programmed maintenance visits [twice per year] or 28-day response	6	4	6	6	6

Scenario: **Weeds, grass, shrubs or hedges causing visibility issue**

	Initial Risk					Mitigating Actions	Residual Risk				
	Safety	Traffic	Equality	Damage	Env		Safety	Traffic	Equality	Damage	Env
High Speed Roads	25	20	16	12	9	Annual Maintenance visit [12months] or 28-day response	12	12	12	9	4
Urban Main Roads	20	16	16	12	9	Programmed Urban maintenance visits [5 weeks] or Visibility Cut [Three times per year] or 28-day response	12	12	12	9	6
Rural Main Roads	16	12	16	9	8	Programmed Urban maintenance visits [5 weeks] or Visibility Cut [Three times per year] or 28-day response	12	9	12	8	6
Urban Minor Roads	16	12	16	9	8	Programmed Urban maintenance visits [5 weeks] or Visibility Cut [Three times per year] or 28-day response	12	9	12	6	4
Rural Minor Roads	12	9	12	9	8	Programmed Urban maintenance visits [5 weeks] or Visibility Cut [Three times per year] or 28-day response	9	6	9	6	4
Off Road Cycle Routes	9	8	9	8	8	Programmed maintenance visits [twice per year] or 28-day response	6	3	6	6	4

Scenario: **Grass cuttings and or verge catching fire posing risk to public, damaging property and highway asset**

	Initial Risk					Mitigating Actions	Residual Risk				
	Safety	Traffic	Equality	Damage	Env		Safety	Traffic	Equality	Damage	Env
High Speed Roads	25	20	16	16	12	Annual Maintenance visit [12months] or 28-day response	9	8	8	8	4
Urban Main Roads	20	16	16	16	12	Programmed Urban maintenance visits [5 weeks] or Visibility Cut [Three times per year or Swathe [once pa] or 28-day response	15	12	12	12	6
Rural Main Roads	16	16	16	16	12	Programmed Urban maintenance visits [5 weeks] or Visibility Cut [Three times per year or Swathe [once pa] or 28-day response	12	12	12	12	6
Urban Minor Roads	16	12	16	16	9	Programmed Urban maintenance visits [5 weeks] or Visibility Cut [Three times per year or Swathe [once pa] or 28-day response	12	9	12	12	6
Rural Minor Roads	12	9	12	12	9	Programmed Urban maintenance visits [5 weeks] or Visibility Cut [Three times per year or Swathe [once pa] or 28-day response	9	6	9	9	6
Off Road Cycle Routes	9	4	9	9	9	Programmed maintenance visits [twice per year] or 28-day response	6	3	6	6	6

Service Standard Risk Assessment:

Defect Type:

Invasive or noxious weeds within highway boundary

Means of assessment:

Visual inspection

Impact

		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety due to obstructions/visibility/environmental risks [Safety]
- Delayed movement of traffic due to restricted roads and footways [Traffic]
- Increased disadvantage to people with limited mobility therefore discouraging participation [Equality]
- Detrimental effect on/risk to highway asset condition [Damage]
- Build-up or litter i.e. plastic waste [Environmental]
- Biodiversity risks from invasive noxious weeds [Environmental]
- Statutory obligation to prevent spread of weeds onto third party property [Equality]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Noxious Weeds such as Hogweed or Japanese knotweed growing into highway**

	Initial Risk					Mitigating Actions	Residual Risk				
	Safety	Traffic	Equality	Damage	Env		Safety	Traffic	Equality	Damage	Env
High Speed Roads	12	12	9	20	16	Annual Treatment Programme or 28-day response	9	9	6	9	9
Urban & Rural Main Roads	20	16	9	16	16	Annual Treatment Programme or 28-day response	9	12	6	8	9
Urban Minor Roads	20	16	9	16	16	Annual Treatment Programme or 28-day response	9	12	6	8	9
Rural Minor Roads	16	12	9	12	16	Annual Treatment Programme or 28-day response	9	9	4	6	9
Off Road Cycle Routes	16	9	9	9	16	Annual Treatment Programme or 28-day response	9	6	4	6	9

Service Standard Risk Assessment:

Defect Type:

Defective trees

Means of assessment:

Visual inspection

		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety due to tree defect in highway [Safety]
- Delayed movement of traffic due to restricted roads and footways [Traffic]
- Increased disadvantage to people with limited mobility therefore discouraging participation [Equality]
- Detrimental effect on/risk to highway asset condition [Damage]
- Biodiversity risks from introduction of pests and diseases from outside of the UK [Environmental]
- Poorly managed trees and planned tree works can have a detrimental effect on wildlife due to unforeseen failure and/or timing of works [Environmental]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Imminently dangerous trees at risk of causing personal injury/damage to the highway/damage to private property/traffic delays.**

	Initial Risk					Mitigating Actions	Residual Risk				
	Safety	Traffic	Equality	Damage	Env		Safety	Traffic	Equality	Damage	Env
High Speed Roads	25	25	15	25	8	2 hour emergency response	6	6	4	4	3
Urban Main Roads	25	25	12	25	12	2 hour emergency response	6	6	4	6	12
Rural Main Roads	20	20	12	20	8	2 hour emergency response	6	6	4	6	3
Urban Minor Roads	20	16	8	20	12	2 hour emergency response	6	6	4	6	12
Rural Minor Roads	16	16	8	16	8	2 hour emergency response	4	3	4	6	3

Well-managed Highway Infrastructure, A Risk Based Approach – Service Level Risk Assessments

Off Road Cycle Routes	16	8	8	8	8	2 hour emergency response	4	4	4	4	3
Private property	20		9	16	8	2 hour emergency response	6		4	4	1

Scenario: **Tree defects discovered on programmed 5 yearly 'duty of care' professional inspections and/or discovered on adhoc inspections and in relation to customer enquiries.**

	Initial Risk					Mitigating Actions	Residual Risk				
	Safety	Traffic	Equality	Damage	Env		Safety	Traffic	Equality	Damage	Env
High Speed Roads	20	20	15	20	8	Driven survey by professional tree inspectors [every 5 years] Defects actioned according to level of risk - 2 month default period.	6	6	4	4	3
Urban Main Roads	20	20	12	20	12	Walked survey by professional tree inspectors [every 5 years] Defects actioned according to level of risk - 2 month default period.	6	6	4	6	12
Rural Main Roads	16	16	12	16	8	Driven survey by professional tree inspectors [every 5 years] Defects actioned according to level of risk - 2 month default period.	6	6	4	6	3
Urban Minor Roads	16	16	8	16	12	Walked survey by professional tree inspectors [every 5 years] Defects actioned according to level of risk - 2 month default period.	6	6	4	6	12
Rural Minor Roads	16	16	8	16	8	Driven survey by professional tree inspectors [every 5 years] Defects actioned according to level of risk - 2 month default period.	4	3	4	6	3
Off Road Cycle Routes	15	8	8	8	8	Walked survey by professional tree inspectors [every 5 years] Defects actioned according to level of risk - 2 month default period.	4	4	4	4	3

Scenario: **Trees requiring cyclic pruning (removal of basal & epicormic growth or re-pollarding) maintenance to prevent visibility issues, obstructions to the highway and/or damage to private property.**

	Initial Risk					Mitigating Actions	Residual Risk				
	Safety	Traffic	Equality	Damage	Env		Safety	Traffic	Equality	Damage	Env
High Speed Roads											
Urban Main Roads	20	20	12	20	12	Defects actioned in response to maximum acceptable extent of re-growth. Range from [1-7 years]	6	6	4	6	6
Rural Main Roads	16	16	12	16	8	Defects actioned in response to maximum acceptable extent of re-growth. Range from [1-7 years]	6	4	4	6	3
Urban Minor Roads	16	16	12	16	12	Defects actioned in response to maximum acceptable extent of re-growth. Range from [1-7 years]	6	6	4	6	6
Rural Minor Roads	16	15	8	16	8	Defects actioned in response to maximum acceptable extent of re-growth. Range from [1-7 years]	4	3	4	6	3
Off Road Cycle Routes											

Service Standard Risk Assessment:

Defect Type: Tree Stump **Means of assessment:** Visual inspection

		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Tree stumps within the highway can be a trip hazard and/or cause damage to vehicles when parking. Stumps will ultimately decay and fail potentially leaving unguarded openings in highway [Safety]
- Delayed movement of traffic due to restricted roads and footways [Traffic]
- Increased disadvantage to people with limited mobility therefore discouraging participation [Equality]
- Detrimental effect on/risk to highway asset condition [Damage]
- Excess deadwood below ground can increase the likelihood of honey fungus proliferation and subsequent damage to private woody vegetation and/or highway assets (trees and shrubs). [Damage, Environmental]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **Tree stump remaining in highway following tree felling.**

	Initial Risk					Mitigating Actions	Residual Risk				
	Safety	Traffic	Equality	Damage	Env		Safety	Traffic	Equality	Damage	Env
High Speed Roads	6				6	Tree stumps left at approx. 1 metre height to avoid trip hazard. Tree stumps removed in 'soft site verges' to reduce the overall quantity of below ground deadwood and likelihood of honey fungus proliferation. Stumps also removed to meet planning obligations where applicable and in 'hard sites' where advanced stage of decay may result in failure. We do not remove tree stumps on segregated cycleways.	2				2
Urban Main Roads	12	6	12	12	12		9	4	9	12	12
Rural Main Roads	6	3	6	6	6		2	1	2	2	2
Urban Minor Roads	12	6	12	12	12		9	4	9	12	12
Rural Minor Roads	6	3	6	6	6		2	1	2	2	2

Service Standard Risk Assessment:

Defect Type: Impact from loss of highway tree asset **Means of assessment:** Visual inspection

Impact

		1	2	3	4	5
1		1	2	3	4	5
2		2	4	6	8	10
3		3	6	9	12	15
4		4	8	12	16	20
5		5	10	15	20	25

Likelihood

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Potential Risks:

- Increased disadvantage to people with breathing disabilities therefore discouraging participation [Equality]
- Detrimental effect on/risk to highway asset condition [Damage]
- Urban tree cover plays an important role in moderating the 'urban heat island effect', which poses threats to human health due to substantially increased temperatures relative to rural areas. The Office of National Statistics (ONS) predicts a 3-fold increase in the number of heat related deaths by 2050. [Environmental]
- The ONS has predicted the NHS in Kent and Medway saved roughly £24 million in avoided health damage costs due to tree cover. Increase in urban sprawl and air pollution met with declining urban tree cover will result in reduction of the benefits currently provided and increased cost to the UK economy. [Environmental]
- Urban tree cover plays an important role intercepting rainfall and reducing surface water flood potential. [Environmental]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **New highway trees have not been planted in significant numbers since the 1950s and 60s. The distribution of age classification is now predominated by late middle aged and mature trees nearing the end of their safe useful life expectancies. The highway tree asset is not being replaced at a sufficient rate to maintain urban tree cover.**

	Initial Risk					Mitigating Actions	Residual Risk				
	Safety	Traffic	Equality	Damage	Env		Safety	Traffic	Equality	Damage	Env
High Speed Roads			8		12	Replacement trees are planted to meet obligations under Town & Country Planning Act 1980. Otherwise, felled trees are not replaced due to financial constraints.			8		12
Urban Main Roads			20		20				15		15
Rural Main Roads			8		12				8		12
Urban Minor Roads			20		20				15		15
Rural Minor Roads			8		12				8		12
Off Road Cycle Routes											
Private property			8		8				8		8

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Highways, Transportation & Waste - Service Definition Sheet

Asset Group/ Service: Highway Routine Maintenance Management

Service Scope

Service Provided:

- Emergency response where there is deemed to be an immediate or imminent risk to highway safety
- Investigation of road and footway defects where there is a high risk to highway safety
- Ad hoc investigation of road and footway defects reported by members of the public
- Assessments of immediate area around a defect to identify other potential defects
- Permanent repairs to be carried out on all temporary repairs
- Driven, walked and cycled inspections of the highway
- Removal of dead animals 'bigger than a badger' from the highway

Service Not Provided:

- Maintenance of any defects on private land or not publicly maintainable highway
- Automatic replacement of specialist materials.
- Routine verge maintenance due to vehicular damage
- Routine programmed haunching of roads.
- Removal of small dead animals from the highway
- Repairs for aesthetic reasons
- KCC recognises the importance of conservation but given resource challenges we cannot always routinely agree to meet conservation requirements. Our priority will be to make the highway safe. On larger reactive maintenance works, we may liaise with conservation officers, and consider conservation issues alongside other factors such as affordability, lifecycle cost and maintainability, before deciding what works we will do and materials we will use

Service Standard Risk Assessment:**Defect Type:**

See table

Means of assessment:

Visual inspection

Item	Types of defect
Road (including laybys)	Potholes Edge deterioration of the running surface Surface erosion Heave/subsidence in the running surface Gap/cracks Rutting Displaced, worn or broken ironwork Sunken ironwork
Footway	Rocking slab or abrupt difference in levels between slabs Pothole Open joints Tree root damage Surface erosion Raised/sunken/broken manhole covers Missing/dislodged/broken cross rainwater channel Defective coal plate/basement light etc. Consideration given for use of wheelchair users
Kerbing	Displaced/misaligned kerbs or where there is substantial vehicular damage Visibly loose/rocking Missing- part or complete
Cycleway	As road and footway but consider the 'vulnerable user issue'

		Impact				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Potential Risks:

- Reduced highway safety due to defect in highway [Safety]
- Delayed movement of traffic due to defect/ impassable roads [Traffic]
- Increased disadvantage to people with limited mobility therefore discouraging participation [Equality]
- Detrimental effect on/risk to highway asset condition [Damage]

Risks rated as “High” will be deemed to have exceeded tolerance levels and will be subject to escalation to the Divisional Management Team for review and action. **The target residual rating for a risk is expected to be ‘medium’ or lower – The KCC Risk Management Policy & Strategy (2018-21)**

Scenario: **P0 & P1 - defect which presents an immediate high risk and potential for harm to pedestrian/ road user**

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	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	25	25	25	25	2 hour response, repair or make safe	9	9	12	9
Main Roads	25	25	25	20	2 hour response, repair or make safe	9	9	12	9
Urban Minor Roads	25	20	20	16	2 hour response, repair or make safe	9	6	9	6
Rural Minor Roads	25	16	16	12	2 hour response, repair or make safe	9	4	6	4
Urban Footway	25	16	25	16	2 hour response, repair or make safe	6	6	6	6
Rural Footway	25	16	15	12	2 hour response, repair or make safe	6	4	4	4

Cycleway	25	16	12	12	2 hour response, repair or make safe	6	4	6	4
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Scenario: **P2 – defect which is not an immediate high risk high risk but likely to cause significant harm to pedestrian/ road user or susceptible to short term deterioration**

		Initial Risk				Mitigating Actions	Residual Risk			
		Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
	High Speed Roads	20	25	20	20	Respond by end of next working day, repair or make safe. <i>In some instances, permanent solution will be made within 28 days or within timescales set out for Programmed Works.</i>	9	9	12	9
Page 400	Main Roads	20	25	20	20	Respond by end of next working day, repair or make safe. <i>In some instances, permanent solution will be made within 28 days or within timescales set out for Programmed Works.</i>	9	9	12	9
	Urban Minor Roads	20	20	20	16	Respond by end of next working day, repair or make safe. <i>In some instances, permanent solution will be made within 28 days or within timescales set out for Programmed Works.</i>	9	6	9	6
	Rural Minor Roads	20	16	16	12	Respond by end of next working day, repair or make safe. <i>In some instances, permanent solution will be made within 28 days or within timescales set out for Programmed Works.</i>	9	4	6	4
	Urban Footway	20	16	20	16	Respond by end of next working day, repair or make safe. <i>In some instances, permanent solution will be made within 28 days or within timescales set out for Programmed Works.</i>	6	6	6	6

Rural Footway	15	12	12	12	Respond by end of next working day, repair or make safe. <i>In some instances, permanent solution will be made within 28 days or within timescales set out for Programmed Works.</i>	6	4	4	4
Cycleway	15	12	12	12	Respond by end of next working day, repair or make safe. <i>In some instances, permanent solution will be made within 28 days or within timescales set out for Programmed Works.</i>	6	4	6	4

Scenario: **P3 – defect which is deemed not to present an immediate or imminent hazard or risk of short term deterioration**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	16	16	16	16	7-day response, the timescale for repair will be determine by the type of road and the volume of traffic.	9	6	6	4
Main Roads	15	12	12	12	7-day response, the timescale for repair will be determine by the type of road and the volume of traffic.	9	6	6	4
Urban Minor Roads	12	12	12	9	7-day response, the timescale for repair will be determine by the type of road and the volume of traffic.	6	6	6	4
Rural Minor Roads	12	6	9	6	7-day response, the timescale for repair will be determine by the type of road and the volume of traffic.	6	4	6	4
Urban Footway	12	9	12	9	7-day response, the timescale for repair will be determine by the type of road and the volume of traffic.	9	6	6	6
Rural Footway	9	4	6	6	7-day response, the timescale for repair will be determine by the type of road and the volume of traffic.	4	4	4	4

Cycleway	9	4	6	6	7-day response, the timescale for repair will be determined by the type of road and the volume of traffic.	4	4	4	4
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Scenario: **P4 – defect of a minor nature that might deteriorate before next inspection but is not considered an immediate hazard**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	8	9	8	2	28-day response, repairs to be actioned prior to the next inspection or those that can be joined together with others in the area as part of programmed works.	4	6	4	2
Main Roads	8	9	8	2	28-day response, repairs to be actioned prior to the next inspection or those that can be joined together with others in the area as part of programmed works.	4	6	4	2
Urban Minor Roads	8	4	8	2	28-day response, repairs to be actioned prior to the next inspection or those that can be joined together with others in the area as part of programmed works.	4	4	4	2
Rural Minor Roads	4	4	6	2	28-day response, repairs to be actioned prior to the next inspection or those that can be joined together with others in the area as part of programmed works.	4	4	6	2
Urban Footway	8	4	8	2	28-day response, repairs to be actioned prior to the next inspection or those that can be joined together with others in the area as part of programmed works.	4	2	4	2
Rural Footway	4	2	6	2	28-day response, repairs to be actioned prior to the next inspection or those that can be joined together with others in the area as part of programmed works.	2	2	4	2
Cycleway	8	2	2	2	28-day response, repairs to be actioned prior to the next inspection or those that	2	2	2	2

					can be joined together with others in the area as part of programmed works.				
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Scenario: **P4E enquiry – A non-urgent defect that has been initiated by a customer enquiry**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	8	9	8	2	28-day response, repairs will be managed in accordance to the investigation criteria and response time associated with that defect type	4	6	4	2
Main Roads	8	9	8	2	28-day response, repairs will be managed in accordance to the investigation criteria and response time associated with that defect type	4	6	4	2
Urban Minor Roads	8	4	8	2	28-day response, repairs will be managed in accordance to the investigation criteria and response time associated with that defect type	4	4	4	2
Rural Minor Roads	4	4	6	2	28-day response, repairs will be managed in accordance to the investigation criteria and response time associated with that defect type	4	4	6	2
Urban Footway	8	4	8	2	28-day response, repairs will be managed in accordance to the investigation criteria and response time associated with that defect type	4	2	4	2
Rural Footway	4	2	6	2	28-day response, repairs will be managed in accordance to the investigation criteria and response time associated with that defect type	2	2	4	2
Cycleway	8	2	2	2	28-day response, repairs will be managed in accordance to the investigation criteria and response time associated with that defect type	2	2	2	2

Scenario: **P5 – Non-safety Critical condition**

	Initial Risk				Mitigating Actions	Residual Risk			
	Safety	Traffic	Equality	Damage		Safety	Traffic	Equality	Damage
High Speed Roads	6	6	2	2	Over 28 days – variable up to one year. Programmed works only	4	4	2	2
Main Roads	6	4	2	2	Over 28 days – variable up to one year. Programmed works only	4	4	2	2
Urban Minor Roads	6	4	2	2	Over 28 days – variable up to one year. Programmed works only	4	4	2	2
Rural Minor Roads	4	4	2	2	Over 28 days – variable up to one year. Programmed works only	2	4	2	2
Urban Footway	6	2	2	2	Over 28 days – variable up to one year. Programmed works only	2	2	2	2
Rural Footway	2	2	2	2	Over 28 days – variable up to one year. Programmed works only	2	2	2	2
Cycleway	4	2	2	2	Over 28 days – variable up to one year. Programmed works only	2	2	2	2

KENT COUNTY COUNCIL

EQUALITY ANALYSIS/IMPACT ASSESSMENT (EqIA)

Directorate:

Growth, Environment & Transport

Name of policy, procedure, project or service:

Our Approach to Asset Management in Highways

What is being assessed?

The impact of the current approach to Highways Asset Management strategy, this taking into account significant developments in our approach such as implementing lifecycle planning for all major asset groups.

Responsible Owner/Senior Officer:

Andrew Loosemore, Head of Service, Highways Asset Management – Highways, Transportation & Waste

Date of Initial Screening:

13th December 2017, Revised 14 Dec 2019

Date of Full EqIA:

NA

Version	Author	Date	Comment
1.0	Alan Casson	13 th December 2017	Draft
2.0	Alan Casson	14 th December 2018	Revised

Equality Analysis/Impact Assessment

Growth Environment & Transport

Road and Footway Assets – Lifecycle Cost Planning

Responsible Owner: Andrew Loosemore

Version: 2.0

Date: 14^h December 2018

Part 1: Initial Screening

Proportionality

Based on the answers in the screening grid at Appendix A what weighting would you ascribe to this function – see Risk Matrix.

Low	Low relevance or insufficient information/ evidence to make a judgement	Medium	Medium relevance or insufficient information/ evidence to make a judgement	High	High relevance to equality or likely to have an adverse impact on a protected group
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Based on the individual assessments the overall assessment is **High**.

Context

The County Council is responsible for the maintenance of 8,700km of roads and 5,400km of footway. We have legal obligations to maintain the public highway in a safe condition and facilitate the movement of traffic around the County. We also have duties under the Equality Act 2010. Our highway assets are estimated to be worth £12bn (excluding land value). Our highway assets are vital in supporting the delivery of the County Council's three strategic outcomes:

- **Children and young people in Kent get the best start in life**
A safe and resilient highway network enabling reliable journeys will provide Kent's young people with access to work, education and training opportunities, supporting them to achieve their potential through academic and vocational education.
- **Kent communities feel the benefits of economic growth by being in work, healthy and enjoying a good quality life**
Our highways play a vital role in Kent's economic prosperity. It provides safe and reliable access to shops, jobs, schools, friends, family and other opportunities. As well as connecting the County's towns and villages, Kent highways also provide a key strategic link between the Capital and ferry, air and rail services to mainland Europe.
- **Older and vulnerable residents are safe and supported with choices to live independently.**
Safe and reliable roads provide valuable access to services, amenities and social activities for older and vulnerable people supporting them to live with greater independence.

Our highways enable safe and reliable journeys and in doing so support social and economic prosperity. They also facilitate the transport of services essential to health and wellbeing, including emergency services, medical services, food transportation etc.

Like most local authorities, Kent is facing significant challenges in maintaining a safe and reliable highway network during a time of diminishing resource, deteriorating condition and increasing public expectation. The rate at which local roads and footways in England are deteriorating far exceeds the rate of investment from central government. This is a national issue but arguably affects Kent more significantly given the scale of our highway network and proximity to London, the Dartford crossings and continental Europe.

Equality Analysis/Impact Assessment

Growth Environment & Transport

Road and Footway Assets – Lifecycle Cost Planning

Responsible Owner: Andrew Loosemore

Version: 2.0

Date: 14^h December 2018

The majority of capital investment in our highways is funded through DfT grants. However, in 2015 the Government changed the way in which it allocates funding to encourage the full use of asset management methodology into Local Authorities' management of highway maintenance and prioritisation of investment.

In February 2017, Kent County Council published two key documents. The first, ***Our Approach to Asset Management in Highways***, outlines how asset management principles can enable us to meet with our statutory obligations and in doing so, support the County Council's vision of "improving lives by ensuring every pound spent in Kent is delivering better outcomes for Kent's residents, communities and businesses".

The second, ***Implementing Our Approach to Asset Management in Highways***, outlined in more detail how we will embed asset management principles in the way that we deliver highway services and measure our success to ensure continuous improvement and a focus on the County Council's Strategic Outcomes. Over the last few years, we have implemented a range of measures to improve our knowledge of our highways asset and carry out lifecycle cost analyses, in order to make informed decisions about how we maintain our highway assets.

In February 2018, Kent adopted and published a third document, ***Developing Our Approach to Asset Management in Highways***, essentially a development of the above documents which uses more robust lifecycle cost data, processes and modelling, and outlines the current condition of highway assets and forecasts future condition and levels of service. It also included areas that we want to develop in future to further enhance service delivery and ensure continuous improvement. Publishing this document denable Kent to evidence a Band 3 rating for Incentive Fund purposes and avoid a further reduction in government funding allocated to Kent.

In ***Implementing Our Approach to Asset Management in Highways*** we explained that most local authorities are facing significant challenges in maintaining a safe and reliable highway network during a time of ageing assets, diminishing resource, deteriorating condition and increasing public expectation. The rate at which local roads in England are deteriorating far exceeds the rate of investment from central government, and this is a constant theme of published reports.

Most commentators will accept that capital investment in existing local roads throughout the country has been insufficient for decades. That has been further exacerbated by reduced funding from central government in recent years as the Government seeks to reduce public spending.

The position in Kent is similar to most other authorities. Our forecast for most highway asset groups based on current levels of funding continuing is challenging. In most asset groups, it is clear from detailed modelling and analysis that our highway assets will continue to deteriorate, in some cases very significantly.

Equality Analysis/Impact Assessment

Growth Environment & Transport

Road and Footway Assets – Lifecycle Cost Planning

Responsible Owner: Andrew Loosemore

Version: 2.0

Date: 14^h December 2018

Whilst all highway asset groups have their respective challenges going forward, this proposed new strategy document include two important but difficult conclusions about our largest and most valuable asset groups – roads and footways.

- Our road assets are in poor condition and will deteriorate significantly if current funding levels are maintained. If that occurs on the scale modelled over ten years, towards the end of that period it will become increasingly challenging to fulfil our Highways Act duties to maintain a safe network.
- Our footway assets are also in poor condition and will deteriorate significantly over the next ten years. If that happens as modelled, we will have significantly more uneven footway network towards the end of the forecast period.

This Equality Impact Screening has been completed to consider whether the proposed developed strategy document that is based on more robust lifecycle cost analysis has the potential to disproportionately affect protected groups under the Equality Act. It concludes that continued footway asset deterioration of the scale modelled would disproportionately affect a number of vulnerable groups protected by the Equality Act, namely the elderly and disabled.

Equality Analysis/Impact Assessment

Growth Environment & Transport

Road and Footway Assets – Lifecycle Cost Planning

Responsible Owner: Andrew Loosemore

Version: 2.0

Date: 14^h December 2018

Aims and Objective

See above.

Information and Data

None, save asset condition and modelling data, which is not specific to protected groups.

Involvement and Engagement

None at this stage.

Potential impact

A deteriorating road and footway network may affect older people and people with disabilities more than others.

Adverse Impact

If we do not resource road and footway asset management and maintain a steady state condition, the condition of our road and footway assets will deteriorate. Whilst that may be mitigated by statutory and ad-hoc inspections in terms of safety critical defects, it is reasonable to conclude that footway surfaces will deteriorate and be more uneven than at present. The extent to which that might occur will depend on the extent of any funding shortfall.

Positive Impact

Informed asset management decision making.

Part 2: Judgement

Option 1 – Sufficient Screening

Yes

No

Justification: The project does not affect any particular protected group

Option 2 – Internal Action Required

Yes

No

Details of the internal action plan and mechanisms for monitoring and review can be found at Appendix A

Option 3 – Full Impact Assessment Required

Yes

No

A Full Impact Assessment is required for the following reasons:

- Modelling data and our understanding of funding availability points to road and footway asset deterioration over the next ten years. That will likely lead to more uneven footway in particular and that may affect older people and people with disabilities more than others, given the potential for increased trip hazards.

Action Plan

NA

Monitoring & Review

Equality Analysis/Impact Assessment

Growth Environment & Transport

Road and Footway Assets – Lifecycle Cost Planning

Responsible Owner: Andrew Loosemore

Version: 2.0

Date: 14^h December 2018

NA

Equality & Diversity Team Comments

NA

Part 3: Sign Off

I have noted the content of the equality impact assessment and agree the actions to mitigate the adverse impact (s) that have been identified

Signed: Andrew Loosemore

Job Title: Head of Service, Highways Asset Management

Date: December 2018

DRAFT

Equality Analysis/Impact Assessment

Growth Environment & Transport

Road and Footway Assets – Lifecycle Cost Planning

Responsible Owner: Andrew Loosemore

Version: 2.0 Date: 14^h December 2018

Appendix A – Screening Grid

Proportionality

Low	Low relevance or insufficient information/ evidence to make a judgement	Medium	Medium relevance or insufficient information/ evidence to make a judgement	High	High relevance to equality or likely to have an adverse impact on a protected group
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Screening Grid

Characteristic	Could this policy, procedure, project or service or any proposed changes to if affect this group less favourably than others in Kent?	Assessment of the potential impact: High/Medium/Low/Unknown		Provide details Is internal information required? If yes what? Is further assessment required? If yes, why? Internal action plan must be included	Could this policy, procedure, project or service or any proposed changes promote equal opportunities of this group? Yes/ No – explain how good practice and promote equal opportunities If yes, detail must be provided
		Positive	Negative		
Age	Yes, this has the potential to affect this group less favourably	Low	High	A full Impact Assessment is required	No
Disability	Yes, this has the potential to affect this group less favourably	Low	High	A full Impact Assessment is required	No
Gender	No – this project does not affect this group less favourably	Low	Low	No internal action or further assessment required. If any issues currently unknown are revealed then this will be revisited.	No
Gender Identity	No – this project does not affect this group less favourably	Low	Low	No internal action or further assessment required. If any issues currently unknown are revealed then this will be revisited.	No
Race	No – this project does not affect this group less favourably	Low	Low	No internal action or further assessment required. If any issues currently unknown are revealed then this will be revisited.	No
Religion or Belief	No – this project does not affect this group less favourably	Low	Low	No internal action or further assessment required. If any issues currently unknown are revealed then this will be revisited.	No
Sexual Orientation	No – this project does not affect this group less favourably	Low	Low	No internal action or further assessment required. If any issues currently unknown are revealed then this will be revisited.	No
Pregnancy & Maternity	No – this policy does not affect this group less favourably	Low	Low	No internal action or further assessment required. If any issues currently unknown are revealed then this will be revisited.	No
Marriage & Civil Partnership	No – this policy does not affect this group less favourably	Low	Low	No internal action or further assessment required. If any issues currently unknown are revealed then this will be revisited.	No
Carers Responsibilities	No – this policy does not affect this group less favourably	Low	Low	No internal action or further assessment required. If any issues currently unknown are revealed then this will be revisited.	No

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**Kent County Council
Equality Analysis/ Impact Assessment (EqIA)**

Directorate/ Service:

Growth, Environment & Transport

Name of decision, policy, procedure, project or service:

Management of Highway Infrastructure in Kent

What is being assessed?

The impact of Kent County Council adopting the recommendations in the National Code of Practice for Well Managed Highway Infrastructure (October 2016) coming in to effect October 2018. Whilst this is not a legislative requirement to adopt, failure to do so is likely to effect future government funding of KCC highways.

The code sets out a risk based whole asset approach to decision making and of itself will not change service standards and there are no immediate plans to change current service standards.

Any decisions on changes to service levels, the spend levels and what type of works are completed through a financial year, will not be included within this project. Additionally, any impact on the customer through policy changes and works affecting localised areas will be evaluated separately to this project and is the responsibility of the individual asset manager/head of service.

Responsible Owner/ Senior Officer: Andrew Loosemore

Version	Author	Status	Approved	Date
0.1	DL	Draft		May 2018
1.0	DL	Authorised by Andrew Loosemore Head of Service	Yes	14 June 2018
1.1	BD	Plain English amends	Yes	10 July

Author: David Latham

Pathway of Equality Analysis: DMT and Cabinet

Summary and recommendations of equality analysis/impact assessment.

- Context**

The County Council is responsible for the maintenance of 8,700km of roads and 5,400km of footway. We have legal obligations to maintain the public highway in a safe condition and facilitate the movement of traffic around the County. We also have duties under the Equality Act 2010.

Updated 08/01/2019

Our highway assets are estimated to be worth £12bn (excluding land value). Our highway assets are vital in supporting the delivery of the County Council's three strategic outcomes:

- Children and young people in Kent get the best start in life
A safe and resilient highway network enabling reliable journeys will provide Kent's young people with access to work, education and training opportunities, supporting them to achieve their potential through academic and vocational education.
- Kent communities feel the benefits of economic growth by being in work, healthy and enjoying a good quality life
Our highways play a vital role in Kent's economic prosperity. It provides safe and reliable access to shops, jobs, schools, friends, family and other opportunities. As well as connecting the County's towns and villages, Kent highways also provide a key strategic link between the Capital and ferry, air and rail services to mainland Europe.
- Older and vulnerable residents are safe and supported with choices to live independently.
Safe and reliable roads provide valuable access to services, amenities and social activities for older and vulnerable people supporting them to live with greater independence.

Our highways enable safe and reliable journeys and in doing so support social and economic prosperity. They also facilitate the transport of services essential to health and wellbeing, including emergency services, medical services, food transportation etc.

Kent County Council currently uses documents and policies based on 'Well Maintained Highways – Code of Practice for Highway Maintenance Management' (2005) and amendments and taking note of 'Highway Risk and Liability Claims' (a practical guide to Appendix C of 'Well Maintained Highways' (2005) to ensure that a consistent approach is adopted countywide.

More recently the County Council has adopted an integrated asset management approach to highway infrastructure based on the establishment of local levels of service through risk-based assessment. The County's Highway Asset Management Framework develops this approach in three documents: a policy [Our Approach to Asset Management in Highways], and two strategy documents [Implementing Our Approach to Asset Management in Highways and Developing Our Approach to Asset Management in Highways]. These documents demonstrate our commitment to an Asset Management approach and clearly outline the funding required and the wider benefits to be achieved. The Environment and Transport Cabinet Committee have endorsed all three documents, which are published on the County Council's website.

- **Aims and Objectives**

-

Updated 08/01/2019

Kent County Council aims to adopt the recommendations in the 'Code of Practice for Well Managed Highway Infrastructure' (October 2016) coming in to effect October 2018. This supersedes the currently followed 'Well Maintained Highways – Code of Practice for Highway Maintenance Management', Management of Highway Structures and Well-lit Highways.

The new code of practice sets out a risk based whole asset approach to decision making and of itself will not change service standards and there are no immediate plans to change current service standards.

There are two documents explaining what Kent's objectives are and how these will be achieved. These are appended and are intended to be published, the documents are;

- Applying the Well-managed Highway Infrastructure in Kent outlines how the principles set out in the Code of Practice are shaping the services Kent County Council delivers in a way that supports and achieves the County Council's priorities.
- Well-managed Highway Infrastructure - Implementing the Code of Practice outlines how we will go about applying the principles in the Code of Practice to the way we work and measure our success to ensure continuous improvement and a focus on the County Council's Strategic Outcomes. Details of our approach will be actively communicated through engagement with stakeholders in setting requirements, making decisions and reporting performance. During this engagement protected characteristics will be taken into account such as offering the communication in different formats and media.

- **Summary of equality impact**

Adverse Equality Impact Rating Low

Attestation

I have read and paid due regard to the Equality Analysis/Impact Assessment concerning Well Managed Highway Infrastructure. I agree with risk rating and the actions to mitigate any adverse impact(s) that have been identified.

Head of Service

Signed:

Name: Andrew Loosemore

Job Title: Head of Highways Asset Management Date: 14 June 2018

DMT Member

Signed:

Name:

Job Title:

Date:

Updated 08/01/2019

Updated 08/01/2019

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.....@kent.gov.uk Page 46 phone on

Part 1 Screening

Could this policy, procedure, project or service, or any proposed changes to it, affect any Protected Group (listed below) less favourably (negatively) than others in Kent?

Could this policy, procedure, project or service promote equal opportunities for this group?

Protected Group	Please provide a <u>brief</u> commentary on your findings. Fuller analysis should be undertaken in Part 2.			
	High negative impact EqIA	Medium negative impact Screen	Low negative impact Evidence	High/Medium/Low Positive Impact Evidence
Age	No	No	Kent's approach to Management of Highway Infrastructure is being aligned to the Code of Practice for Well Managed Highway Infrastructure (October 2016), This sets out a risk based whole asset approach to decision making and of itself will not change service standards and there are no immediate plans to change current service standards.	Low; Age is primarily affected by trip hazards, as no changes to service are envisaged the same impacts will continue. The Risk based approach advocated on the Code of Practice should allow greater opportunity to further protect vulnerable highway users.
Disability	No	No	As per Age	As per Age
Gender	No	No	No or very low impact	No or very low impact. Gender creates no additional challenges compared to normal highway users.
Gender identity/ Transgender	No	No	No or very low impact	No or very low impact As Gender
Race	No	No	No or very low impact	No or very low impact As Gender

Updated 08/01/2019

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Religion and Belief	No	No	No or very low impact	No or very low impact As Gender
Sexual Orientation	No	No	No or very low impact	No or very low impact As Gender
Pregnancy and Maternity	No	No	No or very low impact	No or very low impact Pregnancy and maternity is primarily affected by trip hazards, as no changes to service are envisaged the same impacts will continue.
Marriage and Civil Partnerships	No	No	No or very low impact	No or very low impact As Gender
Carer's Responsibilities	No	No	No or very low impact	No or very low impact As no changes are envisaged the same impacts will continue. Carer's responsibilities would fall into the same issues as disability and age

Part 2**Equality Analysis /Impact Assessment****Protected groups**

As there are no plans to change current service levels for Highway users, no groups should additionally be directly or indirectly negatively affected from providing the current highway service.

However, the Equality Impact assessment for the Highways Asset Management and Incentive Fund report to Environment & Transport Cabinet Committee – 31 January 2018 does cover condition/outcome trends going forwards. It highlights that the rate at which local roads and footways in England are deteriorating far exceeds the rate of investment from central government. . The link to this document is listed in the appendices.

There is not an equality impact analysis available linked to the Code of practice for Well managed Highway Infrastructure available and the DfT state the following at the beginning of the document;

‘Although this report was commissioned by the Department for Transport (DfT), the findings and recommendations are those of the authors and do not necessarily represent the views of the DfT. The information or guidance in this document (including third party information, products and services), is provided by DfT on an ‘as is’ basis, without any representation or endorsement made and without warranty of any kind whether express or implied.’

Information and Data used to carry out your assessment

Please see section below

Who have you involved consulted and engaged?

There has been no specific consultation on the Code of Practice for Well Managed Highway Infrastructure which is a national code of practice which Kent is required to comply with by October 2018, however Kent’s Highways Tracker survey report for 2017 seeks the views of a sample of residents that are representative of Kent’s population which includes protected characteristics, and the views of County Members and Parish/Town Councils.

Analysis

Kent’s Highways Tracker survey report for 2017 seeks the views of a sample of residents that are representative of Kent’s population, and the views of County Members and Parish/Town Councils. Please see following link for Kent’s Highways Tracker survey report for 2017 <http://www.kent.gov.uk/about-the-council/strategies-and-policies/transport-and-highways-policies/highways-transportation-and-waste-tracker-survey-report>

Adverse Impact,

Updated 08/01/2019

As there are no plans to change current service levels for Highway users no groups should be additionally directly or indirectly negatively affected from providing the highway service.

Positive Impact:

The shift towards better decision recording and a greater emphasis on risk based approach should allow greater opportunity to further protect vulnerable highway users.

JUDGEMENT

- **No major change** - no additional potential for discrimination and all opportunities to promote equality have been taken due to service levels not being changed.

Internal Action Required NO

Equality Impact Analysis/Assessment Action Plan

Protected Characteristic	Issues identified	Action to be taken	Expected outcomes	Owner	Timescale	Cost implications
Age	Trip hazards	None as not changing the service	Future asset management principles may allow greater freedom to investigate this further			
disability						
Carer's responsibilities						

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Have the actions been included in your business/ service plan? (If no please state how the actions will be monitored)
 Yes/No

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Appendix

1. Kent's Highways Tracker survey report for 2017 <http://www.kent.gov.uk/about-the-council/strategies-and-policies/transport-and-highways-policies/highways-transportation-and-waste-tracker-survey-report>



Well Managed
Highway Infrastructu

2. Applying the Well-managed Highway Infrastructure in Kent



Well Managed
Highway Infrastructu

3. Well-managed Highway Infrastructure - Implementing the Code of Practice

4. Equality Impact assessment for the Highways Asset Management and Incentive Fund report to Environment & Transport Cabinet Committee – 31 January 2018 <https://democracy.kent.gov.uk/ielIssueDetails.aspx?IId=47495&PlanId=0&Opt=3>

Please forward a final signed electronic copy and Word version to the Equality Team by emailing diversityinfo@kent.gov.uk

If the activity will be subject to a Cabinet decision, the EqIA must be submitted to committee services along with the relevant Cabinet report. Your EqIA should also be published.

The original signed hard copy and electronic copy should be kept with your team for audit purposes.

Updated 08/01/2019

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From: Mike Whiting, Cabinet Member for Planning, Highways, Transport and Waste
Phil Lightowler, Head of Public Transport

To: Environment and Transport Cabinet Committee – 17 January 2019

Subject: **Thanet and Sevenoaks Bus Service changes - Report into Public Consultation and Recommended Action**

Key decision: 18/00072

Classification: **Unrestricted**

Past Pathway of Paper: Environment and Transport Cabinet Committee – 20 March 2018

Future Pathway of Paper: For Decision by Cabinet Member for Planning, Highways, Transport & Waste

Electoral Division: Thanet and Sevenoaks Districts

Summary:

This paper confirms the result of the public consultation on proposed changes to Thanet and Sevenoaks.

Within the MTFP, there is a proposed reduction to the budget for Socially Necessary Bus Services (SNBS) of £455k.

Whilst there is a statutory requirement on Local Authorities to consider the provision of funding for SNBS, there is no statutory requirement to provide the funding. KCC has historically and continues to provide funding for SNBS.

This support amounts to 3% of the total bus mileage in Kent; the remaining 97% is commercially operated.

Following constructive dialogue with bus operators, proposals were received for changes to services in Thanet and Sevenoaks which will deliver savings with minimal impact to service users through changes to commercial bus provision already in place or a revised service offer.

A public consultation on the proposals was carried out between 22 November to 19 December. The proposed changes will deliver approximately £410k savings per year (£360k from the Thanet proposals and £50k from the Sevenoaks proposals).

145 responses have been received across both consultations; (108 relating to the Thanet changes and 37 for those in Sevenoaks). The responses have been analysed and form the basis of the more detailed reports attached as an appendix to this report.

Recommendation:

The Cabinet Committee is asked to consider and endorse or make recommendations to the Cabinet Member for Planning, Highways, Transport and Waste to agree to the implementation of changes to selected bus services in Thanet and Sevenoaks effective from April 2019 as shown at Appendix A.

1. Introduction

- 1.1 The support by local authorities of bus services that cannot be provided by the commercial market, but which are deemed to be socially necessary was included in the 1985 Transport Act, when bus services were de-regulated.
- 1.2 A local authority is required by law to give due consideration to provision of funding for such services, however having given consideration does not have to provide such funding. Therefore, the provision of funding for supported bus services is discretionary.
- 1.3 Within the MTFP, there is a proposed saving of £455k in the SNBS budget. The budget reduction was planned to be delivered through focused service changes/reductions and operational efficiency. This would limit the impact on users and ensure that isolated communities did not lose their only service.
- 1.4 In order to deliver the approved savings and following engagement with bus operators, proposals have been developed amending services in Thanet and Sevenoaks which deliver circa £410k discretionary funding savings.
- 1.5 This report sets out the detail of the proposed changes, the consultation outcomes and recommendations for changes that are provisionally planned for implementation from 1 April 2019.

2. Summary of proposals

2.1 On 11 March 2016, a paper was presented to the E&T Cabinet Committee outlining the need to go to public consultation on changes to three KCC funded bus services in Thanet and two in Sevenoaks. The changes are designed to save KCC approximately £410k through the commercialisation of those in Thanet (with some associated changes) and some reductions to service 404 / 5 in Sevenoaks.

2.2 A summary of the proposed changes and of their respective impacts is provided below.

Summary of Sevenoaks changes

Go-coach have proposed revisions to service 404 from Edenbridge to Sevenoaks/Plaxtol to Borough Green. The proposal refocuses the current service 404 on Edenbridge to Sevenoaks, dropping Plaxtol to Borough Green, which is already covered by another service and withdrawing the 'Wednesdays only' 405, which also has other service provision and will benefit from a Big Conversation pilot scheme that will serve East Hill and West Kingsdown.

Page 427

Service No.	Operator	Route	Summary of proposed changes	Estimated saving
404/405	Go-coach	404 Edenbridge – Ide hill – Sevenoaks – Shipbourne – Plaxtol Monday to Friday (full week day and peak service between Edenbridge and Sevenoaks) 405 Sevenoaks – Otford – West Kingsdown Wednesday	Reduction in the overall number of journeys, removal of the Plaxtol to Borough Green section and the withdrawal of the Wednesday only 405 service. The introduction of a new commercial bus service for the school day only journeys together with off peak Edenbridge to Igtham Mote service via Sevenoaks. Service 222 will continue to offer a link to Borough Green and Tonbridge whilst service 429 provides West Kingsdown with a link to Dartford and Swanley.	£50,237

			In addition, a new Taxi Bus service is being introduced as a Big Conversation pilot scheme and this will provide new journeys linking West Kingsdown, Fairseat, Otford, Stansted and East Hill with Sevenoaks.	
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Summary of impacts if proposed changes went ahead

Service 404	<ul style="list-style-type: none"> • Villagers in Shipbourne, Dunk's Green and Plaxtol will lose their off-peak service to and from Sevenoaks. Residents will continue to have the option of using the 222 service which provides a good link to Borough Green, Tonbridge and Tunbridge Wells. • Reduction in the number of off-peak journeys (from five to three) to and from Sevenoaks for all villages served by the 404 service. • Loss of all journeys operating after the afternoon school peak (the service will finish from 16:30).
Service 405	<ul style="list-style-type: none"> • Route 405 (Wednesday only) would be withdrawn completely resulting in the loss of a Sevenoaks link for residents of West Kingsdown and Otford but from June, KCC is introducing a new 'Taxi Bus' service as a pilot scheme resulting from the 'Big Conversation' consultation. This will provide more regular off-peak journeys from these areas to Sevenoaks.

Summary of Thanet changes

Stagecoach has agreed to amend its current commercial network in the area to provide similar journey opportunities to the services identified below. Although they may operate less frequently, at different times and in some instances require passengers to walk to mainline bus routes. Route maps and timetables showing proposed changes are available in the Appendices from page 10.

Service No.	Operator	Route	Summary of proposed changes	Estimated saving
39/39A	Stagecoach	Dumpton – St Peters Monday to Saturdays (day time and peak)	Withdrawal of existing service 39/39A. There are alternative commercial services along most sections of route including the Stagecoach LOOP and service 34. A new service 48 would be introduced serving Sherwood Gardens and Dumpton.	£70,551
42/42A	Stagecoach	Monkton – Minster – Ramsgate – Westwood Cross – Margate Monday to Saturday	Withdrawal of existing service 42/42A. Service 9 would be diverted via Monkton and Minster providing hourly services to Ramsgate and Broadstairs as well as services to Canterbury in the opposite direction. Stagecoach service 11 will continue to provide a service from Monkton and Minister to Westwood Cross. Cliffsend would have access to service 34 on the Sandwich Road and service 34 would also serve the Nethercourt Estate.	£102,186
56	Stagecoach	St. Peters- Ramsgate - Dumpton Monday to Saturdays (off peak)	Withdrawal of existing service 56. Minor adjustments to the commercial network and other subsidised services to mitigate. In addition, a new service 37 would replace most of the route from Broadstairs via St Peters, Westwood Cross and Queen Elizabeth The Queen Mother Hospital (QEQM) to Margate.	£139,767

Summary of impacts if proposed changes went ahead

Service 39	<ul style="list-style-type: none"> • Nixon Avenue will no longer be served. Passengers can access LOOP services on Margate Road or service 34 on Allenby Road. In most instances this would mean no more than a 5-minute walk. • Newington Road (between Margate Road and Bush Avenue) will no longer be served. Passengers can access service 34 in Bush Avenue/Stirling Way or the LOOP on Margate Road. In most instances this would mean no more than a 5-minute walk. • Northwood Road (between The Silvers and A256) will no longer be served. Passengers can access service 9 from The Silvers or service 34 on A256. In most instances this would mean no more than a 2-minute walk. • Dumpton Sherwood Gardens direct links to Westwood Cross are lost however LOOP services are available along Ramsgate Road and there are connections service 48 connects to the LOOP on Ramsgate Road and at Ramsgate Station. • 39A school journey will not be provided. Students will be required to make use of alternative service 933
Service 42	<ul style="list-style-type: none"> • Cliffsend will no longer receive a direct service through the centre of the village. • Service 9 can be accessed on Canterbury Road West (10-minute walk) and service 43 on Sandwich Road (5-minute walk). • 42A school journey will no longer operate and students will be required to make use of services 38A, 43, 942, 943.
Service 56	<ul style="list-style-type: none"> • East Kent Retail Park will no longer be served directly but can be accessed from Westwood Cross Bus Hub. This would mean no more than a 5-10 minutes' walk. • College Road between the College Road roundabout and Milmead Road will not be served. Passengers can access service 34 and new service 37 on the A255 St Peters Road or service 32 on Milmead Road. This would mean no more than a 5 minutes' walk. • Devonshire Gardens will no longer be served. Passengers can access service 8 and LOOP on Northdown Road or revised service 38 on Eastern Esplanade. This would mean no more than a 5 minute's walk.

3. Summary of consultation

3.1 Both consultations ran separately for four-weeks from 22 November until 19 December 2018. The consultation outlined the detail of the proposals and invited comments on the proposals and any equalities or other impacts on service users and residents.

3.2 A range of promotional activities supported both consultations including;

- direct communications to KCC Members, Parish Councils, associated stakeholders and others registered on the KCC consultation directory;
- social media promotion;
- posters on buses;
- public events and
- the use of bus inspectors travelling on affected services and engaging with users.

3.3 108 responses were received for in respect of the proposed changes to services in Thanet and 37 were received in respect of changes proposed in Sevenoaks.

3.4 The following themes were identified in both proposals :

- The majority of responses were submitted by individuals, but a small number responded as an organisation including four from Parish Councils.
- Around 65% of responders were from individuals aged 65 and over.
- The majority of responses; approximately 60% across both consultations, were submitted by women.
- Around 65% of responses did not agree with the proposed approach to making the savings although
 - 17% of responses to the Sevenoaks changes agreed with the approach
 - In Thanet 28% of responders agreed with the proposed approach reflecting the fact that for this scheme, some areas are better served as a result of the proposals.

3.5 The consultation reports are attached. A summary of the findings is provided below.

3.6 Sevenoaks

- 3 responses were received from; Seal, Plaxtol and Ightham & Shipbourne Parish Councils objecting to the impact of the changes.
- The 5 most highlighted themes from the open responses were:
 - Impact on the elderly

- The lack of alternative services for the areas served
- New development and Social Housing in the area
- Social isolation
- Access to work

No other significant equalities impacts were noted.

3.7 Thanet

- Thanet has one of the most comprehensive commercial bus networks in Kent, linking most parts of the district and includes the Loop service, which operates on a frequency of every 8 minutes.
- The changes proposed in the Thanet are on the basis that the current commercial network is revised to provide similar journey opportunities.
- Objections were received from Cliffsend Parish Council and the Bethesda Medical Centre raising particular concern about the impact on their communities.
-
- The concerns of residents in Cliffsend have been recognised by Stagecoach/KCC and a route amendment option is being developed to address these concerns.
- In respect of Bethesda Medical Centre, there remains a 'dial-a-ride' scheme operated by Thanet Community Transport which provides access to medical services.
- For a number of current users of services 39,42 and 56 there is no change in service provision. Alternative services remain available.
- Users of service 42 and 56 make up around 71% of responses.
- The 5 most prominent themes of the open responses were:
 - Access to healthcare
 - Negative impact on the elderly
 - The loss of service 56
 - Comments on particular journey times and loss of frequencies
 - Support for the changes
- 27% of responders reported having some form of disability.

4. Financial Implications

- 4.1 The £410k savings provided by these service changes will support a balanced budget.

5. Legal implications

- 5.1 The Transport Act 1985 requires that Local Transport Authorities consider socially necessary bus services. Expenditure in this area remains discretionary activity with LTAs having no obligation to subsidise these services.
- 5.2 Services carrying children with a statutory entitlement to free transport to school under the education act are unaffected by these proposals.
- 5.3 Failure to take due consideration of the implications carries a possible risk of decisions being subject to judicial review. This consultation and provided EqIA mitigates this risk.
- 5.4 Public Transport Team has sought advice from other authorities and is satisfied that the proposed consultation and related EqIA is consistent.

6. Equalities implications

- 6.1 Both public consultation were supported by an EqIA.
- 6.2 Following the public consultation the EqIA have been updated based on the consultation responses.
- 6.3 The EqIA process identified that there would be a greater impact on the elderly, disabled persons and disabled carers. The planned service changes have sought to mitigate this impact.

7. Implementation

- 7.1 The proposed timetable for the implementation of service changes is;
 - 17/01/19 Key Decision Report to E&T Cabinet Committee
 - 28/01/19 Registration of service changes by Bus Operators
 - 01/04/19 Service changes introduced (this may be revised due to Brexit)

Detailed timetables will be produced.

- 7.2 Implementation of the service changes will be managed by the Public Transport Team in conjunction with the operators, to ensure that appropriate service communication is undertaken.
- 8.3 Communication to users would be through the KCC website, the operator websites, liaison with local Parishes, posters and flyers on service buses. In addition, Traveline South East will be updated accordingly.

8. Conclusions

- 8.1 The responses for the changes proposed in Thanet have attracted a high level of support as for a number of locations/users the proposals represent an improvement on current service levels.

- 8.2 The changes proposed for Sevenoaks removes an underused service. The response rate recognises the low number of affected passengers.
- 8.3 Whilst there is a negative impact for some areas/users the services that remain will satisfy the basic social need.
- 8.4 work remains ongoing with the operators to mitigate the most acute impacts and themes identified particularly those with Equalities implications.

9. Recommendation(s):

- 9.1 The Cabinet Committee is asked to consider and endorse or make recommendations to the Cabinet Member for Planning, Highways, Transport and Waste to agree to the implementation of changes to selected bus services in Thanet and Sevenoaks effective from April 2019 as shown at Appendix A.

10. Background Documents and appendices

- Appendix A Proposed Record of Decision
- Consultation reports - 'Thanet Bus Changes' and 'Sevenoaks Bus Changes'
- EqIA Screening Assessment
- EqIA detailed Assessment

11. Contact details

Report Author: Phil Lightowler Head of Public Transport Telephone number : 03000 414073 Email : philip.ligtowler@kent.gov.uk	Relevant Director: Simon Jones Director of Highways Transportation and Waste Telephone number : 03000 411683 Email : simon.jones@kent.gov.uk
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KENT COUNTY COUNCIL – PROPOSED RECORD OF DECISION

<p>DECISION TAKEN BY</p> <p>Mike Whiting</p> <p>Cabinet Member for Planning, Highways, Transport and Waste</p>	<p>DECISION NO:</p> <p>18/00072</p>
For publication	
Key decision* Yes –	
Subject: : Thanet and Sevenoaks Bus Service changes	
<p>Decision: As Cabinet Member for Planning, Highways, Transport and Waste, I agree to the implementation of changes to selected bus services in Thanet and Sevenoaks effective from April 2019</p>	
<p>Reason(s) for decision: Within the MTFP, there is a proposed reduction to the budget for Socially Necessary Bus Services (SNBS) of £455k.</p> <p>Whilst there is a statutory requirement on Local Authorities to consider the provision of funding for SNBS, there is no statutory requirement to provide the funding. KCC has historically and continues to provide funding for SNBS.</p> <p>This support amounts to 3% of the total bus mileage in Kent; the remaining 97% is commercially operated.</p> <p>Following constructive dialogue with bus operators, proposals were received for changes to services in Thanet and Sevenoaks which will deliver savings with minimal impact to service users through changes to commercial bus provision already in place or a revised service offer.</p>	
<p>Cabinet Committee recommendations and other consultation: On 11 March 2016, a paper was presented to the E&T Cabinet Committee outlining the need to go to public consultation on changes to three KCC funded bus services in Thanet and two in Sevenoaks</p> <p>A public consultation on the proposals was carried out between 22 November to 19 December.</p>	
Any alternatives considered:	
Any interest declared when the decision was taken and any dispensation granted by the Proper Officer:	

.....
signed

.....
date

Name:

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Thanet Bus Changes Consultation Report

January 2019



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Public Consultation: 22 November – 19 December 2018



Find out more and tell us your views by visiting our website. You can also speak to our team at one of our consultation drop-in events:

29th November 1300 - 1500 St Peter's Church Hall, Broadstairs CT10 2TR
3rd December 1415 - 1615 Minster Neighbourhood Centre, Ramsgate CT12 4EA

kent.gov.uk/thanetbusconsultation

Consultation closes 19 December 2018
For a hard copy of the consultation document or any alternative format please email: alternativeformats@kent.gov.uk
or call: 03000 421553 This number goes to an answer machine, which is monitored during office hours.



Alternative Formats

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1. Introduction

1.1. Background

Over the summer of 2018, we held a Big Conversation consultation with communities and transport providers to consider how we provide rural transport in the future. This has resulted in a series of pilot schemes that might help shape future provision. In the meantime, we need to make some savings.

Following engagement with bus operators, KCC has been presented with proposals that will enable us to reduce spend, whilst being able to protect school services and ensure those communities currently served still have access to transport.

Two proposals; from Stagecoach in Thanet (services 42/42A, 56 and 39/39A) and from Go-coach in Sevenoaks (services 404 and 405) have been consulted on. These would save KCC approximately £410k per year (£360k from Thanet proposals and £50k from Sevenoaks proposals).

From 22 November to 19 December 2018, Kent County Council (KCC) consulted on changes to bus services in the Thanet area. **This document focuses on the consultation responses received for the Stagecoach proposals in Thanet**

1.2. Purpose of the Consultation

The purpose of the public consultation was to inform the public and stakeholder organisations about the detail of the changes proposed and provide them with the opportunity to 'Have their say' and gain feedback on any potential impacts. The consultation gave the opportunity to:

- Understand why changes to buses in Thanet are proposed.
- Consider the possible impacts and benefits of the proposals.
- Ask us questions and provide views on the proposals.
- Advise KCC of any particular equality impacts the proposals could cause.

1.3. Purpose of this Report

This report presents the analysis and findings of the responses to the public consultation on the proposals.

In addition, the report summarises the consultation process and the engagement and promotional activities that took place. The report also states how the feedback will be used to progress the proposal and identifies the next steps.

This report will be published and presented to the KCC's Environment and Transport Cabinet Committee, which is made up of elected members from KCC, who will make a recommendation on the proposals to KCC's Cabinet Member for Planning, Highways, Transport & Waste. The Cabinet Member will then make a final decision.

2. Consultation Process

This chapter outlines the process followed to deliver the consultation and details the activities and documentation developed to support the delivery of the consultation. The consultation was divided into the five stages shown in Figure 2.1. Detailed information on each section is given below.

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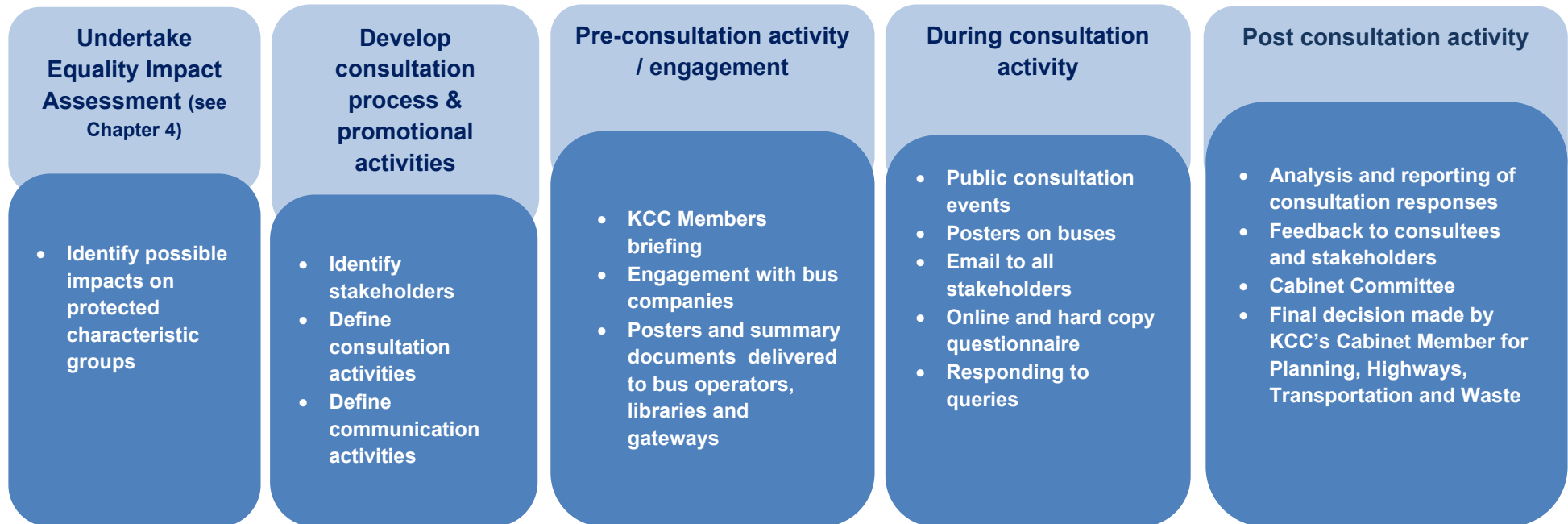


Figure 2.1: The consultation process

2.1. Promoting the Consultation

The consultation process was developed with the aim of enabling local bus users, residents, community groups and other stakeholders to understand the detail of the proposal, to feedback on the approach adopted and to tell us of any particular impacts (positive or negative) presented by the changes to bus services.

The following promotional activities were undertaken to support the delivery of the consultation:

- E-mail and summary document provided to all known stakeholders, including; District and Parish Councils and registered parties on KCC's Consultation Directory who had expressed an interest in being kept informed of consultations regarding transport in Thanet.
- Press release and coverage in local newspapers.
- Posters and summary documents placed on affected buses.
- Posters and summary documents displayed at local libraries and gateways.
- KCC Public Transport Inspectors travelled on affected services promoting the consultation and answering questions.
- Two public drop-in events held in areas potential impacted by the proposals.
- A page on KCC's Consultation Directory on Kent.gov.uk.

Please note: materials are available for reference at www.kent.gov.uk/thanetbusconsultation



Find out more and tell us your views by visiting our website. You can also speak to our team at one of our consultation drop-in events:

29th November 1300 - 1500 St Peter's Church Hall, Broadstairs CT10 2TR
3rd December 1415 - 1615 Minster Neighbourhood Centre, Ramsgate CT12 4EA

kent.gov.uk/thanetbusconsultation

Consultation closes 19 December 2018

For a hard copy of the consultation document or any alternative format please email: alternativeformats@kent.gov.uk or call: 03000 421553 This number goes to an answer machine, which is monitored during office hours.



2.2 Pre-consultation Engagement Activities

- KCC officers engaged with Stagecoach to develop the proposals and understand the impacts.
- Equality Impact Assessments were developed to take account of further detail.
- A report was taken to the Environment and Transport Cabinet Committee prior to the public consultation to present the proposals and plan to consult.

2.3 During Consultation Activities

The consultation launched on the 22nd of November for a four-week period. Several activities were undertaken during the consultation period.

Consultation material

A full consultation booklet with maps and timetables was created and available to read and to download from the consultation webpage: www.kent.gov.uk/thanetbusconsultation. A summary document outlining the detail of the proposals was created and distributed on buses, through a KCC Public Transport Inspector when travelling on services and through libraries and gateways. In addition, hard copies of the summary and of the consultation questionnaire were made available at the two public events. All documents could be provided in the post on request.

The below table shows the number of times each document was downloaded from the consultation webpage.

Document	Downloads
Full consultation document	192 (Word version 46 and PDF version 146 times)
Existing Thanet Bus Network Map	131
Proposed Thanet Bus Network Map	327
Consultation Stage Equality Impact Assessment	30 (Word version 9 and PDF version 21 times)
EqIA Appendix A: Detailed assessment of service change impact	21 (Word version 3 and PDF version 18 times)
Word version of consultation questionnaire	36
Consultation poster	37

Feedback mechanism

People were asked to provide feedback via a consultation questionnaire, which was available online and in a paper version. The paper version was available through libraries and gateways, was distributed at the public events and was made available on request via telephone or e-mail.

Consultation Events

Two public information drop-in events were conducted:

- 29th November 1300 – 1500 at St Peter’s Church Hall, Broadstairs
- 3rd December 1415 – 1615 at Minster Neighbourhood Centre

These events were held in venues accessible to those using the directly affected bus services. The proposals were presented to the audience and then KCC officers and Stagecoach representatives were available to respond to any detailed questions. The events were well attended with an estimate of over 200 attendees.

During the consultation period, the local KCC Public Transport Inspector travelled on affected services, distributing summary documents and responding to any questions.

3. Response Profile

This chapter summarises the number of consultation responses received and who responded to the consultation.

There was a total of **108** responses to the consultation:

- Of the 108 responses to the consultation questionnaire, **98** were received online and **10** were hard copy responses
- There were **8** e-mails or letters written to KCC. The comments have been added to the questionnaire responses and included in this report but the respondents have not been included in the statistical information.
- Cliffsend Parish Council and the Bethesda Medical Centre both responded as organisations, in greater length in writing, expressing particular concern on the impacts to their communities.
- The responses were analysed together to give an overall picture of the attitude towards the proposals. All responses have been collated and summarised in section 5.

Please tell us in what capacity you are completing this questionnaire	No. of responses
Yourself	96
Representative of local community group	1
As a Parish/Town/District Council	2
On behalf of a business	1
On behalf of a charity	1
On behalf of a friend or relative	5
Other	2

Table 3.1: Respondent Groups

4. Equality, Accessibility & Demographics

An Equality Impact Assessment (EqIA) provides a process to help us understand how the proposals may affect people based on their protected characteristics (age, disability, gender, gender identity, race, religion / belief or none, sexual orientation, pregnancy and maternity, marriage and civil partnership and carer's responsibilities).

We carried out an initial Equality Impact Assessment (EqIA) on the proposals to identify how people may be impacted. This document was downloaded 30 times. The EqIA is available to view at www.kent.gov.uk/thanetbusconsultation. We will use the feedback gathered from the consultation to update the EqIA for the detailed design.

The following steps were taken to ensure the consultation was accessible to all:

- In addition to the consultation being available online, two events were held at accessible venues to provide the opportunity for people to view the material and ask detailed questions in order to fully understand equalities and other impacts posed by the changes. Hard copies of the online questionnaire were available and staff on hand to provide support.

This was particularly important to ensure the consultation was accessible to people who could not or did not want to access the consultation online.

- Hard copies of the consultation summary and questionnaire were available in libraries and gateways and made available on affected bus services.
- KCC's local Public Transport Inspector travelled on affected services, distributing material, explaining the changes proposed and answering questions.
- All publicity material included a phone number and e-mail address for people to request hard copies and alternative formats of the consultation material. Word versions of the consultation booklet, EqIA and questionnaire were provided to ensure accessibility of documentation to consultees using audio transcription software.

Of the protected characteristics identified within Equalities legislation, our Equality Impact Assessments identified; Age, Disability and those with Carer responsibilities as being more adversely affected by changes to bus services than other (non-protected) groups.

As such, analysis of the demographics of the responses focus on these areas.

4.1 Respondent Demographics

The following section documents the demographics of the respondents. This data was collated using the 'About You' questions in the questionnaire.

4.1.1 Age

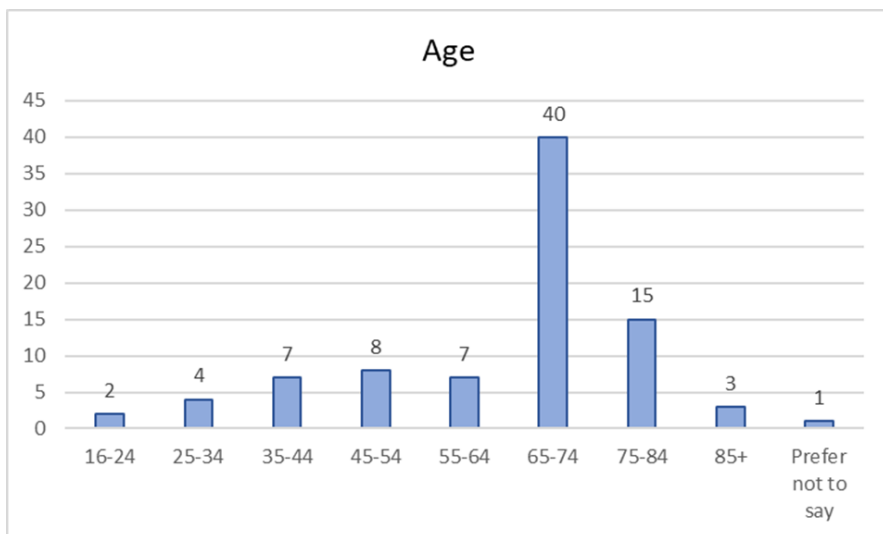


Figure 4.1: Respondents by age

Figure 3.2 shows the distribution of respondents' age. Over 65% were over 65 years old. Not all respondents answered this question.

4.1.1 Gender

- 62% of respondents are women
- 38% of respondents are men
- 21 respondents preferred not to state their gender

4.1.2 Disability

- 29 respondents considered themselves to be disabled.
- Of those that stated they considered themselves having a disability, the impairments that affected each respondent are shown in Figure 4.2.

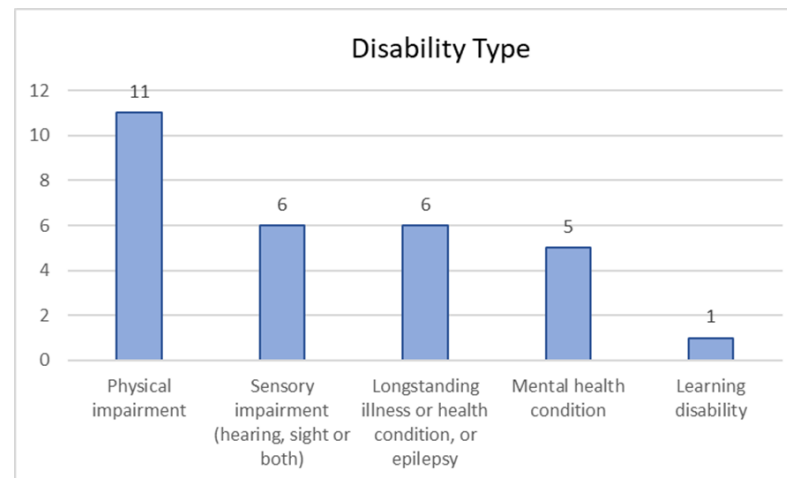
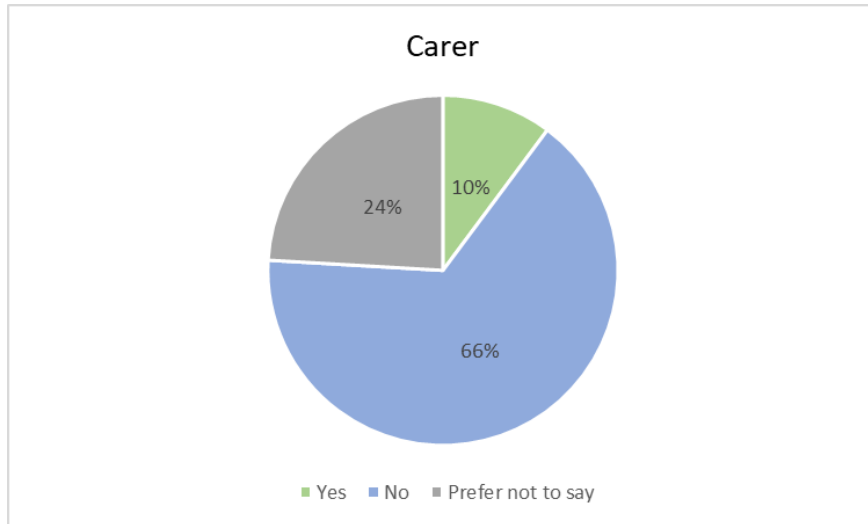


Figure 4.2: 'Disability impairments'

4.1.3 Carer responsibilities

Responders were also asked to identify if they were a carer. Of the responses received, 97 responded no or preferred not to say. 11 respondents identified themselves as a carer (10%), as identified in the chart below:



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4.1.4 Other Equality Impacts

Respondents were invited to provide comments on the Equality Impact Assessment completed at the consultation stage and of any particular impact from an equality and diversity perspective. The comments received are summarised below.

Theme	No. of comments
Greater impact for elderly	9
Greater impact for disabled	7
Other	26

4.2 EQIA Conclusion

High proportions of elderly responders and 29 responders considering themselves to be disabled have been identified in section 3. In addition, 11 responders identified themselves as having carer responsibilities in response to question 13 in the questionnaire. All of these protected groups were identified by initial EQIAs as potentially being more adversely affected by changes to bus services than other cohorts of society and the volume and proportion of responses from these groups would appear to confirm this.

In addition, 62% of responses were identified as being from female respondents suggesting that women are perhaps also more adversely affected by bus service changes. It is thought that maybe this stems from a greater reliance on the bus as the available mode of travel for women where those in the over 65 age cohort may have outlived a spouse who was previously the sole driver in the household.

Section 5.3 (below) seeks to analyse the extent to which respondents view varied dependent on whether they formed part of one of the protected groups of; age, disability or carer. However, the combination of the consistency of these responses with the general tone of response and in some instance limited representation means that no particular conclusions can be drawn from this analysis.

Consideration of some of the open comments provided does not draw any specific issues created for these protected groups by the changes proposed and as such it is problematic to identify tweaks to the proposals that could be made to limit impact if accepting that the savings have to be made and therefore that fundamentally the service has to reduce.

Full copies of updated Equality Impact Assessments are attached as an appendix.

5. Consultation Results

5.1 Q4. Please tell us, if any, which service(s) you travel on?

There were 132 responses given to this question which includes those from respondents who use more than one of the services affected.

A summary of the services used by responders is provided below in figure 5.2.

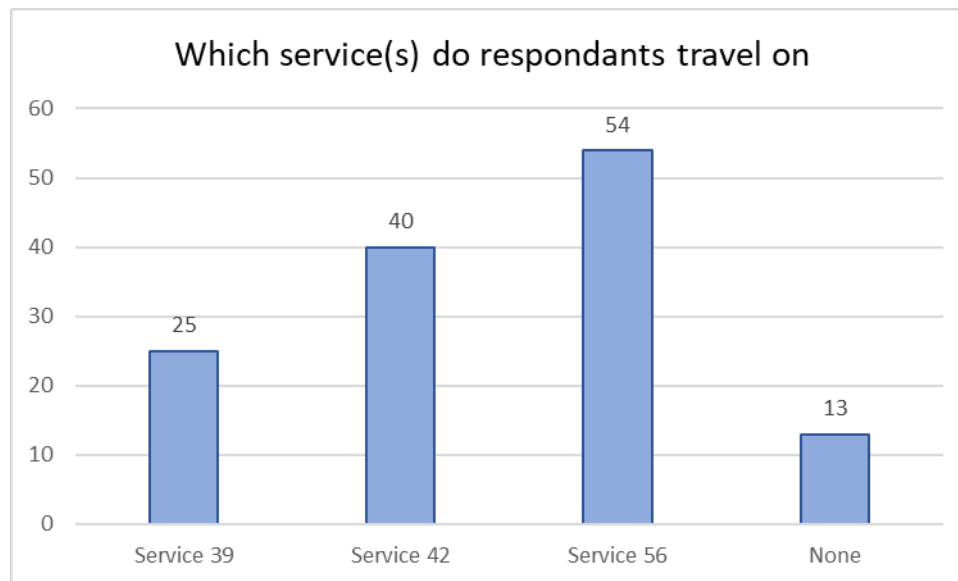


Figure 5.1: Respondents answers to Q4

5.2 Q5. To what extent do you agree or disagree with the approach we have taken to making these savings?

There were 108 responses to this question

64% of respondents disagreed with the approach.

28% of respondents agreed

8% of respondents did not agree or disagree or did not know.

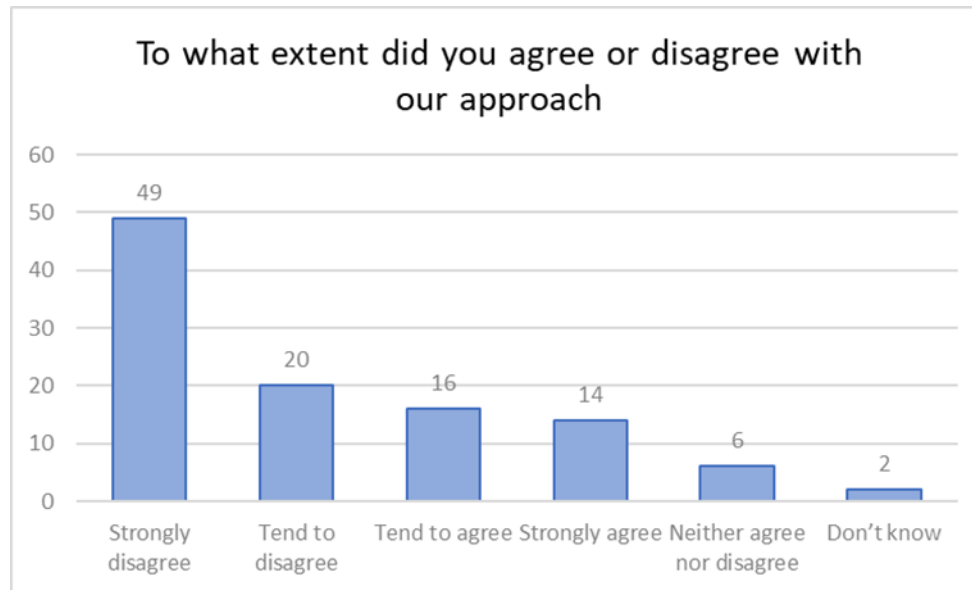


Figure 5.2: Respondents answers to Q5

5.3 Question 5 - further analysis

To further our understanding of the reasoning behind why respondents agreed or disagreed with the approach adopted, we completed some analysis looking at whether the bus service used, respondent age, disabled status or carer status affected their view of the proposal.

5.3.1 Question 5 - Service breakdown

The figure below identifies the responses provided to question 5 broken down by service used. This suggests a consistent view, with the opinion of respondents not particularly affected by the bus service used.

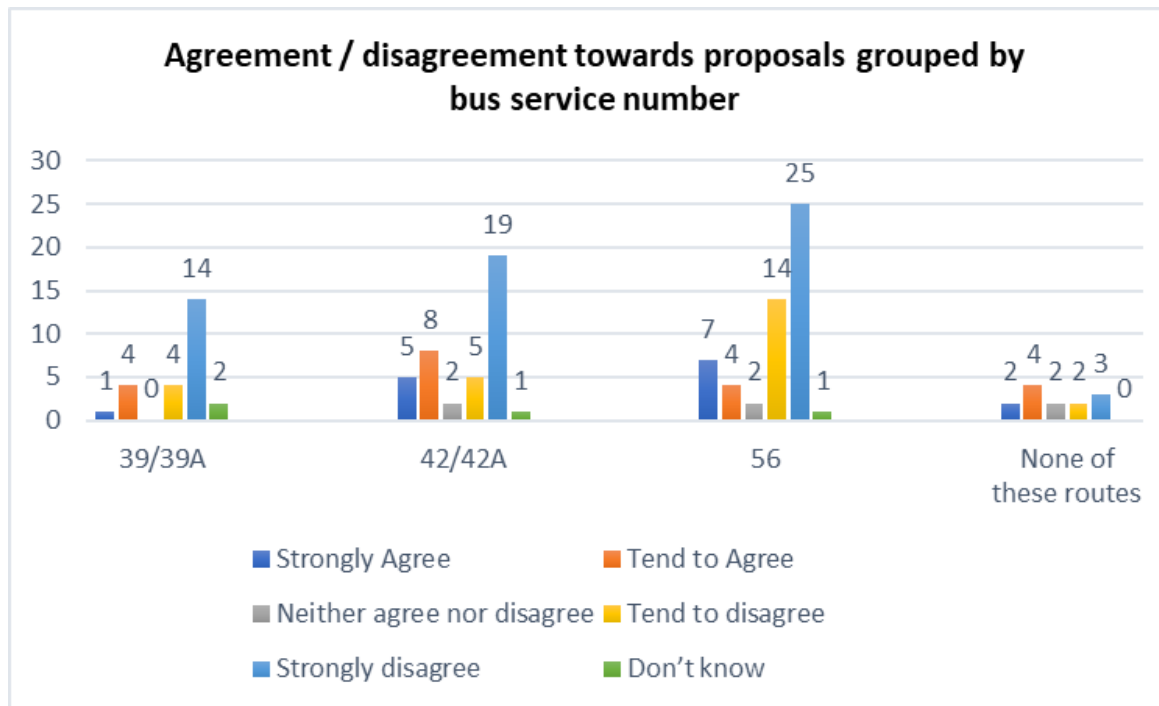


Figure 5.3: Respondents answers to Q5 by service used.

5.3.2 Question 5 – Age breakdown

The figures below compare the responses to question 5 by those under the age of 65 against those over the age of 65 to determine if there is any fundamental difference of view dependent on age. Analysis identifies a very similar position regardless of cohort with similar majorities of responses in each instance disagreeing with the approach adopted.

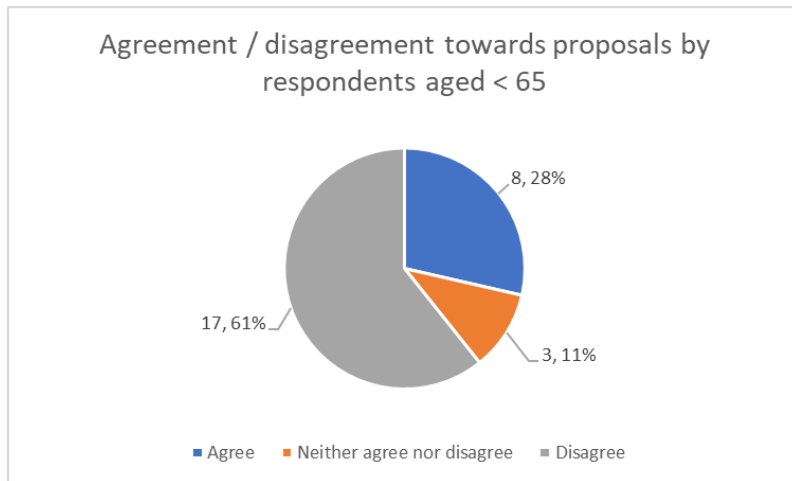


Figure 5.4: Respondents answers to Q5 by those under the age of 65

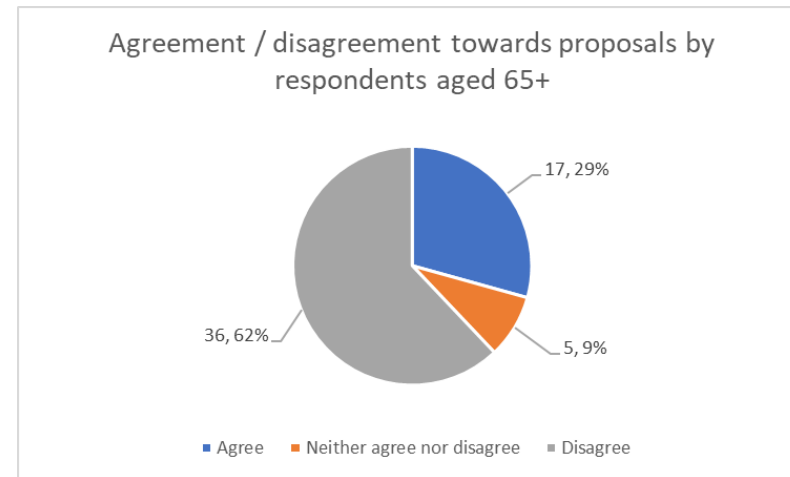


Figure 5.5: Respondents answers to Q5 by those over the age of 65

5.3.3 Question 5 - Disabled status breakdown

18 respondents identified themselves as disabled. The figures below compare the responses to question 5 provided by those respondents identifying themselves as disabled against those not identifying themselves as disabled. Comparison shows higher levels of disagreement to the approach adopted by those identifying themselves as disabled which could suggest a greater impact on this group consistent with the concerns identified within initial EQIAs.

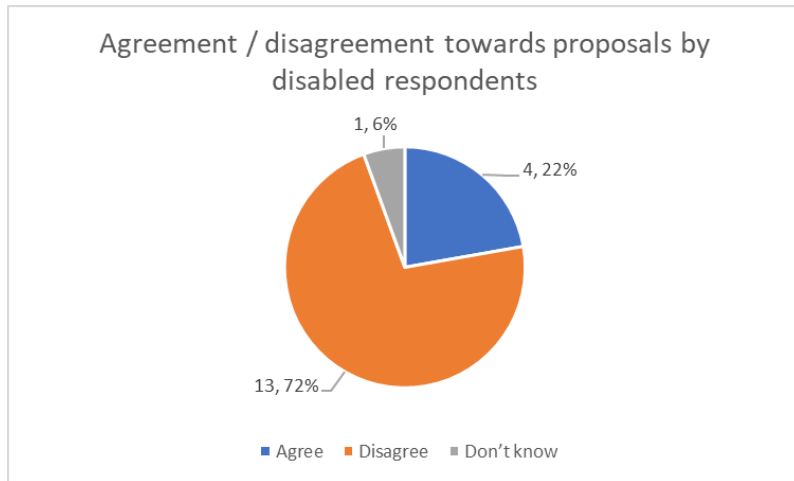


Figure 5.5: Respondents answers to Q5 by those identifying themselves as disabled

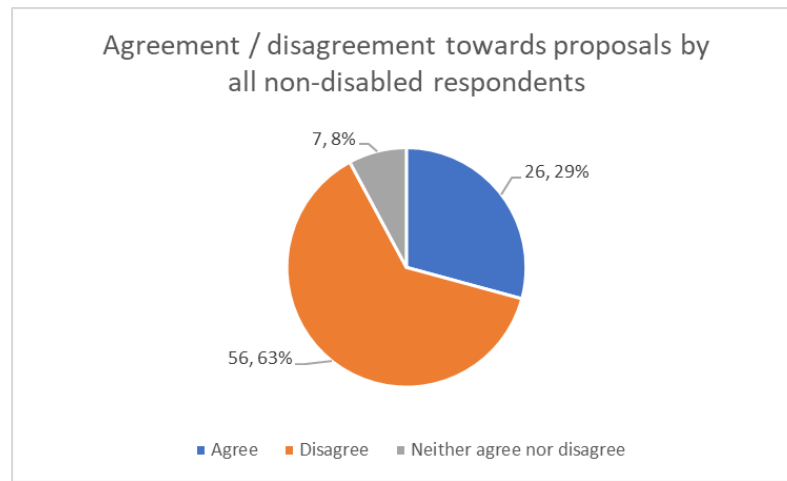


Figure 5.4: Respondents answers to Q5 by those not identifying themselves as disabled.

5.3.4 Question 5 - Carer Status breakdown

11 respondents identified themselves as having a carer responsibility. The figures below compare the responses to question 5 provided by those respondents identifying themselves with a responsibility as a carer against those without this responsibility. Comparison shows higher levels of disagreement to the approach adopted by those identifying themselves as having a responsibility as a carer which could suggest a greater impact on this group consistent with the concerns identified within initial EQIAs.

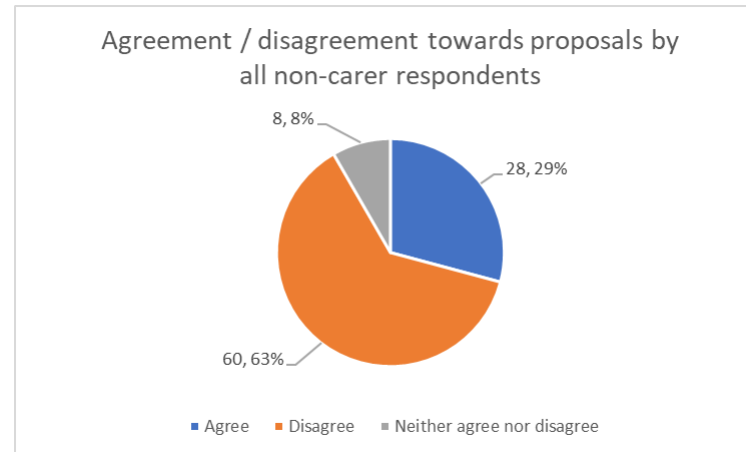
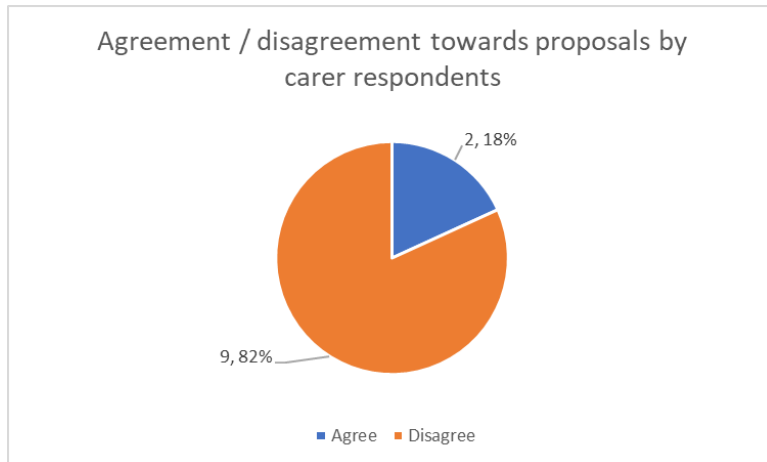


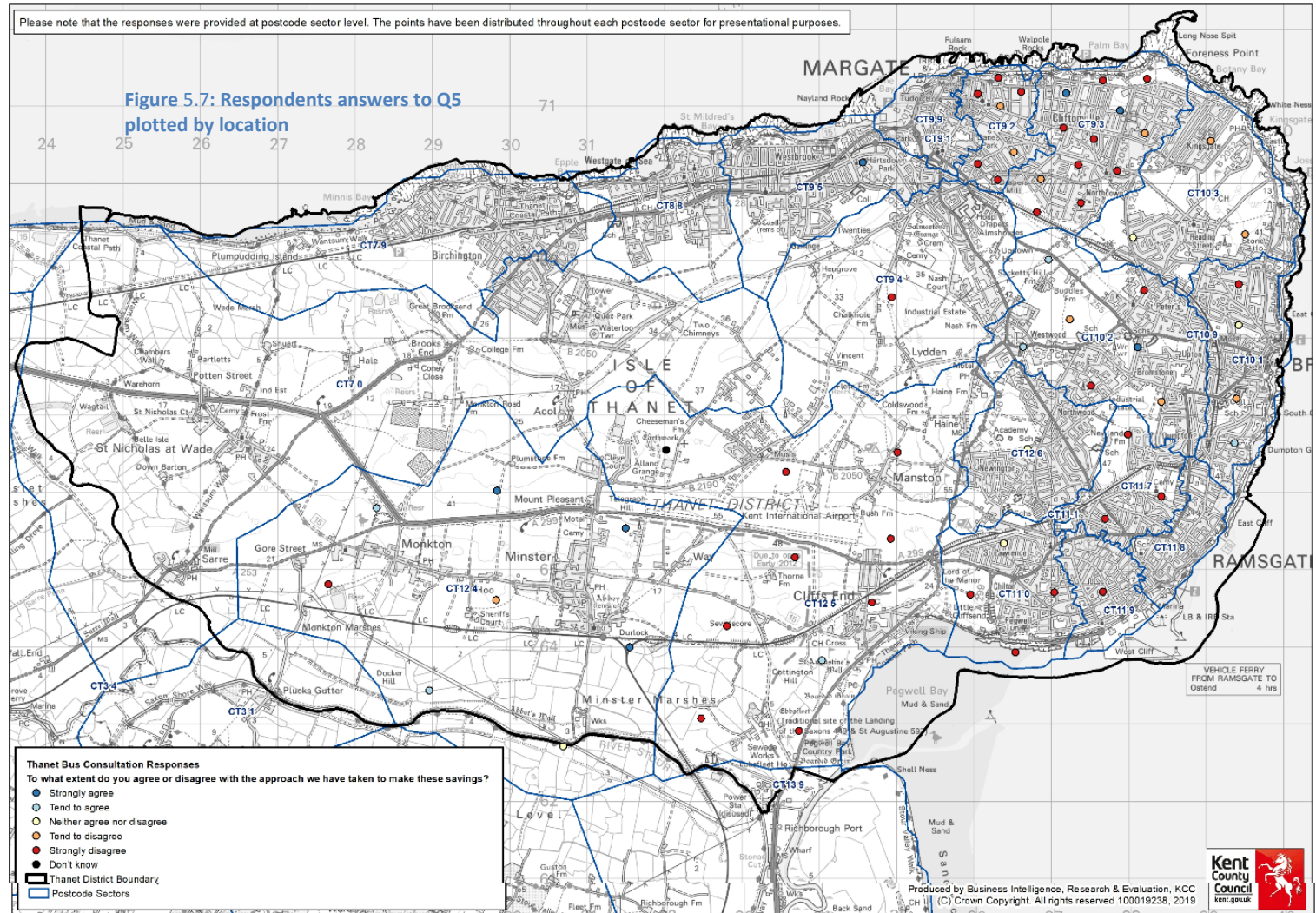
Figure 5.6: Respondents answers to Q5 by those identifying themselves as having a responsibility as a Carer

Figure 5.6: Respondents answers to Q5 by those identifying themselves as NOT having a responsibility as a Carer

5.3.5 Question 5 – Location breakdown

The figure to the right shows responses to question 5 plotted by location. Analysis shows firstly that responses have been received across a broad area within the District suggesting that there was good and widespread awareness of the consultation. More detailed consideration of the response type suggests the highest concentration of positive responses were received from the Monkton and Minster areas which would be expected given the more positive implications of the network changes on these areas in comparison with the rest of the area.

Figure 5.7: Respondents answers to Q5 plotted by location



5.4 Q5a. Please add any comments on our approach to support your answer to question 5 and on any other Equalities implications in response to question 6.

Respondents were invited to provide comments as free text in response to question 5 (relating to the approach) and in response to question 6 (in relation to Equalities impacts). The responses were very similar and, in many instances, completely duplicated. Therefore, for the purposes of representing this information, the questions have been combined.

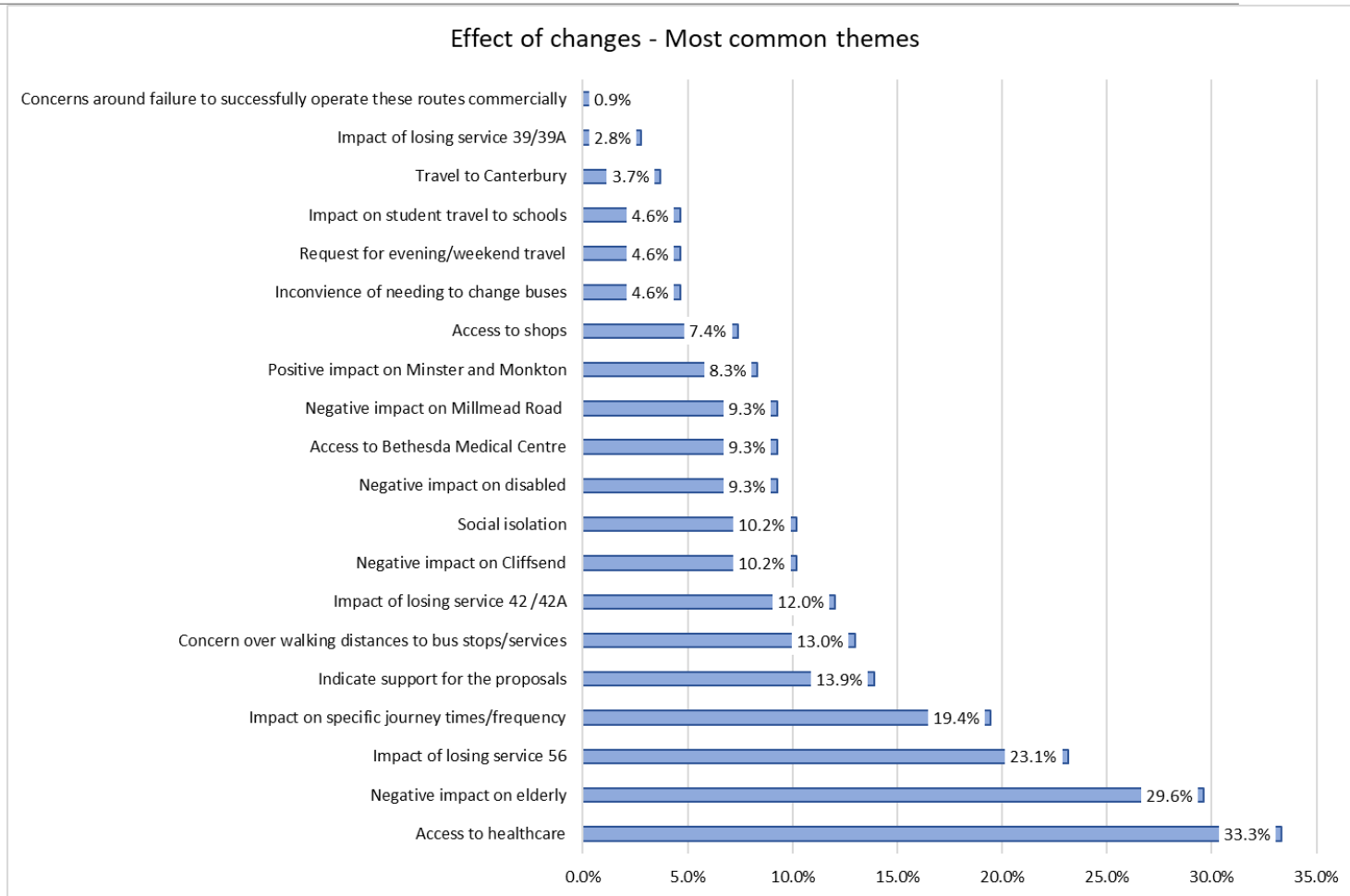


Figure 5.8: Themes to open questions by proportion.

Some of the typical comments are presented in the table below.

Figure 5.9: Themes to open questions by example

Theme	Number of comments including each theme	They said....
Access to Healthcare	36	<p><i>"Fewer journeys impact on ability to attend doctor/dentist/hospital appointments"</i></p> <p><i>"Impact on healthcare provision for people in Millmead, Northdown Road and Devonshire Gardens"</i></p> <p><i>"Many elderly residents in Cliffsend are too old to drive and need 42/42A to safely get to surgery in Minster"</i></p>
Negative impact on Elderly	32	<p><i>"People will lose independence as many elderly people use these services to get about"</i></p> <p><i>"42/42A urgently needed in Cliffsend due to the high number of elderly residents"</i></p> <p><i>"The people using the buses contain a high proportion of elderly and infirm, to whom a 10-minute walk may cause suffering"</i></p>
Impact of losing service 56	25	<p><i>"New 37 service provides fewer journeys and longer times between buses"</i></p> <p><i>"The number 56 bus tends to be used by ENCTS bus pass holders and the first number 37 bus from Broadstairs would be too early for them to be used"</i></p>
Specific journey times / frequency	21	<p><i>"I agree with the new routes, but the timetables need to be extended later into the evening so that people can use them to get to / from work"</i></p>
General indication of support for the proposed changes	15	<p><i>"The replacement 38 service for the withdrawn 56 bus is a great improvement for residents along Eastern Esplanade and for patients using Bethesda Medical Centre"</i></p> <p><i>"The proposal seems to still cater for those people in remote areas to be able to get out and about"</i></p>
Concerns around walking distances to bus stops / services	14	<p><i>"The proposals indicate no more than a 5-10-minute walk, but for areas like Devonshire Gardens and College Road in Margate that can be 25-30 mins for a disabled walker"</i></p> <p><i>"Walking times given to access alternative routes are very optimistic considering the type of people it will effect"</i></p>

Impact of loss of 42 / 42A	13	<p><i>"The removal of the 42 bus will significantly impair the free movement of Cliffsend residents"</i></p> <p><i>"Should The 42 service be removed many residents particularly those of more advanced years will be left without access to Public Transport"</i></p>
Negative Impact on Cliffs End	11	<p><i>"Cliffsend generally is without footpaths and is a retirement area, so losing service 42 means that old and less mobile people would need to walk along roads lacking footpaths"</i></p> <p><i>"Of particular concern is the loss of the direct 42 service between Cliffsend village centre and Minster"</i></p> <p><i>"No provision for a daily service to the QEQM as is in place once daily by the 42"</i></p>
Potential for Social Isolation	11	<p><i>"The bus service enables interaction, conversation and companionship for many who would otherwise live very isolated lives"</i></p> <p><i>"Reducing bus services could trigger social isolation"</i></p>
Negative Impact on Disabled	10	<p><i>"Being disabled this is going to completely change my life. If these changes go ahead, I worry for my mental and physical health"</i></p>
Specific mention of Bethesda Medical Centre ("Palm Bay Drs")	10	<p><i>"The replacement 38 service for the withdrawn 56 bus is a great improvement for residents along eastern esplanade and for patients using Bethesda medical centre"</i></p> <p><i>"Northdown Surgery is due to merge with Bethesda Medical Centre... loss of 56 route would make it very difficult for patients to access their doctor"</i></p>
Negative impact on Millmead Rd area	10	<p><i>"Millmead needs a direct link to Westwood Cross and not just the 32 to Margate and back"</i></p> <p><i>"Diminished access to healthcare for people living in Millmead"</i></p>
Positive impact on Minster/Monkton	9	<p><i>"The proposal of the number 9 bus serving Minster and Monkton is very welcome indeed and will benefit both communities"</i></p> <p><i>"I think rerouting the number 9 through Minster is amazing! Will allow both myself and people I know to have so much more journey options!"</i></p>
Access to shops	8	<p><i>"Improved bus services on the number 9 bus for both Minster and Monkton will be very helpful for older people who are reliant on the bus to access shops"</i></p>

Negativity around need to change Buses	5	<i>"39 route takes you to Montefiore medical centre. If you use other buses it would involve 2 changes. If you are disabled, this makes it very difficult"</i>
Request for evening / weekend travel?	5	<i>"Improvement in the indicative timetable proposed as to hours but it may miss those going to work in Thanet as not early enough service.... A later evening service would be great for young people"</i> <i>"...the 9 from Westwood Cross finishes too early"</i> <i>"It would also be great if a limited Sunday/Bank Holiday service was introduced on the number 9 and 11"</i>
Potential impact on student travel to schools	5	<i>"Cutting of the 42A would have a hugely detrimental impact to those young persons who fill the bus on its journey from Monkton/Minster to the schools"</i>
Travel to Canterbury	4	<i>"It will provide quicker journey time to Ramsgate and Canterbury than the existing services"</i> <i>"My Concern is the extra time the 9 will take from Broadstairs to Canterbury, going via Minster and Monkton, as these buses can't keep to time"</i>
Impact of loss of 39/39A	3	<i>"The 39 service is the only bus link from Sherwood Gardens to Montefiore Doctors Surgery"</i>
Concerns around Stagecoach withdrawing (previously supported) services in future	1	<i>"A back-up plan needs to be put in place in the event that Stagecoach fail to successfully operate these routes commercially"</i>

6. Next Steps

On the 17th January, this report and an updated EqIA will be considered by the Environment and Transport Cabinet Committee, who will be asked to make a recommendation about whether to progress with the changes proposed or not.

The consultation report, EqIA and recommendation will be considered by the Cabinet Member for Highways Transportation and Waste who will ultimately make the decision.

This decision and this report will be communicated via our website www.kent.gov.uk/thanetbusconsultation and we will send a notification to those who have provided contact details throughout the process, including stakeholder organisations.

If the decision is taken to make changes to services these would likely take effect from Monday 1st April and in advance of this notices would be placed on all affected bus services notifying passengers of the change.

Bus Service 404/5 Changes Consultation Report January 2019



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Public Consultation: 22 November - 19 December 2018



kent.gov.uk/404busserviceconsultation
Consultation closes 19 December 2018

For a hard copy of the consultation document or any alternative format
please email: alternativeformats@kent.gov.uk or call 03000 421553
This number goes to an answer machine, which is monitored during office hours.



Alternative Formats

This document can be made available in other formats or languages, please email alternativeformats@kent.gov.uk or telephone 03000 421553 (text relay service 18001 03000 421553). This number goes to an answer machine, which is monitored during office hours.

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1. Introduction

1.1. Background

Over the summer of 2018, we held a Big Conversation consultation with communities and transport providers to consider how we provide rural transport in the future. This has resulted in a series of pilot schemes that might help shape future provision. In the meantime, we need to make some savings.

Following engagement with bus operators, they have presented KCC with proposals that will enable us to reduce spend, whilst being able to protect school services and ensure those communities currently served still have access to transport.

Two proposals; from Stagecoach (services 42/42A, 56 and 39/39A) in Thanet and from Go-coach (services 404 and 405) in Sevenoaks have been consulted on. These would save KCC approximately £410k per year (£360k from Thanet proposals and £50k from Sevenoaks proposals).

From 22 November to 19 December 2018, Kent County Council (KCC) consulted on changes to bus services in the Sevenoaks area. **This document focuses on proposals and the consultation responses for the changes to service 404/5 in Sevenoaks.**

1.2. Purpose of the Consultation

The purpose of the public consultation was to inform the public and stakeholder organisations about the detail of the changes proposed and provide them with the opportunity to 'Have their say' and to help gain feedback on any impacts.

The consultation gave the opportunity to:

- Understand why changes to service 404/5 are proposed.
- Consider the possible impacts and benefits of the changes proposed.
- Ask us questions and provide views on the proposals.
- Advise the Council of any equality impacts that the changes could cause.

1.3. Purpose of this Report

This report presents the analysis and findings of the responses to the public consultation on the proposals. In addition, the report summarises the consultation process and the promotional activities that took place. The report also states how the feedback will be used to progress the proposal and identifies the next steps.

This report will be published and presented to KCC's Environment and Transport Committee which is made up of elected members from KCC, who will make a recommendation on the proposals to KCC's Cabinet Member for Planning, Highways, Transport & Waste. The Cabinet Member will then make a final decision on whether or not to proceed with the changes.

2. Consultation Process

This chapter outlines the process followed to deliver the consultation and details the activities developed to support the delivery of the consultation. The consultation was divided into the five stages shown in Figure 2.1.

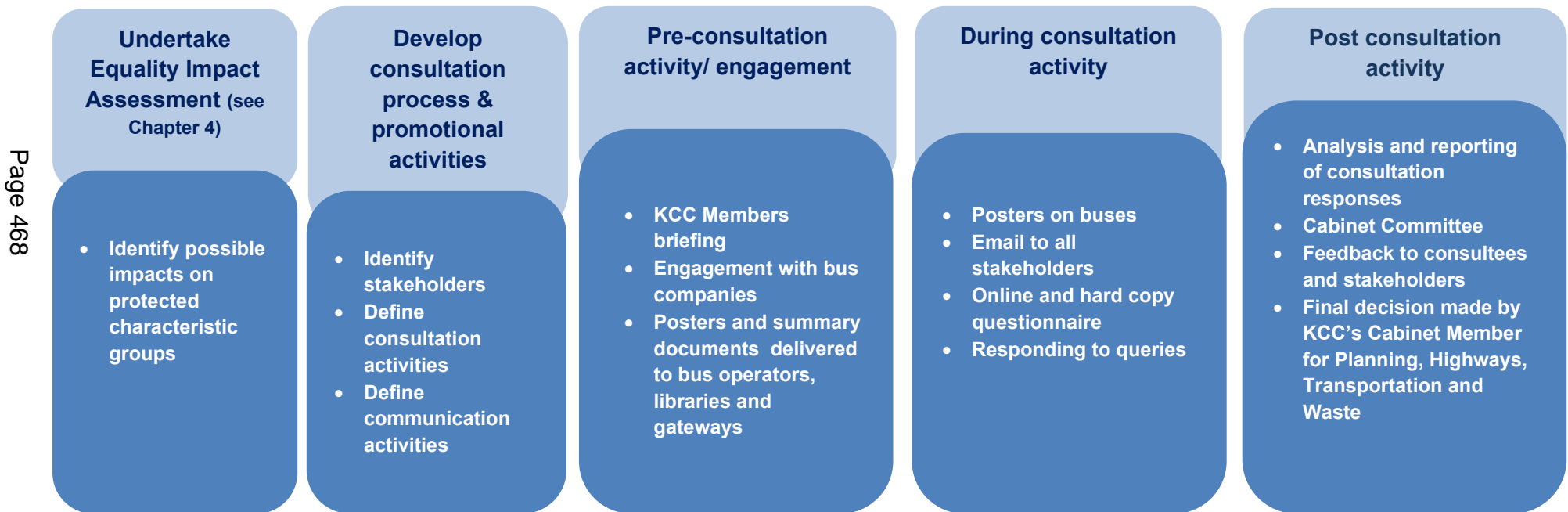


Figure 2.1: The consultation process

2.1. Promoting the Consultation

The consultation process was developed with the aim of enabling local bus users, residents, community groups and interested parties to understand the detail of the proposal, to feedback on the approach adopted and to tell us of any particular impacts (positive or negative) presented by the proposed changes to bus services.

The following promotional activities were undertaken to support the delivery of the public consultation:

- Email and summary document provided to all known stakeholders, including District and Parish Councils and an invite sent to all registered users on KCC's Consultation Directory who have asked to be kept informed of consultations regarding transport in Sevenoaks.
- Posters and summary documents placed on affected buses.
- Posters and summary documents displayed at local libraries and gateways.
- KCC Public Transport Inspectors travelled on affected services promoting the consultation and answering questions.
- Page on KCC's Consultation Directory on Kent.gov.uk.

Please note: materials are available for reference at www.kent.gov.uk/404busserviceconsultation

2.2 Pre-consultation Engagement Activities

- KCC officers engaged with Go Coach to develop the proposal and understand potential impacts.
- An Equality Impact Assessment was developed.
- A report was taken to the Environment and Transport Cabinet Committee to present the proposals and plans for public consultation.



kent.gov.uk/404busserviceconsultation
Consultation closes 19 December 2018

For a hard copy of the consultation document or any alternative format
please email: alternativeformats@kent.gov.uk or call 03000 421553
This number goes to an answer machine, which is monitored during office hours.



2.3 During Consultation Activities

A number of activities were undertaken during the consultation period.

Consultation material

A full consultation booklet was created and available to read from the Consultation webpage www.kent.gov.uk/404busserviceconsultation. An executive summary of this outlining the detail of the proposals was created and distributed on buses, through KCC's local Public Transport Inspector and made available at local libraries and gateways. All documents could be provided in the post on request.

The below table shows the number of times each document was downloaded from the consultation webpage.

Document	Downloads
Full consultation document	175 (Word version 72 and PDF version 103 times)
Consultation Stage Equality Impact Assessment	16 (Word version 7 and PDF version 9 times)
EqIA Appendix A: Detailed assessment of service change impact	23 (Word version 5 and PDF version 18 times)
Word version of consultation questionnaire	23
Consultation poster	17

Feedback mechanism

Consultees were asked to provide feedback via a consultation questionnaire, which was available online and in a paper version. The paper version was available through libraries and gateways, was distributed by KCC's Public Transport Inspector and was made available on request via telephone or email.

Face to face engagement

During the consultation period, the local KCC Public Transport Inspector travelled on affected services, distributing summary documents and responding to any questions of detail about the nature of the changes and the reasons for them.

3. Response Profile

This chapter summarises the number of consultation responses received and who responded to the consultation.

There were a total of **37** respondents to the consultation:

- Of the 37 responses to the consultation questionnaire, all were received online.
- There were **3** emails or letters written to KCC. These have been added to the questionnaire responses and included in this report.
- These included representations from Seal, Plaxtol and Ightham & Shipbourne Parish Councils expressing particular concern on the impacts to their communities.

3.1. Respondent Groups

The 37 questionnaire responses were analysed together to give an overall picture of the attitude towards the proposals. No additional weighting has been given dependent on whether responses were on behalf of an organisation or an individual. All responses have been collated and shown as part of a summary of overall responses in section 5.

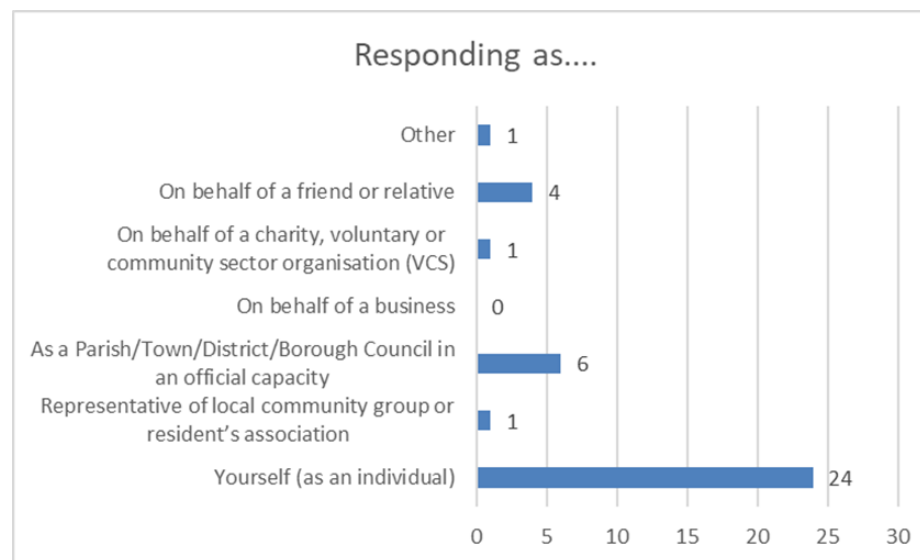


Table 3.1: Respondent Groups: Please tell us in what capacity you are completing this questionnaire:

4. Equality, Accessibility and Demographics

An Equality Impact Assessment (EqIA) provides a process to help us understand how the proposals may affect people based on their protected characteristics (age, disability, gender, gender identity, race, religion / belief or none, sexual orientation, pregnancy and maternity, marriage and civil partnership and carer's responsibilities).

We carried out an initial Equality Impact Assessment (EqIA) on the proposals to identify how people may be impacted and made it available as part of the consultation. The EqIA is available to view at kent.gov.uk/404busserviceconsultation.

We will use the feedback gathered from the consultation to update the EqIA.

The following steps were taken to ensure the consultation was accessible:

- In addition to the consultation being available online, hard copies of the consultation summary and questionnaire were available in libraries and gateways, made available on affected bus services and on request.

- KCC's local Public Transport Inspector travelled on the services distributing material, explaining the changes proposed and answering questions.
- All publicity material included a phone number and email address for people to request hard copies and alternative formats of the consultation material.
- Word versions of the consultation booklet, EqIA and questionnaire were provided to ensure accessibility of documentation to consultees using audio transcription software.

Of the protected characteristics identified within Equalities legislation, our Equality Impact Assessments identified; Age, Disability and those with Carer responsibilities as being more adversely affected by changes to bus services than other (non-protected) groups.

As such, analysis of the demographics of the responses focus on these areas.

4.1 Respondent Demographics

The following section documents the demographics of the respondents. This data was collated using the 'About You' questions in the questionnaire.

Not all respondents choose to answer these questions.

4.1.1 Age

Figure 4.1 shows the distribution of respondents' age. Approximately 65% were over 65 years old.

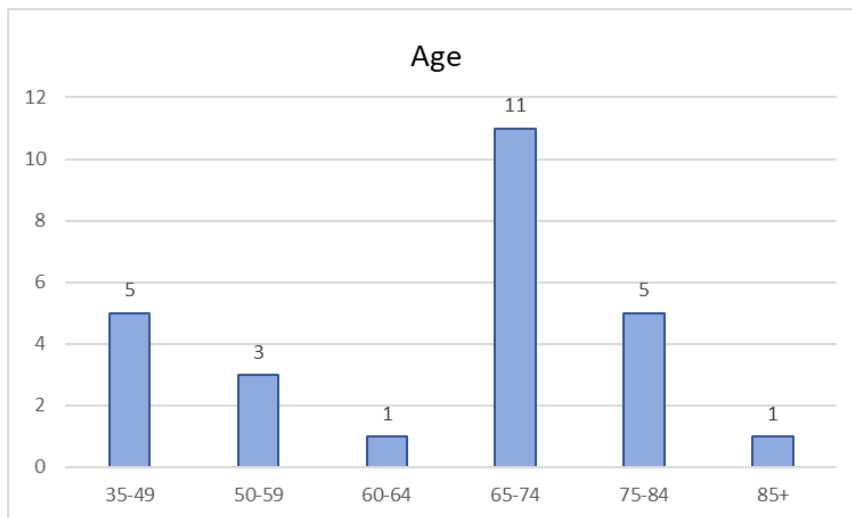


Figure 4.1: Respondents by age

4.1.2 Gender

- 58% of respondents were women
- 38% of respondents were men
- 12 respondents preferred not to state their gender

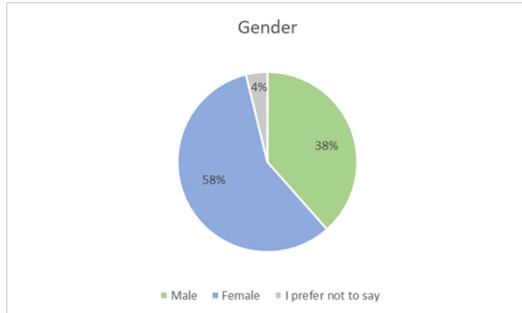


Figure 4.2: Respondents by gender

4.1.3 Disability

- 3 respondents considered themselves to be disabled.
- Of those that stated they considered themselves having a disability, the impairments that affected each respondent are shown in Figure 4.2.

Physical impairment	1
Longstanding illness or health condition, or epilepsy	2
I prefer not to say	1

Table 4.3: 'Disability impairments'

4.1.4 Carer responsibilities

No responders identified themselves as having carer responsibilities.

4.1.5 Other Equality Impacts

Respondents were invited to provide comments on our consultation stage Equality Impact Assessment completed and of any particular impacts from an equality and diversity perspective. The comments received are summarised below.

Theme	No. of comments
Greater impact for elderly	4
Greater impact for disabled	1
Other	5

Table 4.4: 'Other Equalities comments'

4.2 EQIA Conclusion

Analysis of responders by age identifies that over 65% were over the age of 65 confirming the held view that the majority user of the services were more elderly in nature and therefore more reliant on the bus service.

Section 5.3 (below) seeks to analyse the extent to which respondents view varied dependent on whether they formed part of one of the protected groups of age, disability or carer. However, the combination of the consistency of these responses with the general tone of response and in some instance limited representation means that no particular conclusions can be drawn.

Consideration of some of the open comments provided does not draw any specific issues created for these protected groups by the changes proposed and as such it is problematic to identify particular tweaks that could be made to limit impact if accepting that the savings have to be made and therefore that fundamentally the service has to reduce. Full copies of updated Equality Impact Assessments are attached as an appendix.

5. Consultation Results

5.1 Q4. Please tell us, if any, which service(s) you travel on?

There were 37 responses given to this question

A summary of the services is provided below and summarised in figure 5.1.

404: Edenbridge – Sevenoaks – Shipbourne - Plaxtol	26
405: West Kingsdown – Otford – Sevenoaks (Wednesday only)	3
None of these routes	8

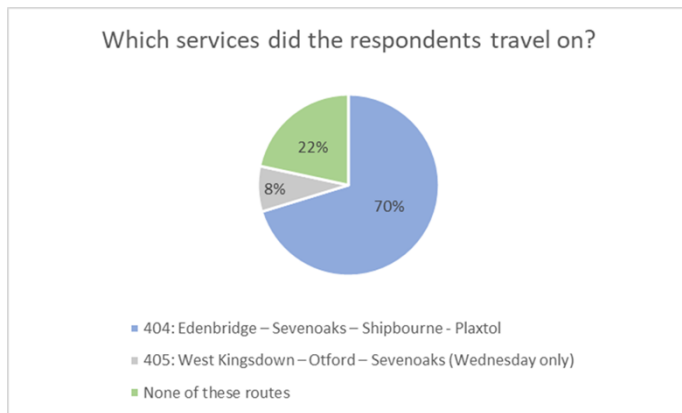


Figure 5.1: Respondents answers to Q4

5.2 Q5. To what extent do you agree or disagree with the approach we have taken to making these savings?

There were 35 responses to this question

66% of respondents disagreed with the approach.

17% of respondents agreed

17% of respondents did not agree or disagree or did not know.

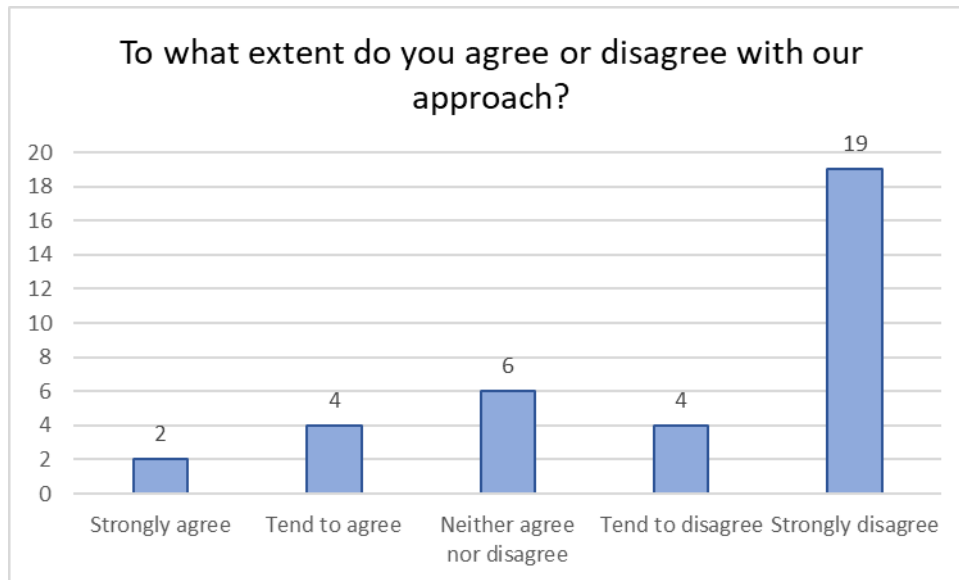


Figure 5.2: Respondents answers to Q5

5.3 Agreement / Disagreement toward the proposals.

To further our understanding of the reasoning behind why respondents agreed or disagreed with the approach adopted, we completed some analysis looking at whether the service used, or respondents age, disabled status or carer status affected their view of the proposal.

5.3.1 Question 5 - Service Breakdown.

The figure below identifies the responses provided to question 5 broken down by service used. This suggests a consistent view, with the opinion of respondents not particularly affected by the service used if one of the services at all.

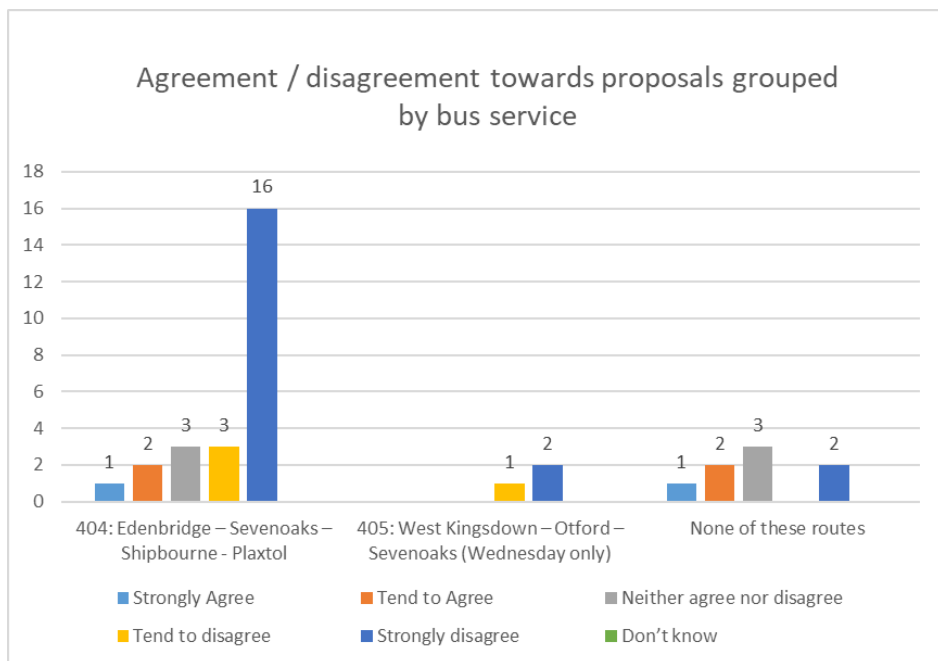


Figure 5.3: Respondents answers to Q5 by service

5.3.2 Question 5 – Age breakdown.

The vast majority of responders come from categories 65 and over, making representation from other (younger) groups very small by comparison. However, analysis of the table below identifies that the extent to which respondents agreed or disagreed was not significantly affected by their age.

	Strongly Agree	Tend to Agree	Neither agree nor disagree	Tend to disagree	Strongly disagree	Don't know
0-15	0	0	0	0	0	0
16-24	0	0	0	0	0	0
25-34	0	0	0	0	0	0
35-49	0	0	0	1	4	0
50-59	0	1	0	0	2	0
60-64	0	0	0	0	1	0
65-74	1	3	1	1	4	0
75-84	0	0	3	1	1	0
85+	0	0	0	0	1	0
I prefer not to say	0	0	0	0	0	0

Figure 5.4: Respondents answers to Q5 by age

5.3.3 Question 5 - Disabled status breakdown.

Only two of the respondents identified considered themselves to be disabled. One disagreed and one strongly disagreed with the approach adopted to making the savings. Whilst this is broadly consistent with the majority of responses, the limited representation from this group makes it hard to draw any real conclusions.

5.3.4 Question 5 - Carer Status breakdown.

No respondents identified themselves as a carer and as such it is not possible to complete any analysis of this group.

5.4 Q5a. Please add any comments on our approach to support your answer to question 5 and on any other Equalities implications in response to question 6.

Respondents were invited to provide comments as free text in response to question 5 (relating to the approach) and in response to question 6 (in relation to Equalities impacts). The responses were very similar and, in many instances, completely duplicated. Therefore, for the purposes of representing this information, the questions have been combined.

The table below identifies the themes of responses provided against questions 5a. and 6

Theme	No. of Comments	What they said...
Impact on Elderly	8	<p><i>“This will leave already isolated older people without the means to travel out of their villages into the local town”</i></p> <p><i>“To reduce the number of buses for Bitchet Green/Stone Street at this time will impact on the elderly and those who are unable to drive”</i></p>

No Alternatives (either direct or from certain areas)	7	<p><i>“The 429 service is not available to residents at East Hill. Knatts Valley residents would only be able to access the service if they walked for miles or had lifts to West Kingsdown to reach a bus stop there.”</i></p> <p><i>“The 222 does not provide direct access to Sevenoaks so these residents will be cut off from Sevenoaks unless they make a very long journey via Tonbridge.”</i></p>
New Developments/Social Housing	7	<i>“We have a new development planned of 15 properties located opposite the bus stop in Stone Street of which 6 homes are for social housing and this transport link will be most important to these occupants.”</i>
Access to Healthcare	3	<i>“I rely on the 404 service to take me to my medical appointments in Sevenoaks”</i>
Social Isolation	6	<p><i>“We know that older people are often isolated and lonely which has been the focus of Government Reports, this will add to the problem in Kent”</i></p> <p><i>“With a reduction of buses and the withdrawal of a part route, this will leave already isolated older people without the mean to travel out of their villages into the towns”</i></p>
Access to Work	5	<p><i>“This is my only mode of transport to my job in Sevenoaks as I do not drive, and my low wages don’t allow me to travel by train”</i></p> <p><i>“People need to be able to get into and out of work, without a bus service it may deter them from moving to Bitchet Green/Stone Street”</i></p>
Journey Times/Frequency of Services	4	<i>“The proposed changes will reduce my journey options considerably and I’ll probably be forced to use the car hence reducing bus passenger numbers even further, no doubt resulting in further cuts, and so on....”</i>
Congestion and Pollution	4	<p><i>“It is essential that public transport continues to be available to minimise environmental damage and stop unnecessary car journeys”</i></p> <p><i>“Statutory bodies should be doing all they can to help reduce traffic congestion</i></p>

		<i>and pollution on the roads, reducing the bus service only compounds the issue”</i>
Accessing onward or connecting services	4	<i>“Private traffic clogs Sevenoaks and surrounding roads including the A25. The 404 is a great service into town for shopping, bank, PO and the railway station and bus station for onward journeys”</i> <i>I use the 404 service once or twice a month to get to the rail station and for onward journeys to London”</i>
Access to Shops	3	<i>“The 404 bus service provides a life line to numerous residents of our village, both elderly and young. To lose the bus service would severely impact the lives of people who have lived here for years and who rely on the service”</i> <i>“This will isolate rural communities in Shipbourne, Dunks Green and Ivy Hatch where there is no village shop or post office”</i>
Promoting/Improving services to increase usage	3	<i>“Improving services with more advertising might encourage more use. Reducing the service will make it less attractive and so usage will become worse and worse”</i> <i>“There should be more of a campaign to increase the usage like a use it or lose it campaign as local residents have indicated that they would use it if it was more regular”</i>
Opportunities for school children to undertake extra-curricular activities	2	<i>“Later service enables students to take part in after-school activities. Sustainability of the community is essential, and with pupils having to travel outside the town for their education, it's important for them to have the opportunity to participate in after-school activities”</i> <i>“The evening bus from Hever provides very little opportunity for school children to engage in extra curriculum activities”</i>

6. Next Steps

On 17 January, this report will be considered by the Environment and Transport Cabinet Committee who will make a recommendation about whether to progress with the changes proposed. The report, EqlA and this recommendation will be considered by the Cabinet Member for Highways, Transportation and Waste who will ultimately make the decision on whether or not to proceed.

This decision and this report will be communicated via our website; www.kent.gov.uk/404busserviceconsultation and we will send a notification to those who have provided contact details throughout the process, including stakeholder organisations.

If the decision is taken to proceed then changes to the services themselves would likely take effect from Monday 1st April and in advance of this notices would be placed on all affected bus services notifying passengers of the change.

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KCC - Growth, Environment and Transport Directorate (GET).

Equality Analysis / Impact Assessment (EqIA) template

Thanet Bus Network and Sevenoaks Service 404/405 revisions 2018 / 19

Name of decision, policy, procedure, project or service:

Thanet Bus Network and Sevenoaks Service 404/405 revisions 2018 / 19

Brief description of policy, procedure, project or service

Since deregulation of the bus industry in 1985, local transport authorities have had a duty to consider funding public bus services that are not commercially viable for bus operators to run but the authority considers to be important for residents and users as without them they would not be able to access essential services such as education, employment, healthcare and food shopping.

Although there is a statutory requirement to consider funding this activity, the actual provision of these services is discretionary and local transport authorities can conclude not to financially support them. Kent County Council (KCC) has a tradition of providing funding for these bus services which operate in rural areas or at times of the day or on days of the week where usage is low and today spends around £5.7m per annum subsidising 116 bus services or journeys that would otherwise not operate.

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Aims and Objectives

In order to meet the financial challenge being posed by reducing funding from central government, KCC's Medium Term Financial Plan (MTFP) had previously identified a reduction in what we spend on buses of £4m over the 2018/19 and 2019 / 20 financial years.

The process to prepare and plan a program to materialise this saving raised significant public concern about the impact of this level of reduction which in turn raised concern among KCCs elected Members about the extent to which this level of cuts would effect some Kent residents. Meanwhile a better than anticipated financial settlement from Central Government enabled the Council to significantly reduce the savings target from £4m to £0.45m.

The Council is needing to make this £0.45m saving by the start of the 2019/20 financial year and is committing to doing so in the fairest way possible, having taken account of equality factors. It is proposed to achieve this through an approach which is more intelligent than simply applying the Councils criteria for funding buses and cancelling contracts which in turn would likely result in bus services ceasing to operate completely.

Instead, officers have engaged with all operators of subsidised services to invite ideas for savings where similar replacement services might carry on unchanged or where alternative services could provide slightly reduced levels of service or journeys running at different times or from slightly different locations, all without impacting on the ability of children to get from home to school.

A number of proposals have been received but some, for example those which relate to the use of demand responsive transport, are considered too sensitive or radical for progression without further thought and engagement with stakeholders and the wider public.

Two proposals; one from Stagecoach in respect of services running in Thanet and one from Goach in respect of services running in Sevenoaks were received and are intended to be progressed following local consultation. The proposals will save KCC a total of £410k per annum.

The services affected are identified below along with a summary of the changes that may be applied.

Thanet changes

39: *Sherwood Gardens loop, Dumpton and Nixon Avenue*

42: *Windermere Avenue/Rydal Avenue, Nethercourt*

56: *St Peter's Road/Vicarage Street, St Peter's and Stone Road/Lanthorne Road/Knights Avenue, Broadstairs*

Stagecoach has undertaken to amend its current commercial network in the area to provide similar journey opportunities to the services identified albeit they may operate less frequently, at different times and in some instances require passengers to walk to mainline bus routes – whilst this will mean that most areas continue to have access to reasonable alternatives a loss of journey choice and some particular difficulties for disabled or elderly passengers unable to undertake the walk distances concerned may be experienced.

Sevenoaks Changes

404: *Edenbridge – Sevenoaks – Plaxtol*

405: *Sevenoaks – Otford – West Kingsdown*

Go Coach have proposed revisions to service 404 from Edenbridge to Sevenoaks/Plaxtol to Borough Green. The proposal has two elements, the first is to take a current coach contract carrying children entitled to free mainstream home to school transport from Edenbridge and other outlying areas served to Sevenoaks School and convert it to a school-focused commercial bus service. The second element is the refocusing of the current service 404 on Edenbridge to Sevenoaks, dropping Plaxtol to Borough Green which is already covered by another service which offers more regular journeys but to Borough Green and Tonbridge as opposed to Sevenoaks. Similarly, the withdrawal of 'Wednesdays only' 405 is mitigated for most areas served by the presence of alternative service (429) from this area operating hourly to Dartford and Swanley.

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The EQIA and the more detailed assessment of the services and current service users will consider the impact of the changes and on service users in protected groups. It will be updated on an ongoing basis, notably following completion of local consultation which will be used to help inform us of the implications for all bus passengers but particularly those protected under The Equality Act 2010.

JUDGEMENT

Initial Screening : Continue the policy

The approach being proposed to materialising the saving has been specifically identified to protect Kent residents and service users from the very acute impact of complete service withdrawals without alternative solutions.

Three protected groups (relating to age, disability and those with carer responsibilities) have been identified as being more reliant on public transport than other bus users and also being represented on one or more of the services identified for potential subsidy withdrawal. Understanding of the full impact on these groups and of any unique impacts on others protected groups will be informed through the consultation process. This will be used to update the EQIA which in turn will feature as part of the final decision making process.

I have found the Adverse Equality Impact Rating to be High

GET Document Control

Revision History

Version	Date	Authors	Comment
V1	13.03.18	Steve Pay	Initial Screening; first draft of EQIA document provided to the director for signing. This will be supported by the more detailed service analysis which is being worked on separately will be included an appendix to this document.
V2	15.05.18	Steve Pay	Second Draft updated to take account of completion of detailed appendix and associated detail.
V3	03.10.18	Steve Pay	Third draft to take account of update to detailed impact assessment by service in respect of Thanet changes and pending progression towards consultation.
V4	21.11.18	Steve Pay	Final draft taking account of further comments from the Equalities team.
V5	08.01.19	Steve Pay	Further screening taking account of anysis of consultation responses.

Document Sign-Off (this must be both the relevant Head of Service and the relevant Director)

Attestation

I have read and paid due regard to the Equality Analysis/Impact Assessment. I agree with the actions to mitigate any adverse impact(s) that has /have been identified.

Name	Signature	Title	Date of Issue
Phil Lightowler		Head of Service	08.01.19
Simon Jones		Director	08.01.19

Part 1 - Screening

Regarding the decision, policy, procedure, project or service under consideration,

Could this policy, procedure, project or service, or any proposed changes to it, affect any Protected Group (listed below) less favourably (negatively) than others in Kent?

Could this policy, procedure, project or service promote equal opportunities for this group?

Please note that there is no justification for direct discrimination; and indirect discrimination will need to be justified according to the legal requirements

Protected Group	You MUST provide a brief commentary as to your findings, or this EqlA will be returned to you unsigned			High/Medium/Low Favourable Impact
	High Negative Impact	Medium Negative Impact	Low Negative Impact	
Age	It has been identified that older persons are potentially more reliant on the public transport network than other protected groups or members of the wider public. Some services proposed for withdrawal have been identified as carrying passengers from this group and the impact of the withdrawal of transport will be significant particularly if this represents the only available transport for a given area.			

Disability	It has been identified that disabled persons are potentially more reliant on the public transport network than other protected groups or members of the wider public. Some services proposed for withdrawal have been identified as carrying passengers from this group and the impact of the withdrawal of transport will be significant particularly if this represents the only available transport for a given area.			
Gender				
Gender identity/ Transgender				
Race				
Religion and Belief				
Sexual Orientation				
Pregnancy and Maternity				
Marriage and Civil Partnerships				
Carer's	It has been identified that			

Responsibilities	<p>persons with carer responsibilities are potentially more reliant on the public transport network than other protected groups or members of the wider public. Some services proposed for withdrawal have been identified as carrying passengers from this group and the impact of the withdrawal of transport will be significant particularly if this represents the only available transport for a given area.</p>			
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Part 2 - Full Equality Analysis /Impact Assessment

From the screening grid, identify the Protected Groups impacted

Any user of one of the services potentially included within the savings measures will be adversely affected by any reduction or withdrawal of service. However, of the protected groups covered by Equality legislation, it is considered that those within the protected groups of; Age, Disability and those with Carer responsibilities are likely to be more reliant on public transport and have been identified as being user groups of one or more of the services included for potential reduction or withdrawal.

Information and Data used to carry out your assessment

The overall EqIA and more individual service analysis will be informed by a range of intelligence including;

- Passenger and ticketing information provided to the Council by operators throughout the life of the contract. This will inform the initial screening and enables the Council to identify some passenger groups through ticket types.
- Data held by the Council, held on its concessionary travel database, in relation to concessionary travel journeys, analysed by service.
- On bus inspections that will complement the passenger data and will seek to identify particular user groups (such as the older persons and persons with mobility impairments) and particular travel habits and journey purpose (i.e. day / time critical journeys not achievable on other, remaining public transport).
- Existing knowledge of contract managers and other officers of the Council regarding service and user characteristics.
- Local consultation that will invite information from users about their journey purpose and the impact of the proposed changes.
- Bus operator, passenger and wider resident engagement

Who will you involved consulted and engaged with?

The following parties will be engaged through the public consultation process;

- Bus operators
- Bus Service Users
- Bus Users
- Parish Councils
- Specialist Groups (Aged UK, Kent Association for the Blind, Mobility and Access Groups etc.)
- Wider Public (through local consultation)
- KCC elected members

Analysis

Initial screening (03/01/2018):

Initial screening has identified that of all protected groups, those falling within the following groups; Age, Disability and those with Carer responsibilities are likely to be more reliant on public transport and have been identified as being user groups of one or more of the services included for potential reduction or withdrawal. As such there is the potential for a clear and adverse impact on these groups in the event that the proposal to make the changes identified progresses.

Whilst it is likely that other users will also fall within other protected groups, these are not considered to be more adversely impacted by these changes than any other bus user.

The full extent of the impact on the effected groups and of anyn impact on any other protected groups will be further informed by the outcome of public consultaion and will be used to inform final decisions.

Final findings: (to be informed by inspections, public engagement and consultation)

Adverse Impact,

Initial screening (13/03/2018):

At this stage, it is possible to identify that there will be adverse impact on three protected groups namely; Elderly Persons, Disabled persons and persons with Carer responsibilities all of whom have also been identified as user groups on one or more of the services identified. However, the precise extent of this impact will remain unknown until completion of the local consultation and following more detailed analysis of the services and users.

Final findings: (to be informed by inspections, public engagement and consultation)

Positive Impact:

Ultimately there will be no positive impact for users of services / journeys subject to reduction or withdrawal.

JUDGEMENT

Continue the policy

Although every effort will be made to mitigate the impact of decisions, as identified through the action plan (as in section 3), ultimately, the Council is needing to materialise savings against current levels of spend on Socially Necessary Public Bus Services and this is not achievable without reductions or withdrawal to services which will have an adverse impact on some protected groups.

Three protected groups have been identified as being more reliant on public transport than other bus users and also being represented on one or more of the services identified for potential subsidy withdrawal. Understanding of the full impact on these groups and of any unique impacts on others protected groups will be informed through the public consultation process. This will be used to update the EQIA which in turn will feature as part of the final decision making process.

However, short of deferring the entire saving, it is implausible to consider that there can be changes or mitigation developed through the action plan that can completely remove any impact on protected EQIA groups any more than there can be for any other

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ser of the service. For this reason, a continuation of the 'policy' to materialise savings is identified as the judgement but with a commitment to develop an action plan and mitigation to limit impacts wherever possible.

Analysis

Further screening following analysis of consultation results (08/01/2019):

Initial screening identified that of all protected groups, those falling within the following groups; Age, Disability and those with Carer responsibilities were likely to be more reliant on public transport and had been identified as being user groups of one or more of the services included for potential reduction or withdrawal.

Analysis of the demographics of responders confirm this where;

- over 65% of responders were aged over 65
- 29 respondents to the Thanet changes and 2 to the Sevenoaks changes identified themselves as disabled
- 11 respondents to the Thanet changes identified themselves as having responsibility as a carer.

From this we can conclude that all of these groups, previously identified as being adversely affected by changes to bus services, are heavily represented within the wider respondent cohort. Elderly users in particular can be identified as the biggest single user type of the service and therefore the protected group most affected by the changes.

In addition, the consultation responses also identified a majority of responses from female respondents. 62% of respondents to the Thanet consultation and 58% of respondents to the Sevenoaks consultation were identified as female. As such, it is also necessary to conclude that, similar to the other protected groups previously identified, Gender is also a consideration from an equalities perspective where Women represent a larger proportion of users than male. The conclusion might be that elderly females are more reliant on the bus perhaps owing a spouse previously being the sole driver in the household. Either way, this is a new protected group that needs to be considered.

The results of the consultation confirm this view in respect of all of these groups being represented

Whilst it is likely that other users will also fall within other protected groups, these are not considered to be more adversely impacted by these changes than any other bus user.

The full extent of the impact on the effected groups and of anyn impact on any other protected groups will be further informed by the outcome of public consultaion and will be used to inform final decisions.

Final findings: (to be informed by inspections, public engagement and consultation)

Adverse Impact

Further screening following analysis of consultation results (08/01/2019):

In addition to the protected groups of; Age, Disability and Carers it has also been identieid that Gender (specifically Females) represent a more significant proportion of the wider user group and therefore could be more reliant on the bus asa form of transport and therefore more adversely affected by service changes.

At this stage, it is possible to identify that there will be adverse impact on three protected groups namely; Elderly Persons, Disabled persons and persons with Carer responsibilities all of whom have also been identified as user groups on one or more of the services identified. However, the precise extent of this impact will remain inknown until completion of the local consultation and following more detailed anlysis of the services and users.

Some further analysis of the extent to which respondents agree or disagree with the approach adopted has been completed to see if views vary depending on age, disability and carer status. This analysis identifies that the a greater level of responses from those identifying themselves as having a disability and those with a carer responsibility disagree with the approach to the savings, This could in trun suggest that this is owing to a amore adverse impact on these groups. The responses provided to the same question did not particular;y vary depending on age.

Positive Impact:

Ultimately there will be no positive impact for users of services / journeys subject to reduction or withdrawal. However, it is noted that some users / areas served benefit from service improvement as part of the package of changes in Thanet and this is rerepresented through greater levels of support for the changes from these areas identified by plotting these results based on poastcode.

JUDGEMENT

Continue the policy

Every effort will be made to mitigate the impact of decisions, as identified through the action plan (as in section 3), ultimately, the Council is needing to materialise savings against current levels of spend on Socially Necessary Public Bus Services and this is not achievable without reductions or withdrawal to services which will have an adverse impact on some protected groups.

Four protected groups have been identified as being more reliant on public transport than other bus users and also being represented on one or more of the services identified for potential subsidy withdrawal. This has been reinforced by the consultation proves which also hoighlighted an adverse impact on Gender (Females) in addition to the previously identified protected groups.

Detail provided as free text in response to questions asking for further information about impacts is perhaos most useful in identifying very particular impacts introduced by the changes proposed. Where these relate to particular locations, times or joiurney opportunities then these can be hoighlighted to operators to explore any scope to amend the proposals in a way that mitigates any of these more individual issues.

However, short of deferring the entire saving, it is implausible to consider that there can be changes or mitigation developed through the action plan that can completely remove any impact on protected EQIA groups any more than there can be for any other user of the service. For this reason, a continuation of the 'policy' to materialise savings is identified as the judgement but with a commitment to develop an action plan and mitigation to limit impacts wherever possible.

Part 3 - Action Plan

Protected Characteristic	Issues identified	Action to be taken	Expected outcomes	Owner	Timescale	Cost implications
Age – older persons	Greater reliance on bus services heightens the impact of any service withdrawal or reduction on this user group.	Approach identified will seek to work with bus operators to develop their proposals to mitigate impact and / or reduce the value of savings required.	To, where possible, protect amend the proposals in a way that limits particular impacts on this group.	Steve Pay, Public Transport Planning and Operations Manager	Decisions to be made for implementation in the April 2019	£0.45m per annum if not materialising the savings required.
Disabled	Greater reliance on bus services heightens the impact of any service withdrawal or reduction on this user group. Access to information about the consultation and any subsequent service changes which could be compromised by disability, most notably visual impairment.	Approach identified will seek to work with bus operators to develop their proposals to mitigate impact and / or reduce the value of savings required.	To, where possible, protect amend the proposals in a way that limits particular impacts on this group.	Steve Pay, Public Transport Planning and Operations Manager	Decisions to be made for implementation in the April 2019	£0.45m per annum if not materialising the measures required.
Carer	Greater reliance on	Approach identified	To, where possible,	Steve Pay,	Decisions to be	£0.45m per annum if

	bus services heightens the impact of any service withdrawal or reduction on this user group.	will seek to work with bus operators to develop their proposals to mitigate impact and / or reduce the value of savings required.	protect amend the proposals in a way that limits particular impacts on this group.	Public Transport Planning and Operations Manager	made for implementation in April 2019	not materialising the measures required.
Gender – Female users	Greater reliance on bus services heightens the impact of any service withdrawal or reduction on this user group.	Approach identified will seek to work with bus operators to develop their proposals to mitigate impact and / or reduce the value of savings required.	To, where possible, protect amend the proposals in a way that limits particular impacts on this group.	Steve Pay, Public Transport Planning and Operations Manager	Decisions to be made for implementation in the April 2019	£0.45m per annum if not materialising the measures required.

Have the actions been included in your business/ service plan?

Individual actions identified and will be monitored through HT&W's Divisional and Service Level Business Plan bi-monthly review meetings.

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EqlA: Detailed assessment of service change impact

**** Updated 08.01.19 following analysis of consultation ****

Service 42/42A: Monkton – Minster – Ramsgate – (Westwood Cross – Margate) (Monday to Saturday)

Service 42/42A provides a day time and peak service between the rural villages of Minster, Monkton and Cliffsend into Ramsgate and Margate on Monday to Saturday. KCC support the whole service.

Mondays to Fridays

Service	42	42	42	42	42	42A	42A	42
Service Restrictions						1	2	
Notes						SDO	SHOL	
Margate, Cecil Street Council Offices (Stop K)	—	—	—	—	1406	—	—	—
Margate, QEOM Hospital Main Entrance (Stop B)	—	—	—	—	1414	—	—	—
Westwood Cross, Shopping Centre (Stop A)	—	—	—	—	1420	—	1541	—
Westwood, opp Bus Garage	—	—	—	—	1422	—	1543	—
St Peter's, adj Dane Court School	—	—	—	—	—	1530	—	—
Northwood, at Royal Harbour Academy Newlands Lane	—	—	—	—	—	1537	—	—
Newington, adj Newington Road Post Office	—	—	—	—	1428	1546	1549	—
St Lawrence, opp Ellington Infant School	—	—	—	—	1432	1553	1553	—
Ramsgate, before Grange Road Roundabout	—	—	—	—	1435	1556	1556	—
Ramsgate, Leopold Street (Stop C)	0940	1055	1210	1325	1440	1600	1600	1718
St Lawrence, opp Eskdale Avenue	0948	1103	1218	1333	1448	1609	1609	1727
Cliffs End, o/s Post Office	0953	1108	1223	1338	1453	—	—	1732
Manna Hutte, Cliff View Road (N-bound)	—	—	—	—	—	1617	1617	—
Monkton, adj Parsonage Fields	1008	1123	1238	1353	1508	1634	1634	1747

Saturdays

Service	42	42	42	42	42
Westwood Cross, Shopping Centre (Stop A)	—	—	—	—	1420
Westwood, opp Bus Garage	—	—	—	—	1422
Newington, adj Newington Road Post Office	—	—	—	—	1428
St Lawrence, opp Ellington Infant School	—	—	—	—	1432
Ramsgate, before Grange Road Roundabout	—	—	—	—	1435
Ramsgate, Leopold Street (Stop C)	0940	1055	1210	1325	1440
St Lawrence, opp Eskdale Avenue	0948	1103	1218	1333	1448
Cliffs End, o/s Post Office	0953	1108	1223	1338	1453
Monkton, adj Parsonage Fields	1008	1123	1238	1353	1508

Mondays to Fridays

Service	42A	42A	42	42	42	42	42	42
	Service Restrictions		1	2				
Notes	SDO	SHOL						
Monkton, adj Parsonage Fields	0727	0727	0900	1015	1130	1245	1400	1640
Cliffs End, opp Post Office			0917	1032	1147	1302	1417	1657
Minster, adj Church	0737	0737						
Manna Hutte, Cliff View Road (S-bound)	0747	0747						
St Lawrence, opp Eskdale Avenue	0756	0756	0927	1042	1157	1312	1427	1707
Ramsgate, Leopold Street (Stop C)	0806	0806	0936	1051	1206	1321	1436	1716
Ramsgate, after Grange Road Roundabout	0809	—	—	1055	—	—	—	—
St Lawrence, adj Ellington Infant School	0812	—	—	1058	—	—	—	—
Newington, opp Newington Road Post Office	0817	—	—	1102	—	—	—	—
St Peter's, o/s St George's School	0826	—	—	—	—	—	—	—
Broadstairs, adj Fairfield Park	0831	—	—	—	—	—	—	—
Northwood, at Royal Harbour Academy Newlands Lane	0834	—	—	—	—	—	—	—
Westwood, adj Bus Garage	—	—	—	1110	—	—	—	—
Westwood Cross, Shopping Centre (Stop B)	—	—	—	1112	—	—	—	—
Margate, QEOM Hospital Main Entrance (Stop A)	—	—	—	1117	—	—	—	—
Margate, Cecil Square (Stop J)	—	—	—	1125	—	—	—	—

Saturdays

Service	42	42	42	42	42
Monkton, adj Parsonage Fields	0900	1015	1130	1245	1400
Cliffs End, opp Post Office	0917	1032	1147	1302	1417
St Lawrence, opp Eskdale Avenue	0927	1042	1157	1312	1427
Ramsgate, Leopold Street (Stop C)	0936	1051	1206	1321	1436
Ramsgate, after Grange Road Roundabout	—	1055	—	—	—
St Lawrence, adj Ellington Infant School	—	1058	—	—	—
Newington, opp Newington Road Post Office	—	1102	—	—	—
Westwood, adj Bus Garage	—	1110	—	—	—
Westwood Cross, Shopping Centre (Stop B)	—	1112	—	—	—

The service has been identified as carrying elderly persons, Carers and those with a mobility impairment who travel using an English National Concessionary Travel Pass. These persons therefore form part of the **Age, Disability and Carer** protected groups. In addition, the consultation has highlighted that a high percentage of responders were female, and this may indicate that there is a greater impact depending on **Gender** which is also defined as a protected group.

These protected groups have been identified as potentially being more reliant on public transport than other groups of society and for whom the impact of its withdrawal might be greater.

The estimated annual number of passengers using these journeys is 44 599 per annum including 8 502 YPTP pass holders and 21 729 ENCTS pass holders.

The Proposal is to withdraw service 42/42A in its entirety. It will be replaced by alterations to commercial services such as service 9, which currently operates along the Canterbury Road. This service would be diverted via Monkton and Minster providing hourly services to Ramsgate and Broadstairs as well as services to Canterbury in the opposite direction. Cliffsend would no longer receive a service directly through the village, however we are currently exploring alternative route options for service 9 with Stagecoach. The Nethercourt Estate would be served by service 43 which would be renumbered 34.

Adverse Impacts

We have identified that there will be an adverse impact on four protected groups namely; Elderly Persons, Disabled persons, Gender and persons with Carer responsibilities all of whom have also been identified as user groups on the service identified.

This service represents the only bus service for many areas where currently no other forms of public transport exist. If these proposals were implemented Cliffsend would lose a service through the village centre and passengers would be required to access services on the Canterbury Road to the North (service 9) and the Sandwich Road to the South (service 43).

Cliffsend is a retirement area with a large elderly population many of whom are less mobile. It is unlikely these residents would be able to make the walk to Canterbury Road or Sandwich Road as it is a significant distance without footpaths and insufficient lighting. This may result in increase social isolation in this area.

It should be noted that Cliffsend has no doctor's surgery or pharmacy and has a limited general store. Residents are registered at Minster Surgery and do essential food shopping in the village. The current 42 also provides a direct link from Cliffsend to the QEQM hospital and Westwood Cross which would be lost. Overall access to healthcare and essential food shopping would be severely impacted particularly for those that don't drive or own a car and therefore have no alternative.

Positive Impacts

Ultimately there will be no positive impact for the Nethercourt Estate or Cliffsend Village if the proposals are implemented.

However, the introduction of service 9 to Monkton and Minster would provide a more than adequate service to these villages and create new journey opportunities for the local communities as well as a more frequent service.

The introduction of service 43 (renumbered 34) to Nethercourt Estate would maintain a service to Ramsgate but would also provide new journey opportunities to Westwood Cross, QEQM hospital and Margate.

Service 56: Broadstairs – Westwood Cross – Margate (Monday to Saturdays)

This contract provides an off-peak service Monday to Saturday between Broadstairs and Margate via Westwood Cross, St. Peters and Broadstairs. There is no school flow on this service.

Mondays to Fridays

Broadstairs, adj Lindenthorpe Road	—	0932	1032	1132	1232	1332	1432	—	1632	1742
Broadstairs, adj The Royal Albion Hotel	—	0938	1038	1138	1238	1338	1438	—	1638	1748
Broadstairs, adj Pierremont Hall	—	0942	1042	1142	1242	1342	1442	—	1642	1752
St Peter's, o/s Surgery	—	0947	1047	1147	1247	1347	1447	—	1647	1757
Broadstairs, adj Fairfield Park	0849	0949	1049	1149	1249	1349	1449	—	1649	1759
Rumfields, opp The Hawthorns	0852	0952	1052	1152	1252	1352	1452	—	1652	1802
Westwood, adj Bus Garage	0858	0958	1058	1158	1258	1358	1458	—	1658	1808
Westwood Cross, Shopping Centre (Stop A)	0900	1000	1100	1200	1300	1400	1500	—	1700	1810
Westwood, opp Tesco	0902	1002	1102	1202	1302	1402	1502	—	1702	—
Westwood, Retail Park (W-bound)	0904	1004	1104	1204	1304	1404	1504	—	1704	—
St Peter's, opp Asda	0908	1008	1108	1208	1308	1408	1508	1620	1708	—
Margate, adj QEQM Hospital St Peters Road Wing	0916	1016	1116	1216	1316	1416	1516	1626	1716	—
Dane Valley, opp Western Road	0919	1019	1119	1219	1319	1419	1519	1629	1719	—
Cliftonville, Eastern Esplanade (W-bound)	0925	1025	1125	1225	1325	1425	—	1635	1725	—
Margate, opp Winter Gardens	0927	1027	1127	1227	1327	1427	—	1637	1727	—
Margate, Cecil Square (Stop F)	0931	1031	1131	1231	1331	1431	—	1641	1731	—

Saturdays

Broadstairs, adj Lindenthorpe Road	0832					1432	1532			
Broadstairs, adj The Royal Albion Hotel	0838					1438	1538			
Broadstairs, adj Pierremont Hall	0842					1442	1542			
St Peter's, o/s Surgery	0847					1447	1547			
Broadstairs, adj Fairfield Park	0849					1449	1549			
Rumfields, opp The Hawthorns	0852	then				1452	1552			
Westwood, adj Bus Garage	0858	at				1458	1558			
Westwood Cross, Shopping Centre (Stop A)	0900	these				1500	1600			
Westwood, opp Tesco	0902	mins		until		1502	—			
Westwood, Retail Park (W-bound)	0904	past				1504	—			
St Peter's, opp Asda	0908	each				1508	—			
Margate, adj QEQM Hospital St Peters Road Wing	0916	hour				1516	—			
Dane Valley, opp Western Road	0919					1519	—			
Cliftonville, Eastern Esplanade (W-bound)	0925					1525	—			
Margate, opp Winter Gardens	0927					1527	—			
Margate, Cecil Square (Stop F)	0931					1531	—			

Mondays to Fridays

Margate, Cecil Square (Stop F)	—	0935	1035	1135	1235	1335	1435	—	1645	
Margate, Zion Place (N-bound)	—	0938	1038	1138	1238	1338	1438	—	1648	
Cliftonville, opp Surrey Road	—	0940	1040	1140	1240	1340	1440	—	1650	
Dane Valley, adj Western Road	—	0945	1045	1145	1245	1345	1445	—	1655	
Margate, opp QEQM Hospital St Peters Road Wing	—	0948	1048	1148	1248	1348	1448	—	1658	
St Peter's, adj Asda	0847	0954	1054	1154	1254	1354	1454	—	1704	
Westwood, Retail Park (W-bound)	0850	0957	1057	1157	1257	1357	1457	—	1707	
Westwood, adj Tesco	0852	0959	1059	1159	1259	1359	1459	—	1709	
Westwood Cross, Shopping Centre (Stop A)	0854	1001	1101	1201	1301	1401	1501	—	1711	
Westwood, opp Bus Garage	0856	1003	1103	1203	1303	1403	1503	—	1713	
Rumfields, opp Holly Close	0903	1010	1110	1210	1310	1410	1510	—	1720	
Broadstairs, opp Fairfield Park	0906	1013	1113	1213	1313	1413	1513	—	1723	
St Peter's, o/s Surgery	0908	1015	1115	1215	1315	1415	1515	—	1725	
Broadstairs, opp Pierremont Hall	0913	1020	1120	1220	1320	1420	1520	1620	1730	
Broadstairs, opp The Royal Albion Hotel	0917	1024	1124	1224	1324	1424	—	1624	1734	
Broadstairs, adj Lindenthorpe Road	0923	1030	1130	1230	1330	1430	—	1630	1740	

Saturdays

Margate, Cecil Square (Stop F)	—	0935				35		1435		
Margate, Zion Place (N-bound)	—	0938				38		1438		
Cliftonville, opp Surrey Road	—	0940				40		1440		
Dane Valley, adj Western Road	—	0945				45		1445		
Margate, opp QEQM Hospital St Peters Road Wing	—	0948				48		1448		
St Peter's, adj Asda	0847	0954	then			54		1454		
Westwood, Retail Park (W-bound)	0850	0957	at			57		1457		
Westwood, adj Tesco	0852	0959	these			59		1459		
Westwood Cross, Shopping Centre (Stop A)	0854	1001	mins		until	01		1501		
Westwood, opp Bus Garage	0856	1003	past			03		1503		
Rumfields, opp Holly Close	0903	1010	each			10		1510		
Broadstairs, opp Fairfield Park	0906	1013	hour			13		1513		
St Peter's, o/s Surgery	0908	1015				15		1515		
Broadstairs, opp Pierremont Hall	0913	1020				20		1520		
Broadstairs, opp The Royal Albion Hotel	0917	1024				24		1524		
Broadstairs, adj Lindenthorpe Road	0923	1030				30		1530		

The service has been identified as carrying elderly persons, Carers and those with a mobility impairment who travel using an English National Concessionary Travel Pass. These persons therefore form part of the **Age, Disability and Carer** protected groups. In addition, the consultation has highlighted that a high percentage of responders were female, and this may indicate that there is a greater impact depending on **Gender** which is also defined as a protected group.

These protected groups have been identified as potentially being more reliant on public transport than other groups of society and for whom the impact of its withdrawal might be greater.

The estimated annual number of passengers using this service is 94 033, which includes 69 035 ENCTS pass holders.

The proposals would see the withdrawal of service 56 in its entirety. In most instances' passengers will have access to alternative commercial services and where this is not the case the Council has worked with Stagecoach to develop changes to other services that help to provide alternatives and minimise the impact.

The majority of the 56 service between Broadstairs, St Peters, Westwood Cross and Margate would be replaced by a new service 37. Milmead and Dane Valley would have service 32, Northdown Road service 8 and Eastern Esplanade an extended service 38. Those in Devonshire Gardens would be required to walk to Eastern Esplanade or Northdown Road.

Adverse Impact

We have identified a potential impact on four protected groups namely; Elderly Persons, Disabled persons, Gender and persons with Carer responsibilities all of whom have also been identified as user groups on service 56.

In most instances, alternative services will be provided either through alterations to the commercial network or from the introduction of new services. However bespoke journeys may be lost, and passengers may be required to travel at alternative times or their journey may require a change of bus service at key interchange points. In addition, new service 37 is limited in its frequency and times of operation and this may have implications for users who wish to access afternoon appointments at their surgery or at the QEQM hospital.

It was also highlighted in the consultation that Northdown Surgery will soon be merged with Bethesda Surgery and that removing this service will have implications for those living in Devonshire Gardens, Milmead and Northdown Road who will likely be transferred to an enlarged Bethesda Surgery and would no longer have direct access. There would no longer be direct link from these areas to QEQM hospital and Westwood Cross.

Positive Impact

Ultimately there will be no positive impact for users of services / journeys subject to reduction or withdrawal. However, the impact has been minimised as far as possible with the introduction of a new service 37 and alterations to the commercial network.

Service 39/39A: St Peters – Ramsgate - Dumpton (Monday to Saturdays)

Service 39/39A provides a day time and peak service between St Peters, Ramsgate and Dumpton on Monday to Saturday. KCC support the whole service.

Mondays to Fridays

Service	39	39	39	39	39	39	39	39	39
Service Restrictions							1	2	
Notes							SHOL	SDO	
St Peter's, o/s Surgery	0900	—	—	—	—	—	—	—	—
St Peter's, adj Asda	0904	1004	1104	1204	1304	1404	—	—	1619
Newington, o/s Royal Harbour Academy Marlowe Way							—	1526	—
Newington, opp Gwyn Road North	0911	1011	1111	1211	1311	1411	1531	1531	1626 1711
Ramsgate, opp Broad Street	0919	1019	1119	1219	1319	1419	1539	1539	1634 1719
Dumpton, Sherwood Gardens (W-bound)	0929	1029	1129	1229	1329	1429	1549	1549	1644 1729

Saturdays

Service	39	39	39	39	39
St Peter's, adj Asda	0904	1004	1104	1204	1304
Newington, opp Gwyn Road North	0911	1011	1111	1211	1311
Ramsgate, opp Broad Street	0919	1019	1119	1219	1319
Dumpton, Sherwood Gardens (W-bound)	0929	1029	1129	1229	1329

Mondays to Fridays

Service	39A	39	39	39	39	39	39	39	39
Dumpton, Sherwood Gardens (W-bound)	0753	0929	1029	1129	1229	1329	1429	1549	1644
Dumpton, adj Brown Jug	0756	0932	1032	1132	1232	1332	1432	1552	1647
Ramsgate, Harbour (Stop E)	0805								
Ramsgate, adj Ramsgate Railway Station	0813								
Dumpton, adj Winterstoke Way		0935	1035	1135	1235	1335	1435	1555	1650
Ramsgate, opp Broad Street		0941	1041	1141	1241	1341	1441	1601	1656
Newington, The Centre (W-bound)	0823								
Newington, adj Gwyn Road North		0948	1048	1148	1248	1348	1448	1608	1703
St Peter's, adj Asda		0955	1055	1155	1255	1355	—	1615	—
St Peter's, opp Asda	0836	—	—	—	—	—	—	—	—
St Peter's, o/s Surgery	0840	—	—	—	—	—	—	—	—

Saturdays

Service	39	39	39	39	39	39
Dumpton, Sherwood Gardens (W-bound)	0829	0929	1029	1129	1229	1329
Dumpton, adj Brown Jug	0832	0932	1032	1132	1232	1332
Dumpton, adj Winterstoke Way	0835	0935	1035	1135	1235	1335
Ramsgate, opp Broad Street	0841	0941	1041	1141	1241	1341
Newington, adj Gwyn Road North	0848	0948	1048	1148	1248	1348
St Peter's, adj Asda	0855	0955	1055	1155	1255	—

The service has been identified as carrying elderly persons, Carers and those with a mobility impairment who travel using an English National Concessionary Travel Pass. These persons therefore form part of the **Age, Disability and Carer** protected groups. In addition, the consultation has highlighted that a high percentage of responders were female, this may indicate that there is a greater impact depending on **Gender** which is also defined as a protected group.

These protected groups have been identified as potentially being more reliant on public transport than other groups of society and for whom the impact of its withdrawal might be greater.

The estimated annual number of passengers using these journeys is 43 201 per annum including 27 151 ENCTS pass holders and a small number 659 YPTP/16+ holders.

The proposals would see the withdrawal of service 39/39A in its entirety. A replacement service will be provided to Dumpton and Sherwood Gardens to Ramsgate providing connections for onward journeys and a direct link to the Montefiore Medical Centre would be maintained. It has been determined that users elsewhere on the route will be able to access alternative commercial services operating to greater frequencies. This may in some instances require a short walk to the nearest bus stop served.

Adverse Impact

We have identified that there will be an adverse impact on four protected groups namely; Elderly Persons, Disabled persons, Gender and persons with Carer responsibilities all of whom have also been identified as user groups on service 39/39A.

Route 39/39A is duplicated by several commercial services along much of its route. In most instances alternative services are available although these alternatives may operate at different times and may require a change of service at key interchange points. Direct links to shops such as ASDA would be lost, and it is possible other bespoke journeys may also be affected.

Positive Impacts

Ultimately there will be no positive impact for users of services as it is proposed to withdraw this service.

Services 404: Edenbridge - Ide Hill – Sevenoaks – Shipbourne - Plaxtol and Service 405: Sevenoaks – Otford – West Kingsdown

This contract provides a full weekday 404 service between Ide Hill and Sevenoaks together with a peak timed service between Edenbridge and Sevenoaks.

This contract also funds a Wednesday only 405 service between West Kingsdown and Sevenoaks via Otford. The majority of the areas served do have access to alternative service 429 but the impact of the withdrawal will also be further mitigated by the implementation of a new 'Taxi Bus' Service to Sevenoaks.

Current Timetables

Edenbridge - Ide Hill - Sevenoaks - Ightham Mote - Shipbourne - Plaxtol											404										
Mondays to Fridays											SHOL	SDO								NW	W
Edenbridge, o/s Post Office	725	725	~	~	~	~	~	~	~	~	1640	1640									
Edenbridge, opp Farmstead Drive	728	728	~	~	~	~	~	~	~	~	1643	1643									
Maripit Hill, Ridgeway Estate (E-bound)	730	730	~	~	~	~	~	~	~	~	1645										
Four Elms, opp Brookfield	734	734	~	~	~	~	~	~	~	~	1650										
Crockham Hill, adj Royal Oak			~	~	~	~	~	~	~	~		1649									
Westerham, o/s Chartwell			~	~	~	~	~	~	~	~		1654									
Four Elms, Four Elms Crossroads (NE-bound)	735	735	~	~	~	~	~	~	~	~		1700									
Ide Hill, adj The Cock	745	745	~	1045	~	1355	~	~	~	~	1700	1710									
Bayleys Hill, Crossroads (NE-bound)	751	751	~	1051	~	1401	~	~	~	~	1706	1716									
Sevenoaks, adj Julians Close	756	756	~	1056	~	1406	~	~	~	~	1711	1721									
Sevenoaks, Bus Station (Stop A) arr	801	801	~	1101	~	1411	~	~	~	~	1716	1726									
Sevenoaks, Bus Station (Stop A) dep	801	801	919	~	1225	1415	1526	1549	1735	1735											
Sevenoaks, adj Sevenoaks Railway Station	805	805	923	~	1229	1419	1530	1553	1739	1739											
Sevenoaks, adj Blair Drive	~	807	925	~	1231	1421		1555	1741	1741											
St John's, Bayham Road (SE-bound)	~	810	927	~	1233	1423		1557	1743	1743											
Greatness, o/s Trinity School	~	814		~																	
Sevenoaks, o/s Knole Academy	~	833		~			1538														
Greatness, o/s Trinity School	~	~		~			1548														
Godden Green, opp Bucks Head	~	~	931	~	1237	1427	1555	1601	1747	1747											
Fawke Common, adj Fawke Farm House	~	~	933	~	1239	1429	1557	1603	1749	1749											
Bitchet Green, adj The Coppice	~	~	935	~	1241	1431	1559	1605	1751	1751											
Stone Street, opp The Snail	~	~	937	~	1243	1433	1601	1607	1753	1753											
Ivy Hatch, adj The Plough	~	~	941	~	1247	1437	1605	1611	1757	1757											
Ivy Hatch, o/s Ightham Mote	~	~	944	~	1250																
Shipbourne, Church (E-bound) arr	~	~	952	~	1258	1442	1616	1616	1802	1802											
Shipbourne, Church (E-bound) dep	~	~	953	~	1300	1443	1617	1617	1802	1802											
Dunk's Green, adj Old Post Office	~	~	956	~	1303	1446	1620	1620	1805	1805											
Plaxtol, opp Church	~	~	1000	~	1307	1450	1624	1624	1809	1809											
Plaxtol - Shipbourne - Ightham Mote - Sevenoaks - Ide Hill - Edenbridge											404										
											SHOL	SDO									
Shipbourne, Church (E-bound)	740	740	953	1300	1443	~	~	1617	~												
Dunk's Green, adj Old Post Office	743	743	956	1303	1446	~	~	1620	~												
Plaxtol, opp Church	747	747	1000	1307	1450	~	~	1624	~												
Ivy Hatch, o/s Ightham Mote					1458	~	~	1632	~												
Ivy Hatch, opp The Plough	752	752	1005	1312	1501	~	~	1635	~												
Stone Street, adj Pond Lane	756	756	1009	1316	1505	~	~	1639	~												
Bitchet Green, opp The Coppice	758	758	1011	1318	1507	~	~	1641	~												
Fawke Common, opp Fawke Farm House	801	801	1013	1320	1509	~	~	1643	~												
Godden Green, adj Bucks Head	804	804	1015	1322	1511	~	~	1645	~												
Sevenoaks, o/s Knole Academy						~	1535		~												
Greatness, o/s Trinity School		812				~	1545		~												
Sevenoaks, o/s Knole Academy		822				~			~												
St John's, Bayham Road (NW-bound)	808		1019	1326	1515	1547	1547	1649	~												
Sevenoaks, opp Sevenoaks Railway Station	811	830	1023	1330	1519	1551	1551	1653	1800												
Sevenoaks, Bus Station (Stop A)	815	834	1027	1334	1523	1555	1555	1657	1804												
Sevenoaks, opp Julians Close	~	~	1032	1339	~	1600	1600	~	1809												
Bayleys Hill, Crossroads (SW-bound)	~	~	1037	1344	~	1605	1605	~	1814												
Ide Hill, opp The Cock	~	~	1043	1350	~	1611	1611	~	1820												
Four Elms, adj Brookfield	~	~	~	~	~	1621	1621	~	1830												
Maripit Hill, Ridgeway Estate (W-bound)	~	~	~	~	~	1626	1626	~	1835												
Edenbridge, adj Farmstead Drive	~	~	~	~	~	1628	1628	~	1837												
Edenbridge, opp Post Office	~	~	~	~	~	1631	1631	~	1840												

Sevenoaks - Otford - West Kingsdown		405
Wednesdays only		
Sevenoaks, Bus Station (Stop A)	905	1230
St John's, Bayham Road (NW-bound)		1235
St John's, Hillingdon Rise (NE-bound)		1238
Bat & Ball, opp St Johns Hill Hospital	910	1240
Otford, nr Pond	913	1243
Otford, Railway Station (Stop B)	914	1244
West Kingsdown, o/s East Hill Farm Park		1254
West Kingsdown, opp Woodlands Village Golf Club	924	1259
West Kingsdown, opp Portobello Inn	932	1307
West Kingsdown, adj Hever Road Shops	934	1309
West Kingsdown Otford - Sevenoaks		
		405
Wednesdays only		
West Kingsdown, adj Hever Road Shops	935	1315
West Kingsdown, o/s Portobello Inn	938	1318
West Kingsdown, adj Woodlands Village Golf Club	946	1326
West Kingsdown, o/s East Hill Farm Park	951	
Otford, Railway Station (Stop A)	1001	1334
Otford, opp Pond	1002	1340
Bat & Ball, opp The Castle	1007	1343
St John's, Hillingdon Rise (NE-bound)	1009	
St John's, Bayham Road (SE-bound)	1012	
Sevenoaks, Bus Station (Stop A)	1017	1345

We have identified these services regularly carry elderly persons and those with mobility impairment and companions who travel using an English National Concessionary Travel Pass. In addition, the consultation showed a high percentage of responders were female, and where the respondent was writing on their own behalf, that there is a greater impact on gender which is also defined as a protected group.

The estimated annual number of passengers using these journeys is 26,500 including 5,500 ENCTS pass holders and 13,700 students including 23 students who are entitled to free travel to Knole Academy and Trinity School.

The proposal would see a reduction in the overall number of journeys and a shortening of the off-peak route, no longer serving Shipbourne, Dunks Green and Plaxtol.

The well-used school journeys will continue as now but operate on a commercial basis with no financial support.

Proposed Timetables

Edenbridge to Sevenoaks and Ightham Mote							
	SDO	SHOL					
Edenbridge, Post Office	725	725	935	1200	~	1455	~
Edenbridge, Fircroft Way	728	728	938	1203	~	1458	~
Marlpit Hill, Ridgeway Estate	730	730	942	1207	~	1502	~
Four Elms, opp Brookfield	735	735	947	1212	~	1507	~
Ide Hill, The Cock	745	745	957	1222	~	1517	~
Bayleys Hill, Crossroads	751	751	1003	1228	~	1523	~
Sevenoaks, adj Julians Close	756	756	1009	1234	~	1529	~
Sevenoaks, Bus Station	801	801	1015	1240	1310	1535	1540
Sevenoaks, Railway Station	805	805	1019		1314	~	1544
Sevenoaks, Blair Drive	807	~	1021	~	1316	~	
St John's, Bayham Road	810	~	1024	~	1319	~	
Greatness, Trinity School	814	~		~		~	
Sevenoaks, Knole Academy	834	~		~		~	1552
Greatness, Trinity School	~	~		~		~	1602
Godden Green	~	~	1028		1323	~	1609
Fawke Common	~	~	1030	~	1325	~	1611
Bitchet Green	~	~	1033		1328	~	1613
Stone Street	~	~	1035	~	1330	~	1615
Ivy Hatch	~		1039		1334	~	1619
Ightham Mote	~	~	1043	~	1338	~	
Shipbourne, Church	~	~	~	~	~	~	1630
Dunk's Green	~	~	~	~	~	~	1633
Plaxtol, Church	~	~	~	~	~	~	1637

Ightham Mote to Sevenoaks and Edenbridge					
	SDO			SDO	SHOL
Shipbourne, Church	740	~	~	~	~
Dunk's Green	743	~	~	~	~
Plaxtol, Church	747	~	~	~	~
Ightham Mote		1045	1340	~	~
Ivy Hatch	752	1049	1344	~	~
Stone Street	756	1053	1348	~	~
Bitchet Green	758	1055	1350	~	~
Fawke Common	801	1058	1353	~	~
Godden Green	804	1101	1356	~	~
Greatness, Trinity School	812			~	~
Sevenoaks, Knole Academy	822			1535	~
Greatness, Trinity School				1545	~
St John's, Bayham Road		1105	1400	1547	~
Sevenoaks, Railway Station	830	1110	1405	1551	1551
Sevenoaks, Bus Station	845	1114	1409	1555	1555
Sevenoaks, adj Julians Close	850	1119	1413	1600	1600
Bayleys Hill, Crossroads	900	1129	1423	1605	1605
Ide Hill, The Cock	904	1133	1427	1611	1611
Four Elms, opp Brookfield	914	1143	1437	1621	1621
Marlpit Hill, Ridgeway Estate	919	1148	1442	1626	1626
Edenbridge, Fircroft Way	923	1152	1446	1628	1628
Edenbridge, Tesco	927	1156	1450	1631	1631

Negative Impacts

Route 405 (Wednesday only) would be withdrawn completely. It is there to serve East Hill Farm but no more than 2 passengers use it weekly. This section of route will be served by a new 'Taxi Bus' service being provided by KCC as a Pilot scheme for the 'Big Conversation'.

Route 404 (Wednesday only) would be withdrawn completely from serving Chartwell House. This is not used by anyone.

Route 404, Shipbourne, Dunk's Green and Plaxtol will not have a service during the day. Bus users have access to the KCC supported 222 which links all these villages to Tonbridge and Borough Green. We therefore believe there is no requirement for a natural link to Sevenoaks. Instead the bus will terminate at Ightham Mote. Evening journeys will be withdrawn as they are very poorly used which may have an impact for any workers relying on later journeys returning to Shipbourne, Dunks Green and Plaxtol.

It is already been identified that concerns felt by older bus users that the reduction in service will isolate those without access to a car and especially those without the financial means to afford taxi fares.

The revised route will impact upon those passengers, especially those travelling on a concessionary pass for age or mobility reasons, who still wish to travel to Sevenoaks but will have a less convenient journey. Following the change these passengers would now have to consider walking to the new route, albeit not a long distance but one that goes along unlit country lanes.

Positive Impacts

The benefits significantly outweigh the impacts. There will be a daytime service from Edenbridge through to Sevenoaks and on to Ightham Mote. This will for the first time, provide a link to Sevenoaks District's second largest concentration of social housing at Edenbridge with their administrative centre at Sevenoaks. Also there will be an improved shopping service from the outlying villages to Sevenoaks. Schools are not affected as students from Plaxtol will be carried as present and students from Edenbridge will be accommodated on the new commercial service.

The 404 service will in future offer a consistent service throughout the week. The existing timetable is outdated and confusing. The impact here is minimal as many of the journeys are local to Sevenoaks where there are alternative options.

Residents of West Kingsdown who use the Wednesday 405 service would lose the link to Sevenoaks but would continue to have a bus link (service 429) to Swanley or Dartford.

From: Mike Whiting, Cabinet Member for Planning, Highways, Transport and Waste

Barbara Cooper, Corporate Director of Growth, Environment and Transport

To: Environment and Transport Cabinet Committee – 17th January 2019

Subject: Thanet Transport Strategy

Key Decision: 18/00073

Classification: Unrestricted

Past Pathway of Paper: Thanet Joint Transportation Board

Future Pathway of Paper: N/A

Electoral Division: All Thanet District Divisions

Summary: The report sets out an overview of the proposed changes to the revised draft Thanet District Transport Strategy and its progress to date.

Recommendation(s):

Cabinet Committee is asked to comment and endorse or make recommendations to the Cabinet Member for Planning, Highways, Transport and Waste on the revised Thanet Transport Strategy for subsequent consideration through the Thanet Local Plan examination process as shown at Appendix A.

1 Introduction

- 1.1 The revised Thanet Transport Strategy (TTS) attached as **Appendix A**, has been jointly developed with Thanet District Council (TDC). This draft represents an updated version of the TTS document that was endorsed by the Environment and Transport Cabinet Committee in November 2017.
- 1.2 It replaces the former Thanet Transport Plan (2005) and provides a framework of transport policy to the year 2031, to support planned growth within the Thanet District, in line with the emerging Thanet Local Plan (TLP).
- 1.3 This revised TTS responds to a recent review of the TLP, which in turn followed the decision of TDC not to proceed with the former draft. A revised Local Plan document has since been produced, which was subsequently approved by TDC and submitted to the Planning Inspectorate for examination.
- 1.4 In line with the above, the revised TTS has also been endorsed by Thanet District Council and submitted as a supporting document to the Local Plan examination.

2 Financial Implications

- 2.1 The measures detailed in the TTS, including significant elements of road infrastructure, remain linked to the larger development allocations and therefore have potential sources of developer funding.
- 2.2 KCC has requested further clarification from TDC in relation to the viability appraisal work undertaken to assess the financial headway available within the emerging site allocations. This will inform the Infrastructure Delivery Plan (IDP), which will evolve as the examination process progresses.
- 2.3 It is anticipated that necessary highway infrastructure will be funded by development with no financial commitment being placed on KCC. Further viability and technical appraisal work will inform the specification and delivery of final infrastructure proposals.
- 2.4 It is possible that TDC will seek to impose a CIL for certain elements of highway infrastructure to ensure that the strategy is funded in a financially equitable way across the district.
- 2.5 It is expected that an element of external funding will be sought to encourage rapid delivery of housing/employment growth, which are typically subject to competitive bidding process as and when funding streams are announced.

3 Policy Framework

- 3.1 The TTS meets the objectives of 'Increasing Opportunities, Improving Outcomes: Kent County Council's Strategic Statement (2015-2020)' by assisting in the delivery of the following outcomes.
 - Supporting business growth by enabling access to jobs through improved transport links;
 - Assisting in the delivery of well-planned housing growth by maximising the delivery of onsite infrastructure and appropriate off-site highway improvements;
 - Protecting and enhancing Kent's physical and natural environment, by managing air quality concerns through the delivery of managed growth and Improved access to local rural communities;
 - Helping children and young people have better physical and mental health and giving young people access to work, education and training opportunities through a package of new walking and cycling routes, including links to areas of public open space;
 - Helping older and vulnerable residents feel socially included, by providing scope for improved public transport coverage and appropriate highway connections between new and existing communities.
- 3.2 The TTS is fully commensurate with the high-level strategic outcomes that were identified within the recently adopted Transport Plan 4: Delivering Growth without Gridlock (2016-31).

4 The Report

- 4.1 The TTS has evolved over the last couple of years, with collaboration between KCC and TDC. Due to the fluid nature of the emerging Local Plan, the TTS has been subject to several working revisions. Feedback has been sought from both district & county members throughout the development process, via ongoing informal briefing sessions hosted by KCC officers.
- 4.2 A previous version of the TTS was presented to the E&T Cabinet Committee in November 2017, however the draft TLP that it aligned with, was not progressed to examination. Since then, a revised TLP document has been produced by the District Council and was submitted for examination to the Planning Inspectorate in October 2018. It is expected that the TLP will be subject to examination in Spring 2019.
- 4.3 The headline aims, and measures of the revised TTS remain unchanged from the previous draft that was endorsed by the E&T Cabinet Committee, however noteworthy changes are as follows: -
- Removal of the local distributor road link between A299 Thanet Way and B2050 Manston Road (to reflect a change in designation at the Manston Airport Site through the latest draft Local Plan)
 - Inclusion of a new link road between Shottendane Road and Hartsdown Road, to provide alternative routes for traffic avoiding the busy Coffin House Corner Junction, in line with additional housing allocations earmarked through the latest draft Local Plan.
 - Provision of a new access route through the Strategic allocation in Westgate-on-Sea to link Shottendane Road to the A28 to more effectively disperse traffic from the strategic allocation site.
- 4.4 As per the previous draft, there are numerous interventions identified within the TTS, however the major focus remains the creation of an Inner Circuit Route Improvement Strategy (ICRIS), encompassing new & improved inner highway routes to complement the existing road network. These improvements are intended to enhance local route choice and provide the opportunity to deliver public transport access to new and existing residents within the district in a more commercially practical way.
- 4.5 Positive engagement with several developers relating to the potential delivery of ICRIS has already taken place, with planning applications for some sites already being progressed and aligning with the proposed methodology.
- 4.6 The previously developed Strategic Highway Model for Thanet was used to test the impact of the revised draft Local Plan allocations and any identified road interventions in the revised TTS. Outputs and reports from this modelling process continue to suggest that travel demand will inevitably increase as more houses are delivered, however the provision of new highway routes will help to spread traffic impact across a wider area, thus managing traffic impacts on key links within the district.
- 4.7 In line with National Planning Policy, it is important to deliver development in a sustainable way, as such in addition to the ICRIS, there are numerous other

interventions which seek to improve walking and cycling facilities within the district.

- 4.8 One matter that has been raised by local members during the process of TTS engagement, is the status of the Northern Grass Road link between the B2050 Manston Road and A256 Haine Road, within the Manston Airport site boundary. There is a concern over how this potentially aligns with the active Development Consent Order (DCO) which is currently in the process of being examined by the Planning Inspectorate. Positive dialogue is currently being held with the applicants in relation to this matter, to identify constraints within the Northern Grass and examine potential alternative approaches to delivery and funding of this essential piece of infrastructure.
- 4.9 It is important to highlight that the TTS is a fluid document and as such will be subject to periodic review, as local development planning decisions are made.

5 Equalities Implications

- 5.1 The associated EqIA is attached as **Appendix B**. It is relevant to note that the TTS is an overarching strategy document and, as such the detail of specific schemes/interventions will be progressed at a later stage. At this stage the impact of the TTS is expected to be low, with individual schemes being subject to their own EqIA at the time of inception. Any impacts that have identified at this stage can be managed appropriately as set out within the EqIA action plan.

6 Governance

- 6.1 The initial draft TTS was endorsed by E&T Cabinet Committee on the 30th November 2017. It was also endorsed by Thanet Joint Transportation Board (JTB) on the 12th December 2017.
- 6.2 The latest revision was reported to the JTB on the 11th December 2018. The JTB made no further comments in relation to the proposed changes.
- 6.3 The TTS was subject to a full stakeholder consultation process by TDC as part of their pre-submission consultation process for the draft Local Plan. It was published on the TDC website and in hard copy at numerous locations around the district such as libraries and other public buildings. A copy of responses registered in relation to the Local Plan can be found at the following link. <https://www.thanet.gov.uk/info-pages/schedules-of-comments-received/>. Following a review of consultation responses, no further changes are proposed.
- 6.4 County members within the Thanet district have been subject to briefing sessions throughout the development of the TTS. The most recent briefing session was held on 6th December 2018, during which the strategy was positively received, except for clarification being sought as outlined in section 4.8 of this report.
- 6.5 Further technical design/assessment work and subsequent stakeholder consultation will inform the specification and delivery of final infrastructure proposals. The TTS will be subject to consideration by the Planning

Inspectorate through the Examination in Public process for the draft Local Plan submission in Spring 2019 (TBC).

7 Conclusions

- 7.1 The draft TTS balances the needs of all road users and proposes a significant investment in highway Infrastructure. It is anticipated that this will be funded by developer contributions, however it may also include a level of external funding. There is no financial commitment placed on KCC.
- 7.2 The TTS is a fluid strategy document and will be subject to periodic reviews to reflect relevant development planning decisions or material changes in local circumstances.
- 7.3 The pending viability appraisal work by TDC and the outcome of subsequent stakeholder consultation will inform the specification and delivery of final infrastructure proposals. The draft TTS will be subject to further consideration through the Local Plan examination process.

8 Recommendation

Recommendation(s):

Cabinet Committee is asked to comment and endorse or make recommendations to the Cabinet Member for Planning, Highways, Transport and Waste on the revised Thanet Transport Strategy for subsequent consideration through the Thanet Local Plan examination process as shown at Appendix A.

9 Background Documents

- Thanet District Transport Strategy 2015-2031 Draft Version 2 – July 2018
- Thanet District Transport Strategy - EqIA

10 Contact details

Report Author

James Wraight
Principal Transport & Development Planner
03000 410446
James.Wraight@kent.gov.uk

Relevant Director

Simon Jones
Director of Highways Transportation and Waste
Simon.Jones@kent.gov.uk

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KENT COUNTY COUNCIL – PROPOSED RECORD OF DECISION

DECISION TAKEN BY

Mike Whiting

Cabinet Member for Planning, Highways, Transport and Waste

DECISION NO:

18/00073

For publication

Key decision*

Yes –

Subject: : Thanet Transport Strategy

Decision:

As Cabinet Member for Planning, Highways, Transport and Waste, I agree the revised Thanet Transport Strategy for subsequent consideration through the Thanet Local Plan examination process.

Reason(s) for decision:

The existing Thanet District Transport Plan was adopted in 2005. Many of the measures that were identified 13 years ago have been implemented successfully. However, the growth proposed within the emerging Thanet Local Plan has instigated a review of the existing transport challenges within the district and a new strategy is now required to meet the future needs of the local highway network.

Cabinet Committee recommendations and other consultation:

A previous version of the TTS was presented to the Environment & Transport Cabinet Committee in November 2017, however the draft Thanet Local Plan that it aligned to was subsequently rejected by Thanet District Council in January 2018.

The matter is being discussed at the Environment and Transport Cabinet Committee meeting on 17 January.

Any alternatives considered:

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

.....
signed

.....
date

Name:

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Thanet District Transport Strategy 2015-2031

Draft Version 2
July 2018



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Foreword

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Introduction

This Strategy replaces the former Thanet Transport Plan (2005). Its purpose is to provide a framework of transport policy to the year 2031 to support planned growth within the Thanet District. The draft Strategy is the result of joint working between Kent County Council and Thanet District Council.

The main objectives of this Transport Strategy are to:-

1. Provide a policy framework for the district which is consistent with existing National and Regional policy.
2. Support delivery managed growth identified within Thanet District Council's emerging Local Plan
3. Identify a package of robust transport improvements and interventions to enable the highway network to effectively accommodate the likely increase in travel demand across the plan period.
4. Propose a funding and delivery mechanism for identified interventions and actions.



The strategy will be subject to periodic review throughout its lifetime. Whilst review points are not fixed they could be triggered by a number of internal/external factors. These factors include changes in local/national policy, additional transport/modelling data and a change in the funding environment for infrastructure. The current infrastructure funding environment is challenging, particularly in areas where property prices are lower (hence development land being less profitable). There are also many other competing priorities for supporting infrastructure to manage growth. Therefore it is important to maintain a level of realism in relation to the affordability of development whilst providing a robust policy and evidence base to support future funding and investment opportunities.

This strategy is both ambitious and realistic. It will require a strong level of partnership working and collaboration between Kent County Council and Thanet District Council in order to ensure that it effectively delivers and meets the future needs of the local highway network and its many users.

If you would like to discuss any aspect of this Strategy, please contact us at:

Strategic Planning
 Thanet District Council
 PO Box 9
 Cecil Street
 Margate
 Kent, CT9 1XZ
 Telephone: 01843 577591

Email: local.plans@thanet.gov.uk

Executive Summary

The Thanet District Local Plan provides a strategy to deliver 17,140 new dwellings and 5000 new jobs in between the period 2015–2031. This figure is in line with objectively assessed needs (OAN) as prescribed in national planning policy guidance. This Transport Strategy outlines the framework for a range of transport interventions and strategies to support growth and provide a more resilient local highway network to serve future generations.

The aim of the strategy is to balance the needs of all road users, providing reliable journeys within the highway network through a package of new and improved highway routes, whilst not losing sight of core sustainability principles that are central to current planning policy and good public health.

There are four key themes that are prevalent within this strategy and these are outlined in **Figure 1**.

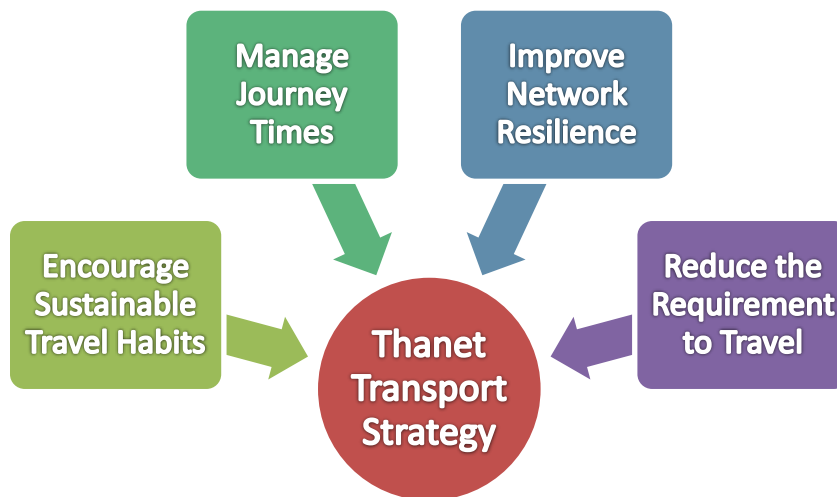


Figure 1 - Key themes of the Thanet Transport Strategy

In order to satisfy the above themes, the following interventions have been identified:-

Encourage Sustainable Travel Habits

- Introduction of new cycle and pedestrian routes.
- Improvements to existing cycle and pedestrian routes.
- Extend and improve access to bus travel through increased frequency and network coverage.
- Implement improvements to the highway network to improve bus journey time reliability.
- Provision of a new Thanet Parkway Rail Station at Cliffsend.
- Ensure that new and existing bus infrastructure is delivered or renewed with easy access in mind.
- Ensure that developments provide and have access to appropriate walking and cycling facilities.
- Car Parking Strategy

Manage Journey Times

- Provision of new & improved inner highway routes to complement existing primary road network.
- Localised junction improvements to improve traffic flow and levels of service.
- Reduction in the need to travel

Improve Network Resilience

- Provision of new & improved inner highway routes to complement existing primary road network.
- Improve journey time reliability within the local road network by providing new link roads and junction improvements to avoid congestion.
- Improved directional Signage

Reduce The Requirement To Travel

- Promotion of mixed use development where appropriate.
- Robust Travel Planning Measures to be implemented for new developments.
- Encourage Car Sharing.
- Improved communication infrastructure (High Speed Broadband)

The above actions will provide a framework to improve journey time reliability, whilst providing residents with a choice of travel modes, making essential journeys to key destinations, accessible by a range of travel modes.

The vision underpinning the Transport Strategy is as follows:

By 2031 Thanet will have a safe, accessible, affordable, sustainable, reliable and integrated transport network incorporating improved road, public transport, cycle and pedestrian routes.

The transport system will empower people to make informed choices about the way they travel, and facilitate economic growth, and social and environmental improvements across the district.

This will be reflected in a shift to more sustainable travel patterns and modes, a healthier population and a competitive low carbon economy. Whilst also making provision for essential private vehicle based journeys.

1 Introduction

1.1 Role and Purpose of the Transport Strategy

- 1.1.1 This Transport Strategy provides a framework to guide the development of transport based improvements and interventions within the Thanet District for the period up to 2031. It identifies priority schemes and projects that are deliverable, but whose implementation will be dependent on the rate of development coming forward, viability and the availability of resources. It is therefore a fluid document which can be adjusted in accordance with changing circumstances.
- 1.1.2 It will be used to facilitate effective engagement with stakeholders at both a national and local level, provide a policy position for transport improvements, and support associated funding bids. It is being prepared jointly by Kent County Council and Thanet District Council and has been one of many considerations when appraising the proposed the scale and location of strategic allocations as part of the emerging Local Plan.
- 1.1.3 This strategy will support, guide and be developed further through revisions to future Local Transport Plans (LTP) and the Local Plan. It seeks to achieve a balance between a range of transport and development issues at local and strategic level. The horizon period for the strategy is 2031, which is consistent with the emerging Local Plan. This strategy supports expected economic growth, it is not intended to represent an exhaustive list of all transport interventions desired within the District by local stakeholders.
- 1.1.4 Each significant development site will be expected to appraise its own specific highway impacts whilst contributing to this overarching strategy in line with an accompanying Infrastructure Delivery Plan (IDP).

1.2 Policy Context

- 1.2.1 Thanet District Council recognises the importance of working closely with Kent County Council to prepare a District Transport Strategy to improve transportation and parking to benefit business, residents and visitors.

Areas of focus include:

- Management of traffic flow and road safety within the district.
 - Parking offer to residents and visitors alike.
 - Identifying infrastructure needed to enable smooth travel to key destinations.
 - Widening choice in relation to means of travel including measures to improve attractiveness and convenience of public transport, cycling and walking, car clubs and charging points for electric and hybrid cars.
 - Managing air quality issues.
- 1.2.2 The District Council's Local Plan will set out a long term strategy to accommodate new housing, job creation and other development in a sustainable way. A Transport Strategy has a key role in informing and complementing the Local Plan, and will be integral to the delivery of the plan as intended.

- 1.2.3 This Transport Strategy includes a high level appraisal of the transport network and addresses the local and wider transport and infrastructure implications arising from associated development sites with development options being tested. It identifies strategic transport issues, key infrastructure requirements, and specific transport improvement and initiatives, whilst taking account of relevant policy at both a local and national level.
- 1.2.4 The outgoing Thanet Transport Plan set a number of actions to be completed. These actions and the achievements, as a result of the 2005 plan, are summarised in **Appendix A**.
- 1.2.5 There are a number of national, county and local strategies, plans and policies that will influence or be influenced by this Transport Strategy. These include:
- The National Planning Policy Framework (March 2012)
 - Local Transport Plan for Kent 2016-31
 - The Evidence Base of the Emerging Thanet Local Plan.
 - Rail Action Plan for Kent
 - Freight Action Plan for Kent
 - Thanet Air Quality Action Plan
 - Thanet Cycling Strategy
 - Feet First Walking Strategy
 - Vision for Kent
 - Bold Steps for Kent
 - Growth & Infrastructure Framework (GIF)
 - KCC Road Casualty Reduction Strategy
 - KCC Active Travel Strategy
 - Countryside and Coastal Access Improvement Plan 2013 – 2017
 - KCC's emerging Energy and Low Emission Strategy

Local Transport Plan 4 (2016-2031)

- 1.2.6 The preparation of a Local Transport Plan (LTP4) is a statutory requirement of Local Transport Authorities in England. It is intended to outline policies and provide a delivery plan to manage and enhance the local transport network. A LTP is intended to reflect and support District Local Plans, as such they are reviewed on a regular basis to ensure that they align with local planning policy and evolving land use scenarios throughout the county and district.
- 1.2.7 LTP4 was recently adopted by KCC and provides a county plan for the period 2016-2031.
- It consists of five high level themes.
1. Economic growth and minimised congestion
 2. Affordable and accessible door-to-door journeys
 3. Safer travel
 4. Enhanced environment
 5. Better health and wellbeing
- 1.2.8 Whilst LTP4 provides a high level strategic overview of priorities at a county and district level, this Transport Strategy focusses on Thanet in more detail. **Figure 1** outlines the currently identified transport priorities within Thanet as set out in LTP4.

Transport Priorities for Thanet

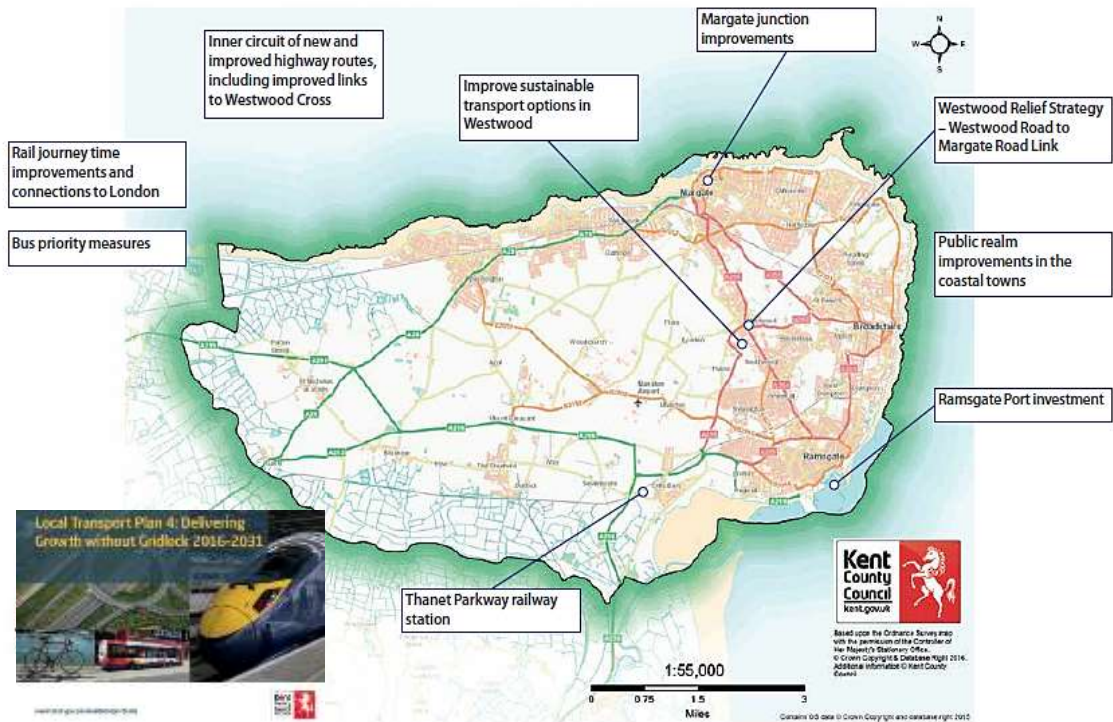


Figure 1 - LTP4 Transport Priorities for Thanet

1.2.9 Other Policy considerations are summarised in **Appendix B**

1.3 Roles and Responsibilities

- 1.3.1 Kent County Council is the strategic Local authority for Kent with a statutory role providing a comprehensive range of services as the Local Transport Authority. It has a responsibility for all non-strategic highway routes within the county, which equates to 5,400 miles of carriageway and 3,900 miles of footway.
- 1.3.2 Amongst a number of maintenance related activities in relation to the highway asset and planning of public transport, KCC plans and delivers highway improvement scheme leads on infrastructure funding bids to government in collaboration with TDC.
- 1.3.3 In terms of highway and transport matters, Thanet District Council is responsible for the enforcement of on and off street parking (under the Traffic Management Act 2004). TDC are also responsible for a number of public car parks, street cleaning, bus shelters and the monitoring of air quality.
- 1.3.4 Officers at KCC and TDC enjoy close working relationships, which seek to ensure that district and county transport priorities are aligned. This is evident through regular stakeholder meetings, such as Local Quality Bus Partnerships (QBP), which involve stakeholders (including members) from both KCC and TDC.

2 Geographical Context

2.1 Local Geography

- 2.1.1 Thanet is located in East Kent, and is surrounded by sea on three sides. It comprises three main coastal towns Margate, Broadstairs and Ramsgate. It incorporates a number of attractive coastal and rural villages.
- 2.1.2 The geography of the area results in a very self-contained road network, as such highway routes into and out of the district is currently geographically limited. Whilst coastal towns remain integral to the economic prosperity of the district, Westwood represents the core Retail and Leisure destination for many residents.



Figure 2 - Map of Thanet's Location

- 2.1.3 Historically, Thanet has suffered from a perception that it is isolated from London and the rest of the country, being 75 miles from central London and 56 miles from the M25/Dartford Crossing. However, new and improved transport infrastructure is helping to change this perception. Initiatives such as the A299 East Kent Access Road at Cliffsend, improvements to the road network in Westwood and High Speed 1 Rail Links have had a positive impact on highway accessibility.
- 2.1.4 Thanet is now becoming a place where people seek to live and work and businesses invest. Tourism has always represented an important element to the local economy; with coastal towns being popular tourist destinations, particularly during summer months. As such the local highway network is subject to differing patterns of travel through seasonal peaks.

3 Spatial Characteristics

3.1 Social, Economic and Environmental Character

- 3.1.1 Thanet's estimated population at 2011 was 134,400. Work undertaken on population projections to 2031 to inform housing needs indicates an estimated population of 161,527 at that date.
- 3.1.2 The economy of East Kent is generally less buoyant than other areas of the county. This is partly due to perceptions of parts of it being peripheral with historically slow transport links to London. However, a number of regeneration projects and initiatives are in place and serving to diversify the employment base; for example the location of the Turner Contemporary gallery in Margate and the introduction of access to High Speed rail services within the district.
- 3.1.3 Furthermore, the economy has been growing and diversifying in recent years, and the Council, working in partnership with business, has set an ambitious Economic Growth Strategy for the area. The Council is working with business and other key partners to implement the Strategy.
- 3.1.4 Most of Thanet's coastline is designated a Site of Special Scientific Interest (SSSI), a Special Area of Conservation or a Special Protection Area. Areas at risk of flooding are mainly restricted to the lowlands of the former Wantsum Channel and a small area of Margate Old Town. Some of these designations are shown in **Figure 3**.
- 3.1.5 There are 20 Conservation Areas within Thanet, which include areas of special architectural or historical interest. In addition there are around 2,500 listed buildings in the district. In order to preserve the character of Conservation Areas interventions to manage traffic, such as road markings and signage require sensitive consideration. This is expressed in the District's Conservation Area Management Plan (2008)¹.

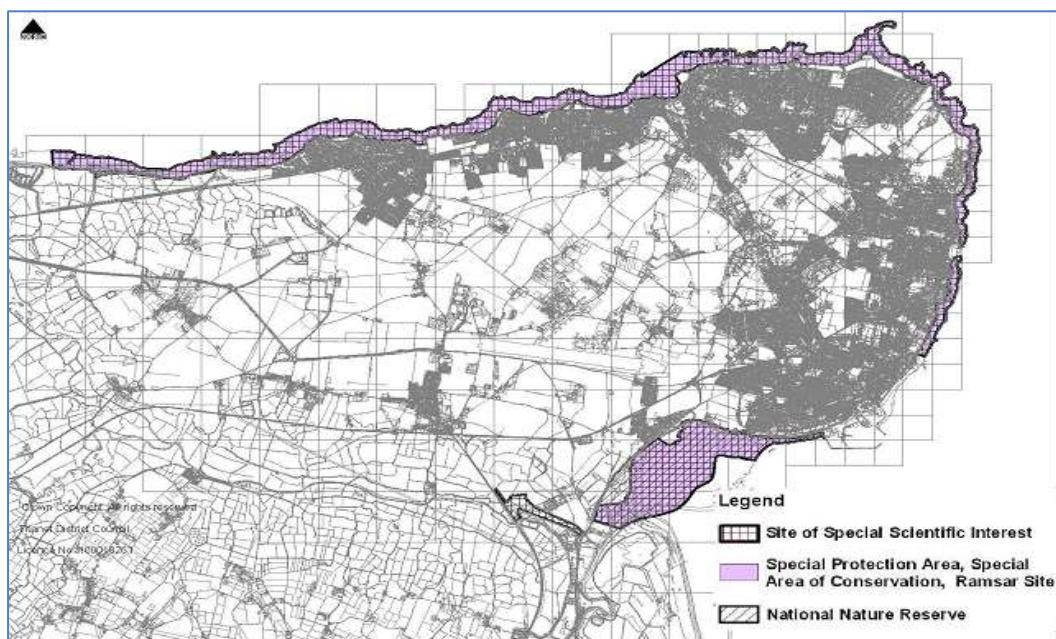


Figure 3 - Designations in Thanet

¹ http://www.thanet.gov.uk/pdf/Conservation_Areas_Management_Plan2008.pdf

- 3.1.6 There are two junctions in Thanet which show levels of nitrogen dioxide (NO₂) exceeding the recommended health objective, in both cases due to road transport emissions. These junctions are at The Square, Birchington, and High Street St Lawrence, Ramsgate.
- 3.1.7 It was found that Heavy Duty Vehicles (Heavy Goods Vehicles plus buses) contribute disproportionately to poor air quality. For example, at The Square HDVs produced a third of emissions of nitrogen oxides but were less than 5% of traffic².
- 3.1.8 In November 2011 an urban wide Air Quality Management Area (AQMA) was created and this includes both junctions (figure 4). This is because the two existing Areas are intrinsically linked to the road network across the wider district and by covering all heavily trafficked areas a coherent strategy can be developed. The one AQMA will then cover areas that will potentially exceed acceptable limits in the future.

3.2 Settlements

- 3.2.1 Thanet includes the three main coastal towns of Margate, Ramsgate and Broadstairs. These together with the smaller settlements of Westgate on Sea and Birchington on Sea are located within an almost continuous urban belt, with limited sections of green separation between some of them. Within the District's rural area there are seven villages of varying size, each having its own individual character. The furthest of these is about 5 km from the urban area containing the towns.

3.3 Margate

- 3.3.1 Margate is a popular tourism resort and has a strong cultural and creative community. The "Dreamland" amusement park has reopened featuring historic rides, including the scenic railway, and other attractions, and also hosts events, such as nationally recognised music concerts.
- 3.3.2 Margate Railway Station is a short distance from the Margate main sands and gives direct access on foot to the seafront and its amenities. In March 2010, Jacobs was commissioned by Kent County Council to develop a conceptual master plan for improvements to the public realm of Margate Seafront and Station Approach³. The main features are to include:
- A less dominant highway environment with reduced road widths and highway furniture throughout
 - A series of new and improved public spaces along the frontage
 - Controlled pedestrian crossing points at key locations along the frontage
 - Widened pavements and promenade where possible

² http://www.thanet.gov.uk/pdf/Thanet_AQAP_2011_DRAFT.pdf

³ Margate Seafront & Station Approach Public Realm Improvements Scheme Development & Stakeholder Engagement Report

- 3.3.3 Margate town comprises narrow streets with properties fronting directly on to the road, many of which fall within conservation areas. Some of these streets are too narrow to safely accommodate two way flows and consequently follow a one-way system. The streets follow a comprehensive grid layout which offers good connectivity on foot and makes walking between key destinations in the town likely to be quicker than the car. Some of the existing pedestrian crossing points over the major arterial routes are located just off of the walking desire line which can sometimes result in additional interruptions to the free flow of traffic.
- 3.3.4 The Turner Contemporary has dramatically increased visitor numbers to the town but does not have on-site parking provision. Parking for the gallery is located in College Square, some 0.6km from the site and is accessed via a walk through Margate Old Town. The increased footfall in this area has had a significant effect on the commercial viability of the Old Town with more than 35 new businesses having opened in the first 18 months after the opening of the gallery (April 2011) and existing shops reporting a significant increase in takings.
- 3.3.5 Car parking can significantly influence the success of a town centre. KCC undertook a car parking survey in 2007 over a bank holiday weekend to assess the availability and utilisation of car parking within the town centre. Margate was found at that time to have 847 on street parking spaces of which an average of 69% were utilised during the week and 64% at weekends. There are 1,795 off street parking spaces of which 52% on average were utilised during the week and 26% at weekends. It is clear that parking capacity was abundant at that time but with the success of the Turner Contemporary and the upsurge of the Old Town a new Parking Strategy has been called for to take account of future regeneration projects.
- 3.3.6 The Queen Elizabeth the Queen Mother hospital is located on the edge of the town which is a facility that serves a large proportion of East Kent, bringing with it associated trips from outside of the district.

3.4 Broadstairs

- 3.4.1 Situated on the Thanet coastline between Margate and Ramsgate, Broadstairs is a popular holiday destination and has an array of festivals held throughout the year attracting tourists and locals to the town and seafront, whereby the main streets are closed to traffic. Its position in the district means that trains to London can go in either direction, via Canterbury or via Margate.
- 3.4.2 Due to its status as a thriving tourist location, peak season visitor parking needs to be reviewed and this could be done as part of a wider parking strategy for Margate, Broadstairs and Ramsgate.

3.5 Ramsgate

- 3.5.1 Home to the Royal Harbour Marina (just 35 miles from the French coast) and a member of the ancient confederation of Cinque Ports, Ramsgate is connected to the national road network primarily through the A299 Thanet Way and along the A256, East Kent Access Road, to Dover (and onwards to the Channel Tunnel), to which improvements have recently been completed.

- 3.5.2 Serving fishermen and yachtsmen, the Marina is also a tourist site. The town's Royal Harbour is unique in the UK and, like Broadstairs, the economy is underpinned by the tourist industry. Much of the town is Regency and Victorian and there are around 900 listed buildings.
- 3.5.3 The Port of Ramsgate has an access tunnel from outside of the town thereby avoiding town centre congestion except for times when this link is closed for maintenance.

3.6 Westwood

- 3.6.1 This area is located at the centre of the district, at the intersection of the A254 and A256. Westwood now represents the District's principal retail centre. It is also gradually developing into a residential settlement. The EuroKent site, which was originally allocated for employment, has recently been granted consent to build 550 new homes within the application site in addition to the 1000 new homes planned for Land North Of Haine Road. Recent improvements to the road network in the area have almost created a "loop" around the core shopping area, and this has led to improved traffic flows in the locality.



Figure 4 - Westwood Roundabout (A256/A254)

4 Existing Transport Network

4.1 Road

- 4.1.1 Thanet is well connected to the UK motorway network via the A299 Thanet Way (a dual carriageway), which in turn links the District to the M2. The East Kent Access Road (A256/A299) creates a high quality road connection to surrounding principle road corridors, which in turn link Thanet to the strategic road network (SRN) of the A2, M2 and M20 which are managed by Highways England.
- 4.1.2 The A28 (Canterbury Road) links Margate, Westgate on Sea and Birchington into Canterbury District and on to Ashford before ending on the East Sussex border. The A254 (Ramsgate Road) and A255 (St Peters Road) connect Margate, Ramsgate and Broadstairs. The A254 and A256 between Margate Ramsgate and Broadstairs serve as inter urban routes with Westwood being located at the point where these two routes intersect.

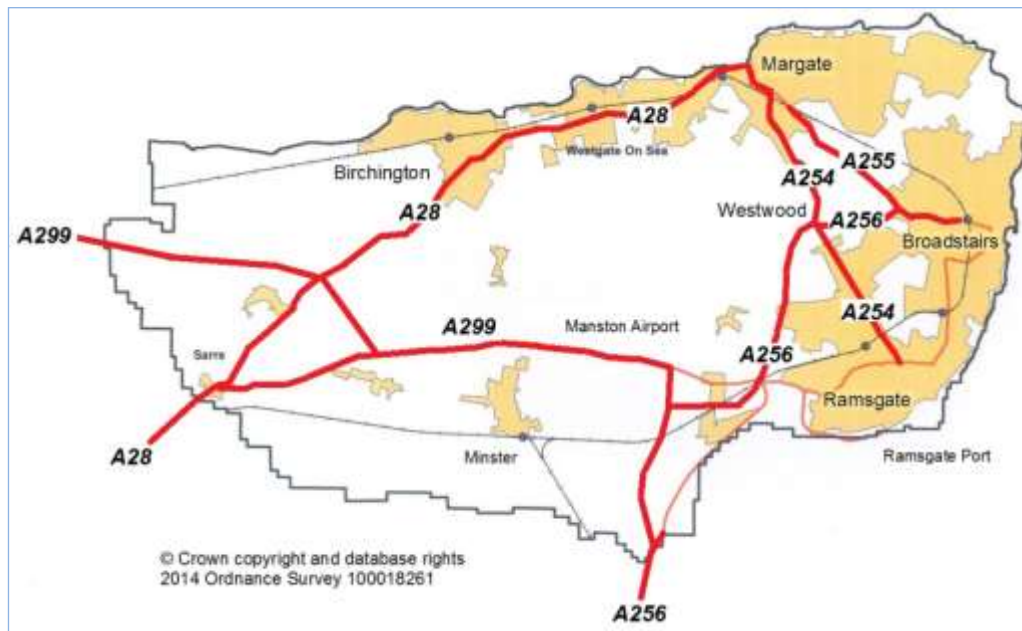


Figure 5 - Principal Road Links Around Thanet

- 4.1.3 All adopted public roads in Thanet are managed and maintained by Kent County Council as the highway authority. Those under KCC's responsibility can range from principal 'A' roads to the dense urban networks and rural lanes.

4.2 Rail

- 4.2.1 Thanet is currently served by seven railway stations and has direct services to London, Canterbury, Ashford and Dover. In December 2009 High Speed One services commenced from Ramsgate to London St. Pancras reducing rail journey times to 1 hour and 16 minutes (figure 5). For purposes of comparison, the mainline journey time to London Victoria is around 2 hours and to London Charing Cross up to 2 hours and 30 minutes.

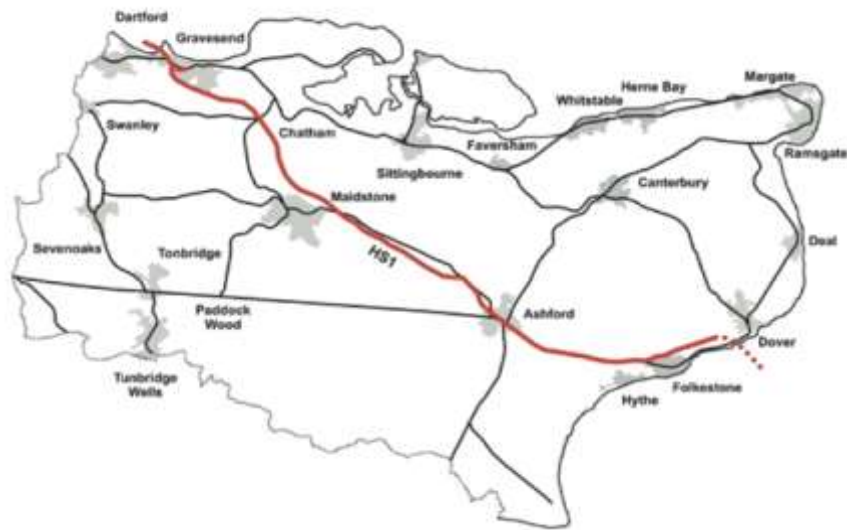


Figure 6 - The Kent Rail Network

4.2.2 The three principal stations are Ramsgate, Broadstairs and Margate with routes in three directions:

- London via Faversham and Chatham
- London via Canterbury and Ashford
- Dover and Folkestone via Sandwich

4.2.3 Parking availability at Thanet's existing rail stations is generally poor, which has an impact on the attractiveness of this form of transport for the local population. The delivery of a new Parkway Station at Cliffsend would provide high quality and convenient parking offer improving the attractiveness of rail travel.

4.2.4 The Kent Route Utilisation Strategy (January 2010) is Network Rail's strategic vision for the railway up to 2020, it has two possible areas for improvement in Thanet:

- Cutting journey times from London St Pancras to North Kent (Thanet via Medway) to promote economic growth. Current journey times are restricted by line speeds in Gravesend and Medway and the number of stations served on the route.
- The possible provision of a new Thanet Parkway station to assist in economic regeneration in Thanet, and improve connectivity with Discovery Park (just in Dover district), which provides a significant source of employment for Thanet residents.

4.2.5 In January 2012 the East Kent Resignalling Project was completed on routes from Sittingbourne to Minster via Ramsgate and from Faversham to Buckland Junction via Canterbury East. This renewed the existing equipment, which dated from the 1950s.

4.3 Bus

- 4.3.1 Approximately 97% of the local bus network in Thanet is provided on a commercial basis predominantly by Stagecoach. Some services are subsidised by KCC where it is considered there is a social need not met by the commercial network. KCC has clear criteria to help identify which services receive subsidy. These mainly include rural, evening and weekend services providing access to education, food shopping, health care or employment.
- 4.3.2 Thanet's predominant bus service provider Stagecoach is one of the largest operators in the UK and currently operates throughout East Kent. The introduction of the 'Thanet LOOP' in October 2004 was an immediate success and the existing Margate and Ramsgate local services the 'Thanet STARS' were upgraded as a result to complement it.
- 4.3.3 In an era when many districts have seen a net fall in the number of bus passengers (despite the introduction of free travel for over 60s), this is a remarkable achievement. Stagecoach in East Kent reports that bus use in the Thanet District since 2004 has been as follows:

Year	Passenger boardings per year commencing 1 st April
2004	4,157,610
2005	5,313,565
2006	6,358,351
2007	6,761,854
2008	7,288,773
2009	7,469,328
2010	7,737,112
2011	7,957,379
2012	7,824,858
2013	8,167,933
2014	Data Unavailable
2015	8,973,879
2016	8,850,442

- 4.3.4 As referred to above, a key reason behind this transformation was the re-casting of the local bus network using DfT Kick Start funding and investment from Stagecoach to create a new route called 'The Thanet Loop'. This offered modern accessible vehicles providing a frequent service on a simple route connecting the main town centres and the new development at Westwood Cross. Its introduction was backed with an extensive marketing campaign.
- 4.3.5 It has been developed with improvements to frequency, length of operating day and investment in a new fleet of larger vehicles with improved engines for better efficiency and lower emissions. Other commercial routes have also received similar improvements, with the 8/8A service in particular benefitting from an investment of £2.5million in new Euro 6 double deck buses in 2016 and revisions to the routes created new links across the district.

Quality Bus Partnership (QBP)

- 4.3.6 All bus routes within Thanet are supported by an established QBP between three partners – the commercial bus operator (Stagecoach), Kent County Council and Thanet District Council. This group meets quarterly and includes attendance by council members from both Local Authorities.
- 4.3.7 The purpose of the QBP is to co-ordinate all matters which might affect bus operation, including potential investment opportunities, which could range from new bus stock, localised highway improvements to complement bus routes to new highway infrastructure associated with new development proposals.

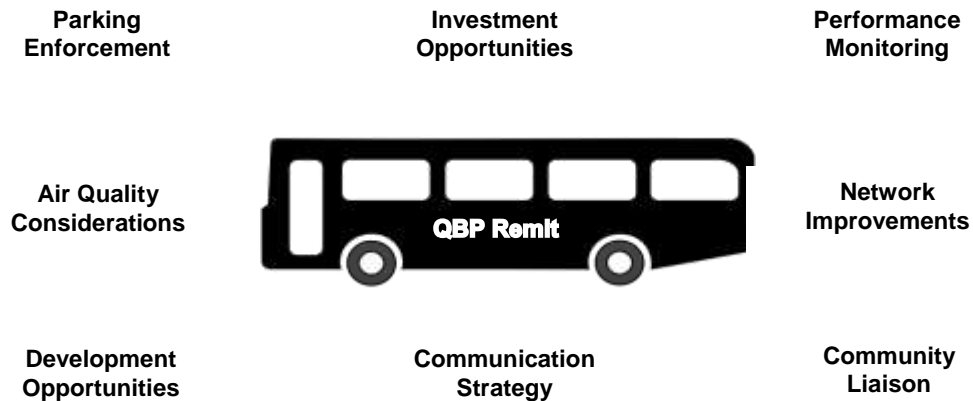


Figure 7 - QBP Roles

Young Persons Travel Pass/16+ Travel Pass

- 4.3.8 This is a concessionary scheme to assist parents with the cost of travel to and from school and evolved from the Kent Freedom Pass introduced in 2009. The current cost of the pass is £280 (£400 for the 16+ pass) and allows for travel between the hours of 6am and 7pm (at all times 16+ card).
- 4.3.9 The County Council currently issues just over 24 000 YPTP passes and 6500 16+ passes across Kent, this underlines KCC’s ongoing commitment to reducing congestion especially at peak times. From September 2017 Stagecoach has launched a new initiative which allows for YPTP passes to be accepted at all times of the year and on all evenings and at weekends.

English National Concessionary Travel Scheme (ENCTS)

- 4.3.10 KCC administers this nationwide scheme in Kent for disabled people and those who have reached the state pension age. This allows for free travel between the hours of 0930 and 2300 Monday to Friday and anytime on Saturdays and Sundays.

Bus Stop Infrastructure

- 4.3.11 KCC hold overall responsibility for bus stop infrastructure in Thanet and across Kent overall. A contract is in place for the maintenance of existing bus stop assets and the Authority also considers requests for new bus stops and for the re-location/adaption of existing bus stops.
- 4.3.12 In Thanet, Stagecoach are proactive in assisting with the management of bus stops on their commercial corridors, performing the maintenance and repair

function (cases and flags) for the sites in question. It is important that bus stop infrastructure is considered as part of the planning process and that a) bus stop locations are identified early on within developments and b) appropriate financial contributions are included. More widely it is also important that developments consider bus access with respect to their design, for instance with respect to turning circles, road widths etc.

- 4.3.13 The original Thanet Loop scheme intended to make as many bus stops as possible fully accessible to support the new accessible buses being provided. The on-going development of bus infrastructure within Thanet has been a key component in the development of the existing network.
- 4.3.14 Bus shelter maintenance falls under the jurisdiction of TDC and this is currently administered through a term contract with the private sector, which devolves the responsibility for maintenance to the private sector with added revenue from relevant stops forming the funding stream to make this commercially viable. The current maintenance contract is reaching end point, and the delivery of good quality infrastructure will form part of future negotiations during 2017/2018. It is essential for any future contract to include a level of flexibility to enable new shelters to be provided within new development sites.



4.4 Community Transport

- 4.4.1 Thanet Community Transport Association provides accessible minibuses for residents who are unable to use other public transport. This is a door-to-door dial-a-ride service timetabled to operate to/from selected destinations each day.
- 4.4.2 Kent Carrier Service – Is a flexible dial a ride service that takes members directly from their door to useful destinations in their local area. All services are operated with wheelchair accessible vehicles and trained drivers. The scheme provides for those with a mobility impairment/medical condition, who live more than 500 metres from a bus stop/railway station or who are over 85 years of age.

4.5 Sea

- 4.5.1 Ramsgate Port has facilities for handling freight and passengers and is operated by Thanet District Council. These facilities include the ability to handle Roll on – Roll off (Ro Ro) vessels up to 175m and 6.5m draft, dedicated warehousing for transshipment and storage, and coach, car and foot passenger handling. In addition Ramsgate Marina also enables private vessels to be moored.
- 4.5.2 The previous operator of Cross Channel ferry services to both Dunkerque and Ostend ceased trading in May 2013 and a new operator is being actively sought. The Port has become a construction and operation base for three nearby offshore wind farms and the Council is currently exploring a range of freight and other operational options for the Port.
- 4.5.3 It has good connectivity with a dedicated Port access road and tunnel that diverts traffic away from the town and delivers customers direct to the Port. Because the route from the M25 to the Port of Ramsgate does not rely upon the M20/A20 corridor it is largely unaffected by the long delays which result from the implementation of Operation Stack.
- 4.5.4 With space for up to 550 freight units on site, specialist logistical equipment and storage areas only metres from the berth, turnarounds can be kept short. A focus on pre-booked, just in time services that are not affected by seasonal traffic variations guarantee customers can get to the Port without delays, providing a cost-effective way forward for the European freight distribution market.
- 4.5.5 The Port has an existing capacity of 500,000 units and the potential for up to one million. Cross channel freight is already expected to increase by 1.43 million units per year by 2035, and the Port of Ramsgate can play a significant part in providing additional capacity. This would give increased resilience to the European logistics market and support the flow of traffic across the South East of England especially the Thames corridor and would potentially link into the third Thames crossing, diverting traffic east rather than south to Dover and the Channel tunnel.
- 4.5.6 The Port has a strong vision for phased future development starting with a new double deck linkspan berth. This would give the Port a second double deck berth that would improve resilience whilst unlocking significant additional capacity and the Council has started to develop the business case to bring this forward.
- 4.5.7 The second phase would include the development of a logistics hub at Manston Business Park. This would provide additional off-port vehicle storage to act as a pre-parking area, supporting the maximum capacity of one million units. The hub would also incorporate storage facilities to allow for post and pre-assembly for loads for onward transport and units for advanced manufacturing.

4.6 Walking

- 4.6.1 Thanet has a road network which largely accommodates footways on both sides, not only in the main towns and seaside settlements but also along the distributor routes connecting them. In the rural areas the Public Rights of Way network offers walkers (and sometimes horse riders and cyclists) a good connection across open countryside to the coast, rural settlements and end destinations, with some circular walks offering superb views of both coast and countryside combined. The Thanet Coastal Path follows the longest stretch of chalk coastline in the country, the route having been set up in the 1990s. The Viking Coastal Trail is good for beginner walkers, offering good views out to sea. There are other signposted walks in Thanet, including the Turner and Dickens Walk linking Margate and Broadstairs.
- 4.6.2 In 2005 “Feet First,” a local walking strategy for Thanet was published. This identifies barriers to walking in the District and aims to promote and enable walking, for example by specifying a network of routes for improvements.
- 4.6.3 KCC’s Countryside and Coastal Access Improvement Plan 2013 is the overarching policy document for improvements to network of Public Rights of Way and recreational walking access in Kent.
- 4.6.4 Active Ramsgate is a recently completed partnership project from Ramsgate Town Council and Explore Kent to help develop Ramsgate Town as a destination for walking and cycling. The project included a number of promoted self-guided walks and the establishment of three new walking trails; ‘The Contra Trail’, ‘See it all’ and ‘Ramsgate Town Rounders’. On the back of this initiative Ramsgate Town is applying to be a ‘Walkers Welcome’ town. The Turner and Dickens Walk and Thanet Coastal Path provide longer distance promoted trails. All promoted routes have accompanying maps and leaflets that provide all the information you need for an enjoyable day out. For further information see - Parks and outdoor activities - kent.gov.uk
- 4.6.5 Following the Marine and Coastal Access Act 2009, Kent has been working with Natural England to establish its section of the emerging “England Coast Path” national trail. Establishment of sections from Folkestone to Whitstable are a key part of that initiative, although the focus of walking remains in and around the Coastal Promenades there is wider network of Public Rights of Way of around 106km.

4.7 Cycling

- 4.7.1 The Viking Coastal Trail (27 miles) roughly encircles the former Isle of Thanet providing connections between the towns, leisure and heritage attractions, as well as the National Cycle Network. Other routes have designated facilities to make cycling more attractive, such as the shared use footway/cycleways adjacent to New Haine Road. The provision of toucan crossings and facilities such as cycle parking at key locations (e.g. stations and shopping centres) also helps to improve the attractiveness of cycling in the district.
- 4.7.2 There is an existing Thanet Cycling Plan dated December 2003, with many of the targets within this document having already been achieved, notably:
1. The completion of the Viking Coastal Trail (VCT) in June 2001, linking Thanet’s town and villages together with a 45km (28 mile) circular route and joining them to the National Cycle Network.

2. The continuing review of the VCT, improving signage and surfaces on the route, using funds from the Connect 2 project to complete the circular route and maintain it as an asset for Thanet.
3. Improvement of road junctions, Westfield Road/Caxton Road/Maynard Avenue/Brook Avenue/Crow Hill Road to reduce traffic speeds and give better access to pedestrians and cyclists
4. Construction of Dane Valley cycle route linking Marine Drive, Margate to Vicarage Street, St Peters and linking into the safer routes to school scheme.
5. Scheme to reduce traffic speeds at Nethercourt Hill, Canterbury Road East, High Street, Margate, Reading Street, Albion Street, Broadstairs and on various estate roads in Thanet with links to encourage more walking and cycling.
6. Cycle links from Margate Station and Broadstairs Station have been revised and improved.
7. The building of safe crossing facilities on Westwood Road fronting St George's C of E School.
8. Cycle route connections at Westwood, in the vicinity of Westwood roundabout.
9. New cycle path connection between A253 Minster and Sandwich Road Cliffsend to connect into NCN1.

5 Key Transport Challenges and Options

- 5.1.1 The purpose of this strategy is to manage growth within the district, whilst providing an improved quality of life for Thanet's residents by addressing key transport related challenges.
- 5.1.2 For most road users, congestion and delay is the biggest issue related to transport, with previous studies suggesting that congestion was a problem for the majority of the time when undertaking general road journeys⁴. It has also been forecast that, based on recent patterns of car usage, the housing growth planned for Kent could result in an extra 250,000 car journeys on the county's roads every day⁵
- 5.1.3 There is a general recognition that car ownership is the largest single component of traffic growth, with journeys to and from work and for educational purposes being one of the biggest contributors to peak hour road congestion.
- 5.1.4 Statistical data from the 2011 census identifies that whilst Thanet is geographically smaller than other districts within Kent, the number of households are comparable. The level of private vehicle trips in the district is commensurate with the national average. It is relevant to note that the percentage of bus use is the second highest in Kent, which suggests that existing bus services are a feasible option for existing residents.

5.2 Existing Travel Patterns

- 5.2.1 To gain a perspective on current and future transport demographics, it is valuable to examine existing sources of data in relation to Transport matters. Data sourced from the 2011 census provides some insight into the current travel habits of Thanet Residents when compared to local and national trends. **Figure 8** outlines the percentage of the resident population at different levels of car/van ownership in the District.
- 5.2.2 This data suggests that 30% of the district's population live in households with no cars/vans compared to just 20% for the whole KCC area. The average car ownership across the district is the lowest in the county
- 5.2.3 This can have accessibility implications for particular groups as when the car is being used (for example during the working day) other household members do not have access to the car and must rely on Public Transport. Likewise, where households have no car/van reliance on other forms of transport is high.
- 5.2.4 This theory would appear to be supported by further analysis of travel to work dataset, see **Figure 9** below, which suggests that the use of bus travel is higher than the local (Kent) Average.

⁴ DfT (2008), Public attitudes to congestion and road pricing

⁵ Kent County Council (2010), Growth without Gridlock – A transport delivery plan for Kent

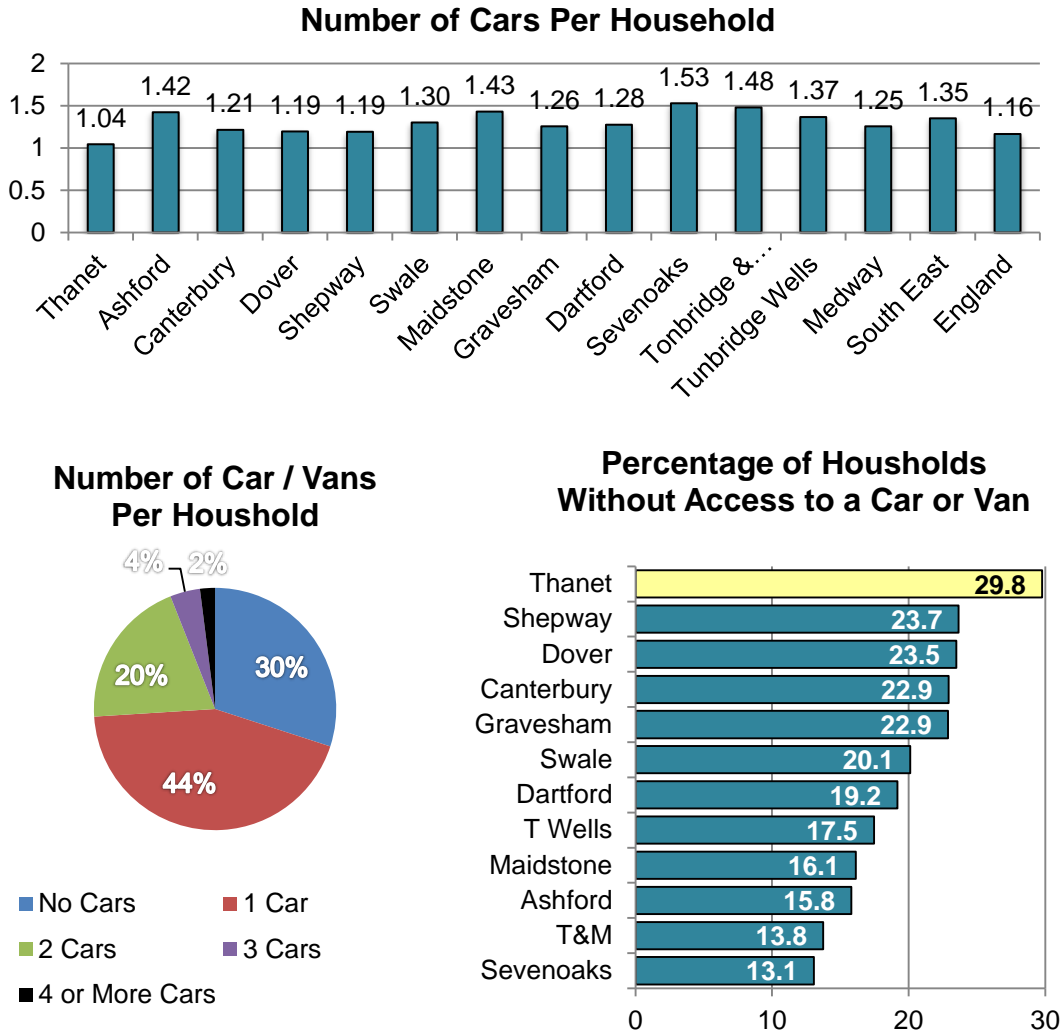


Figure 8 - Car Ownership (Data Sourced from 2011 Census)

Area	Working from home	Rail	Bus, minibus coach	Motorised Vehicle	Passenger car or van	Cycling	Walking	Other
Ashford	6.9	6.7	2.6	64.9	5.4	2.5	10.3	0.5
Canterbury	6.3	5.4	5.0	59.3	4.9	2.7	15.8	0.5
Dartford	3.6	17.9	5.2	60.1	4.4	1.1	7.3	0.5
Dover	5.3	3.8	3.6	65.7	6.2	2.2	12.4	0.8
Gravesham	3.9	11.3	6.7	62.2	6.3	1.0	8.1	0.6
Maidstone	6.0	6.9	3.8	65.2	4.9	1.2	11.6	0.5
Sevenoaks	8.0	20.4	1.6	57.4	3.6	0.8	7.5	0.7
Shepway	5.6	4.1	4.9	64.3	5.5	1.8	13.0	0.8
Swale	5.0	7.1	2.0	66.3	5.5	2.2	11.3	0.6
Thanet	5.3	4.1	6.3	61.7	6.9	2.5	12.5	0.7
Tonbridge & Malling	6.3	12.4	2.2	64.3	4.4	1.4	8.6	0.5
Tunbridge Wells	8.5	14.9	2.3	53.8	4.0	1.2	14.8	0.6
Kent	6.0	9.5	3.8	62.2	5.1	1.7	11.2	0.6
England and Wales	5.4	9.0	7.3	58.9	5.1	2.9	10.7	0.6

Figure 9 - Method of travel to work by percentage split (data sourced from 2011 Census)

5.3 Supporting Expansion at the Port of Ramsgate

5.3.1 Ramsgate's Port and Royal Harbour is located 76 miles from the heart of London, and close to continental ports and harbours across the North Sea and Straits of Dover. The commercial port has, until recently; operated ferry services to both Dunkerque and Ostend and has become both a construction and now operation and maintenance base for three nearby offshore wind farms. As owner and operator of the Port, Thanet District Council has published a Maritime Plan to provide a high level guide for the future operation, development and management of the port and adjacent Royal Harbour.



Figure 10 - Ramsgate Port

5.3.2 The Port includes 32 acres of commercial port land, three modern Ro-Ro bridges, a fast ferry service capability, tri-berth simultaneous operation, full passenger services and freight vessel facilities. This plan reflects the objective of accelerating local economic growth recognises the Port as a strategic asset and outlines how it is expected to grow over time. Its vision includes:

- Safeguarding the commercial port and its commercial shipping facilities.
- Supporting development of new marine infrastructure and ro-ro expansion opportunities, as well as ferry lines.
- Capitalising on potential to grow the port's existing role as an engineering and logistics base centred around off-shore renewable energy installations.
- Pursuing expansion of bulk commodity trade.
- Promoting capabilities to accommodate cruise ship calls.

5.3.3 The Port benefits from a dedicated access road enabling road traffic to connect directly to the principal road network without passing through the built up area and local road network.

5.4 Economic Situation

5.4.1 The prevailing economic situation in recent years has affected Thanet as it has elsewhere in the country. The local economy is focused on tourism, cultural and creative industries and the service sectors, particular in the public sector, with a high proportion of small businesses. Thanet's towns have their own unique identities and heritage on which to trade, for example Margate's connections with the artist Turner and the country's only Royal Harbour in Ramsgate.

- 5.4.2 Thanet has strong economic connections with the surrounding districts. The East Kent Access Road (encompassing both the A299 and A256) provides dual carriageway from the M25. Its completion means that there is a direct dual carriageway connection between Sandwich, Ramsgate and the motorway network to the London arterial motorways. It also links Thanet and major economic assets including Manston Business Park, the Port of Ramsgate and Discovery Park to the UK's main arterial strategic road network.
- 5.4.3 The introduction of High Speed 1 (HS1) rail services have reduced commuting time from London St. Pancras to Ramsgate to 76 minutes and Margate to 88 minutes, from almost two hours. Although journey times remain longer than those to comparator locations (such as Folkestone), recently secured Government investment is set to lead to further reductions. This route had also facilitated access from Thanet to North London rather than just to the South. Efficient transport connections and improved journey times can help make the area more accessible and therefore more attractive as a location for business investment and commuting.
- 5.4.4 Thanet's Economic Growth Strategy for 2016 to 2031 identified key areas for the Thanet economy to grow quickly and attract significant investment:

Transformational Initiatives

1. Developing the Port at Ramsgate
2. Investing in high value manufacturing and engineering across Thanet and East Kent
3. Positioning Thanet as a global agritech hub
4. Promoting Thanet's broader cultural/leisure offer
5. Cultivating the creative industries across Thanet
6. Designing enterprise into communities
7. Long term feasibility modelling for Margate and Ramsgate

Foundational Priorities

1. Working with businesses, schools and FE/HE providers to improve workforce skills
2. Developing and implementing measures to support new and small businesses in the District, particularly the provision of managed workspace and focused business support
3. Ensuring major employment sites in Thanet are managed and promoted effectively
4. Working with local partners to ensure that the visitor economy continues to evolve, reflecting fast-changing patterns of demand.

5.5 Car Parking Strategy

- 5.5.1 Car parking is an important issue for residents, business and visitors. Kent County Council is the highway authority for the district, and TDC work in close partnership with KCC on all parking related matters for the district.

5.5.2 The ongoing aspiration to diversify the local economy, leisure and tourism (for example; the opening of Turner Contemporary in Margate and the re-opening of Dreamland) will attract more people to travel to the district and the towns thus generating demand for parking. In parallel there is potential for local growth in car ownership. While the Local Plan aims to facilitate greater use of alternative modes of travel it remains very important to ensure that parking provision is properly managed, sufficient and suitably located for those who elect to travel by car.

5.5.3 The District Council has prepared a Parking Policy (2015-20) to provide a framework for effective parking management, and to support the Council's strategic objectives as outlined in the Corporate Plan and links in with the Thanet District Transport Strategy, Local Plan, Regeneration Strategy and the Destination Management Plan. It is important that we have a consistent approach across the whole of the district. Some of the aims of the Parking Policy are:

- Ensure the safety of all roads users by restricting parking in inappropriate locations;
- Be fair in setting fees and charges that are related to supply and demand, encouraging use of parking spaces and incentivising people to come into town centres and other attractions, and have a consistent approach across the district;
- Support the viability of Thanet's economy and regeneration initiatives that form part of this;
- Provide a clear policy for enforcement which will allow the council to deal with parking issues fairly and consistently, ensuring an efficient and effective enforcement function;
- Ensure the appropriate control of residents' parking, especially where this is affected by other parking demands;
- Seek to ensure that the provision, location and safety of public car parks are of a good quality;
- Provide a consistent and clear approach for different types of parking permits;
- Seek to ensure a clear approach towards parking for disabled persons including dealing with misuse of the blue badge scheme;
- Consider parking's contribution to environmental agendas (for example, if demand of the current electric charging points increases then the council will look at increasing the number of charging points within the district's car parks with external funding if available); and
- Ensure that the policies and services are transparent and provided consistently throughout the district.

- 5.5.4 Exploration of digital solutions to support parking services will become an on-going action within the service to continue delivering a more cost effective and efficient service for the public. These will include:
- New smartphone handhelds
 - Virtual permits
 - Residents visitors permits purchased on line
 - Mobile CCTV/ANPR camera technology for enforcement
 - Extending our online permits system to online renewals.
- 5.5.5 New schemes will be introduced to help residents and businesses to be able to get a turnaround of visitors using the bays close by. Parking services will explore a number of sites around the district for pay and display and parking schemes.
- 5.5.6 Its objectives include making more productive use of existing provision and regulation of on and off-street parking to help keep traffic flowing, improve pedestrian and motorist safety, facilitate business deliveries and enable people to park near their homes and shops. The Policy also addresses charging policy, enforcement and signage.
- 5.5.7 The established benefits of providing parking enforcement are to:
- To improve the safety of road users;
 - To assist the free flow of traffic and reduce traffic congestion, especially for emergency services:
 - To assist and improve bus movement;
 - To ensure effective loading/unloading for local businesses;
 - To provide a turnover of available parking spaces in areas of high demand;
 - Increase protection of disabled spaces, bus stops, loading bays, taxi ranks and residents parking areas; and
 - To promote and enhance the health of the local economy.
- 5.5.8 The Parking Policy seeks to ensure that parking is of good quality, safe and suitably located. It also indicates that new pay and display parking locations will be investigated as well as consideration given to potential disposal of some car parks. It is intended that existing off street town centre car parks should continue to be safeguarded.
- 5.5.9 The Parking Policy acknowledges the need to improve existing coach parking, and to explore options for locating increased provision. In particular replacement provision is expected to be required for Margate following construction of the Turner gallery and adjacent land. There is currently no specific coach parking provision for Ramsgate, and it is anticipated that additional provision will be required for Broadstairs to address peak demand.

- 5.5.10 Park and ride is an alternative solution that has been considered previously. However unlike most towns that have a scheme Thanet is unique by having four town areas that have a greater visitor demand during the summer months only. Most schemes offer drivers an easier way to leave their vehicle at an out of town location and then use a quick service to travel in to town without delays. Thanet does not have a central point that could be used for all towns that would give drivers the same opportunity.
- 5.5.11 A large amount of investment would be required for such a scheme not only for the land but for the on-going operating costs. It may be possible with partners to look at a scheme for the summer period only covering the towns that get traffic congestion.
- 5.5.12 There is also a role for planning policy to achieve the following:
- Safeguard town centre car parks but with flexibility to accommodate situations where sites are under used and where development might facilitate more suitably located or better quality provision to be delivered elsewhere
 - Set out guidance on the level of car parking to be provided for in new developments including within the individual town centres, and to identify areas where additional on-street parking may not be required
 - At Westwood, to consider how car-parking might be more effectively provided as part of a wider redesign of the area, to create a more pedestrian-friendly public realm as part of the centre
 - Support new, suitably located off-street parking
 - Improved directional signage; and
 - Safeguard existing coach parking provision and support solutions to augment provision in appropriate locations to address unmet need.

The Parking Policy will be reviewed in 2020.

5.6 Quality of Life

- 5.6.1 One of the expected key challenges for the Local Plan will be to deliver a change necessary to raise the quality of life for Thanet's less advantaged citizens, whilst maintaining the quality of life for everyone. Thanet's historically deprived communities are found in the wards of Cliftonville West, Central Margate, Newington and Eastcliff. Alongside other programmes and initiatives, transport can go some way to address these challenges by increasing accessibility to public amenities and connectivity from some of Thanet's more deprived or rural areas.
- 5.6.2 To encourage walking and cycling generally improves overall health and fitness levels, improves air quality and helps to reduce the number of cars on the network, thus reducing congestion and saving money for the individual. Creating active street frontages, with more people walking and cycling, also reduces crime levels and can act as a catalyst for more people to become active.
- 5.6.3 The quality, safety and convenience of access by foot, bicycle and public transport are all key factors in encouraging people to select alternative modes to the private car.

5.7 Thanet Parkway Rail Station

- 5.7.1 The County Council’s Transport Delivery plan identifies key opportunities and challenges to be addressed to deliver long-lasting regeneration and economic growth in the County. It recognises that many of Thanet’s existing rail stations are difficult to reach by sustainable transport and offer limited car parking opportunities. This causes some commuters to travel significantly longer distances by car to access stations with better parking facilities.
- 5.7.2 The project’s objective is to support growth at Manston, Business Parks around Westwood and Discovery Park.
- 5.7.3 The following outcomes are expected from the delivery of the station:
- Increased inward investment in Thanet and Dover.
 - Thriving Enterprise Zone and surrounding Business Parks.
 - Greater employment opportunities for Thanet and Dover residents.
 - Access to high speed rail services across district.
- 5.7.4 The Parkway station will consist of the following elements which are subject to discussions with Network Rail and Local Train Operating Company.
- Two station platforms with disabled access.
 - Disabled access ramps/lifts with footbridge.
 - Ticket vending machine, waiting area and journey information point.
 - CCTV and passenger help points
 - Car Park and associated facilities with disabled access to platform.
 - Drop off/ pick up point for buses, taxis and cars.
 - Pedestrian and Cycle access

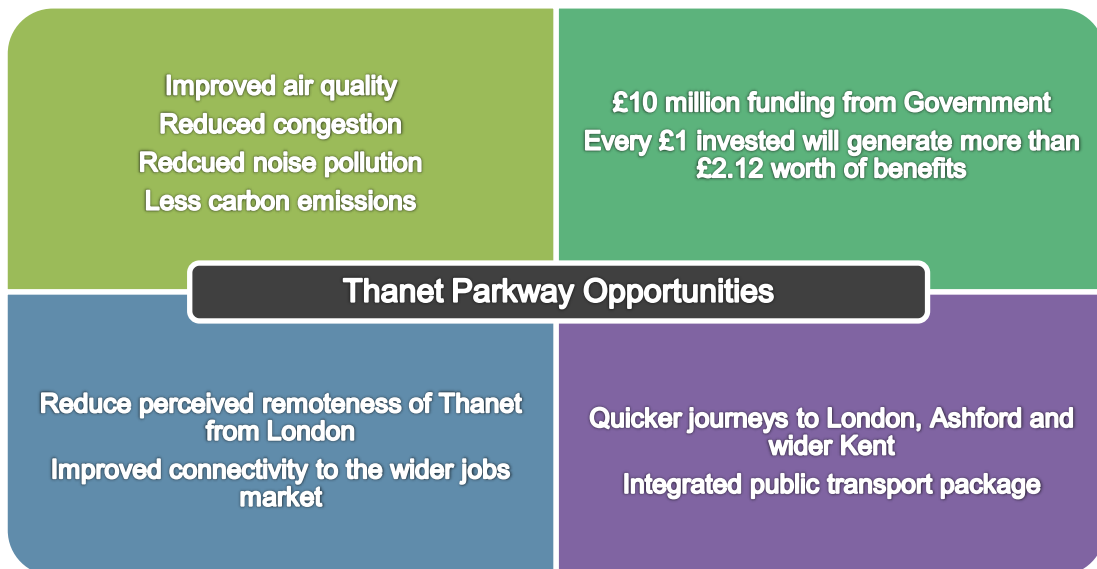


Figure 11 - Thanet Parkway Headline Opportunities

- 5.7.5 Alongside parallel Journey Time Improvement Scheme (JTI) which increases line speeds between Ashford International and Ramsgate stations, it is anticipated that journey times from London to the Thanet Parkway would reduce to 1 hour, providing a significant boost to tourism, and regeneration of the area and enhancing access to private sector employment at Ashford and Ebbsfleet.
- 5.7.6 There may also be potential air quality benefits for the St.Lawrence area resulting from this proposal.



Figure 12 - An artist's impression of Thanet Parkway

6 Traffic Challenges

- 6.1.1 When compared to other areas of the county, existing traffic flows within Thanet are reasonably catered for, however the road network generally lacks resilience to cope with future growth. There are a number of junctions that cause localised delays during peak hour demand. These junction delays will continue to be exacerbated if necessary improvements are not made.
- 6.1.2 A significant proportion of Thanet's housing growth is identified on land within or adjoining the main urban area, which in turn will add pressure to existing primary highway routes and junctions, which are already subject to extended delays and environmental impacts. An appraisal of the local highway network through stakeholder engagement and interrogation of junction performance has identified a number of congestions 'hotspots' within the district. The purpose of this strategy is to highlight these challenges and seek to manage growth within this specific context.

6.2 M2 / A2 / A299 - Brenley Corner

- 6.2.1 Brenley Corner lies outside Thanet at Junction 7 of the M2, where traffic splits between the A2 (for Canterbury, Dover and the Channel Tunnel) and the A299 into Thanet. The M2 and A2 are part of the Strategic Road Network (SRN) managed by Highways England (HE), who have identified potential future congestion issues at Brenley Corner.
- 6.2.2 Improvements at this junction must consider future growth in Thanet, as well as the travel implications arising from growth plans of other districts.
- 6.2.3 Thanet District Council, in cooperation with neighbouring district councils and Kent County Council, has prepared an assessment of the scale of planned development and transport principles to assist HE in identifying its potential impact on those parts of the SRN where capacity may be an issue.



Figure 13 - Brenley Corner

- 6.2.4 Due to the way in which the junction is arranged, it is anticipated that the impact of development within Thanet will potentially have a lower level of impact on the operation of the existing junction when compared to directly adjacent districts.

- 6.2.5 The strategic importance of ensuring that Thanet remains directly accessible from the SRN, for both commuting and leisure based trips makes continued liaison with Highways England and investigation of a long term solution for this junction a key consideration for the interests of Thanet District.

6.3 B2050 / B2190 - Spitfire Junction

- 6.3.1 The Spitfire Junction is a convergence of two distributor roads located in the middle of the district (the B2050 Manston Road and B2190 Spitfire Way). The B2190 is a very important local route with the A299, which is one of the primary arterial routes serving Thanet, for locally bound traffic to Margate, Broadstairs and Ramsgate.



Figure 14 - Spitfire Junction

- 6.3.2 This operates with two priority junctions adjoining the B2050, a major distributor road that links Birchington, Manston and Ramsgate. Lengthy queues form at peak times on the B2190 from the west and on the westbound approach of Manston Road. Several designs have been considered at this junction to seek to improve junction performance and safety, however the alignment of the carriageway of the B2050 and the availability of residual highway land currently present geometrical challenges to an alternative approach.

6.4 A28 / B2055 / B2051 - Marine Terrace / Marine Parade (Margate Seafront)

- 6.4.1 Margate seafront is the final connection point of the A28 primary highway corridor and is the end point for one of the two principal routes into the Thanet area. The clock tower junction has been subject to alternative traffic schemes in the past, which has generated mixed results. Given the nature of Margate as a popular tourist destination, there is a clear requirement to accommodate pedestrian movement whilst managing considerable traffic flow.

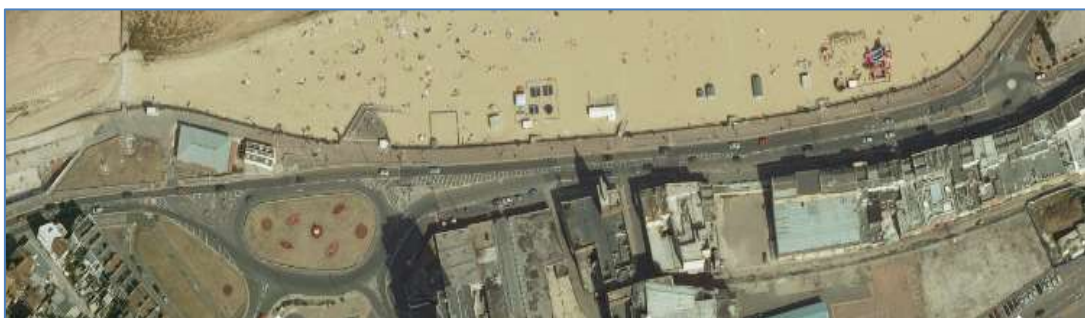


Figure 15 - A28 / B2055 / B2051 Marine Terrace / Marine Parade

- 6.4.2 At present, the numerous pedestrian crossing points located on the seafront create journey time delay to motorists due to the popularity of the beach and seafront facilities (particularly during the busy summer tourist season) create a need for these crossing points to remain operational. Network reliability also has an impact on the punctuality of bus services.

6.5 A256 / A255 - Dane Court Roundabout

- 6.5.1 This roundabout junction serves as a central convergence point for distributor routes to Westwood, Margate, Broadstairs and St Peter's. It suffers from long queue lengths at peak times but is constrained by frontage development and could not be significantly improved without utilising land to the west of the junction. Recent traffic surveys suggest that the predominant flows on this roundabout take place between the A256 & Vicarage Street, which in turn impacts on the ability for traffic on the A255 to 'gap seek', leading to extended queuing within the A255 Dane Court Road.



Figure 16 - A256 / A255 Dane Court Roundabout

- 6.5.2 A possible method of better managing queues at this junction would be to introduce signal control or provision of a larger roundabout with increased capacity. However, these solutions would require the use of third party land.

6.6 B2052 - Coffin House Corner

- 6.6.1 This junction is located at the intersection between four important local routes and as such is now one of the busiest junctions in the district.
- 6.6.2 It forms part of the entry to and exit from the Tivoli one way system and is operating as a traffic signal controlled junction. The presence of popular primary schools within close proximity of this junction have a significant impact on its operation during peak hours, both in terms of on street parking and general traffic queuing. This also creates extended delay at the Manston Road/Shottendane Road junction, which is a well-used local route and serves the local Waste and Recycling Centre and Thanet Cemetery & Crematorium.

6.7 Westwood Cross

- 6.7.1 Westwood continues to be a centre of development activity in Thanet. The now well established Westwood Cross town centre, which has extensive retail and leisure facilities has been highly successful in stemming leakage of retail spend from the district and attracts visitors from beyond Thanet.
- 6.7.2 A phased development to deliver over 1,000 new homes is under construction on land fronting Haine Road and Nash Road. New Haine Road opened in November 2008 providing access to further land allocated for development.
- 6.7.3 Westwood is comprised of different land parcels; however these are separated by the Primary Road Network, thus creating a barrier to walking and cycling between retail outlets. Ongoing development and subsequent congestion around the town centre, (particularly at weekends), remains a challenge, however recent improvements to the road network have provided considerable benefit, with better route choice to spread traffic demand.
- 6.7.4 The Westwood Transport Plan was endorsed by the Joint Transportation Board (JTB) in 2010. This plan includes new roads / improved junctions, alongside widening of the existing arterial roads in the Westwood area, to provide alternative routes and disperse traffic more efficiently within the local area.

6.8 A254 / B2052 Victoria Traffic Signal Junction

- 6.8.1 Known locally as the Victoria Traffic Lights – This junction consists of a busy and complex five way junction linking College Road, A254 Ramsgate Road and Beatrice Road. The junction is located close to local primary schools, which in turn create further constraints in and around the College Road corridor during peak hours.
- 6.8.2 Recent traffic surveys reveal a total of 27,500 vehicles travel through this junction between 7am and 7pm on a typical weekday. It is a key junction within the A254 corridor and any reduction in the level of service at this junction can impact on the wider urban areas of Margate and beyond.



Figure 17 – Victoria Traffic Signals

6.8.3 The junction has been subject to phase and stage changes in order to manage journey times and safety. In terms of air quality, College Road was previously identified as an area approaching the health objective for nitrogen dioxide. However, since the recent junction improvements at Victoria Traffic Signals, levels have reduced significantly.

6.8.4 Recent junction improvements to this junction are as follows:

- An altered the pattern of the signals to optimise traffic flow.
- Introduction of MOVA, a system that can adjust the timing of the lights depending on levels of traffic on the different approach roads.
- Installation of 'smart' traffic signal control equipment to provide a level of bus priority within the timing of the signals.
- Provision of a signal controlled pedestrian crossing on College Road (east) to improve safety and amenity for those travelling by foot.

6.8.5 Since the introduction of the new improvements there has been a reduction in queue lengths and early indications suggest that safety at the junction has been improved. Despite these improvements, the junction continues to experience congestion during network peak times.

6.9 A28 / Birchington Square

6.9.1 This junction is located at the end of Station Road and forms part of the A28 Canterbury Road, which is the principal road corridor leading to Margate. Throughout much of the day, Birchington Square operates acceptably, however it is subject to long delays during peak periods. This issue is compounded during hot summer months with increased visitor traffic entering and leaving Thanet. Air quality has exceeded health objectives for nitrogen dioxide here since 2005.

6.9.2 The junction operates as a mini roundabout and is constrained by historic frontage development and local features. A priority junction is located at Park Lane to the south of the mini roundabout, which provides access to the local Primary School, Acol Village and local rural road network.

6.9.3 A visual appraisal of the junction has identified that the cause of the congestion often relates to the positions of existing bus stops in the square and operation of the pedestrian crossing at the end of Park Lane combined with right turning traffic movements, which impede the free flow of traffic in the locality. When buses are stationary at the same time on both the eastbound and west bound stops, the gap between them impedes the free flow of larger vehicles.

6.9.4 Right turning traffic into Park Lane often cause queues at peak times partly due to the 'single way working' system which is in place, which only allows a very limited number of vehicles to queue on Park Lane. Those vehicles at the junction have difficulty emerging onto the A28 Park Lane which can lead to instances of gridlock. This often leads to queuing back along the A28, the result of which encourages traffic to seek alternative routes though the residential areas to the north and south of the A28.

- 6.9.5 Proposed growth at Birchington and Westgate will impact on Birchington Square and as such developers would be required to mitigate the impacts of their development. In order to better manage journey times and air quality issues within the locality a more comprehensive solution to traffic accessibility needs to be explored which would allow the A28 to operate with minimal interruption.

6.10 A255 St Lawrence Junctions

- 6.10.1 The St Lawrence area in Ramsgate suffers from extended peak hour queuing at its junctions of A255 Nethercourt Hill/Newington Road/High Street St Lawrence and Newington Road/Manston Road. Both junctions impact on each other due to the sheer volume of traffic and the blocking back that occurs between them. The junction with the High Street is difficult to address by way of increased road space due to the proximity of listed buildings within the immediate vicinity.
- 6.10.2 Air quality issues are prevalent in this location. The presence of a number of primary schools in close proximity to this junction exacerbate the situation, as pedestrian crossings further impact on the free flow of traffic. Unreliable journey times on the A256 Haine Road corridor currently contribute to local route choice in relation to Broadstairs; as such an improvement to journey times on the Haine corridor could be an appropriate method of managing traffic flow in this location.

6.11 A256 Haine Road / Westwood Road Corridor

- 6.11.1 The A256 Haine Road is the principal road corridor for vehicles entering and leaving Thanet from the south. The popularity of Westwood Cross as a shopping destination results in a significant number of motorised journeys during morning and evening peak hours, and also at weekends.
- 6.11.2 Haine Road is an important commuter route, used by traffic seeking to access other primary routes. The corridor is generally accessed by via roundabout junctions, however Lord of the Manor operates as a complex signal controlled junction. Lord of the Manor is subject to extended queues during peak hours, particularly on its Northern and eastern arms. An increase in activity at Ramsgate Port back to levels formally realised at full operation would exacerbate this existing traffic situation.
- 6.11.3 The junction of Manston Road and Haine Road is currently formed of a compact roundabout and priority junction arrangement. Peak hour journey times on the Haine Road corridor are generally impacted by a combination of both link demand and junction delay. Recently consented development at Manston Green, seeks to provide further junction capacity in this location through the provision of a new spine road and greater separation between junctions. Further mitigation will need to be introduced within the locality to accommodate additional traffic growth.

7 Air Quality

- 7.1.1 Poor air quality has an impact on people's health. It mainly affects the respiratory and inflammatory systems, but can also lead to more serious conditions such as heart disease and cancer. Thanet has the highest PM2.5 (fine particles) mortality rate in Kent, not because air quality is worse than other areas of Kent, but because Thanet has a more vulnerable population. Transport is widely recognised as one of the biggest causes of Nitrogen Dioxide (NO₂) pollution.
- 7.1.2 The urban wide Air Quality Management Area (AQMA) in the district requires management through the Air Quality Action Plan (AQAP). The two junctions that have exceeded recommended NO₂ levels have done so due to transport emissions. Therefore this Strategy can support and take action to improve air quality not only in these areas but throughout the district. These include:
- Improving traffic flow by looking at junction and signal configuration.
 - Ensuring freight traffic uses the most suitable routes.
 - Increasing use of public transport and more sustainable modes, including car sharing, cycling and walking.
 - Considering air quality in the Development Planning process in terms of site location, travel planning and obtaining contributions for example towards public transport and supporting low emission vehicles.
- 7.1.3 Fine particles and NO₂ continue to be monitored across Thanet at over 30 key locations. Two areas have been identified as exceeding the annual objective for NO₂: The Square, Birchington and High Street St Lawrence.
- 7.1.4 The junction of Boundary Road/Hereson Road Ramsgate is fluctuating around the NO₂ objective and another location close to the objective is the junction at College Road/Ramsgate Road, Margate (known locally as Victoria traffic lights). However, since the junction improvements there has been a significant reduction in pollution levels. All exceedance areas are due to traffic related pollutants in congested locations near housing. In 2011 an urban wide AQMA was declared to enable a strategic approach to be taken in tackling the problem.
- 7.1.5 The AQAP was amended in 2016 to include an Air Quality Technical Planning Guidance. The Guidance requires all major development to undertake an Emissions Mitigation Assessment to determine the appropriate level of mitigation required from a development. A transport emissions calculation produces an exposure cost value to be spent on mitigation measures.
- 7.1.6 An emissions mitigation calculation inputs the additional number of trips generated by the development into the latest DEFRA Emissions Factor Toolkit which calculates the amount of transport related pollutant emissions a development is likely to produce. The output is then multiplied by the Interdepartmental Group on Costs and Benefits damage costs for the key pollutants; NO₂ and Particulates. Finally the emissions total is then multiplied by 5 to provide a 5 year exposure cost value which is the amount (value) of mitigation that is expected to be spent on measures to mitigate those impacts. This value is used for costing the required emissions mitigation for the development.

- 7.1.7 The Air Quality Technical Planning Guidance seeks to increase the number of electric charging points within or close to the urban AQMA. Electric Vehicles offer the benefits of zero emissions at the point of use but the network of charging points is not yet widespread.
- 7.1.8 Recent central government announcements have provided a commitment to phase out Petrol and Diesel based on UK roads over the coming decades, therefore it is now even more important that the necessary infrastructure to facilitate this is introduced at the earliest possible opportunity.
- 7.1.9 To reflect this evolving position, it is proposed that all development within the urban wide AQMA will be required to implement EV on the following basis:
- Residential (where there are 10 or more units): 1 Electric Vehicle charging point per dwelling with dedicated parking or 1 charging point per 10 spaces (unallocated parking)
 - Commercial/Retail/Industrial: 10% of parking spaces to be provided with Electric Vehicle charge points which may be phased with 5% initial provision and the remainder at an agreed trigger level

8 Planned Development

- 8.1.1 The Thanet Local Plan will guide investment and planning decisions by identifying the scale and location of development to meet requirements over the period to 2031.
- 8.1.2 Traffic modelling carried out to inform this Strategy also serves to inform options for the allocation of development. This Strategy will inform policies for the Local Plan seeking to address existing challenges and identify the key transport infrastructure required to support the planned development.
- 8.1.3 The Thanet Local Plan sets a target of 17,140 dwellings to be provided over the period to 2031. Alongside this, some 5,000 jobs are expected to be created in different sectors across the district. Development includes strategic sites at Birchington, Westgate, Westwood, Ramsgate and Margate, which can assist in the provision of Transport Infrastructure. Jobs growth and economic development is expected to be focused on the town centres and existing employment sites, therefore it is expected that existing patterns of trip distribution will apply to the majority of new residential development.

8.2 Key Development Sites

- 8.2.1 A recent study was undertaken by Thanet District Council to consider the required level of development for the district to meet future growth needs; these are known as Objectively Assessed Needs (OAN). In order to meet the OAN, the District Council has identified a number of key strategic sites for development along with a number of smaller sites and windfall assumptions.
- 8.2.2 The strategic allocations and housing delivery projections across the entire Local Plan are outlined below and shown geographically in **Figure 18**.

Period	2011-16	2016-21	2021-26	2026-31	Total
Additional Homes	1,555	4,500	5,500	5,585	17,140

Site	Housing Allocation (Dwellings)
Westwood	1450
Birchington on Sea	1600
Westgate on Sea	2000
Land at Manston Court Road/Haine Road	1200
Manston Green	700
Hartsdown/Shottendane	550

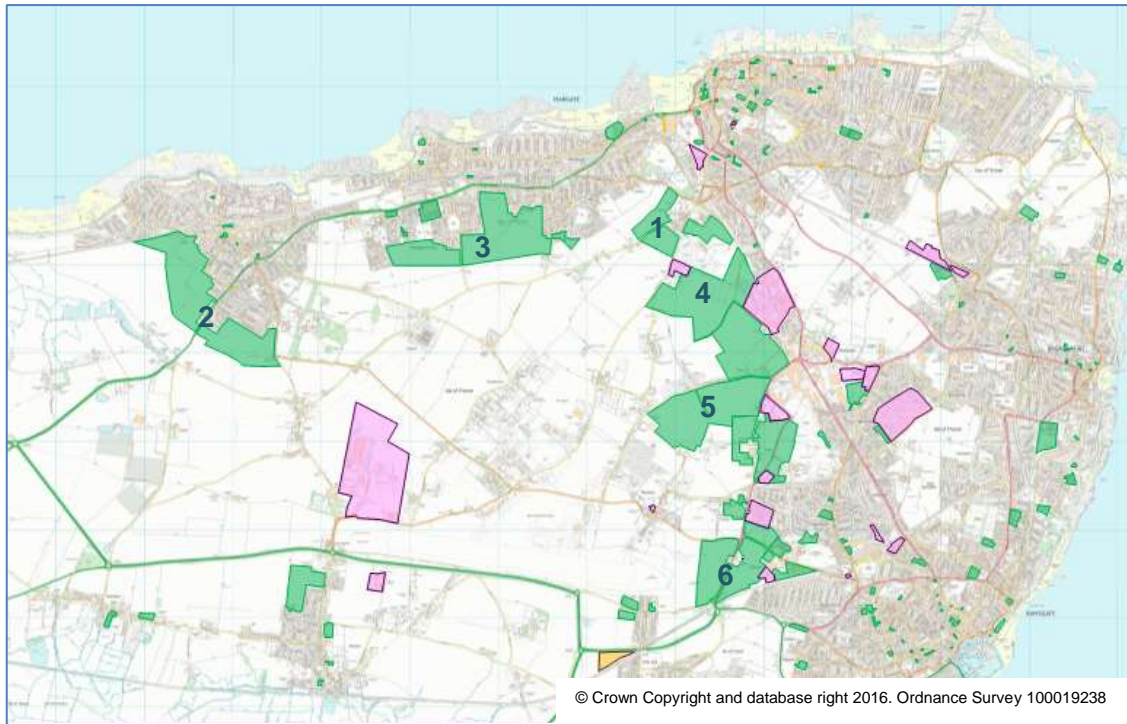


Figure 18 - Key Strategic Development Sites

(1) Margate

8.2.3 This site is located to the south of Margate. It comprises of two land parcels to the north and south of Shottendane Road. The site provides the opportunity to provide new highway links between Hartsdown Road and Manston Road, which allows traffic to travel to and from Westwood and the Waste and Recycling Centre without negotiating Coffin House Corner or the existing Shottendane Road/Manston Road junctions.

(2) Birchington on Sea

8.2.4 An open site located to the south and west of Birchington settlement to both sides of the A28 Road corridor. This site provides an opportunity to improve highway access to Minnis Bay and Quex Park, providing a level of managed growth in relation to the A28 Birchington Square.

(3) Westgate on Sea

8.2.5 A residential development located to the south of existing settlements in Westgate and Garlinge on both sides of Minster Road. The site provides an opportunity for sustainable development and can deliver contributions towards wider improvements within Shottendane Road. A new highway link between Shottendane Road and the A28 could also be delivered (subject to land).

(4) Westwood

- 8.2.6 Situated alongside the existing Nash Road corridor, this site provides a natural extension to consented development at Land North of Haine Road. There is opportunity to upgrade the existing Nash Road corridor, which in turn will provide a tangible alternative to the congested A254 Road corridor for Margate to Westwood bound trips. There is further potential to better link Westwood Industrial Estate to the wider highway network and enhance pedestrian and cycle access.

(5) Land at Manton Court Road/Haine Road

- 8.2.7 A mixed use development located to the south of Manston Court Road and the east of the existing Westwood Cross shopping centre. This site provides an opportunity to deliver part of/a proportionate contribution towards a new primary highway link between the B2050 and the A256.

(6) Manston Green

- 8.2.8 A development of 750 dwellings located on the A256 between Cliffsend and Westwood. Manston Green facilitates an opportunity to improve the existing A256 Haine Road corridor by providing enhanced junction arrangements. An improvement strategy for bus connectivity will also be necessary.

9 The Action Plan

9.1 Addressing Challenges

- 9.1.1 The Thanet Local Plan identifies a need for 17,140 new homes and the creation of 5000 new jobs. In order to provide managed growth and affordable transport solutions, local plan allocations have been specifically considered in the context of the existing highway conditions. To support identified growth a number of objectives are proposed.

General Objectives

- Minimise the need to travel or use private cars to access services, employment and amenities.
- Inform the Local Plan in identifying and delivering sustainable development options.
- Focus development at sustainable locations to reduce the need to use private cars.
- Tackle congestion and reduce the impacts of transport pollution on air quality.
- More direct walking and cycling routes to reduce isolation and potential noise and pollution and improve public health and fitness in general.
- Efficient, convenient and safe public transport system alongside expansion of larger scale infrastructure.
- Promote the internalisation of trips and reducing the need to travel as well as measures to support modal shift away from the car.
- Enhanced integration of HS1 with the wider public transport network.
- A further decrease in rail journey time between Ramsgate and London.
- Enhance bus services to both built up and more rural areas.
- Ensure that car based journeys are as free as possible of congestion and direct as possible to maintain reliability of journey time

Place-Specific Objectives

- Improved traffic circulation and route choice around Westwood Cross.
- Delivery of further pedestrian links around Westwood Cross.
- Manage existing congestion hotspots along A28, A254 and A256 corridors.
- Improved accessibility for pedestrians, cyclists and public transport along Margate seafront.
- A car parking strategy for Broadstairs, Ramsgate and Margate town centres in order to maintain sufficient, quality and well located provision reflecting the needs of their business and residential communities.
- Further accommodation of visitor parking at Broadstairs during peak season.

9.2 Improving The Local Highway Network

- 9.2.1 Where possible proposed allocations are located in such a way that off-site highway infrastructure works are limited and on site infrastructure solutions are achievable. This enhances opportunities for provision of new highway infrastructure in a fair and realistic way.

- 9.2.2 Local peak hour traffic congestion is present at a number of junctions within the district and this is often due to the way that traffic is signed and moves around Thanet within the principal distributor routes. Thanet has other well used distributor routes forming an 'inner road circuit'; these are typically B and C classification routes that are of historic alignment and geometry. A number of junctions do not meet modern transport needs in terms of safety, capacity and amenity.
- 9.2.3 Whilst these alternative routes have the theoretical link capacity ability to carry more traffic (subject to improvement), they do not currently represent a viable alternative for many trips on the local highway network. This strategy seeks to address this specific issue by improving existing links to provide enhanced route choice for vehicle, walking and cycling journeys. This is referred to as the Inner Circuit Route Improvement Strategy (ICRIS).
- 9.2.4 This ICRIS will provide direct access to and from the A28 and the A299 major road network and local destinations such as Westwood, without traversing built up areas or causing additional congestion within the network. It will also reduce pressure and free up capacity on the existing Primary Road Network, particularly on the A28 (Birchington through to Margate) and the A254 corridor to and from Westwood. Improved highway infrastructure also provides the opportunity to review existing bus services to better serve rural communities.

9.3 The Inner Circuit Route Improvement Strategy (ICRIS)

- 9.3.1 The ICRIS encompasses a number of key highway interventions, which will be delivered in conjunction with the relevant strategic allocations. It is anticipated that infrastructure will also include appropriate off-road cycle and footway facilities where necessary, thus improving sustainable transport links within the district. The ICRIS links a number of key destinations within the district and integrates proposed development sites with existing settlements.

Birchington

- 9.3.2 The proposed land allocations at Birchington will incorporate new internal road connections from the A28. This strategy proposes a new junction at the top of Brooksend Hill in advance of the built up Birchington settlement. A new road to the north will be created through the proposed development to connect the A28 to Minnis Road. This will serve the whole of the Minnis, Grenham and Epple Bay areas, and provides the opportunity for traffic to avoid the busiest sections of the A28 within Birchington (particularly The Square) when accessing these settlement areas.
- 9.3.3 The new highway links will be constructed to Local Distributor standard, thus facilitating future bus access and enhancing opportunities to serve the site and link bus services to Birchington Station. New routes will incorporate good quality shared cycle and footway facilities.
- 9.3.4 In addition to the above, a new highway link would be created to the south east from the proposed junction on the A28 to connect to the B2050 at its junction with Acol Hill. It is anticipated that much of the new road would be through the new development area. Developers will be expected to fund the entire link to a point where it meets Shottendane Road.

- 9.3.5 This link would provide direct access from the Primary Road Network to Quex Estate (a popular mixed use leisure, retail and event destination) and would discourage existing rat running which is prevalent through Acol Village (via Crispe Road) from traffic currently avoiding queues on Brooksend Hill.

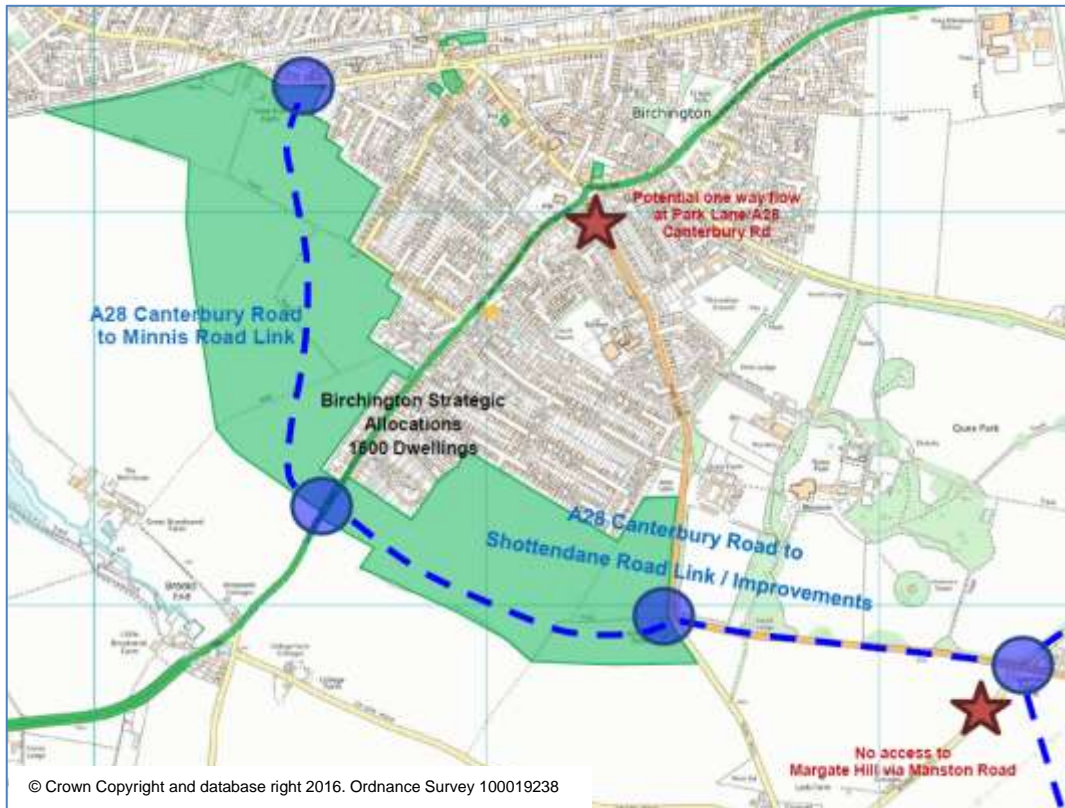


Figure 19 - A28 to Minnis Road & Manston Road New Road Links

- 9.3.6 These new highway links would divert a considerable amount of Minnis Bay and Quex bound traffic away from Birchington Square, an identified AQMA, and manage traffic impacts along the A28.
- 9.3.7 With the above highway routes secured, it may then be possible to provide additional benefits to the local road network, such as removing the mini roundabout in The Square and giving direct priority to the A28 corridor and addressing the way Station Road is served by traffic with options to improve pedestrian accessibility. This also facilitates a potential opportunity to introduce a one-way section of highway at the top of Park Lane, which would eliminate the impediment to traffic flow caused by vehicles waiting to turn right into and out of Park Lane on the A28.
- 9.3.8 The B2050 south of Quex Park would be widened and a new roundabout junction provided at Shottendane Road/Margate Hill, which accommodates a new link to Columbus Avenue on Manston Business Park.
- 9.3.9 The Columbus Avenue link improvement would enable traffic to access the A299 / A256 (Hengist Way and Richborough Way) from Thanet's northern coastal towns such as Birchington, Westgate, Garlinge and Westbrook, bypassing Acol village. Acol is currently regularly used by through traffic and its narrow roads, poor alignment and lack of pedestrian footways are a constant concern for residents of the village.

Westgate / Margate

9.3.10 The development allocation at Westgate and Garlinge will impact on the A28 route corridor with significant junction improvements necessary along the entire A28 route to offset additional trips. A package of improvements on Shottendane Road would be required, to include widening and junction improvements with Park Road, Minster Road and High Street, Garlinge will give an alternative distribution option for trips generated by the development. It would also be necessary to consider a reduction in the current speed limit to 40mph where appropriate.

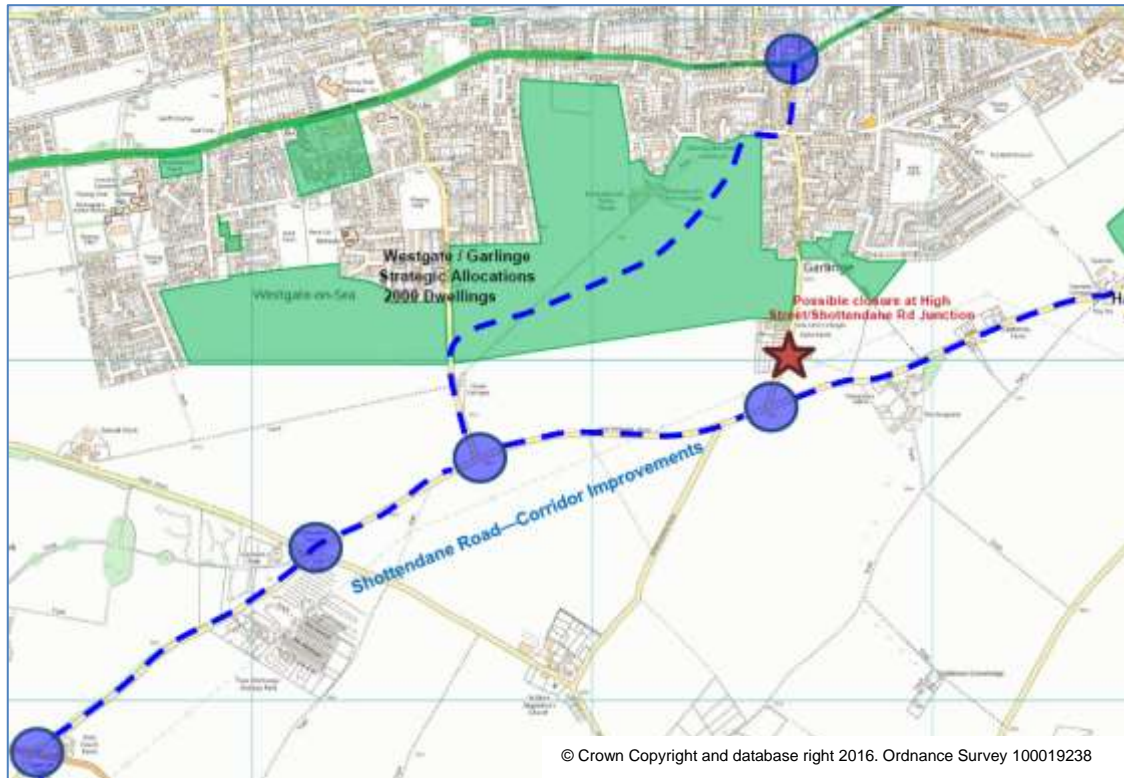


Figure 20 - Shottendane Road Corridor Improvements

9.3.11 It is widely recognised that Westwood is a primary attractor for trips in Thanet and Shottendane Road would represent a shorter journey to reach Westwood than the currently used A28 for trips from the north of the District.

9.3.12 Shottendane Road currently terminates at the Coffin House Corner junction, which is already subject to increased journey times during network peaks. In order to mitigate significant further impact, it is proposed to provide a new link between Shottendane Road and Manston Road through new development land adjacent to Firbank Gardens.

9.3.13 It is then possible for Shottendane Road to become a cul-de-sac at the junction with Manston Road further east, consolidating efficient reconfiguration of this junction to achieve optimal capacity and improve highway safety for both vehicles and pedestrians.

- 9.3.14 This new connection is beneficial as a new roundabout junction is also proposed on Manston Road to support the allocation of land behind St Gregory's School and Salmestone Grange. This land allocation will provide a new primary road link through to Nash Road, which in turn will allow Nash Road to be closed at the Coffin House Corner junction (described in more detail under Margate Junctions).
- 9.3.15 This connection would allow traffic to access Westwood without being required to travel through Coffin House Corner, Victoria Traffic Lights or use the A254 corridor. This also has the potential to discourage rat running through existing rural lanes such as Flete Road and Vincent Road by providing enhanced links to Westwood.

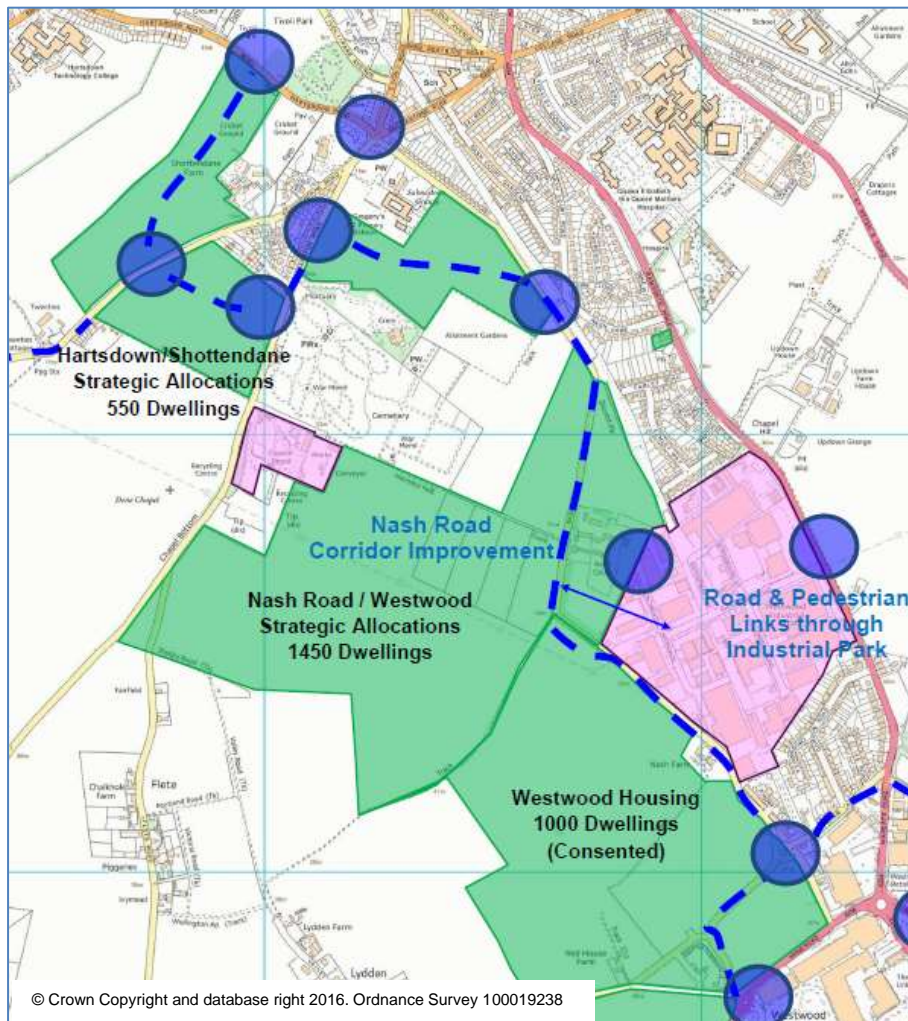


Figure 21 - Links between Shottendane Rd, Manston Rd, Nash Rd & Westwood

- 9.3.16 Land is also allocated along Nash Road (1450 dwellings) which is perfectly placed to accommodate the necessary widening of Nash Road to the new junction with Star Lane and Star Lane Link. Whilst some traffic could be diverted through the new residential development on Land North of Haine Road (1020 new homes), this development has not been historically planned with this purpose in mind. Therefore it is considered more appropriate to deliver widening along the existing alignment.

Broadstairs / Manston

9.3.17 The ICRIS continues along the newly constructed Star Lane Link and Haine Road to the Toby Carvery roundabout on the A256 corridor. Proposed development on Land Adjacent to Manston Court Road will be required to accommodate a new local distributor link road through the site, facilitating a new connection onto Manston Court Road. The section of Manston Court Road east of Valley Road could then be restricted. Further measures would be introduced to discourage the use of Vincent Road/Flete Road.

9.3.18 The remainder of Manston Court Road (between Valley Road and the B2050 Manston Road) will require significant improvements to widen the carriageway to form a local distributor road. It is anticipated that a new highway link would be created on the existing Northern Grassland within the airport site. The nature and route of this link will depend on the final proposals for this site.

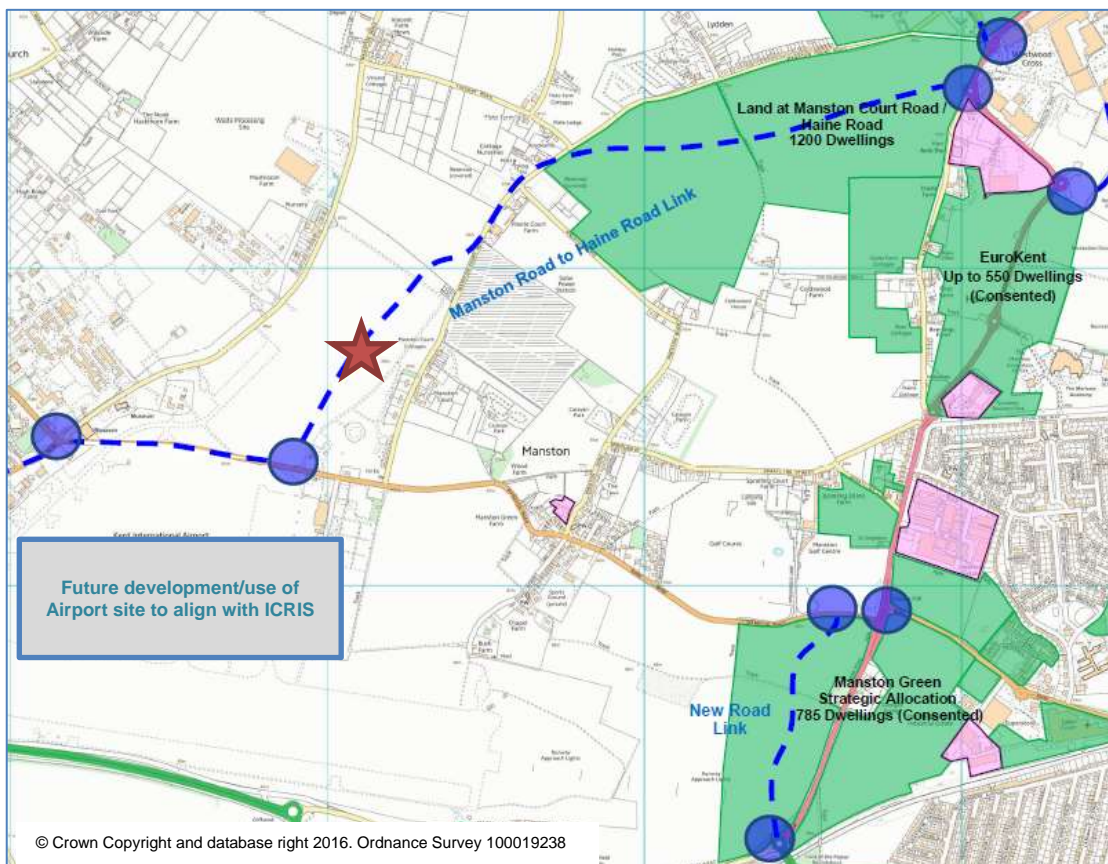


Figure 22 - Manston to Haine Road Links

9.3.19 It will be necessary for any activity or development at the airport site and Land Adjacent to Manston Court Road to make significant improvements (or financial contributions if deemed appropriate) towards the road network in the locality. Such improvements would include a new direct highway link to and from Westwood and new/improved links to the existing dual carriageway on Spitfire Way fronting Manston Business Park

9.3.20 Spitfire Junction will need to be reconfigured to address existing capacity and safety concerns and access to this junction from the A299 will need to be controlled or restricted to avoid excessive use of Manston Road for Margate-bound trips. In addition, a direct connection would be made across the site to connect A299 Canterbury Road West to Manston Court Road (once upgraded) by-passing the existing A256 approach through Haine. The extension of Columbus Avenue to the B2050/Shottendane Road/Margate Hill junction would also be delivered (to by-pass Acol Village).

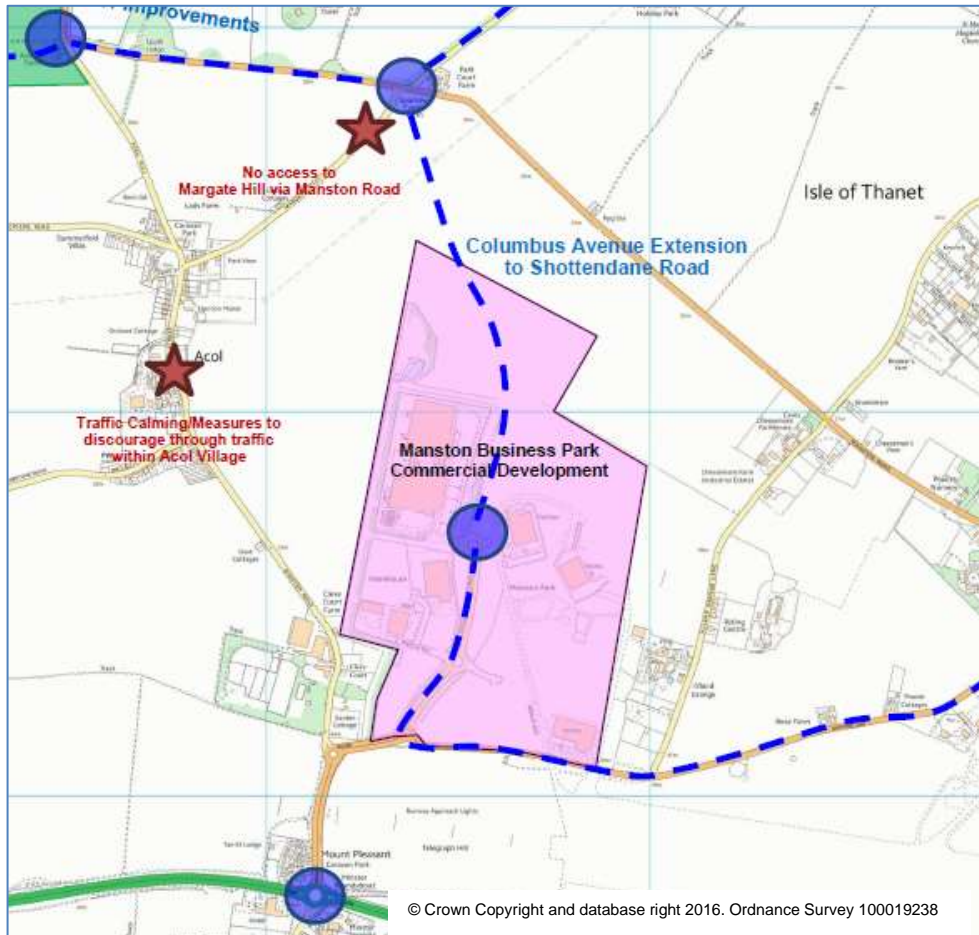


Figure 23 - Columbus Avenue Extension to Manston Road

9.4 Westwood Relief Strategy (WRS)

- 9.4.1 Opportunities have been sought for the economic development of Thanet, with Westwood being one of the key successes during the last decade. The growth of Westwood Town Centre, with the Westwood Cross Retail Development has led to increased traffic congestion at peak times. Until recently Westwood Roundabout has been identified as the worst pinch point, as the intersection point of roads between Ramsgate, Broadstairs and Ramsgate and at the heart of Westwood Town Centre. Despite recent improvements, this roundabout is still subject to extended delays at times of peak demand.
- 9.4.2 Congestion at Westwood causes journey time delays to trips to the coastal towns of Ramsgate, Margate and Broadstairs. Vehicles wanting to access/leave Thanet, via Broadstairs, either have to travel through Westwood to gain access to the major road network or take an indirect and circuitous route along the coastal roads. Many vehicles travelling between Ramsgate and Margate also need to travel through Westwood; as such this generates a large amount of through traffic at Westwood Roundabout.
- 9.4.3 In order to manage this issue KCC have developed a congestion relief strategy for Westwood area. This is outlined in **Figure 24**.

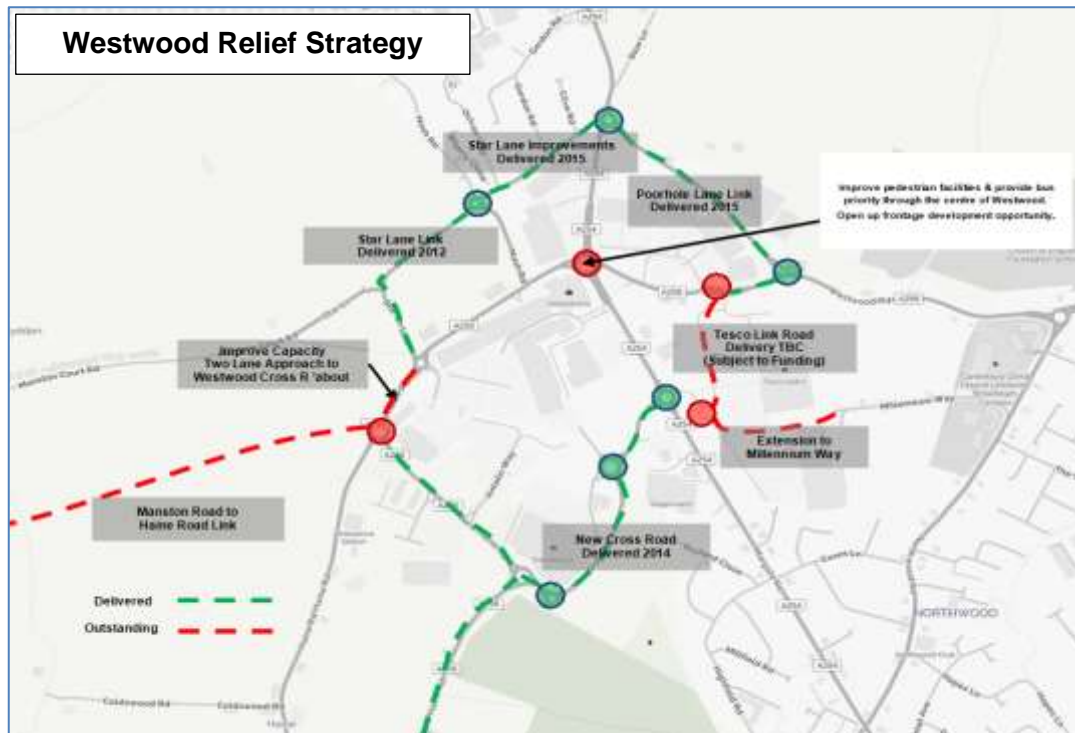


Figure 24 - Overview of Westwood Relief Strategy

- 9.4.4 In 2013 KCC were successful in securing Pinch Point Funding from Central Government, which together with developer contributions was sufficient to address Phase 1 of the Westwood Strategy. This scheme comprised of the widening of Poorhole Lane and provision of new roundabout junctions at either end (A254 & A256).

9.4.5 This important link forms part of an overall strategy for the Westwood area which takes account of new roads recently constructed, existing roads altered and proposed roads which will in due course provide a complete single carriageway ring road or “orbital route” around the fringes of the Westwood area.

Completed Schemes	<p>New Haine Road A new road constructed by East Kent Opportunities LLP (a joint venture between KCC/TDC) and Rosefarm Estates – between the roundabout junction adjacent to the new Sainsbury’s store and Haine Road.</p> <p>Star Lane Link New road link constructed by developers through the first phases of strategic housing development (Land North of Haine Road), connecting Haine Road with Nash Road / Star Lane.</p> <p>Star Lane New roundabout junction constructed at the Junction with Nash Road end by developers and the carriageway has been widened to accommodate lay-by parking to the north side for existing residents.</p> <p>Poorhole Lane New roundabout junctions at either end with carriageway widening to 7.3m and new footway/cycle ways either side.</p> <p>New Cross Road Roundabout on Margate Road, Ramsgate has been increased in size and a new distributor road constructed to link Margate Road (A254) to New Haine Road (A256) including bus stops and new footway/cycleway facilities.</p>
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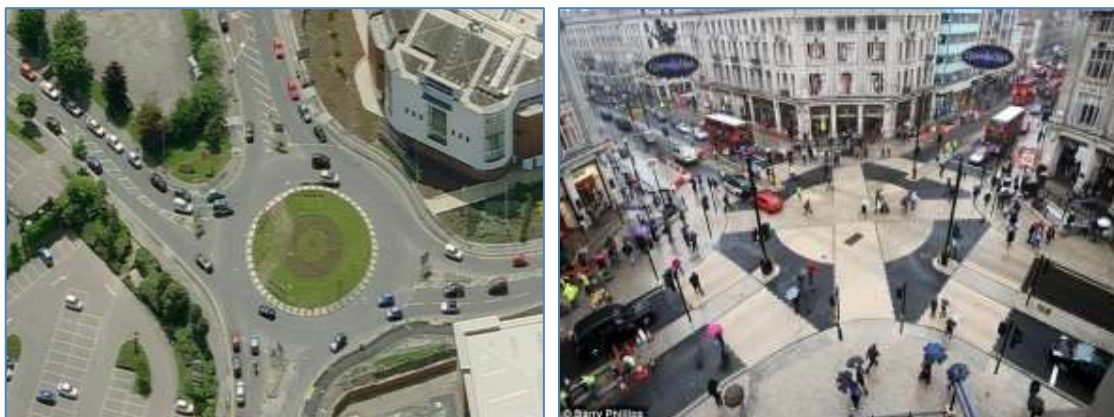
Outstanding Schemes	<p>A256 Westwood Road to A254 Margate Road Link Upgraded and adopted by KCC to provide a new distributor route connecting Westwood Road and Margate Road. Alternative links explored if necessary.</p> <p>A256 Westwood Road to A254 Margate Road Link – Millennium Way Extension Provision of new road/footway and cycleway link between new link road and Millennium Way, providing an alternative route to Westwood Road Via Northwood Road.</p> <p>A256 Haine Road to A254 Manston to Haine Link Road (addition to original WRS) New road/footway and cycleway link between A299 and A256 Through prospective development sites. Providing an alternative access route avoiding the Haine Road Corridor.</p>
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Figure 25 - New Cross Road Link

9.5 The Future

- 9.5.1 With a new orbital route in place, improvements can be promoted at Westwood roundabout to accommodate more pedestrian and cycle movement honouring desire lines. This will encourage more sustainable access to the four retail quadrants that comprise the Westwood Town Centre. To keep the junction open at all times in order to maintain maximum accessibility of the area an approach similar to that implemented at “Oxford Circus” is currently under consideration. This would involve the removal of the existing roundabout and the introduction of traffic signals with a high level of pedestrian priority.



- 9.5.2 The junction would act to accommodate through traffic but the signals would be capable of prioritising pedestrian movement when required. A better pedestrian environment would also reduce current traffic flows generated by car-park hopping between the main retail quadrants.
- 9.5.3 In addition to the major road proposals to provide the “orbital link” a package of additional improvement measures are being sought to promote sustainable access opportunities into the Westwood area that can be funded via developer contributions. These include bus lanes on the approach to the Westwood roundabout junction along the A254 corridor and improved pedestrian and cycle connectivity with desire lines being acknowledged and accommodated.

9.6 Margate Junctions

- 9.6.1 A high level appraisal of the local road network and associated transport modelling has identified key congestion hotspots in the Margate area. Three major junctions were identified as being the worst affected and shown to be major constraints on the network at peak times.

The junctions are:

- **Coffin House Corner** – Hartsdown Road/Shottendane Road/Nash Road/College Road/Tivoli Road.
- **Victoria Traffic Lights** – A254 Ramsgate Road/B2052 College Road/B2052 Beatrice Road
- **Margate Clock Tower** – Marine Gardens/Marine Terrace/Marine Drive.

Coffin House Corner

- 9.6.2 To reduce traffic impact the existing A254 Ramsgate Road corridor, an alternative route to Westwood should be explored. The most obvious solution would be to widen Nash Road throughout its length to provide all road users another route option between Margate and Westwood.
- 9.6.3 In its current form, the Coffin House Corner junction could not have sufficient capacity to accommodate the potential increase in traffic flows that would ensue from an improved Nash Road corridor. KCC are exploring the potential closure of Nash Road at its junction with Coffin House Corner and routing traffic around the back of Salmestone Grange and St Gregory's Primary School to a new junction onto Manston Road. This would enable the existing traffic signals to be optimised, allowing increased green time on given approaches, since one phase would disappear completely and the Shottendane Road and College Road phases could operate together. Such a proposal would also provide enhanced pedestrian access the school and the wider highway network.
- 9.6.4 The promotion of this alternative route to Westwood, Ramsgate and Broadstairs would have a very positive impact on other parts of the road network, including Victoria Traffic Lights and Westwood Roundabout, which are geometrically constrained. This would be achieved by providing better quality alternative routes to local destinations.

Victoria Traffic Signals

- 9.6.5 This junction is currently optimised in terms of a traffic signal control junction with very little scope to increase the capacity and the rate of flow through the junction, without considerable loss of surrounding buildings, which in turn would have a significant impact on the locality.
- 9.6.6 Alternative options are currently being explored including the reconfiguration of traffic flows within the area to create some relief to the junction. As outlined above, growth is more realistically manageable through the implementation of the Coffin House Corner junction and Nash Road improvements, which would provide more appropriate alternative route options for journeys towards Westwood, Ramsgate and Broadstairs.
- 9.6.7 There may be some merit in providing a more formal road link utilising Yoakley Square and Perkins Avenue. This route currently operates as a rat run but would be unsuitable in its current form for vehicles wanting to head towards Cliftonville. Should such an option be explored in more detail, there are also environmental and amenity considerations to balance.

Margate Clock Tower

- 9.6.8 The Clock Tower junction itself is highly constrained as it sits within an area of listed buildings and has tunnels below the paved pedestrian area fronting Marine Gardens which cannot be disturbed. It is necessary therefore to attempt to control the flow of traffic through the junction by re-routing a quantum of vehicular traffic away from the junction.

9.6.9 Improvements would need to be made including making the roundabout junction safer at the junction of Queens Avenue/Tivoli Road/Eaton Road/Grosvenor Place and Grosvenor Gardens. This junction has recently been improved by making Queens Avenue one-way and realigning the carriageway approach from Queens Avenue to the roundabout to improve visibility for vehicles exiting Tivoli Road.

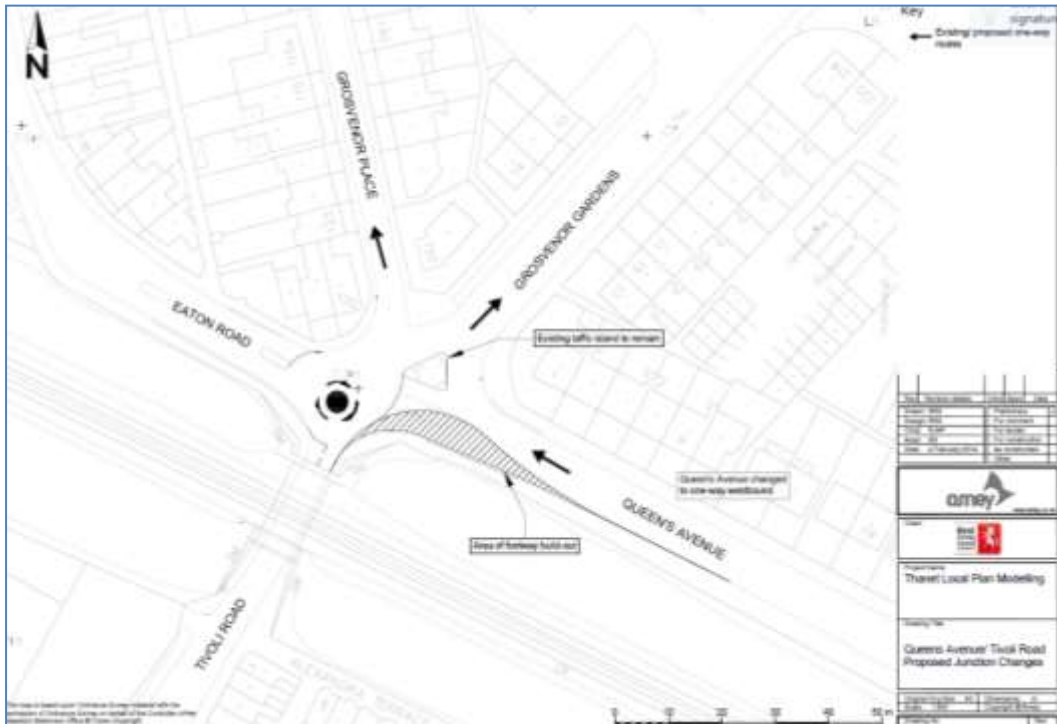


Figure 26 - Queens Avenue Junction Improvements

9.6.10 Network modifications are currently being explored to provide an alternative route for tourist traffic destined for Margate, away from Marine Terrace via the Tivoli area and into Margate using Eaton Road, Belgrave Road and Hawley Street. This approach would assist in managing traffic volumes along Marine Terrace, which in turn would facilitate further pedestrian improvements within the corridor in the future.



Figure 27 - Queens Avenue Junction Improvements

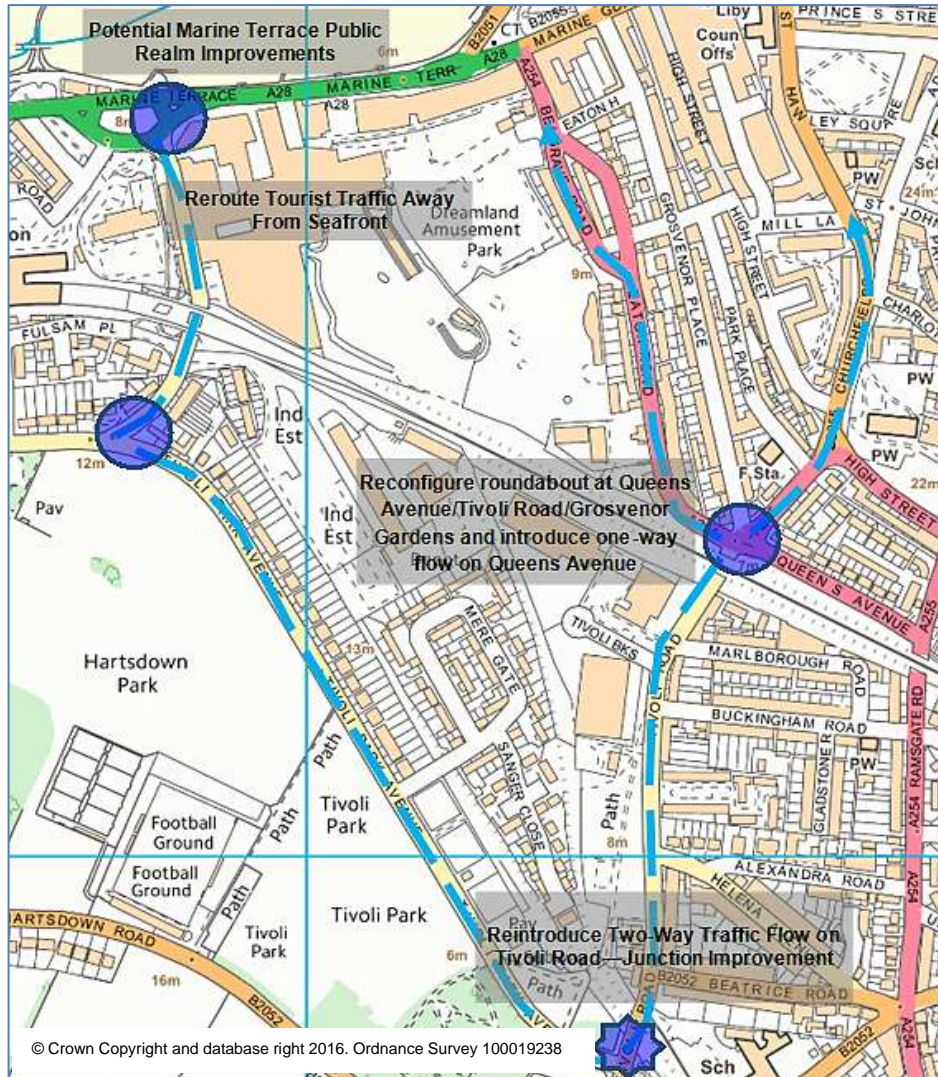


Figure 28 - Potential Future Access Strategy for Margate Town Centre

9.6.11 There are a number of amenity, land and engineering considerations to overcome before such a strategy could be implemented, however further detail and consultation on such an initiative would be forthcoming as the strategy develops further.

10 Sustainable Transport Interventions and Policies

10.1.1 Whilst the provision of new and improved vehicular routes is essential to the future prosperity of Thanet, it is equally important for a balanced strategy to make provision for non-motorised road users and public transport. Whilst the ICRIS will make provision for new and enhanced foot and cycle connections within the district, it is necessary to complement them with further measures to encourage sustainable travel.

10.2 Reducing the Need to Travel

10.2.1 National trends suggest that private car trips are generally becoming longer and more frequent in nature. In many cases the car is the most convenient form of transport and for some road users is an essential for logistical reasons. Private cars do however inherently occupy a considerable amount of road space when measured per passenger.

10.2.2 The advent of new forms communication technology has seen an increase in the ability for people in certain work sectors to either work from home or from satellite offices/facilities. This has seen a general increase in home working over the last decade, with the most recent census suggesting that over 5% of working residents within the District primarily work from home.

10.2.3 Where working at home is not a feasible option, Public Transport, Cycling, Walking and Car Sharing all occupy less road space than single occupancy journeys. Therefore if more people used sustainable forms of travel, all road users who need to make a journey by vehicle are more likely to experience shorter and more reliable journey times.

10.2.4 A reduction in the need to travel will be achieved by encouraging the following:-



Figure 29 - Strategies for Reducing the Need to Travel

10.3 Sustainable Development & Travel

10.3.1 As specified within the National Planning Policy Framework (NPPF) land uses will be balanced to maximise the opportunity to minimise journey lengths for employment, shopping, education and leisure. TDC and KCC will work together within the framework of the planning process to encourage sustainable travel habits by seeking to:

- Locate development close to existing sustainable transport opportunities, or delivery of new connections/services through planning obligations
- Shape development to encourage walking and cycling through inclusive design.
- Promote mixed use developments where appropriate
- Deliver community infrastructure on larger scale developments (schools, local shops and other community based uses).

10.4 Travel Planning

10.4.1 Travel plans are an effective way of setting out measures and initiatives to encourage sustainable travel habits and reducing the reliance on the private vehicle. Whilst Travel Plans can be effective in managing the impact from residential development with a high level of car based commuting, they are especially suitable for large employers, either through planning obligations or through more proactive employers committed to encouraging good health and wellbeing within their workforce.

10.4.2 All development proposals that will generate a material increase in the need to travel will be required to implement sustainable travel statements, outlining a number of sustainable travel measures such as “Taster Cards” for local bus services, discounts on new cycles for residents/employees, electric charging points amongst others.

10.4.3 Development proposals that have a significant adverse impact on the local highway network which are unable to be fully managed through physical infrastructure provision, will be required to produce travel plans with ongoing monitoring mechanisms. Depending on individual circumstances, this may then provide an opportunity to manage residual impacts through positive measures. These instances will need to be assessed on a case by case basis taking into account the enforceability and feasibility of achieving the required travel mode targets over an extended period of time.

10.4.4 KCC offer support and guidance to anyone interested in developing a travel plan. Through a web-based Travel Plan Monitoring system (Jambusters), the county council provides free web based site audits and surveys which highlight current travel patterns and opportunities to bring about modal shift.

10.5 Bus Interventions / Strategies

10.5.1 Irrespective of the need to widen choice regarding means of travel, many people cannot drive and for some a car may be an unwarranted cost pressure. Continuing to widen the attractiveness and convenience of travel by bus can serve to advance the following:

- Potential reduction in vehicle movements thus facilitating walking and cycle travel
- Reduced pressure for use of land for car parking in urban centres thus supporting new development opportunities/better use of public space
- Reduced journey times making buses a more attractive means of travel.
- Reduced journey times for motorists who choose to drive

10.5.2 Bus services can also be predicted to improve as a consequence of the above factors. The Quality Bus Partnership allows all partners to influence these improvements. Stagecoach has given a commitment to:-

- Increase frequency of services as passenger numbers grow (subject to costs remaining the same)
- Increase frequency of services as journey times decrease (as one bus can cover more miles if it is delayed in traffic for less time)

10.5.3 The re-development of the bus route network in 2004 and the subsequent support for bus services through the QBP have established underlying growth in the bus network. Whilst the projected increases in passenger numbers in future years appear less dramatic in percentage terms they actually constitute greater absolute growth.

10.5.4 Key actions and initiatives to facilitate this growth are summarised below:-

- Investment commitments by the commercial operator (including commitments given by Stagecoach East Kent) to increase frequencies based on increased passenger numbers and improved journey times.
- Service delivery to be measured through a list of Targets supplied to the Quality Bus Partnership.
- Initiatives to achieve reduced journey times and punctuality improvements including measures to address areas of the network where buses are impacted, such as QEQM Hospital.
- Promotion of smart ticketing and advance payment to reduce dwell time at stops.
- Effective and considerate Streetworks coordination, with a strong emphasis on minimising the impact on bus routes
- Audits to identify and action potential micro-delay points along routes.
- Provide bus stops fully accessible to all users

10.5.5 Opportunities to expand the commercial network, providing improved services for the public (coverage/frequencies etc.) and also reduce reliance on KCC subsidies will be key aims across the plan period.

10.5.6 Stagecoach is committed to further developing the local network to support planned housing growth in Thanet. Outline discussions have been held already with a view to formalising proposals as the sites move closer to submission of applications. Naturally any solutions involving supported bus services will need to be considered in line with the policy position of the county council at the time of inception.

10.5.7 In principle the following outline solutions have been discussed:

- Manston Business Park – improvements to service 38* (Birchington – Ramsgate).
- Nash Road/Westwood – initial improvements to service 8 already agreed with developers and scope to improve.
- Westgate/Garlinge – there is adequate service provision along the key A28 corridor; Stagecoach will review service 32 (Dane Valley – Garlinge) to penetrate the proposed developments.
- Birchington Strategic – Stagecoach is reviewing the provision of services to Minnis Bay and is likely to propose a diversion to one of the current services using Station Road/Minnis Road to instead divert to serve the Brooksend – Minnis Road link. The allocation to the south east of the A28 would be covered by revisions to service 38*.
- Manston Court Road/EuroKent/Manston Green – likely to be served by a combination of diversions/enhancements to the Loop/8/34 services, again providing links to Thanet Parkway station.

*38 – this service is operated by Stagecoach South East under contract to Kent County Council. While Stagecoach can suggest enhancements to the service, it is ultimately the County Council’s decision whether to adopt these and the operation of the service is subject to the availability of funding at the time of inception.



10.6 Further Rail Improvements

- 10.6.1 KCC are working in partnership with Network Rail to deliver a 10-minute planned journey time improvement scheme on the existing line between Ashford International and Ramsgate Railway stations. If line speeds increase, then journey times would drop from 36 to 26 minutes, providing journey times from St Pancras to the prospective Thanet Parkway Station around an hour. This opens up enhanced tourism, regeneration and business opportunities.
- 10.6.2 More recent improvements to Rail services in the county include the Journey Time Improvement (JTI) scheme, between London, Ashford and Thanet. The aim of this project is to reduce the rail journey time between Ashford and Ramsgate through a package of engineering interventions.
- 10.6.3 The first phase of JTI, between Ashford and Canterbury West, was recently completed with journey time savings being realised within 2018. The second phase, between Canterbury West and Ramsgate, is due for completion by 2019/20. These improvements complimented by with the provision of a new Parkway Station would significantly enhance the accessibility of Thanet in relation to the rest of the County and London.
- 10.6.4 The delivery of a New Parkway Station within Thanet is a key component to improving access to Rail travel for existing and future residents within the District. The Thanet Parkway Project Plan expresses a commitment by the County Council, alongside Thanet District Council and Network Rail, to bid for capital funding contributions to secure delivery of the Parkway Station. It also acknowledges the need to integrate the Parkway with the bus network, walking and cycling routes supported by secure cycle parking, information and other facilities.

10.7 Walking & Cycling Interventions

- 10.7.1 Walking is a necessary mode of transport for nearly every journey that people undertake (if only in part for some journeys). It generally forms the most accessible form of transport available. Thanet is generally very urban in nature, therefore enjoys a relatively good network of footways, however given that some urban settlements are semi-rural in nature the links between these settlements are often more restricted in nature, which can discourage longer distance journeys by foot.
- 10.7.2 Pedestrians are a particularly vulnerable to hazards posed by traffic and other users of the highway and some of Thanet's semi-rural communities are far less accessible than others in terms of footway connections. Villages such as Acol and Manston and Minster are a good example of this.
- 10.7.3 It is the intention of this strategy to concentrate on areas of the network where new and improved pedestrian connectivity can be achieved in a joined up and cost effective way. Therefore it is intended that walking will be encouraged in all new development sites by providing a safe, direct and pleasant environment through positive design and master planning.

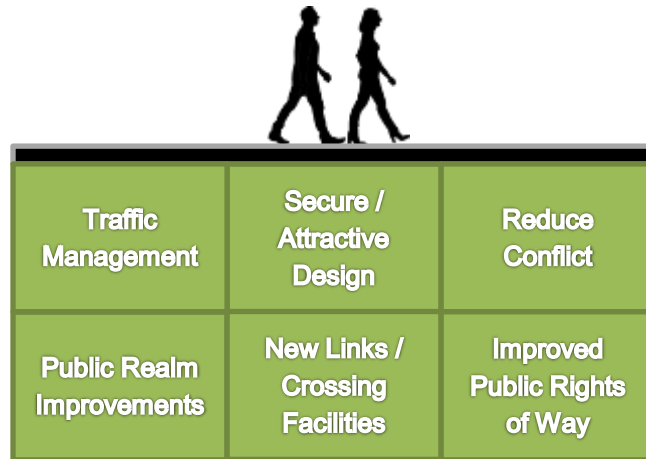


Figure 30 - The Foundations for Encouraging Walking Trips.

Public Rights of Way (PROW)

- 10.7.4 Thanet is fortunate to have a wide network of Public Rights of Way (PROW) and these play an important role in providing access to both urban and rural destinations. The role of this network is valuable not only providing a recreational outlet free to the public, but also helping to encourage sustainable travel choices which ultimately have an impact on traffic congestion and air quality.
- 10.7.5 Access to the countryside and walking, cycling and equestrian activities provides significant support to the local economy. Access to green space is a significant factor in enabling people to improve their health and well-being.
- 10.7.6 The KCC Countryside and Coastal Access Improvement Plan (CAIP) covers the period between 2013 -2017 and provides a policy basis for improved access and connectivity within the county. Development has a role to play in delivering key pieces of PROW infrastructure.
- 10.7.7 Whilst it is not the role of this Transport Strategy to replicate the contents of the CAIP, a number of priority schemes have been identified within the District which are directly related to proposed development.

Mobility Impaired Pedestrians

- 10.7.8 The needs of pedestrians can be very diverse, with physical ability, confidence judgement and self-awareness all contributing to challenges that road users face. What could be a relatively easy journey for one person could represent a significant struggle for another.
- 10.7.9 Mobility impaired pedestrians could include, Wheelchair Users, Elderly, Infirm, Children, visually impaired members of the community or parents with pushchairs. It is essential that development contributes towards making non-vehicular journeys as straightforward as possible, to build a truly inclusive highway network to serve all.
- 10.7.10 KCC and TDC recognise that the needs of all users is essential for new and existing highway infrastructure, to ensure that those with impaired mobility enjoy the same access and opportunities that most people take for granted.

- Provision of pedestrian ramps/aids at key crossing locations
- Provision of pram crossings and tactile paving where appropriate
- Removal and enforcement of obstructions present on the highway network.
- Reduction in street clutter including signs and other street furniture.
- Wayfinding signage to key destinations to provide people with confidence.
- Effective design of pedestrian routes to improve safety and security (overlooking, lighting etc.)
- Cater for desire lines thus reducing walking distances to key destinations.

It is essential that the above elements are considered for all new developments and highway schemes.

Cycling

10.7.11 The Cycling Strategy for the plan period will concentrate on eight main themes:



1. Expansion of Cycle Network	5. Encouragement and Promotion
2. Cycle Friendly Route Design	6. Education and Training
3. Cycle Storage, Parking and Other Workplace Facilities.	7. Dialogue & Consultation
4. Integration with Public Transport	8. Monitoring

Figure 31 - The Foundations for Encouraging Cycling.

10.7.12 Cycle friendly route design will improve safety and convenience for cyclists leading to safer and more attractive network for cycling linking to important destinations. High priority will be given to cyclists in all traffic management areas and in the design of new roads through development opportunities. The following policies and actions will be pursued:

10.7.13 New developments must consider the needs of cyclists and pedestrians in terms of design, layout and permeability. Where master planning and efficient use of available land allows, traffic free cycle and pedestrian networks should be encouraged to provide safe, direct and attractive environments, where pedestrians and cyclists have priority over vehicles and/or vehicle speeds are kept low. These principles, follow the methodologies outlined in the Kent Design Guide and will be used to secure high quality design for new development.

10.7.14 Cyclist and pedestrian needs are to be considered at an early stage of all new development proposals. There will be a presumption in favour of incorporating facilities to benefit cyclists in all schemes, thus:

1. Schemes involving new housing will incorporate in planning appropriate parking for cycles, road networks friendly to all users and links to existing cycle routes to ensure connectivity to schools, places of work and retail outlets.
 2. Where appropriate new internal estate roads within developments will be designed to encourage speeds of 20mph or lower. Local distributor roads will be designed with segregated cycle provision
 3. Where schemes involve signal junctions it is recommended that they will incorporate facilities such as cycle lanes and advanced stop lanes and lighting sequences that considers cyclists
 4. Segregated facilities or cycle lanes will be provided wherever possible as part of new road schemes, ensuring safe passage through junctions.
 5. Traffic calming will use cycle friendly measures.
 6. Cyclists will be generally exempted from all new road closures, one way restrictions and banned turns, except where there is a technical or safety case for not doing so.
 7. Cycle parking will be provided in appropriate locations in accordance with specified standards.
- 10.7.15 A Cycle Audit will operate in parallel with Road Safety Audits that are a statutory requirement of any new highway route, to ensure adherence to appropriate and high quality design standards.
- 10.7.16 A primary target of this strategy will be to provide the missing links in the existing routes to give connectivity and safety on the Thanet Cycle Network by the end of the Local Plan period. The already well developed longer distance network and National Cycle Network will link Thanet's towns to each other, to other towns in East Kent and to the countryside. While off-road paths have an important role in the networks, many routes use both major and minor roads. On main roads forming part of the cycle network, priority will be given to achieving continuous facilities where highway geometry or land availability allows.
- 10.7.17 Cycle network proposals will be further developed in consultation with the Thanet Cycling Forum and other interest groups as a matter of course.

10.8 New / Improved Walking & Cycling Links

- 10.8.1 Identified links to be addressed to support improved pedestrian and cycle linkage between proposed growth areas are as follows:-
1. Construct shared facility on Sloe Lane, Margate to complete a route between Dane Valley and Westwood.
 2. Improvements to Westwood main junction and adjacent roads to improve bus and cycle provision and improve accessibility and movement for pedestrians between different areas of Westwood Town Centre

3. Create shared facility on existing path to the rear of Bromstone School, Broadstairs to connect to Millennium Way to offer alternative to cycling on Rumfields Road between Broadstairs and Westwood.
4. Provide improved surface and widen Bridleway TM16.
5. Provide improved surface and widen Bridleway TM11.
6. Upgrade Footpath TM14 on edge of development to Bridleway.

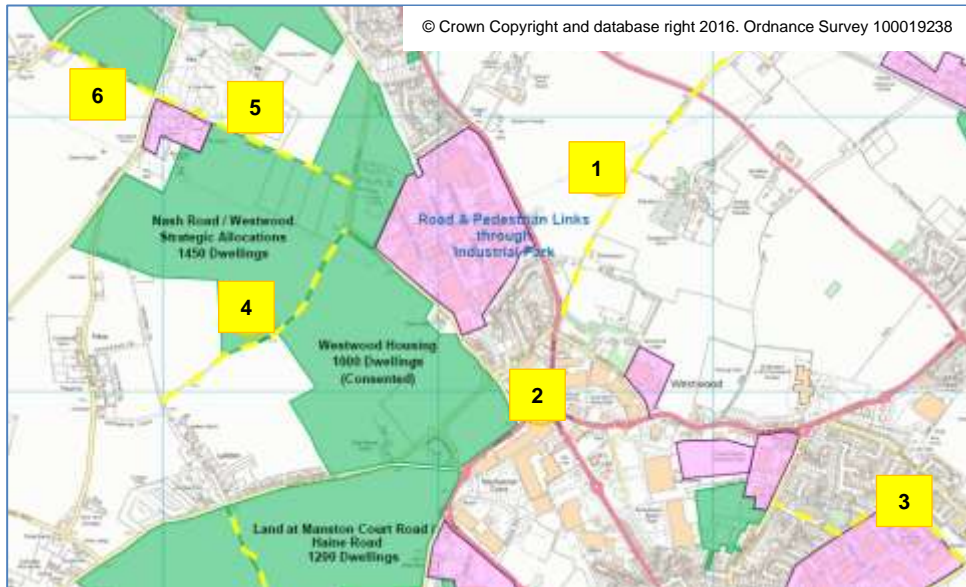


Figure 32 - Cycle Route Improvements around Westwood

7. Create shared facility on existing footpath between Ramsgate Road, Broadstairs and Dumpton Park Drive, Broadstairs to the side of former Holy Cross School. Then continue above shared facility between Ramsgate Road, Broadstairs and Rosemary Avenue, Broadstairs

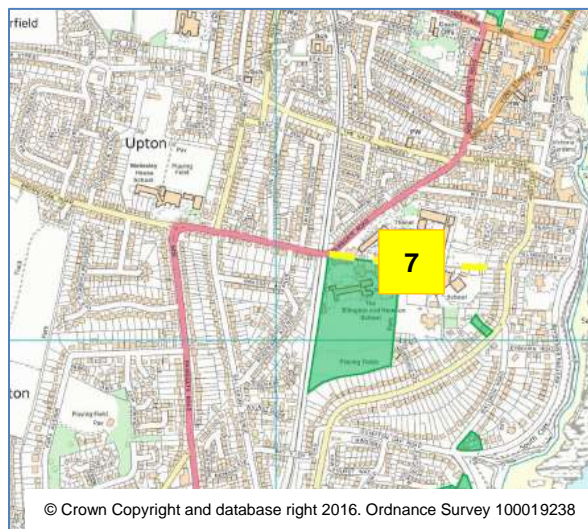
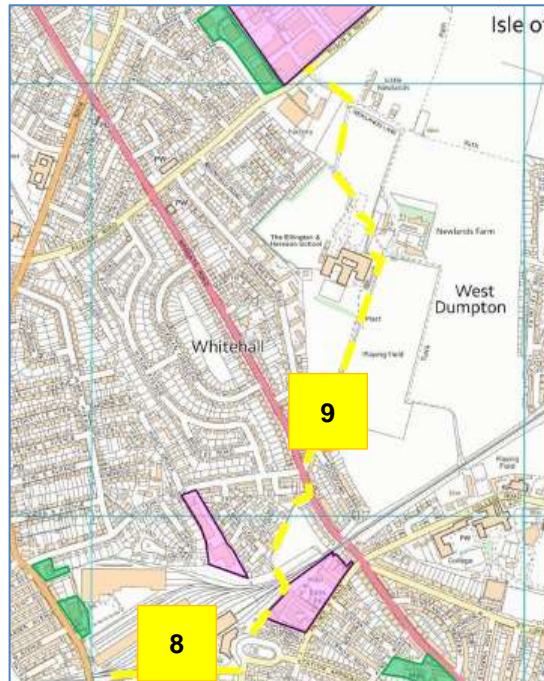


Figure 33 - Cycle Route Improvements - Ramsgate Road to Dumpton Park Drive, Broadstairs

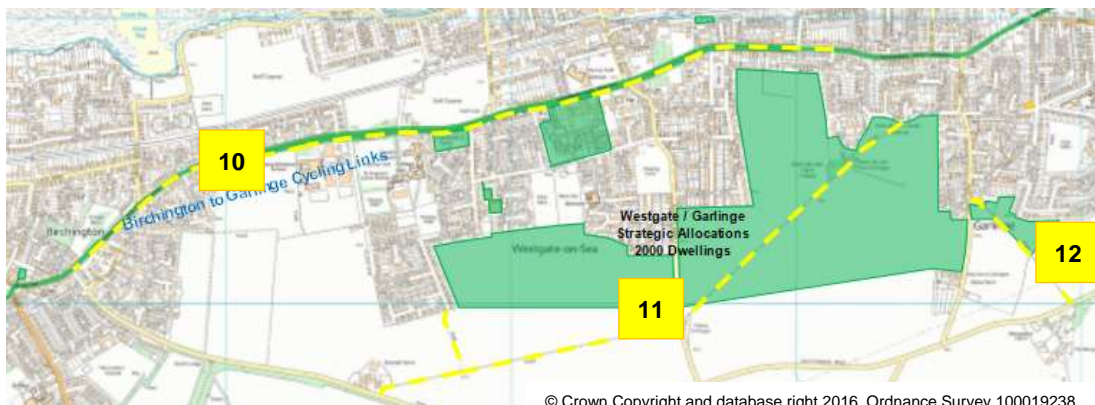
8. From Ramsgate Railway Station create shared facility on existing footpath to Newington Road.
9. From east of Ramsgate Railway Station create shared facility on existing path to Margate Road, provide crossing facility to access Newlands Road and create link to Pysons Road using Newlands Lane.



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Figure 34 - Cycle Route Improvements - Ramsgate Rail Station to Newlands Lane

10. Provide a new off road cycle facility (on existing footpaths) to link Birchington to Margate including existing secondary schools, residential settlements and commuting destinations
11. Creation of shared facility on existing public rights of ways between Dent-de-Lion Road, Garlinge and Park Road, Birchington.
12. Improvement of Bridleway TM22 surface to width of 3m as part of Garlinge development.



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Figure 35 - Cycle Route Improvements - Birchington/Westgate/Garlinge

13. Off road section between Convent Road, Broadstairs and the existing off road shared facility further along Joss Gap Road (on edge of golf course).

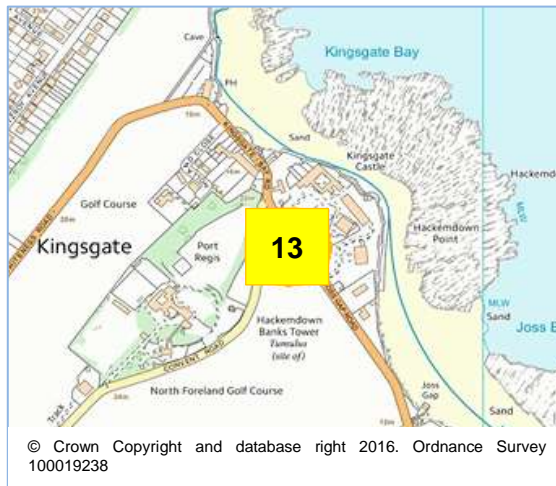


Figure 36 - Cycle Route Improvements - Convent Road, Broadstairs

14. Creation of shared facility on south east side of Dane Park, Margate to link Dane Valley cycle route with Northdown Road, via St Dunstan's Avenue.
15. Provide missing shared facility on SW side of St Peter's Road between Broadley Road and Lister Road, Margate

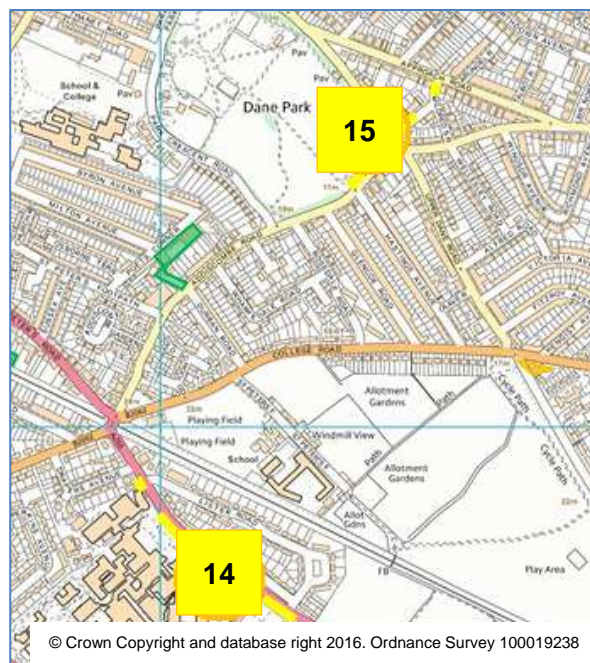


Figure 37 - Cycle Route Improvements - Dane Valley Road/St Peter's Road, Margate

16. Provide new shared facility between Durlock and Sevenscore as alternative to Grinsell Hill/ The Lanes/Foxborough Lane.

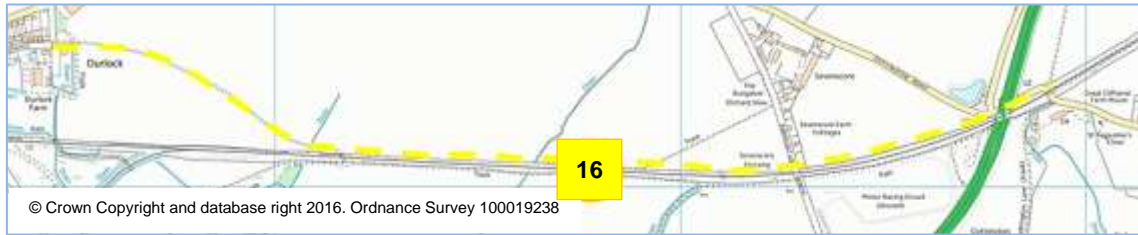


Figure 38 - Cycle Route Improvements - Durlock/Sevenscore

17. Upgrade Footpath TR24 to Bridleway - Crossing point required on Manston to Haine Road Link.
18. Upgrade Footpath TR9 to Bridleway *(Delivery of this route is dependent on uses within airport site)
19. Improve surface of Bridleway TR8 and widen to 3m* *(Delivery of this route is dependent on uses within airport site)
20. Creation of new Bridleway and Improve TR32 to link Parkway Station to Manston *(Delivery of this route is dependent on uses within airport site)
21. Improve surface of Bridleway TR10 and widen to 3m.

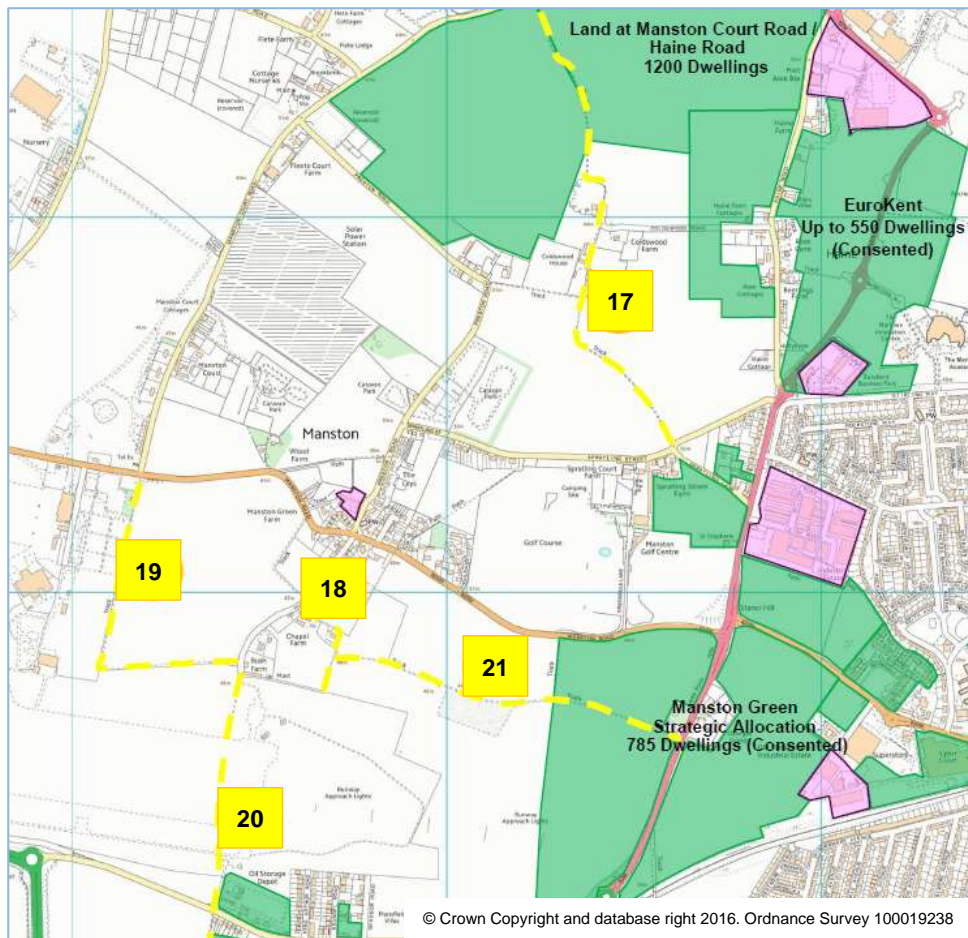


Figure 39 - Cycle Route Improvements – Manston/Cliffsend

- 22. Upgrade footpath TM31 to Bridleway to link to TE12A & Shottendane Road improvements to provide shared use pedestrian cycle route.

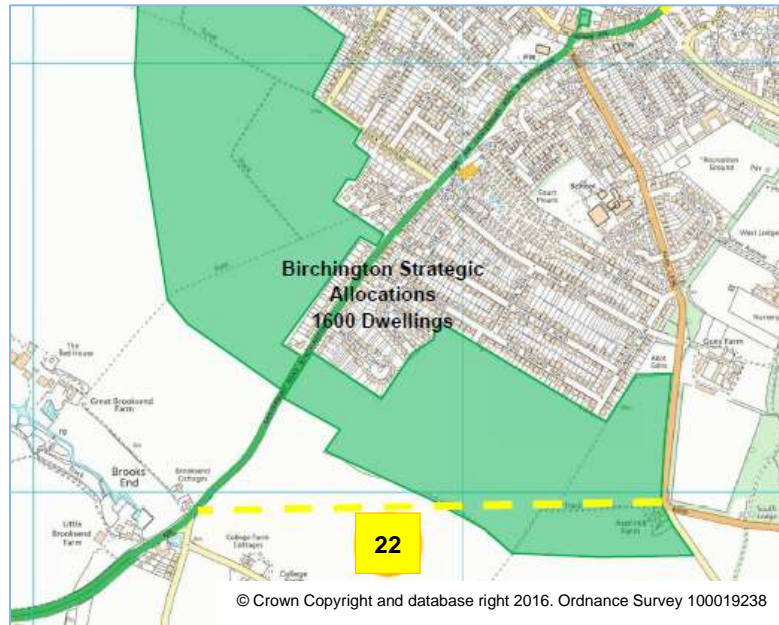


Figure 40 - Brooksend PROW Improvement

11 Informing Growth Options in the New Local Plan

- 11.1.1 The Local Plan will need to plan for growth, including land needed for business development and new housing, over the period to 2031. The Plan preparation process includes assessing options on how much development should be planned for and the most sustainable locations to accommodate it.
- 11.1.2 Government's National Planning Policy Framework (NPPF) states that transport policies have an important role to play in facilitating sustainable development and in contributing to wider sustainability and health objectives. Key messages include that the transport system needs to be balanced in favour of sustainable transport modes, giving people real choice about how they travel. Local Plans are therefore required to ensure that developments that generate significant movement are located where the need to travel will be minimised and the use of sustainable modes will be maximised. Their policies are expected to aim for a balance of land uses to encourage people to minimise journey length for employment, shopping, leisure, education and other activities.
- 11.1.3 The NPPF recognises that different policies and measures will be required in different communities and opportunities to maximise sustainable travel will vary from urban to rural areas.
- 11.1.4 In identifying the most suitable options for the location of new development in the Local Plan, it is important to assess locations in terms of ability of people to access services and employment, and where feasible to do so without the need to rely on private cars. Such assessment has been built in to the process applied to identify proposed housing land allocations.
- 11.1.5 Nonetheless people will still elect to use cars, and the capacity of the transport network for cars and other forms of transport will be an important factor in considering options for locating development and associated transport infrastructure requirements.

11.2 Thanet Transport Network Highway Model

- 11.2.1 The characteristics of Thanet's transport network are an essential starting point in considering the transport implications, opportunities and associated infrastructure requirements related to growth options. The strategy for addressing the likely impacts of strategic growth have firstly been appraised at a high level, taking into account known areas of congestion and how this might be managed by either upgrading or improving existing routes or making better use of underutilised infrastructure.
- 11.2.2 The process of identifying managed growth within the Thanet Area has taken some considerable time and has undertaken further iterations. As such the approach to appraising the impacts and testing proposed mitigation associated with local plan growth has evolved with it.

- 11.2.3 A strategic transport model was originally constructed in 2010, enabling Thanet's highway network capacity to be evaluated in a range of scenarios, from its 2011 baseline the model was capable of providing forecasts for any year up to 2033 based on variable options regarding the quantity and broad location of development. This model informed initial appraisals of the 2015 Preferred Options Consultation.
- 11.2.4 The model covered a number of key routes into Thanet primarily focussed on the principal route corridors crossing the district. The core network was modelled in detail and focussed on the corridors in and around Westwood.
- 11.2.5 The first iteration of strategic modelling that was undertaken to appraise local plan options focussed on main routes within Thanet linking the key towns and a number of key locations generating/attracting trips. These included Westwood Cross shopping centre, several large supermarkets and the QEQM Hospital.
- 11.2.6 The 2011 baseline scenario indicated that travel demand and constraints in the highway network culminate in high levels of congestion and "rat running" at peak times and on Saturdays. This will potentially be compounded by natural and planned growth. It indicated that a number of junctions experience serious "worst turn" delays. However it is important to note that such classification may be triggered by a single recorded vehicle turn and therefore informed interpretation is required.
- 11.2.7 The model served to inform this Strategy by highlighting existing and potential pinch points in the network. This Strategy has identified the need to tackle capacity issues identified at Coffin House Corner, Victoria Traffic Lights, Margate seafront and Clock tower, and Tivoli Bridge/Queens Avenue.
- 11.2.8 To enable effective testing of the proposed local plan growth on the local highway network and potential strategic highway interventions, it was necessary for a wider Strategic Highway Model to be built to encompass a wider area of the district. The purpose of the model is to identify future highway traffic flow conditions (with and without proposed development) and assist in identifying potential solutions to future growth needs and to provide a more recent picture of highway conditions.

11.3 New Strategic Highway Model

- 11.3.1 Amey were commissioned by Kent County Council (KCC) to develop a strategic transport model for Thanet district for the purposes of testing forecast development and transport intervention scenarios for the emerging Local Plan to 2031.
- 11.3.2 When considering the coverage of the model a number of constraints needed to be considered. It is important to strike a balance between the time that the model takes to develop, the cost of the study against the outputs that are required.

Base Model

11.3.3 A 2017 base year model was initially developed using SATURN software. The area of focus for the model is the A28 and A254/A256 corridors, as the proposed major allocation sites and infrastructure improvements within the Local Plan are located around this area. The figure below shows the detailed modelled area (purple) and area of interest (brown) for the model:

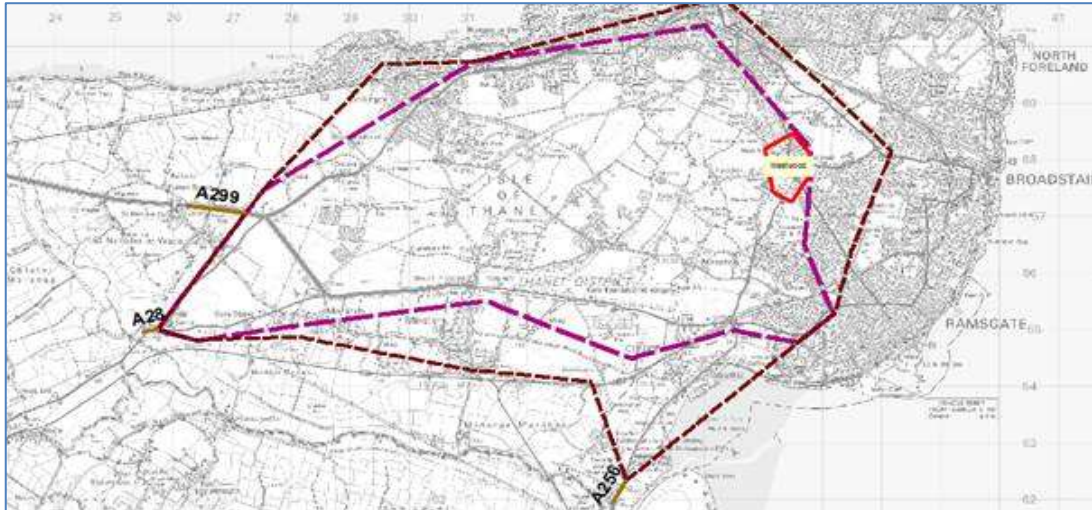


Figure 41 - SATURN Model Study Area

11.3.4 The model zoning system is based largely on the 2011 Census Lower Super Output Area (LSOA) boundaries and the Thanet area is made up of 93 zones. There is one notably large output area which encompasses the rural hinterlands of Thanet. This has been divided into three zones, including a bespoke zone for the Manston Business Park on Columbus Ave. The Westwood area (Westwood Cross shopping centre, two supermarkets and three retail parks) has also been designated as a specific zone.

11.3.5 The baseline traffic data underpinning the model comprises various datasets and sources. The principal source of origin/destination data was obtained from mobile phone data provided by Vodafone. The data was expanded from the sample using Census household population figures. In addition the following data was also used to develop, calibrate or validate the base model:

- Manual Classified Junction Turning Counts;
- Automatic Traffic Surveys;
- Queue Length Surveys;
- Average Journey Time data; and
- An ANPR survey around the Manston Airport site.

11.3.6 Based on the broad understanding of the likely options to be tested, the AM and PM peak base models were considered to provide an appropriate tool to form the basis of forecast assessments of the impact of potential development and infrastructure improvements on the local network to support the Local Plan.

Forecast Model

11.3.7 A number of forecast scenarios have been assessed for the forecast year 2031, which represents the end of the proposed Local Plan period. Fundamentally the forecast scenarios are based on a single spatial strategy for development and were intended to test the impacts of that development scenario with and without the proposed Transport Strategy interventions. The forecast scenarios are summarised in the table below, more detailed commentary on these outputs can be found within the Forecasting Report, which accompanies the local plan evidence base.

Forecast Model		Model Summary
DN	2031 Do Nothing	<ul style="list-style-type: none"> • 2031 forecast travel demand from committed/permitted development (including Manston Green and EuroKent); • Committed highway improvements (e.g. Manston Green proposals)
DM	2031 Do Minimum	<ul style="list-style-type: none"> • As per the Do Nothing scenario; plus • Strategic allocation sites
DS	2031 Do Something	<ul style="list-style-type: none"> • As per the Do Minimum scenario; plus • Proposed Transport Strategy interventions

11.3.8 The development strategy for the Local Plan is largely housing led, with employment land uses proposed to maintain the status quo in terms of the proportion of in/out commuting to/from the district. The breakdown of the housing allocations within the proposed Local Plan and included in the Do Nothing and Do Something scenarios is set out below (please note that housing completions up to 2016 are included within the base model traffic flows):

Development	Housing (units)
Permitted/committed development	3,700
Windfall sites	2,700
Local Plan sites	9,200
Total	15,600

11.3.9 The Transport Strategy interventions tested within the Do Something model scenario are highway only improvements consisting of a proposed ‘inner circuit’, comprising new and upgraded links, with the aims of providing more route choice options and relief to the existing A28 and A254/A256 corridors. An outline of the proposed ‘inner circuit’ proposals is shown alongside the principal Local Plan allocation sites in the **Figure 42**.

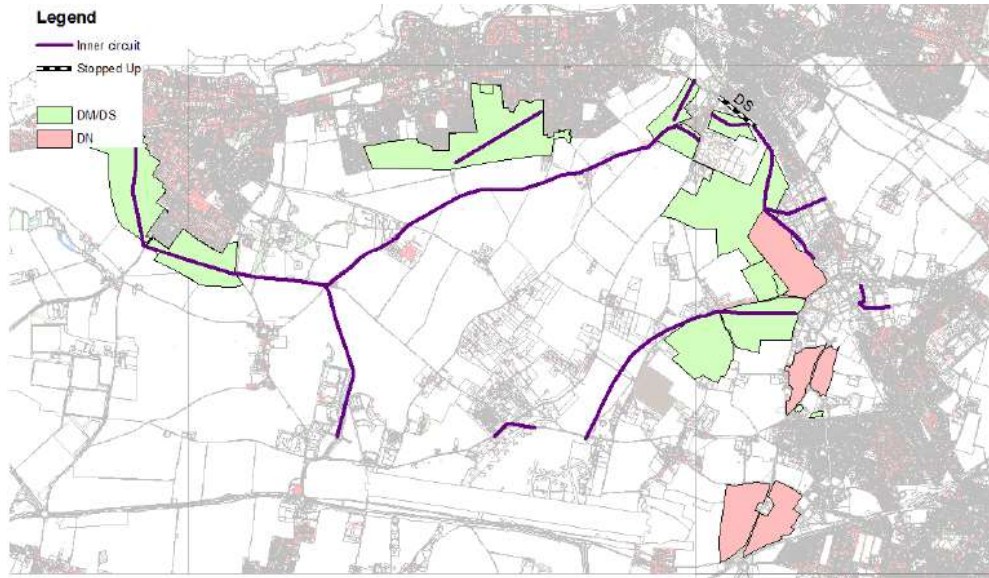


Figure 42 - Model Infrastructure Scenarios

A list of the proposed transport interventions included within each of the scenario is provided below:

Modelled Transport Interventions	2031 DN	2031 DM	2031 DS
Manston Green Network (including Staner Hill)	Yes	Yes	Yes
Spitfire Corner (upgraded from staggered crossroads)			Yes
Manston-Haine link (2.6km)			Yes
Brooksend-Shottendane link / Link through Westgate development / Shottendane- Hartsdown link			Yes
'Nash Rd network' including stopping up at Coffin House corner			Yes
Columbus Avenue extension			Yes
Acol traffic-calmed (all through traffic removed)			Yes
Enterprise Way link			Yes
Tesco link road / Millennium Way extension			Yes
Shottendane Road speed reduction (40mph from 60mph)			Yes

11.4 Headline Model Outputs

11.4.1 The total number of trips within the modelled area (travel demand) provides an indication in terms of the overall traffic impacts of each forecast scenario. The level of travel demand is intrinsically linked to the level of proposed development within each scenario; as such the travel demand within the Do Minimum and Do Something scenarios is the same. The table below provides a summary of total travel demand in the AM peak (busiest period) compared with baseline conditions:

AM Peak	2016	2031 DN	2031 DM/DS
Total	22,466	25,007	28,428
% increase over Base		11%	27%
% increase over DN			14%

11.4.2 In terms of more localised impacts, particularly on the A28 and A254/A256 corridors, the modelled scenarios indicate a general pattern, whereby, the peak hour traffic flows show an increase in the Do Minimum scenario versus the base; followed by a slight decrease in the Do Something scenario. This is not the case at all locations, however, and in some cases the Do Something scenario would observe no impact or an increase in flow when compared with the Do Minimum.

11.4.3 Graphs showing a comparison of AM peak (busiest peak) traffic flow at key links and junctions on the key corridors between the modelled scenarios are shown below:

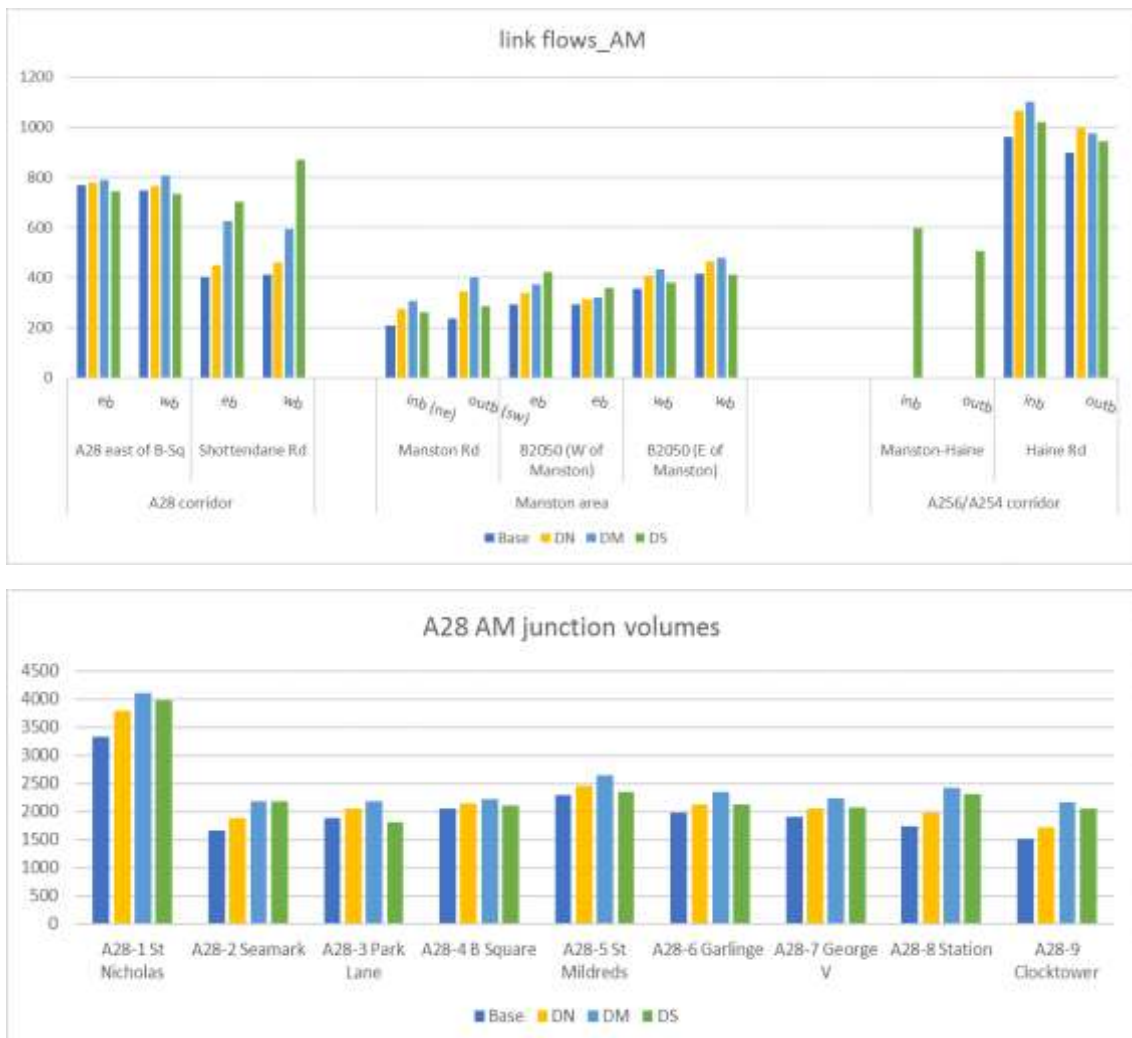


Figure 43 - Traffic Flow on the Local Highway Network

- 11.4.4 The provision of the ICRIS has a positive impact on flows within the A28 corridor through Birchington Square. There is also a reduction in flow through Park Lane (when compared to the do minimum scenario), which currently contributes towards a significant level of delay on the A28 through right turning traffic and blocking back. Flows at the A28 St Mildred's junction are reduced,
- 11.4.5 The impact of the Local Plan allocations within Margate Seafront are likely to be reduced by the ICRIS, however remain above the baseline, which suggests that despite these improvements junction performance will continue to be impacted by the Local Plan growth and that alternative routes avoiding this part of the network should be explored.
- 11.4.6 St Nicholas Roundabout will be subject to material increases in traffic flow, however a visual inspection of this junction suggests that a level of residual capacity exists, which with minor modifications is likely to be accommodated. This will be investigated in more detail within future route studies and as more detailed transport assessments are undertaken in relation to strategic development sites as they progress.
- 11.4.7 The provision of a new road link between the B2050 Manston Road and A256 Haine Road, manages future flow increases to the existing Haine Road Corridor (A256) between Cliffsend and Westwood.

11.5 Conclusions

- 11.5.1 The future year forecasting stemming from the model notes that demand for travel on roads in Thanet will inevitably increase even if only as a consequence of an increase in car ownership and population over time, the flows on the principal road network will generally be managed by the provision of the ICRIS, however further detailed modelling of individual junctions will need to be undertaken as necessary.
- 11.5.2 It is important to note that this testing has been employed to inform broad options for disposition of development and possible need for junction improvements. Identification of preferred site allocations will be based on consideration of a range of factors in addition to transport considerations. Further modelling will be applied as necessary to test preferred site locations and explore solutions to address identified pinch points.

12 Potential Sources of Funding

The transport interventions outlined within this strategy are ambitious, however they are also considered to be realistic and achievable. There are a number of economic circumstances that can have an impact on the availability of funding for highway infrastructure. A draft Infrastructure Delivery Plan (IDP) is being prepared to support the forthcoming local plan, which will provide more detail on specific infrastructure elements and how they relate to specific development proposals within the district.

12.1 External Funding

- 12.1.1 There are a range of potential funding streams that can be accessed. With new funds being announced on a regular basis (often to very tight submission timescales), it is important for both KCC and TDC to be in a position to submit high quality bids at relatively short notice if required.
- 12.1.2 Such funds are available through Department for Transport (DfT), competitive funding through bodies such as South East Local Enterprise Partnership (SELEP) and Housing and Communities Agency (HCA), along with more direct funding from Developers through the planning process.
- 12.1.3 External funding streams are generally announced on a regular basis, normally through central government departments. Local Growth Fund (LGF) was one such fund and to date. Across the county, KCC have successfully secured nearly £120m from LGF. This demonstrates that certain elements of infrastructure may not necessarily need to be funded directly by developers.
- 12.1.4 Smaller Interventions such as cycleway or public rights of way improvements can be subject to consideration under annual Local Transport Plan funding within KCC. This fund is variable from year to year and is subject to set funding criteria in accordance with their contribution toward strategic priorities.

12.2 Developer Funding

- 12.2.1 Through the development planning process, contributions can be sought towards infrastructure under Section 106 (s106) of the Town and Country Planning Act 1990. Local Planning Authorities at both tiers of local government can enter into a legally binding agreements with the landowners/developers to financially contribute towards infrastructure or services required to make their development acceptable in planning terms. KCC/TDC then receive this funding to deliver infrastructure projects tied to development, for instance it may be used to support a public transport service or provide a proportionate contribution towards a new road link.
- 12.2.2 The draft Local Plan proposes that section 106 agreements should be used to fund key infrastructure projects such as the ICRIS. The council is intending to use Community Infrastructure Levy (CIL) to fund smaller infrastructure projects.

- 12.2.3 The CIL is a similar methodology to s106, however this represents a fixed charge which is then applied to specific types of development for specific infrastructure projects (through a roof tax type approach). The nature and level of funding can be defined during the establishment of the CIL Charging Scheme.
- 12.2.4 Developer contributions can still be secured through s106 Agreements where a CIL charge also applies but the two mechanisms are not currently able to be used to fund the same infrastructure project.
- 12.2.5 An alternative method of delivering physical transport infrastructure is through direct delivery/construction by developers through planning obligations. A Section 278 or 38 (of the Highways Act 1980) agreement can be entered into which allows developers to either make modifications to or build new highway infrastructure for adoption by KCC.

Appendix A

Achievements from the Thanet Transport Plan 2005 – 2011

Measure	Timescale	Funding Source	Description/Progress
East Kent Access Phase 2 (A256/299)	2006 -2012	LTP	Completed - Improvement of the A299 between Minster roundabout and the Lord of the Manor junction, and improvement of the A256 from Lord of the Manor junction to the old Richborough Power Station site. The scheme cost £87m funded by the DfT with £5.75m from KCC. Work began on site in 2009 and the official opening took place on 23 rd May 2012.
Westwood Cross access study	2005	TDC	Part implemented then superseded by Westwood Relief Strategy.
Manston Access	2005	Developer/LTP funding	Superseded by Thanet Transport Strategy 2015. - Improved local access to Kent International Airport and environmental measures to protect Manston and other villages.
Stour Valley Line upgrade study	2005	EK Partnership	Study completed - Undertake a study into the feasibility and costs of upgrading the Stour Valley Line railway between Thanet, Canterbury and Ashford as an alternative to the A28.
Freight routes	2005-6	TDC/KCC	Not completed. As part of the Freight Action Plan for Kent the preferred freight routes will be mapped and distributed. - Identify, sign and publicise strategic freight routes within the District.
Seek further ferry operator(s)	Ongoing	Officer time	Not completed - Seek a ferry operator.
Review traffic management options for Military Road	2005-6	Officer time	Change of use – now more café culture and pedestrian area with better integration with the tourist industry
Review potential bus/coach link between port and station	2005	Officer time	Not currently required. Ferry service has since closed.
Update Airport Master plan	2005	Privately funded	Completed - In November 2009, Manston Airport produced a Master plan to consider the growth at the airport up to 2018. - However, following subsequent sale and closure of Airport in 2014 it is now intended to assessing alternative options for development of the airport land.
Update Airport Travel Plan	2005-10	Privately funded	Not completed due to several changes of operators and future proposals for airport not materialising.
Traffic management/reduction measures	2005-10	Joint private/public funding	Completed - On behalf of KCC, Stagecoach operate the route 38/38A services between the airport, Ramsgate, Broadstairs and Birchington.
Bus link to Ramsgate rail station	2005	Privately funded	The Stagecoach Thanet Loop bus service runs past Ramsgate Station (approx. every 10 minutes)
Promote, protect and enhance walking/riding network around KIA, Manston	Ongoing	Officer time and private funding	Part completed - No longer pursued as circular route. Improvements sought as part of general PROW enhancements.
Roadside infrastructure improvements on Quality Bus Corridors	2005-6	UBC?LTP funding	Mostly completed •Margate–Westwood–Ramsgate (A254) •Margate–Broadstairs–Ramsgate (A255) •Margate/Ramsgate–Canterbury (A28) Improvements to roadside infrastructure on the Quality Bus Corridors where not provided for the new Thanet Loop service.
Real Time Passenger Information and bus priority at traffic signals	2005	Developer funding	Not completed - RTI no longer favoured by bus operator. New information methods under review Extension of bus priority at traffic signals on all major corridors.

Measure	Timescale	Funding Source	Description/Progress
Super Low Floor vehicles for Thanet – Canterbury Quality Corridor	2006	Private/public funding	8/8A (the main routes from Broadstairs/Margate to Canterbury - every 15 minutes) went 100% low floor in early 2009
Continue discussions on C.T.R.L. Domestic Service	Ongoing 2009 to	Officer time	Completed domestic services on the high speed line began in December 2009 under a franchise agreement with South-eastern. Passengers can now get from Ramsgate to St Pancras International in just 1 hour 16 minutes, and journey times from other Thanet stations similarly reduced. Continue discussions to ensure an appropriate CTRL Domestic service to Thanet.
Lobby for localised East Kent service	Ongoing 2009 to	Officer time	Domestic services on the high speed line began in December 2009 under a franchise agreement with Southeastern. Passengers can now get from Ramsgate to St Pancras International in just 1 hour 16 minutes, and journey times from other Thanet stations similarly reduced. Continue to lobby for a localised rail service for East Kent connecting into the CTRL DS.
Bus link to K.I.A	2005	Privately funded	Not completed - Encourage provision of an improved Local Bus Service between Ramsgate Station and Kent International Airport.
Investigate “Manston Parkway” station		Privately funded	Completed - Funding is largely secured and plans are being investigated for the Parkway station. An 8 week public consultation exercise is being undertaken in early 2015.
Review restriction controls (Government request)	2005	TDC	Review restriction controls after Government request on hackney carriage vehicles - an independent unmet demand survey was undertaken in 2007 by Halcrow Group Limited. As a result of that survey it was found that there was no unmet demand and the Licensing Board decided to continue restricting the number of hackney carriage vehicles
Encourage provision for taxis at out of town stores	2005	TDC	Encourage out of town supermarkets to provide specific facilities for taxis at out of town stores - there has been continuing dialogue with the Westwood Cross management company although these being private roads they are responsible for the provision of ranks within Westwood Cross
Review of Hackney Carriage Ranks	2005	TDC	A review of Hackney Carriage Ranks. (cost of signage) - this was included within the remit of the 2007 survey which concluded that there were sufficient ranks within Thanet.
25% of vehicles with disabled access	2005	Staff time	25% of vehicles suitable for disabled access. Gradual increase until 2013 to 50%
Implement ‘Turner – Dickens a Flagship Walking Route for Thanet’	Ongoing 2007 –	TDC	Completed - The Turner and Dickens Walk is now open and promoted, connecting Margate and Broadstairs
Provide drop kerbs, tactile surfaces, etc.	Ongoing	LTP	Largely completed - continue to provide dropped kerbs and tactile surfaces, where appropriate, as part of the footway maintenance and renewal programme.
Promote walking	Ongoing	TDC/KCC/PCT	Promote walking as a healthy alternative to the car for short journeys, including investigating with the Health Authority, opportunities for the wider availability of pedometers.

Measure	Timescale	Funding Source	Description/Progress
Measures to encourage walking	Ongoing	Officer time	Implement measures to encourage walking such as street seats, improved street lighting, signage and removing obstacles and trip hazards.
Implement "Feet First" network	Ongoing to 2011	LTP and private funding	Progressively implement the network of multi-purpose walking routes detailed in "Feet First" through a series of "street audits" and engaging outside parties, where appropriate.
Implement the Dane Valley cycle route network	2004-7	LTP	The Dane Valley cycle route network has been expanded since the 1 st Transport Strategy.
Promote cycling	Ongoing	LTP	Continue to promote cycling as a healthy alternative to the car for work and leisure journeys.
Continue work with Thanet Cycling Forum	Ongoing	Officer time	Continue to work with the Thanet Cycling Forum to promote and encourage cycling.
Implement Thanet Cycling Plan	2005-11	LTP, DfT, private funding	Part completed - The network has been expanded but the planned network in the Cycling Plan has not been fully achieved, partly due to insufficient funding. Progressively implement the planned programme of new and improved cycle routes detailed in the Thanet Cycling Plan and this Transport Strategy through KCC's Local Transport Plan, various DfT initiatives and other public sources of funding. Also to pursue developer contributions, where possible, as part of the planning process.
Implement TDC Staff Travel Plan	2005		Not completed - Implement a Staff Travel Plan for T.D.C. bus concessions offered but not taken up by staff
Work with KCC and schools on School Travel Plans	Ongoing	Officer time	Ongoing - Work with KCC and local school communities to encourage the adoption of School Travel Plans for all Thanet schools.
Work with local businesses on Workplace Travel Plans	Ongoing	Officer time	Part Completed – KCC initiatives to encourage sustainable travel have been implemented such as FAXI and Workplace Challenge.
Require Travel Plans in support of planning applications	Ongoing	Officer time	Ongoing - Travel Plans are requested for significant developments. The smaller sites are required to produce a sustainable travel statement to show how they plan to encourage sustainable travel, and the larger sites must produce a Travel Plan that will be monitored by KCC.
Explore scope for sustainable events travel plan	2005 onwards	Officer time	Part completed - the scope for sustainable tourism and an events travel strategy. Continue to explore and develop
Produce new Parking Policy	2006	Officer time	Part completed - A major parking review was launched in Autumn 2012. Produce a new comprehensive parking policy, taking account of the issues facing Thanet, as outlined elsewhere in this strategy.
Assess demand and locations	2005 onwards	Officer time	Part completed - Assess demand and identify possible Home Zone locations, in conjunction with the local community.
Assess and prioritise requests for Homezones	Ongoing	Officer time	Part completed – very few if any applications received for home zones. Shared surfaces more commonly received.
Review existing schemes	Ongoing	Officer time	Completed - Review existing schemes
Evaluate new DfT regulations and guidance	2005	Officer time	Completed – new guidance adhered to.

Measure	Timescale	Funding Source	Description/Progress
Continue monitoring of Nitrogen Dioxide and PM10 at key locations	Ongoing	Officer time	Completed - The district has two junctions where nitrogen dioxide levels are recorded above the recommended level. This led to the declaration of an urban area Air Quality Management Area in 2011. - To continue monitoring of nitrogen dioxide and PM10 at key locations. The work to identify problem areas has yet to be completed. It is expected that the Detailed Assessment may confirm that there will be locations within Thanet where air quality standards are breached because of traffic related pollutants. Once these locations are identified appropriate transport Action Plans will need to be developed with the aim of reducing traffic emissions and achieving acceptable local air quality.
Explore future development and funding with Thanet C.T.	Ongoing	Officer time	Work with the Trustees of Thanet Community Transport to explore future funding sources and to encourage the development of the service.
Work with partners to promote rural Wheels 2 Work for East Kent	2005	East Kent Partnership	Not completed - Work with Action with Communities in Rural Kent, Thanet C.T., the East Kent Partnership and other partners to launch a Wheels 2 Work scheme for rural East Kent.
Implement "Feet First" and Thanet Cycling Plan	2005-11	See sections 10 and 11	The cycling network has been expanded but the planned network in the Cycling Plan has not been fully achieved, partly due to insufficient funding. Feet First – Part completed - Progressively implement the measures contained in the "Feet First" and Thanet Cycling Plan to improve safety/security for pedestrians and cyclists.
Work with rail operator to improve safety/security	Ongoing	See section 8	Part completed - Work with the rail operator to improve safety and security on and around Thanet's rail stations and on board trains.
Work with bus operators to improve safety/security	Ongoing	See sections 7 and 19	Completed - Working with commercial bus operators and Thanet Community Transport to improve safety/security on buses.
Safety audit of bus stops	2006-7 onwards	LTP and Officer time	Completed – "safety audit" of bus stops carried out to identify any improvements in location, street lighting, etc. to improve safety for bus passengers.
Implement and promote 'Manston Rides' project	2005-6	LTP/developer	Not completed. Local public right of way and permissive paths maintained and explored for expansion through new development
Identify a further network of riding routes	2005 onwards	Officer time	Not completed. - Identify a further network of on and off road routes.
Implement speed reduction measures	Ongoing	See section 16	Not completed - Implement speed reduction measures on appropriate rural roads used by riders.

Appendix B

Policy Context

National Policy

National Planning Policy Framework (July 2018):

The revised NPPF carries forward many of the principles relating to planning and transport that were present in the previous version:

It says that transport issues should be considered from the earliest stages of plan-making and development proposals, so that:

- a) the potential impacts of development on transport networks can be addressed;
- b) opportunities from existing or proposed transport infrastructure, and changing transport technology and usage, are realised – for example in relation to the scale, location or density of development that can be accommodated;
- c) opportunities to promote walking, cycling and public transport use are identified and pursued;
- d) the environmental impacts of traffic and transport infrastructure can be identified, assessed and taken into account – including appropriate opportunities for avoiding and mitigating any adverse effects, and for net environmental gains; and
- e) patterns of movement, streets, parking and other transport considerations are integral to the design of schemes, and contribute to making high quality places.

The guidance states that the planning system should actively manage patterns of growth in support of these objectives. Significant development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes. Planning policies should be prepared with the active involvement of local highways authorities, other transport infrastructure providers and operators and neighbouring councils. Where there is robust evidence, sites and routes which could be critical in developing infrastructure to widen transport choice and realise opportunities for large scale development should be identified and protected.

The NPPF also addresses car-parking standards and says that these should take into account:

- a) the accessibility of the development;

- b) the type, mix and use of development;
- c) the availability of and opportunities for public transport;
- d) local car ownership levels; and
- e) the need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles.

Maximum parking standards for residential and non-residential development should only be set where there is a clear and compelling justification that they are necessary for managing the local road network, or for optimising the density of development in city and town centres and other locations that are well served by public transport.

Local Policy

Thanet Local Plan

The District Council is preparing a new Local Plan to guide development and investment in the district over the period to 2031. This plan will establish the level of growth in the district over that period including the amount of new homes and job creating development to be planned for. It will also identify where development should take place and make appropriate land allocations.

In promoting sustainable development, the new Local Plan will need to take account of Thanet's existing settlement pattern and transport links which have established over a considerable time. It will also need to take account of or review as appropriate land allocations made in the previous Local Plan. For example that Plan allocated land for 1,000 new homes at Westwood, and following grant of planning permission that development is expected to start shortly.

The draft Local Plan allocates land for 17,140 dwellings at different locations across the district, and retains key employment sites, including Manston Business Park and parts of the EuroKent Business Park from the previous Local Plan.

Appendix C

Infrastructure Proposals

Type	Description	Reason	Potential Funding Source	Cost*
Road	Create New Road Link Between A28 Brooksend Hill and Minnis Road.	To manage congestion at Birchington Square and offer alternative routes to Birchington seafront areas improving Air Quality	(S38)(S106)	On Site
Road	Create New Road link between A28 Brooksend Hill and Acol Hill/B2050.	To manage traffic congestion at Birchington Square and A28 Corridor and form the start of major new road corridor to Westwood	On Site (S38)(S106)	On Site
Road	Widen B2050 Manston Road between junction with Acol Hill and Shottendane Road.	To manage traffic congestion at Birchington Square and A28 Corridor and form the start of major new road corridor to Westwood	On Site (S38)(S106)	£5,000,000
Road	Widen / provide necessary localised Improvements to Shottendane Road as far as the vicinity of Firbank Gardens	To manage traffic congestion at Birchington Square and A28 Corridor and form the start of major new road corridor to Westwood.	S106 / External	£15,000,000
Road	Create new road link between Shottendane Road / Manston Road. Close off Shottendane Road at junction with Manston Road.	To manage traffic congestion at Birchington Square and A28 Corridor and form the start of major new road corridor to Westwood Avoiding Coffin House Corner Junction	On Site (S38)(S106)	On Site
Road	Create new road link between Manston Road and Nash Road behind Salmestone Grange and close off Nash Road at its junction of Coffin House Corner.	To manage traffic congestion in locality and form the start of major new road corridor to Westwood Avoiding Coffin House Corner Junction	On Site (S38)(S106)	On Site
Road	Reconfigure Coffin House Corner Signal Junction. Close off Nash Road Arm and improve capacity and pedestrian facilities.	To reduce journey time / congestion whilst providing safer access for children walking to school	S106 / S278	£500,000
Road	To reconfigure roundabout at Queens Avenue/Tivoli Road/Grosvenor Gardens and introduce one-way flow on Queens Avenue	To improve safety at junction and facilitate re-routing of tourist traffic bound for Seafront and Margate Old Town	S106	Completed
Road	Marine Terrace Public Realm Improvements (only if funded externally)	Environmental / regeneration - Improve pedestrian environment	External Funding	£16,000,000
Road	To re-route tourist traffic away from Margate seafront, by providing junction improvements and potentially reintroducing two way flow to Tivoli Road.	To manage traffic congestion at Clock tower junction and reduce journey times	S106 / CIL	£3,000,000

Type	Description	Reason	Potential Funding Source	Cost*
Road	Reconfigure Victoria Traffic Signal junction	To manage journey times and relieve congestion	S106 / CIL	Nominal
Road	Widen Nash Road along its existing alignment to new LDR Standard	To manage traffic congestion on A254 Corridor by facilitating major new road corridor to Westwood Avoiding Coffin House Corner Junction	S278 / 38 On Site	On Site
Road	Connect Enterprise Road to Nash Road	To provide access to employment and retail destinations, and to manage traffic impact at Westwood and Victoria Traffic signals	S278 / 38 / S106	£1,000,000
Road	Upgrade Tesco internal link road to adoptable standard between Westwood Road and Margate Road. Extend Millennium Way to New Link Road	To relieve Westwood roundabout and A256 Westwood Road Corridor for journeys between Ramsgate and Broadstairs	External Funding	£8,000,000
Road	Create new road between Toby Carvery Roundabout (A256) and B2050 (Across Northern Grass within Manston Airport site) to provide relief to Haine Road Corridor. Improve approach and roundabout at Westwood Cross to increase capacity	To provide enhanced access to Westwood, manage congestion and relieve the A256 Haine Road Corridor.	S106 / Part On Site	£12,000,000 (Off site Section)
Road	Improvements Spitfire junction.	To manage safety at this junction	S278	£1,000,000
Road	To extend Columbus Avenue to Manston Road Birchington.	Improve road capacity to meet increased surface transport movements associated with future development.	S106 / External	£10,000,000
Road	Improvements to Dane Court Road / Westwood Road Junction to improve journey time reliability.	To manage traffic congestion on the A256 / A255 road corridors	CIL / S106	£1,000,000
Road	To investigate High Street, St. Lawrence/ Newington Road junction to improve air quality and address congestion.	To manage congestion improve Air Quality (Signage Scheme)	S106	£50,000
Road	New Link Road through Manston Green Site and Junction improvements at Manston Road / Haine Road Roundabout	To provide access to development site and manage congestion on the A256 Haine Road Corridor	S106 / External	£3,000,000

Type	Description	Reason	Potential Funding Source	Cost*
Cycle	Creation of a New Shared Cycleway on the A28 Between Birchington & Garlinge	To connect new communities and provide access to secondary schools.	S106 / CIL / LTP	TBC
Cycle	Improvements to Westwood main junction and adjacent roads to improve bus and cycle provision and improve accessibility and movement for pedestrians between different areas of Westwood Town Centre	To provide better bus access and a more walkable town centre.	S106 / CIL / LTP	TBC
Cycle	Construct shared facility on Sloe Lane, Margate.	Improve sustainable transport links between Dane Valley and Westwood to encourage cycle use.	S106 / CIL / LTP	TBC
Cycle	Create shared facility on existing path to the R/O Bromstone School, Broadstairs to connect to Millennium Way to offer alternative to cycling on Rumfields Road.	Improve sustainable transport links between Broadstairs and Westwood to encourage cycle use for retail, leisure and education trips.	S106 / CIL / LTP	TBC
Cycle	Create shared facility on existing footpath between Ramsgate Road, Broadstairs and Dumpton Park Drive, Broadstairs to the side of former Holy Cross School.	Improve cycle links to East Kent College	S106 / CIL / LTP	TBC
Cycle	From Ramsgate Railway Station create shared facility on existing footpath to Newington Road.	Improve cycle links to Ramsgate Station for surrounding residential catchments	S106 / CIL / LTP	TBC
Cycle	From east of Ramsgate Railway Station create shared facility on existing path to Margate Road, provide crossing facility to access Newlands Road and create link to Pysons Road using Newlands Lane.	Provide better linkage between local schools and Ramsgate Rail Station.	S106 / CIL / LTP	TBC
Cycle	Off road section between Convent Road, Broadstairs and the existing off road shared facility further along Joss Gap Road (on edge of golf course).	To complete missing section of Viking Coastal Trail - Improve attractiveness of this route and safety.	S106 / CIL / LTP	TBC
Cycle	Between Dent-de-Lion Road, Garlinge and Park Road, Birchington creating shared facility on existing public rights of ways.	Provide better cycle access / connectivity between new development site and wider PROW network.	S106 / CIL / LTP	TBC
Cycle	Creation of shared facility on south east side of Dane Park, Margate to link Dane Valley cycle route with Northdown Road, via St Dunstan's Avenue.	Improve cycle access to Dane Park and Retail and residential destinations in Cliftonville	S106 / CIL / LTP	TBC

Type	Description	Reason	Potential Funding Source	Cost*
Cycle	Creation of a shared facility between Canterbury Road West, Ramsgate and Canterbury Road East using existing bridge facility to the east of Haine Road and north of Canterbury Road East.	To link Cliffsend to wider highway network. Improve access to Mixed use development on Former Manston Airport Site	S106 / CIL / LTP	TBC
Cycle	Provide missing shared facility on SW side of St Peter's Road between Broadley Road and Lister Road, Margate.	Improve Cycle links between Broadstairs including QEQM Hospital	S106 / CIL / LTP	TBC
Cycle	Provide new shared facility between Durlock and Sevenscore as alternative to Grinsell Hill/ The Lanes/Foxborough Lane.	Provide enhanced connectivity between Minster and Cliffsend to future Thanet Parkway Station	S106 / CIL / LTP	TBC
Cycle	Upgrade footpath TM31 to bridleway to link to bridleway TE12A & link to Shottendane Road improvements to provide shared use pedestrian cycle route.	Provide better connectivity between development settlements	S106 / CIL / LTP	£165,000
Cycle	Improvement of Bridleway TM22 surface to width of 3m as part of Garlinge development.	Link Garlinge and Strategic Allocations to wider highway network	S106 / CIL / LTP	£79,000
Cycle	Upgrade Footpath TM14 on edge of development to Bridleway.	Link Garlinge and Strategic Allocations to wider highway network	S106 / CIL / LTP	£61,000
Cycle	Provide improved surface and widen Bridleway TM11	Link Garlinge and Strategic Allocations to wider highway network	S106 / CIL / LTP	£89,000
Cycle	Provide improved surface and widen Bridleway TM16	Link Garlinge and Strategic Allocations to wider highway network	S106 / CIL / LTP	£140,000
Cycle	Upgrade Footpath TR24 to Bridleway —Crossing point required on Manston to Haine Road Link.	To Provide linkage between allocation sites and Westwood	S106 / CIL / LTP	£208,000
Cycle	Upgrade Footpath TR9 to Bridleway	To Link Former Manston Airport allocation to Manston Green and wider Highway network	S106 / CIL / LTP	£46,000
Cycle	Improve surface of Bridleway TR8 and widen to 3m	To Link Former Manston Airport allocation to wider highway network including Manston to Haine Road	S106 / CIL / LTP	£132,000
Cycle	Creation of new Bridleway and Improve TR32 to link development to future Parkway Station	To provide linkage between development site and Parkway Station	S106 / CIL / LTP	£98,000
Cycle	Improve surface of Bridleway TR10 and widen to 3m	To Link Former Manston Airport allocation to Manston Green and wider Highway network	S106 / CIL / LTP	£143,000

Type	Description	Reason	Potential Funding Source	Cost*
Rail	Thanet Parkway – New station with 300 parking spaces to be located at Cliffsend	To relieve parking problems around existing stations and to serve future needs of Local Plan growth Discovery Park directly	External (LGF) Private Funding	£21,400,000

*It should be noted that all infrastructure costs are considered draft at this stage and will be subject to change as projects are refined/progressed.

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**Kent County Council
Equality Analysis/ Impact Assessment (EqIA)**

Directorate/ Service: Growth Environment and Transport

Name of decision, policy, procedure, project or service: Thanet District Transport Strategy 2015-2031

Responsible Owner/ Senior Officer: James Wraight

Version: 1 – Draft (Author James Wraight)

Author: James Wraight

Pathway of Equality Analysis: E&T Cabinet

Summary and recommendations of equality analysis/impact assessment.

Context

The Thanet District Transport Strategy (TTS) replaces the former Thanet Transport Plan (2005). Its purpose is to provide a framework of transport policy to the year 2031 to support planned growth within the Thanet District.

The document outlines high level strategies and interventions; however, these are not detailed scheme proposals and as such are subject to change in accordance with the Development Planning Process.

Each intervention and policy listed as a priority within the document will undergo its own Equality Impact Assessment, as they are progressed. Therefore, this EqIA addresses the high-level strategies contained within the TTS, rather than the detailed impacts from each potential scheme and is proportionate to the current position within the process.

Aims and Objectives

The key aim of the TTS is for Thanet to have a safe, accessible, affordable, sustainable, reliable and integrated transport network incorporating improved road, public transport, cycle and pedestrian routes.

There are four key threads to this strategy

Encourage Sustainable Travel Habits

- Introduction of new cycle and pedestrian routes.
- Improvements to existing cycle and pedestrian routes.
- Extend and improve access to bus travel through increased frequency and network coverage.
- Implement improvements to the highway network to improve bus journey time reliability.
- Provision of a new Parkway Rail Station at Cliffsend.
- Ensure that new and existing bus infrastructure is delivered or renewed with easy access in mind.

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- Ensure that developments provide appropriate walking and cycling facilities.
- Car Parking Strategy

Manage Journey Times

- Provision of new & improved inner highway routes to complement existing primary road network.
- Localised junction improvements to improve traffic flow and levels of service.
- Reduction in the need to travel

Improve Network Resilience

- Provision of new & improved inner highway routes to complement existing primary road network.
- Improve journey time reliability within the local road network by providing new link roads and junction improvements to avoid congestion.
- Improved directional Signage

Reduce the Requirement to Travel

- Promotion of mixed-use development where appropriate.
- Robust Travel Planning Measures to be implemented for new developments.
- Encourage Car Sharing.
- Improved communication infrastructure (High Speed Broadband).

Summary of equality impact

The delivery of the outcomes outlined in the TTS should have a positive impact for highway stakeholders as network improvements will improve accessibility to the district by managing impacts generated by future growth within the district.

The delivery of improved transport infrastructure and public transport will increase accessibility to key services, jobs and education. The infrastructure will also support economic growth within Thanet by unlocking housing and commercial development allowing for job creation, in a district where particularly high unemployment rates occur.

Consideration of the screening grid has identified that several groups will benefit from the strategies and interventions within the TTS. For example, individuals without access to a private car (such as the elderly and young people) will benefit from promotion of sustainable modes of transport. Demographic data suggests that the proportion of residents without access to a car is significantly higher than other districts within Kent and bus patronage is higher than most therefore increased access to public transport is consistent with current and future needs.

Those residents who are unable to drive (such as those with a disability), will benefit from improved travel options and this will also benefit carers across the district. Some of

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the benefits will be greater within some protected characteristic groups due to their greater use of certain transport systems.

Following an initial screening of the potential impacts, no further assessment required at this stage, however any specific schemes and policies that support TTS outcomes will be subjected to their own EqIA at the time of scheme/policy development and may highlight more specific areas for consideration and monitoring in the future.

Adverse Equality Impact Rating Low

Attestation

I have read and paid due regard to the Equality Analysis/Impact Assessment concerning The Thanet Transport Strategy. I agree with risk rating and the actions to mitigate any adverse impact(s) that has /have been identified.

Head of Service

Signed: ***Tim Read*** Name: Tim Read
Job Title: Head of Transportation Date: 13/11/2018

DMT Member

Signed: ***Tim Read*** Name: Tim Read
Job Title: Head of Transportation Date: 13/11/2018

Updated 08/01/2019

Part 1 Screening

Could this policy, procedure, project or service, or any proposed changes to it, affect any Protected Group (listed below) less favourably (negatively) than others in Kent?

Could this policy, procedure, project or service promote equal opportunities for this group?

Protected Group	Please provide a <u>brief</u> commentary on your findings. Fuller analysis should be undertaken in Part 2.			
	High negative impact EqIA	Medium negative impact Screen	Low negative impact Evidence	High/Medium/Low Positive Impact Evidence
Age			<p>Highway interventions will result in a direct increase in traffic activity within certain localities, which in turn could create a potential barrier to vulnerable, elderly & young.</p> <p>New road infrastructure could instigate the review of existing commercial bus services in some localities. This may lead to a change in bus timetable in the future changing access locations/frequency.</p>	<p>Medium – Affordable, accessible and connected transport will benefit elderly and the young by supporting independence.</p> <p>Public transport improvements will provide for young and elderly to access and facilities across the district. This will increase confidence in the service and increase use.</p> <p>Better quality walking routes and enhanced network resilience provide better-quality highway environment for young and elderly highway users</p> <p>These changes should lead to improved highway user experience, increasing use of sustainable travel options, lower numbers of traffic accidents, reduced</p>

				<p>fear of crime and increased confidence to make independent journeys.</p> <p>New cycle infrastructure between proposed development sites and key destinations such as schools should benefit road users, particularly the young.</p>
Disability			<p>Highway interventions may result in a direct increase in traffic activity within certain localities, which could create a barrier to vulnerable (the elderly or young).</p> <p>New road infrastructure could instigate the review of existing commercial bus services in some localities. This may lead to a change in bus timetable in the future changing access locations/frequency.</p>	<p>Medium. Accessible transport solutions identified will support independence, more notably providing wider benefits for those whose impairments prevent them from driving.</p> <p>Improvements to access and facilities relating to Public transport will increase confidence in the service and use for learning, education, leisure and health.</p> <p>Better quality walking routes and enhanced road network resilience which in turn will provide a better-</p>

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				quality environment and improve access.
Gender				Medium - Affordable and accessible transport for all will benefit specific groups, such as women with children and single mothers. Safer travel will improve opportunities for independent travel for some women. Personal safety amongst some women should improve, as they may be more vulnerable when travelling at night.
Gender identity/ Transgender			None	None
Race			None	None
Religion and Belief			None	None
Sexual Orientation			None	None
Pregnancy and Maternity			New road infrastructure could instigate the review of existing commercial bus services. This may lead to a change in bus timetable in the future changing access	Medium - Parents with young children or pregnant people will benefit from improved accessibility connectivity within transport, as well as it being more affordable

			locations/frequency.	
Marriage and Civil Partnerships			None	None
Carer's Responsibilities			New road infrastructure could instigate the review of existing commercial bus services. This may lead to a change in bus timetable in the future changing access locations/frequency.	Medium - New highway infrastructure will provide more reliable journey times, meaning that abnormal events such as road traffic accidents or streetworks can be better managed without a gridlock situation occurring. Safer, affordable, accessible and connected travel will promote equality for this group

Part 2

Equality Analysis /Impact Assessment

Protected groups

The Part 1 screening suggests that there is scope for Protected Groups Age/Disability/Pregnancy&Maternity/Carers Responsibilities to be impacted to a minor extent.

Information and Data used to carry out your assessment

The following policy documents were considered when undertaking this assessment:-

- Draft Thanet Local Plan 2015-2031
- Thanet Transport Plan (2005)
- KCC Local Transport Plan 4

In addition to the above, the specific demographics of the Thanet area were considered when developing the TTS.

Unemployment Statistics

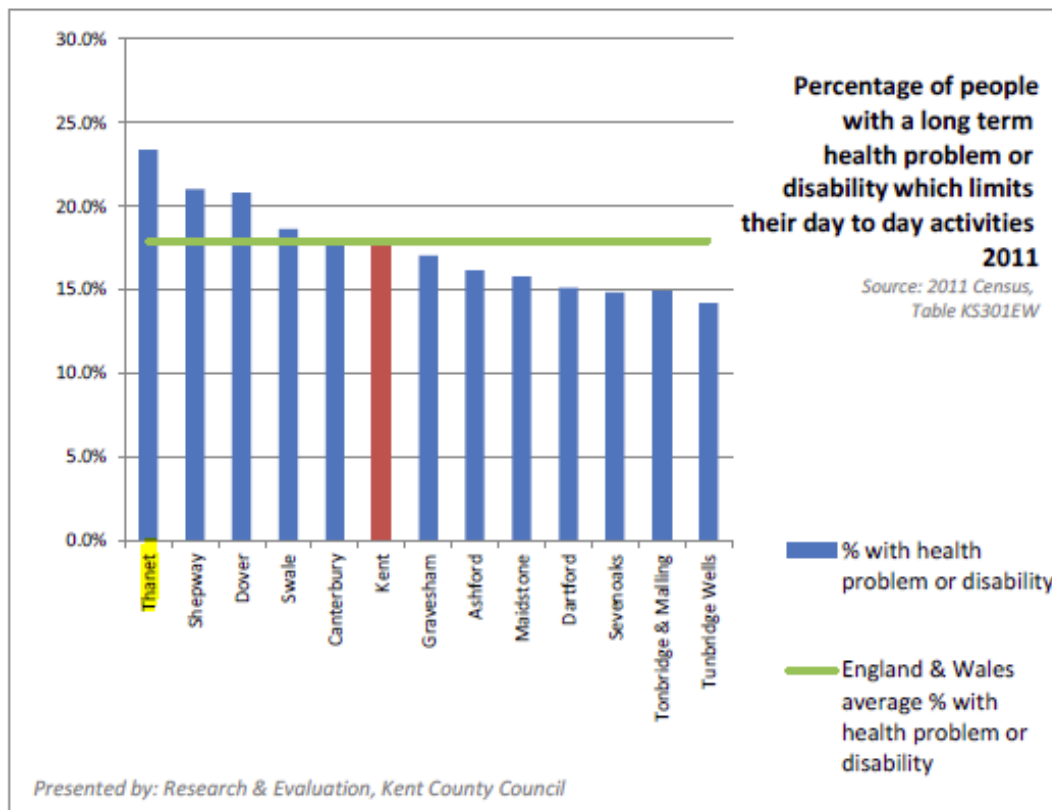
BENEFIT	THANET	KENT	ENGLAND
Jobseekers Allowance (only)	5.4%	2.7%	3.3%
Incapacity Benefits (IB or ESA)	3.2%	2.1%	2.4%
Any Benefit (includes in work benefits)	20.9%	12.6%	13.5%

Source <https://www.ilivehere.co.uk/statistics-isle-of-thanet-kent-19797.html>

The above table was derived using data from the 2011 census and demonstrates that Thanet has a higher and average level of unemployed residents and those who claim incapacity benefit. Therefore, the needs of those on low incomes and with mobility impairments are likely to be more acute in Thanet than in other parts of the County, as such access to safe and reliable non-car-based travel is an important consideration.

The graph below also demonstrates that Thanet has one of the highest population levels and the highest percentage of people considered to have a long-term health problem or disability. This is above the national and county average, Therefore, the need for carers is very important consideration

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Source – Kent County Council

Thanet has a higher proportion of elderly when compared to the national & county average. This is outlined in the table below.

AGE	THANET	KENT	ENGLAND
Age 0 to 4	6%	6.1%	6.3%
Age 5 to 9	5.4%	5.7%	5.6%
Age 10 to 14	6.4%	6.2%	5.8%
Age 15 to 17	3.9%	4%	3.7%
Age 18 to 24	8%	8.6%	9.4%
Age 25 to 29	5.5%	5.7%	6.9%
Age 30 to 44	17.2%	19.3%	20.6%
Age 45 to 59	19.3%	19.8%	19.4%
Age 60 to 64	7.1%	6.6%	6%
Age 65 to 74	10.7%	9.4%	8.6%
Age 75 to 84	7.1%	6%	5.5%
Age 85 and over	3.3%	2.5%	2.3%

Source <https://www.ilivehere.co.uk/statistics-isle-of-thanet-kent-19797.html>

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The health of people in Thanet is also generally worse than the England average. Thanet is one of the 20% most deprived districts/unitary authorities in England and about 28% (7,200) of children live-in low-income families. Life expectancy for both men and women is lower than the England average¹.

Bus travel for those who travel to work is also higher than the local (Kent) Average. Therefore, access to safe and reliable sustainable travel options is important for those who do not drive or have access to a private vehicle for economic reasons.

Area	Working from home	Rail	Bus, minibus coach	Motorised Vehicle	Passenger car or van	Cycling	Walking	Other
Ashford	6.9	6.7	2.6	64.9	5.4	2.5	10.3	0.5
Canterbury	6.3	5.4	5.0	59.3	4.9	2.7	15.8	0.5
Dartford	3.6	17.9	5.2	60.1	4.4	1.1	7.3	0.5
Dover	5.3	3.8	3.6	65.7	6.2	2.2	12.4	0.8
Gravesham	3.9	11.3	6.7	62.2	6.3	1.0	8.1	0.6
Maidstone	6.0	6.9	3.8	65.2	4.9	1.2	11.6	0.5
Sevenoaks	8.0	20.4	1.6	57.4	3.6	0.8	7.5	0.7
Shepway	5.6	4.1	4.9	64.3	5.5	1.8	13.0	0.8
Swale	5.0	7.1	2.0	66.3	5.5	2.2	11.3	0.6
Thanet	5.3	4.1	6.3	61.7	6.9	2.5	12.5	0.7
Tonbridge & Malling	6.3	12.4	2.2	64.3	4.4	1.4	8.6	0.5
Tunbridge Wells	8.5	14.9	2.3	53.8	4.0	1.2	14.8	0.6
Kent	6.0	9.5	3.8	62.2	5.1	1.7	11.2	0.6
England and Wales	5.4	9.0	7.3	58.9	5.1	2.9	10.7	0.6

Method of Travel to Work - Source - 2011 Census

According to a study conducted by Transport for London (TfL)², women are more likely to travel with buggies than men. This can therefore affect transport choices and so women may choose to travel by public transport to and from Kent. In addition, women tend to be more concerned than men about their personal safety are when travelling after dark. This could be relevant to Kent as some female Kent residents may choose to commute to London for work or simply may want to travel into London for leisure purposes.

Who have you involved consulted and engaged?

The Thanet Transport Strategy has been subject to a full public engagement exercise by Thanet District Council as part of the draft Local Plan (Regulation 19) consultation process. This consultation was advertised in the local press both online and in paper form and the council's own website. Hard copies of the draft TTS were made available at specific points around the district (such as local libraries), this provided a comprehensive network of accessibility and opportunity for stakeholders to comment. The consultation ran between 23rd August to 4th October 2018.

¹ <http://fingertipsreports.phe.org.uk/health-profiles/2017/e07000114.pdf>

² <http://content.tfl.gov.uk/women.pdf>

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Attempts were made to contact specific disability access forums within the Thanet Area to seek their views on the draft TTS. Following a process of internet research, the Thanet Disability Forum, was identified as a Thanet based disability group which could potentially provide some local perspective. Email contact was made with this forum; requesting potential engagement, however no response was received back. A further telephone contact was sought; however, the advertised number was out of service. There were no other identified groups within specifically within the Thanet Area.

Analysis

Following a high-level review of comments received, through the Regulation 19 Local Plan consultation, no specific issues or concerns have been highlighted in relation to potential impacts on Protected Groups from the TTS.

The policies and interventions within the Thanet TTS have been developed with full regard to the Protected Characteristics.

Adverse Impact,

Some potential minor impacts were identified; however, these relate to schemes/interventions that will be fully considered from an equality perspective (and subject to separate EqIA's) at an appropriate point in the future. Therefore, without full knowledge of what these schemes will consist of, it is not considered that the TTS would be able to directly influence such impacts at this stage.

Some of the highway interventions identified within the TTS may result in a direct increase in traffic within certain localities. This could create a barrier to vulnerable (the elderly or young) road users, as existing roads become more difficult to cross. However, these impacts will only be realised if appropriate consideration is not given to the specific design of this infrastructure. It is anticipated that these impacts could be positively addressed through appropriate design of the infrastructure to lessen the identified impact. As stated above each scheme will be subject to its own EqIA screening.

It is plausible that provision of new road infrastructure could instigate the review of existing commercial bus services to reflect new network access opportunities. For example, new highway routes delivered as part of the inner circuit initiative could reduce frequency on some existing bus services to allow services to encompass a much wider catchment across the district. This could lead to a change in bus timetable in the future to align development proposals with commercial operating requirements.

No specific proposals are outlined within the TTS and any changes to KCC tendered services would be subject to a full review and public engagement exercise, therefore specific detail relating to impacts are not available at this stage. Commercial bus services are subject to ongoing dialogue through

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regular Quality Bus Partnership Meetings. that are held between County, District authorities and local bus operators.

Positive Impact:

Age

The TTS provides commitments to promoting affordable, accessible and connected transport to enable access for all to jobs, education, health, and other services. This will benefit all age groups, but particularly those who are less likely to have access to a private car, such as the elderly and the young, therefore the TTS supports independent travel.

Public transport is used frequently by older people and young people (particularly to and from school) and improvements to access and facilities across the district will increase confidence in local bus services and increase its use for learning, education, leisure and health.

The identified interventions within the TTS aim to provide better quality walking routes and enhanced network resilience, which in turn will provide a better-quality environment for those with disabilities. These changes have the potential to improve highway user experience, leading to increased access, lower numbers of traffic accidents, reduced fear of crime and increased confidence to make independent journeys for school, social, recreation and travel to essential services.

New cycle infrastructure will benefit young people directly and encourage them to cycle to school as safe and attractive travel options will be available.

Disability

Accessible transport solutions identified will support independence, more notably providing wider benefits for those whose impairments prevent them from driving.

Other TTS outcomes will also benefit those with disabilities – such as better health and wellbeing and safer travel. The needs of disabled highway users will be considered for each scheme as it is delivered.

Public transport is used frequently by disabled people with mild to moderate disabilities and improvements to access and facilities will increase confidence in the service and use for learning, education, leisure and health. New infrastructure will facilitate enhanced access to public transport in the future through the ability for bus services, to utilise routes that are currently inaccessible due to their constrained nature.

The interventions included within the TTS will provide improved access for groups with mobility difficulties as new and improved highway infrastructure is earmarked to provide segregated pedestrian and cycle facilities. This will provide existing road users with greater access to more of the district, which is currently inaccessible on foot or by wheelchair/motorised scooter.

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Gender

Affordable and accessible transport for all will benefit specific groups, such as women with children and single parents. Safer travel will improve opportunities for independent travel for some women, as they are likely to use public transport more than men. Personal safety amongst some women should improve, as they tend to be more vulnerable when travelling at night and new schemes would seek to provide policy compliant street lighting where applicable.

Pregnancy/Maternity

Parents with children those who are pregnant will benefit from improved accessibility connectivity within transport, as well as it being more affordable

Carer's Responsibilities

New highway infrastructure will provide more reliable journey times within the local highway network, meaning that abnormal events such as road traffic accidents or Streetworks impacts can be more easily managed without a gridlock situation occurring due to new diversionary routes becoming a possibility. This will improve access for carers to their clients and reduce delays which can be imperative to the safety and wellbeing of the vulnerable.

Safer, affordable, accessible and connected travel will promote equality for this group. In some instances, those who they care for may benefit, particularly for people needing to travel by bus through the Kent companion bus pass scheme.

JUDGEMENT

- **No major change** - no potential for discrimination and all opportunities to promote equality have been taken

None of the policies or interventions within the TTS are considered to generate an overbearing impact to any of the protected groups. Whilst some low negative impacts have been potentially identified, these are not a direct result of the TTS and will be managed or resolved as and when specific schemes or initiatives are progressed and produce their own EqIA's.

Internal Action Required YES

There is potential for adverse impact on particular groups and we have found scope to improve the proposal...

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Equality Impact Analysis/Assessment Action Plan

Protected Characteristic	Issues identified	Action to be taken	Expected outcomes	Owner	Timescale	Cost implications
Age	<p>Highway interventions will result in a direct increase in traffic within certain localities, which in turn could create a potential barrier to vulnerable, elderly & young.</p> <p>New road infrastructure could instigate the review of existing commercial bus services in some localities. This may lead to a change in bus timetable in the future changing access locations/frequency.</p> <p>Thanet has an ageing population.</p> <p>Older Thanet</p>	<p>Ensure the elderly and young can access future consultations. Ensure there are alternative formats of new transport information.</p> <p>Ensure that new schemes Include design features for those with limited mobility (e.g. dropped kerbs and pedestrian crossings).</p> <p>Include design features for those with safety concerns (e.g. well-lit pedestrian paths).</p> <p>Work with local bus operators to provide good</p>	<p>Positively designed schemes that fully consider the impact on Protected Characteristics through their own EqIA's at point of design.</p> <p>Well designed and thought-out bus network, to be shaped through discussions at future Quality Bus Partnership meetings.</p>	Director of Highways, Transportation and Waste	Ongoing (as schemes are progressed)	Will vary dependent on the individual scheme or policy

	residents are: less mobile; less likely to use independent travel; have greater concerns with safety.	coverage and minimise impact on existing bus patrons as part of bus services reviews.				
Disability	<p>Highway interventions may result in a direct increase in traffic within certain localities, which could create a barrier to vulnerable (the elderly or young).</p> <p>New road infrastructure could instigate the review of existing commercial bus services in some localities. This may lead to a change in bus timetable in the future changing access locations/frequency.</p>	<p>Ensure the disabled can access future consultations and developments</p> <p>Ensure there are alternative formats of new transport information</p> <p>Include design features for those with limited mobility (e.g. dropped kerbs)</p> <p>Continue engagement with local bus operators through existing Quality bus Partnerships to monitor impacts.</p>	<p>Positively designed schemes that fully consider the impact on Protected Characteristics through their own EqlA's at point of design.</p> <p>Well designed and thought-out bus network, to be shaped through discussions at future Quality Bus Partnership meetings.</p>	Director of Highways, Transportation and Waste	Ongoing (as schemes are progressed)	Will vary dependent on the individual scheme or policy

Pregnancy & Maternity	New road infrastructure could instigate the review of existing commercial bus services in some localities. This may lead to a change in bus timetable in the future changing access locations/frequency.	Continue engagement with local bus operators through existing Quality bus Partnerships to monitor impacts.	Well designed and thought-out bus network, to be shaped through discussions at future Quality Bus Partnership meetings.	Director of Highways, Transportation and Waste	Ongoing (as schemes are progressed)	Will vary dependent on the individual scheme or policy
Carers Responsibilities	New road infrastructure could instigate the review of existing commercial bus services in some localities. This may lead to a change in bus timetable in the future changing access locations/frequency.	Continue engagement with local bus operators through existing Quality bus Partnerships to monitor impacts.	Well designed and thought-out bus network, to be shaped through discussions at future Quality Bus Partnership meetings.	Director of Highways, Transportation and Waste	Ongoing (as schemes are progressed)	Will vary dependent on the individual scheme or policy

Have the actions been included in your business/ service plan? No

- The actions will be monitored through ongoing Quality Bus Partnership meetings.
- Each individual Infrastructure scheme that progresses will be subject to an established governance and monitoring regime and will be subject to its own EqIA which will consider and address actions in more detail.

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Please forward a final signed electronic copy and Word version to the Equality Team by emailing diversityinfo@kent.gov.uk

If the activity will be subject to a Cabinet decision, the EqIA must be submitted to committee services along with the relevant Cabinet report. Your EqIA should also be published.

The original signed hard copy and electronic copy should be kept with your team for audit purposes.

From: Mike Whiting (Cabinet Member for Planning, Highways, Transport and Waste)
Mike Hill (Cabinet Member for Community and Regulatory Services)

To: Environment & Transport Cabinet Committee – 17th January 2019

Subject: Capital Programme 2019-22, Revenue Budget 2019-20 and Medium-Term Financial Plan 2019-22

Classification: Unrestricted

Summary: County Council received a report and presentation on the Autumn Budget Statement on 18th October 2018. That report set out an update to the Medium-Term Financial Plan (MTFP) for 2019-20 including progress on proposals to resolve the unidentified gap in the original plan and high-level outline plans for 2020-21 and 2021-22. The report marked the start of a communication and consultation campaign to support decisions on the final budget in February.

The final draft budget proposals were published on 2nd January 2019 to support the scrutiny and democratic process through Cabinet Committees, Cabinet and culminating in the annual County Council budget setting meeting on 14th February. This report provides the Environment & Transport Cabinet Committee with an opportunity to comment on the draft budget proposals and make recommendations to Cabinet Members as part of this process.

Members are asked to bring to this meeting the draft (black combed) 2019-20 Budget Book document published on 2nd January 2019, as information from this document is not repeated in this report.

Recommendations:

Members of the Environment & Transport Cabinet Committee are asked to:

- a) NOTE the draft capital and revenue budgets and MTFP, including responses to consultation and government provisional settlement
- b) SUGGEST any changes which should be made before the draft is presented to Cabinet on 28th January and full County Council on 14th February.

1. Introduction

- 1.1 The Local Government Finance Act 1992 and KCC Constitution requires the Council to consult on and ultimately set a legal budget and council tax precept for the forthcoming financial year, 2019-20. The accompanying

draft Budget Book and MTFP document (hereafter referred to as the Budget Book) sets out the detailed draft proposals.

This document is designed as a reference document and includes a number of sections/appendices. This report is produced as a guide to help navigate the document. We have reduced the amount of information included in the draft Budget Book for Cabinet Committees to help focus on the key budget issues.

- 1.2 The democratic process through Cabinet Committees, Cabinet, and ultimately full Council is the culmination of the budget setting process which takes almost a year to evolve beginning almost immediately after the budget is approved in February.

This starts with the forecasts for the subsequent year(s) in the MTFP as set out at the same time as the approved budget for the forthcoming year, including the indicative central government settlement. These are based on estimates and subject to regular revision and refinement. It has become common that the MTFP usually has an unidentified savings gap for the future years which needs to be resolved, particularly so when future years are in a new spending review period.

- 1.3 In the last three years we have reported an interim update of the MTFP to County Council through the Autumn Budget Statement report. This includes updates to the forecasts and progress on identifying solutions to the unresolved gap. This also marks the launch of formal consultation as required under the Council's Constitution and is necessary to set a legal budget and council tax.

The draft budget published in January for the final democratic process reflects the response to this consultation, further updates to forecasts, and final proposed resolution of any outstanding gap. Even then, this final draft can be subject to further changes leading up to the full Council meeting in February (including any amendments agreed at the meeting).

- 1.4 The final approved budget and MTFP is published in March.

2. Fiscal and Economic Context

- 2.1 The national fiscal and economic context is an important consideration for the Council in setting the budget. This context does not just determine the amount we receive through central government grants but also sets out how local government spending fits in within the totality of public spending. This latter aspect essentially sets the government's expectations of how much local authorities would raise through local taxation.

- 2.2 In previous years we have set out a full analysis of the national economic and fiscal context in section 2 of the draft Budget Book. This analysis has been based on the Chancellor of the Exchequer's Autumn Budget and the Office for Budget Responsibility's (OBR) economic and fiscal outlook. The Autumn Budget is now the government's main annual tax and spend

policy instrument. The March statement is now just an update to economic and fiscal forecasts.

- 2.3 The Autumn Budget 2018 (AB18) was announced on 29th October (nearly a month earlier than previous years) and was made against a highly uncertain economic climate.

Consequently, we are not convinced of the value of publishing the full analysis in the draft Budget Book publication in January bearing in mind the risk of further changes by the time of the February Council meeting.

Instead we will include a short summary in this report for cabinet committees and provide the fuller analysis closer to the County Council meeting in February.

- 2.4 The Chancellor retained his two main fiscal rules in AB18; the cyclically adjusted budget deficit to be below 2% of Gross Domestic Product (GDP), and total debt as % of GDP to be falling, both by 2020-21.

The latest OBR report suggests a stronger fiscal performance with total debt already peaking at 85.2% in 2016-17 and reducing to 83.7% forecast for 2018-19 and 79.7% for 2020-21.

The annual deficit is predicted to reduce from 1.9% in 2017-18 to a forecast 1.2% in 2018-19. This improved performance is derived from higher than previously forecast economic growth (despite poor performance in first quarter of 2018 due to adverse weather), lower than planned public spending in 2017-18, and higher forecast tax yields for 2018-19 and beyond.

- 2.5 This improved performance allowed the Chancellor additional headroom to increase public spending plans and reduce some taxes in AB18. Most of the additional spending was allocated to the NHS, although some additional monies were allocated to local government including extra funding for social care in 2018-19 and 2019-20, road maintenance in 2018-19, one-off injection for schools in 2018-19, and removing the borrowing cap on local authority social housebuilding. There was also additional spending to support the implementation of Universal Credit and defence spending.
- 2.6 The tax reductions included increases in personal allowances on income tax, freezing fuel and alcohol duties, increases in business investment allowances and new buildings allowances, and reductions in business rates for medium sized high street premises. Some additional tax is planned to be raised from extending the reforms to off-payroll working (IR35) to larger private sector organisations, and introduction of new digital services tax on the revenues of digital businesses, both from April 2020.
- 2.7 The changes result in the forecast budget deficit initially increasing from £25.5bn in 2018-19 to £31.8bn in 2019-20 (1.2% of GDP to 1.4% of GDP), before then reducing in later years. The Chancellor retained £15.4bn

(0.7%) of the headroom to the 2% deficit target to hedge future economic and fiscal uncertainty.

2.8 The provisional local government finance settlement was announced on 13th December. This announcement is one of the key elements of the Council's budget process as it includes several significant grants and council tax referendum principles.

2.9 In previous years the settlement has included changes to the distribution of government grants. The 2019-20 settlement had only minor changes to the indicative allocations for 2019-20 in the 2018-19 settlement, notably affecting business rate top-up following the 2017 revaluation and New Homes Bonus (supported by additional money to maintain the 0.4% baseline).

The settlement included an additional distribution to all authorities from the excess business rates levies paid to central government and additional Rural Services Grant (the latter does not affect KCC).

2.10 The provisional settlement confirmed the additional money announced in AB18 for social care. The 2019-20 settlement includes further substantial reductions to the Revenue Support Grant (RSG) as per previous indicative allocations (KCC's RSG is reducing from £37.6m to £9.5m in 19-20) although the negative RSG for 162 has been redressed, indexation uplift in business rate top-up, the final tranche of the Improved Better Care Fund, and additional compensation for the business rate reliefs announced in AB18.

2.11 The settlement also confirmed that the council tax referendum threshold for 2019-20 will be 3% (unchanged from last year's announcement), and the final year of the social care council tax precept is also unchanged (this allowed for a 6% increase over the three years 2017/20, with no more than 3% in each of the first two years). The Autumn Budget Statement report included KCC's proposals for an increase up to but not exceeding the referendum threshold, and final 2% social care council tax precept.

The settlement means the council tax proposals in the final draft budget are unchanged from that report. The only changes to council tax from the Autumn Statement are the notification of the estimated council tax base and collection fund balances from districts (the Autumn Statement was based on KCC's own forecasts).

2.12 The settlement also confirmed that the Kent business rate pool between KCC, 10 Kent district councils, and Kent and Medway Fire and Rescue Authority, will be re-instated following the 2018-19 100% retention pilot and the failed bid for a further pilot in 2019-20. The pool announcement increases the County Council's share of retained business rates from the assumption included in the Autumn Statement report. The Kent and Medway bid for a further business rate retention pilot for 2019-20 was not approved.

- 2.13 We have no indicative grants or council tax referendum limits for 2020-21 and beyond. We will not know these until after the outcome of the Spending Review anticipated sometime during 2019.

We are also awaiting further details on the proposed 75% business rate retention arrangements, and the reforms following the Fair Funding review. These are likely to have a significant impact on future year's budgets and the Council's MTFP, this uncertainty makes forward financial planning very imprecise.

The high-level three-year plan (appendix A(i)) in the final draft Budget Book is based on prudent assumptions about the outcome of the Spending Review, additional business rate retention, Fair Funding review, and council tax referendum principles consistent with the OBR assumptions in their latest fiscal and economic outlook report.

3. Revenue Budget Strategy and Proposals

- 3.1 The Council's revenue expenditure is what we spend on the provision of day to day services e.g. care for the elderly and vulnerable adults, supporting children in care, maintain and managing the road network, library services, etc.

It includes the cost of salaries for staff employed by the Council, contracts for services commissioned by the Council, the costs of servicing debt incurred to support the capital programmes, and other goods and services consumed by the Council.

Revenue spending priorities are determined according to the Council's statutory responsibilities and local priorities as set out in the MTFP, with the ultimate aim of delivering the vision set out in the Strategic Statement.

- 3.2 The final draft budget book includes the following sections in relation to the revenue budget proposals:

- Section 2 – Revenue Budget Summary by Directorate
- Section 3 – Key Service Analysis by Directorate
- Appendix A(i) – High Level 2019-22 three-year Revenue Plan
- Appendix A(ii) – Detailed 2019-20 Revenue Plan by Directorate
- Appendix B – Budget Risk Register
- Appendix C – Assessment of Levels of Reserves

The revenue budget sections set out the planned spending on services, the revenue plans in the appendices show the main reasons for year on year changes.

- 3.3 In order to meet the legal requirement to set a balanced budget the Corporate Director of Finance must be satisfied that it is based on robust estimates and includes adequate provision for reserves to cover risks and uncertainties.

The 2019-20 draft budget includes provision for £59.5m of additional spending demands (realignment of existing budgets plus forecasts for future demand and cost increases) and £12.9m to replace the use of one-offs on the 2018-19 approved budget. This combined £72.4m of spending demands together with the £28.1m reduction in RSG (referred to in paragraph 2.9) make up the total £100.5m budget challenge for 2019-20.

- 3.4 The spending demands have only marginally increased from the £52.85m forecast in the Autumn Statement report to County Council on 18th October (after taking account of the additional £6.2m of spending from the extra ring-fenced adult social care winter monies). This reflects the very latest update in order to satisfy the robustness requirement.

These spending demands include the need to realign budgets based on current activity/costs, future known unavoidable cost increases (including contractual price increases, legislative changes and financing capital programme), contingent sums for future eventualities (including estimated demand, non-specific price increases and contract retender), and local choices (including investment in services, and Kent pay scheme).

- 3.5 The 2019-20 draft budget includes savings and income proposals of £42.9m. This is less than the £57.5m identified in the Autumn Statement report to County Council but does resolve the £16.4m unidentified gap reported at the time. The reduced savings are possible following the additional grant announcements in AB18 (paragraph 2.9 above), as well as a higher than forecast council tax base estimate (paragraph 2.10) and the additional proceeds from the reapproval of the business rate pool (paragraph 2.11).

- 3.6 The revenue budget can be summarised in the updated version of the equation reported to County Council in the Autumn Statement and presentation by the Acting S151 Officer at the meeting (as shown below). This equation assumes the Council agrees the proposed council tax precept increases up to but not exceeding the 3% referendum limit and the 2% social care levy.

Section 6 of this report sets out the main revenue spending demands and savings/income proposals for the services within the Growth, Environment and Transport directorate that fall within the remit of this Environment & Transport Cabinet Committee.

FINANCIAL CHALLENGE			SOLUTION		
	£'000	£'000		£'000	£'000
• Spending Demands		59,527.5	• Council Tax		40,355.1
- realignment	-9,491.4		• Business Rates		-4,482.4
- unavoidable	31,249.6		• Savings		42,855.3
- contingent sums	28,967.5		- Identified	32,005.3	
- local decisions	8,801.8		- Use of reserves	10,850.0	
• One-offs 2018-19		12,858.6			
• Grant Reductions		28,153.0	• Grant Increases		21,811.1
		100,539.1			100,539.1

- 3.7 The 2020-21 and 2021-22 plans are presented at a high level for the whole council in appendix A(i). As identified in paragraph 2.12 this represents a prudent estimate of future funding following the Spending Review and possible changes to the funding distribution for local government as a whole.

The plans also include forecasts for future spending pressures, replacing the use one-offs to balance the previous year's budget, forecast council tax base and council tax referendum limits, and the estimated need for further savings (including full year effect of previous years, future identified options and unidentified gap). There are so many uncertainties that there is little to be gained from setting future plans in any more detail at this stage.

4. Budget Consultation

- 4.1 As described in paragraph 1.3 consultation on the Council's revenue budget and council tax proposals was launched on 11th October to coincide with the publication of the Autumn Budget Report to County Council. The consultation closed on 21st November. This consultation sought views on council tax and KCC's budget strategy.

The consultation was web based supported by a social media campaign. This approach achieved the aim of increased engagement at lower cost and received a total of 1,717 responses (compared to 965 responses last year). Furthermore, there were fewer numbers who started a response but did not complete (698 compared to 953 last year).

- 4.2 The campaign also aimed to increase public understanding of the Council's budget and the financial challenge arising from rising demand for/cost of providing Council Services, reductions/changes in central government funding, the need to find cost savings whilst at the same time protecting valued services, and impact on council tax. We will need to undertake further evaluation of the extent to which these aims were achieved.
- 4.3 Overall there were fewer proportion of respondents supporting council tax increases than in previous years although in general the suggestions where the Council could make alternative savings would not balance the budget equation. In relation to the budget strategy, a significant majority either agreed or strongly agreed that this should support delivery of the three strategic outcomes outlined in the Council's Strategic Statement. A comprehensive report on consultation activity and responses is published on the Council's website (see link in background documents).

5. Capital Programme

- 5.1 Capital expenditure is spent on the purchase or enhancement of physical assets where the benefit will last longer than the year in which it is incurred e.g. school buildings, roads, economic development schemes, IT systems, etc. It includes the cost of purchasing land, construction costs, professional fees, plant and equipment and grants to third parties.

As with revenue, capital spending plans are determined according to the Council's statutory responsibilities and local priorities as set out in the MTFP, with the ultimate aim of delivering the vision set out in the Strategic Statement.

- 5.2 Capital spending has to be affordable as the cost of interest on borrowing and setting aside sufficient provision to cover the initial investment funded by loans over the lifetime of the asset are borne as revenue spending each year over a very long period. This affordability would also apply to invest to save schemes which need to have a reasonable payback.
- 5.3 Section 1 of the draft Budget Book sets out the proposed 2019-22 programme and associated financing requirements. The summary provides a high-level overview for the whole council, and the individual directorate pages provide more detail of rolling programmes and individual projects.
- 5.4 The 2018-21 programme was developed assuming a limit of no more than £100m of additional borrowing for new schemes over the three-year period. All of this capacity was used up in the three-year plan leaving no room for new schemes in subsequent years. Since the original programme was agreed some new projects have been committed e.g. additional capital spending on highways schemes approved by full Council in July 2018. We have also re-evaluated the programme where spending can be reduced or can be fully externally funded.
- 5.5 However, some further additional capital spending is essential to meet statutory responsibilities or will be an invest to save for the future. This spending would have to be funded from additional borrowing of £64.5m over the three-year programme. We can fully mitigate the revenue impact over this period through refinancing other schemes, but in the longer term beyond 2021-22 this additional borrowing would have an estimated £4.5m additional revenue cost for another 20/30 years.

6. **Headline Directorate Proposals**

- 6.1 Included within the ***additional spending demands*** of £59.5m (See 3.3) are new pressures totalling £6.9m for the Growth, Environment and Transport (GET) directorate, a large number of which fall within the remit of this Committee.

£3.4m of these pressures relate to price and contract inflation, with £1.4m relating to demographic growth and/or changes in activity. For 2019/20, 70% plus of gross spend is commissioned or contracted and many of which have indexed linked inflationary increases built into the contract and

therefore each year additional funding is required just to maintain existing service levels. The demographic growth indicates further pressures on these budgets/services due to housing and population growth.

These two funding areas account for 70% of the total pressures within the GET directorate and relate primarily to Highways, Waste and Public Transport (the latter comprises Young Persons' Travel Pass, English National Concessionary Travel Scheme (ENCTS) and Subsidised Bus schemes).

There are also new legislative requirements (£0.5m) that services are obliged to comply with – that come without additional funding – as well as budget re-alignment/replacement of one-off funding streams (£1.6m) e.g. amending budgets based on current activity levels. The legislative pressures fall outside the remit of this committee.

- 6.2 Included within the new ***savings and income proposals*** of £42.9m (See 3.5) for KCC are net budget reductions totalling £4.8m for the GET Directorate, a large number of which fall within the remit of this Committee.

The two significant proposals relate to the introduction of charging for the haulage and disposal of non-household waste (£1m) and the additional income (£0.8m) to be generated from an increase to the cost of the Young Persons' Travel Pass, over and above the annual inflationary increase.

These two budget options are subject to Cabinet Member decision and County Council approval. Should the decision not be taken then the budget for 19-20 will need to be reviewed and alternative options to balance the budget identified.

The change in policy to charge for non-household waste is intended to cover the cost of haulage and disposal of this waste, administering the new policy as well as estimating to deliver a 'surplus' of £1m. This in turn partially funds a significant proportion of the additional spending demands for the Waste service that are included in 6.1 above. These include waste demography adding £0.8m to the budget, price pressures of £1.9m and other pressures - including new household waste recycling centre (HWRC) capacity, reduced recycling income and contributions to renewals reserves - totalling £1m, that could otherwise not be afforded.

In relation to the Young Persons' Travel Pass, in addition to the contributions of parents/users, KCC subsidises the cost of the pass to in excess of £8m each year meaning, on average, £300 subsidy per pass. In the current financial climate, this level of subsidy is not sustainable and regrettably an increase in price from £290 per annum to £350 per annum is being proposed in the draft budget for 2019-20.

Approximately £20 of this increase is to cover off the inflationary pressures caused by bus operator fare increases, with the remaining £40 uplift generating approximately £0.8m to help balance the funding equation

shown in section 3.6. The level of subsidy is expected to be in the region of £280 still, with approximately 4,000 users still receiving a free or discounted £100 pass.

Total savings and income proposals within the GET directorate amount to £4.8m, with the above two options contributing £1.8m (the c£20 inflationary increase to YPTP contributing a further £0.6m).

The remaining options relate primarily to efficiencies, income generation and transformation, including the final year of savings (£0.5m) delivered by the LED Streetlight Replacement Programme. This scheme has delivered in excess of £5.5m of base savings as well as mitigating two-thirds of future unfunded inflationary energy costs. The scheme has also been primarily funded (c75%) by interest free loans and has helped the authority reduce its carbon footprint.

- 6.3 Section 5.5 above references additional borrowing of £64.5m over the next three years and there are two primary areas within the remit of this Committee that will benefit from **additional capital investment**, namely Highways and Waste.

Highways will see an additional £10m of KCC funding that will be used, in conjunction with Department for Transport (DfT) grants, to further establish an Asset Management Strategy for all highway assets. This KCC investment is expected to increase to £15m in both 2020/21 and 2021/22.

In addition to this, there will be £7.5m made available in both 2019/20 and 2020/21 towards key strategic routes that require improvement and could not otherwise be afforded from the DfT grant funding available.

The Waste service will benefit from an investment of £1m to replace the majority of its Waste Compactors, which significantly reduce the size – and ergo cost – of the haulage and disposal of residual waste. A number of these Compactors are now life expired, inefficient or failing and this investment both reduces the cost of waste disposal as well as helping with capacity issues given the infrastructure within Kent is near full capacity given the significant growth (housing and population) in recent years.

7. Recommendations

Recommendations:

Members of the Environment & Transport Cabinet Committee are asked to:

- a) NOTE the draft capital and revenue budgets and MTFP, including responses to consultation and government provisional settlement
- b) SUGGEST any changes which should be made before the draft is presented to Cabinet on 28th January and full County Council on 14th February.

8. Background Documents

- 8.1 KCC's Budget webpage
<https://www.kent.gov.uk/about-the-council/finance-and-budget>
- 8.2 KCC's approved 2018-19 Budget and 2018-20 Medium Term Financial Plan
https://www.kent.gov.uk/_data/assets/pdf_file/0010/79714/medium-term-financial-plan-and-budget-information.pdf
- 8.3 Autumn Budget Report to County Council 18th October 2018
<https://democracy.kent.gov.uk/documents/s86875/Autumn%20Budget%20Statement%20Final%20version.pdf>
- 8.4 KCC Budget Consultation launched 11th October 2018
<https://www.kent.gov.uk/about-the-council/finance-and-budget/our-budget>
- 8.5 Chancellor's Autumn Budget 2018 29th October 2018
<https://www.gov.uk/government/topical-events/budget-2018>
- 8.6 Office for Budget Responsibility fiscal and economic outlook 29th October 2018
<https://obr.uk/efo/economic-fiscal-outlook-october-2018/>
- 8.7 Provisional Local Government Finance Settlement 13th December 2018
<https://www.gov.uk/government/collections/provisional-local-government-finance-settlement-england-2019-to-2020>
- 8.8 KCC report on 2018 Budget Consultation
- 8.9 KCC Draft Budget Book 2nd January 2019

9. Contact details

Report Author(s)

- Dave Shipton (Head of Finance Policy, Planning and Strategy)
- 03000 419418
- dave.shipton@kent.gov.uk

- Simon Pleace (Revenue and Tax Strategy Manager)
- 03000 416947
- simon.pleace@kent.gov.uk

- Kevin Tilson (Finance Business Partner for the GET directorate)
- 03000 416 769
- kevin.tilson@kent.gov.uk

Relevant Corporate Director:

- Zena Cook
- 03000 416854
- zena.cooke@kent.gov.uk

From: Benjamin Watts, General Counsel
To: Environment and Transport Cabinet Committee on 17 January 2019
Subject: Work Programme 2019 -2020

Classification: Unrestricted

Past and Future Pathway of Paper: Standard agenda item

Summary: This report gives details of the proposed work programme for the Environment and Transport Cabinet Committee.

Recommendation: The Environment and Transport Cabinet Committee is asked to consider and agree its Work Programme for 2019/20.

1. Introduction

- 1.1 The proposed Work Programme, appended to the report, has been compiled from items in the Future Executive Decision List and from actions identified during the meetings and at agenda setting meetings, in accordance with the Constitution.
- 1.2 Whilst the Chairman, in consultation with the Cabinet Members, is responsible for the programme's fine tuning, this item gives all Members of this Cabinet Committee the opportunity to suggest amendments and additional agenda items where appropriate.

2. Work Programme 2019/20

- 2.1 The proposed Work Programme has been compiled from items in the Future Executive Decision List and from actions arising and from topics, within the remit of the functions of this Cabinet Committee, identified at the agenda setting meetings [Agenda setting meetings are held 6 weeks before a Cabinet Committee meeting, in accordance with the Constitution].
- 2.2 The Cabinet Committee is requested to consider and note the items within the proposed Work Programme, set out in appendix A to this report, and to suggest any additional topics to be considered at future meetings, where appropriate.
- 2.3 The schedule of commissioning activity which falls within the remit of this Cabinet Committee will be included in the Work Programme and considered at future agenda setting meetings to support more effective forward agenda planning and allow Members to have oversight of significant services delivery decisions in advance.
- 2.4 When selecting future items, the Cabinet Committee should give consideration to the contents of performance monitoring reports. Any 'for information' items

will be sent to Members of the Cabinet Committee separately to the agenda and will not be discussed at the Cabinet Committee meetings.

- 2.5 In addition to the formal work programme, the Cabinet Member for Economic Development, the Chairman of the Cabinet Committee and other interested Members are intending to visit all district councils over the next two years starting with Dover, Dartford, Swale and Thanet.

3. Conclusion

- 3.1 It is vital for the Cabinet Committee process that the Committee takes ownership of its work programme to deliver informed and considered decisions. A regular report will be submitted to each meeting of the Cabinet Committee to give updates of requested topics and to seek suggestions for future items to be considered. This does not preclude Members making requests to the Chairman or the Democratic Services Officer between meetings, for consideration.

5. Recommendation: The Environment and Transport Cabinet Committee is asked to consider and agree its Work Programme for 2019/20.

6. Background Documents: None

7. Contact details

Report Author:
Georgina Little
Democratic Services Officer
03000 414043
Georgina.little@kent.gov.uk

Lead Officer:
Benjamin Watts
General Counsel
03000 410466
benjamin.watts@kent.gov.uk

Environment and Transport Cabinet Committee - WORK PROGRAMME 2019/20
Updated – 10.12.2018

Item	Cabinet Committee to receive item
Portfolio Dashboard	At each meeting
Budget Consultation	Annually (November/December)
Final Draft Budget	Annually (January)
Annual Equality and Diversity Report	Annually (September)
Risk Register – Strategic Risk Register	Annually (March)
Winter Service Policy	Annually (September)
Work Programme	At each meeting

Tuesday 19 March 2019				
No.	Item	Key Decision	Date added to WP	Additional Comments
1	Intro/ Web announcement (Standing Item)			
2	Apologies and Subs (Standing Item)			
3	Declaration of Interest (Standing Item)			
4	Minutes (Standing Item)			
5	Verbal Update (Standing Item)			
6	Performance Dashboard			
	Multi-agency response to organised crime		16/02/2018	Deferred from March to May Deferred from May to July (05/04/18) Deferred from July to September Deferred from September to November Deferred from November to January Deferred from Jan to March
	Thanet Parkway			Deferred from September to November Deferred from November to January Deferred from Jan to March
	Transport for the South East		04/12/2018	
	Work Programme (Standing Item)			
	EXEMPT			
	Contract Management (Standing Item)			

24 May 2019				
No.	Item	Key Decision	Date added to WP	Additional Comments
1	Intro/ Web announcement (Standing Item)			
2	Apologies and Subs (Standing Item)			
3	Declaration of Interest (Standing Item)			
4	Minutes (Standing Item)			
5	Verbal Update (Standing Item)			
	Performance Dashboard			
	17/00084 – A247 Sutton Road, Maidstone at its junction with Willington street			Deferred from Nov to Jan Deferred from Jan to May
	17/00135 - Pitch Allocation Policy for Gypsy and Traveller Service Charge	Yes	16/01/2018	Deferred from Jan to March Deferred from March to May Deferred from May to July Deferred from July to September Deferred from Sept to November Deferred from November to January Deferred from Jan to May
	Work Programme (Standing Item)			
	EXEMPT			
	Contract Management (Standing Item)			

16 July 2019				
No.	Item	Key Decision	Date added to WP	Additional Comments
1	Intro/ Web announcement (Standing Item)			
2	Apologies and Subs (Standing Item)			
3	Declaration of Interest (Standing Item)			
4	Minutes (Standing Item)			
5	Verbal Update (Standing Item)			
	Performance Dashboard			
	Work Programme (Standing Item)			
	EXEMPT			
	Contract Management (Standing Item)			

10 October 2019				
No.	Item	Key Decision	Date added to WP	Additional Comments
1	Intro/ Web announcement (Standing Item)			
2	Apologies and Subs (Standing Item)			
3	Declaration of Interest (Standing Item)			

4	Minutes (Standing Item)			
5	Verbal Update (Standing Item)			
	Performance Dashboard			
	Work Programme (Standing Item)			
	EXEMPT			
	Contract Management (Standing Item)			

29 November 2019				
No.	Item	Key Decision	Date added to WP	Additional Comments
1	Intro/ Web announcement (Standing Item)			
2	Apologies and Subs (Standing Item)			
3	Declaration of Interest (Standing Item)			
4	Minutes (Standing Item)			
5	Verbal Update (Standing Item)			
	Performance Dashboard			
	Work Programme (Standing Item)			
	EXEMPT			
	Contract Management (Standing Item)			

24 January 2020				
No.	Item	Key Decision	Date added to WP	Additional Comments
1	Intro/ Web announcement (Standing Item)			
2	Apologies and Subs (Standing Item)			
3	Declaration of Interest (Standing Item)			
4	Minutes (Standing Item)			
5	Verbal Update (Standing Item)			
	Performance Dashboard			
	Work Programme (Standing Item)			
	EXEMPT			
	Contract Management (Standing Item)			

24 March 2020				
No.	Item	Key Decision	Date added to WP	Additional Comments
1	Intro/ Web announcement (Standing Item)			
2	Apologies and Subs (Standing Item)			
3	Declaration of Interest (Standing Item)			
4	Minutes (Standing Item)			
5	Verbal Update (Standing Item)			
	Performance Dashboard			
	Work Programme (Standing Item)			
	EXEMPT			
	Contract Management (Standing Item)			

15 May 2020				
No.	Item	Key Decision	Date added to WP	Additional Comments
1	Intro/ Web announcement (Standing Item)			
2	Apologies and Subs (Standing Item)			
3	Declaration of Interest (Standing Item)			
4	Minutes (Standing Item)			
5	Verbal Update (Standing Item)			
	Performance Dashboard			
	Work Programme (Standing Item)			
	EXEMPT			
	Contract Management (Standing Item)			

Page 4 of 4

Items for Consideration that have not yet been allocated to a meeting	
1800037 - M2 Junction 5	Deferred from July to Sept Deferred from Sept to Nov Deferred from Nov to Jan Deferred from Jan to March

From: Mike Whiting, Cabinet Member for Planning, Highways, Transport and Waste
Simon Jones – Director of Highways Transportation & Waste

To: Environment and Transport Cabinet Committee - 17th January 2019

Subject: Pothole Blitz Contract Management

Classification: Unrestricted (Exempt Appendix A)

Summary:

This paper provides an overview of Pothole Blitz Contract.

The Pothole Blitz has delivered over £15 million in pothole repairs to damaged highway over the last 2 years.

It has been delivered on time and within budget and the contract has evolved to meet the changing needs year on year.

The next Pothole Blitz contract (2019 to 2020) has been procured and will provide savings across an increased supply chain.

Recommendation:

The Cabinet Committee is asked to note the contents of the report.

1.0 Introduction

- 1.1 The Pothole Blitz Project Phase 2 (2017/2018) and Phase 3 (2018/2019) has been delivered through a contract procured in 2017.
- 1.2 The contract covers individual pothole repairs, large patching repairs and associated sundry works.
- 1.3 The contract (Phase 2 and 3) was an open tender process which procured the services of 6 SME contractors covering 2 districts each.
- 1.4 The next phase of the Pothole Blitz (Phase 4) was procured in November 2018 under an open negotiated tender.
- 1.5 A contract was awarded to 11 SME contractors distributed into three lots. The lots covered West, Mid, and East Kent with 3 or 4 contractors per lot.
- 1.6 Each contractor has been allocated one district. Dartford and Gravesham have been combined for one contractor.

1.7 The increase to 11 contractors from the previous 6 gives the ability to significantly increase resources to meet the available funding and to deliver quickly.

2.0 Phase 4 Pothole Blitz Contract - Management

2.2 In order to ensure the effective management of the contract, several measures are available within the contract.

2.3 Contract controls

The Contractor is required to comply with the performance measures set out in the contract specification.

Should the contractor breach any of the requirements in the contract, they are required to submit an improvement plan. Should the contractor fail three times against any of the contract requirements within a 12-month rolling period, we can terminate their contract.

A single significant Health and Safety breach can allow us to terminate the contract.

The contract allows contractors to move districts to cover the works of a suspended or terminated contractor.

2.4 Key Performance Measures

The newly let contract includes 4 Key Performance Indicators to assist in measuring the success of the contract.

These include a monthly client satisfaction survey to report on the quality of the contractors / client relationship.

Failure of any of the Key Performance Measures are subject to the same sanctions as previously stipulated.

KPI performance will also be used as a pre-qualification requirement for any future contract.

2.5 Lessons learnt

The new Key Performance Indicators were developed to tackle issues identified in the previous contract:

- That the processes and timescales for certain types of repair were not aligned with the term contract service levels and that this had led to confusion for customers;

- That there were no measures in place to demonstrate success in the delivery of “right first-time” repairs or the delivery of corrective action for any defective works;
- That contractors who had been subject to notifications of contractual breaches on Phase 2 and 3 were still able to qualify to tender for future contracts without this being taken into consideration; and
- That there was no measure to recognise contractor collaboration or positive client relationships.

The use of contract notifications ensured that contractors understood the severity of any breaches and encouraged them to implement effective improvement plans.

During Phase 2, one contractor received 2 notifications and was in danger of receiving a 3rd. They replaced the delivery and supervision teams and as a result they became one of the highest performers.

Another case saw a contractor lose work to an adjacent contractor.

2.6 *Local Contract Management*

The day to day management of the contract is the responsibility of the local District Highways Team.

They work closely with the Clerk of Works and the Project Team to ensure that works are properly programmed, are delivered to the required specification and are safely managed during construction.

The District Teams are allocated a budget and are responsible for spending within their funding limits and the checking and auditing of applications of payment.

All contractual breaches are escalated to the Project Team. The District Highway Engineers and Stewards will carry out auditing of the completed works.

2.7 *Clerk of Works – Site Management*

At least 90% of all Pothole repairs works will be visited by the project Clerk of Works. The Clerk of Works are experienced industry professionals.

They work closely with the District Highway Teams and the Street Works teams and audit each site for Health and Safety, Traffic management and quality of works.

This year we have increased our Clerk of Works. This will allow a greater level of inspection during each stage of the programme.

2.8 Street Works Inspections

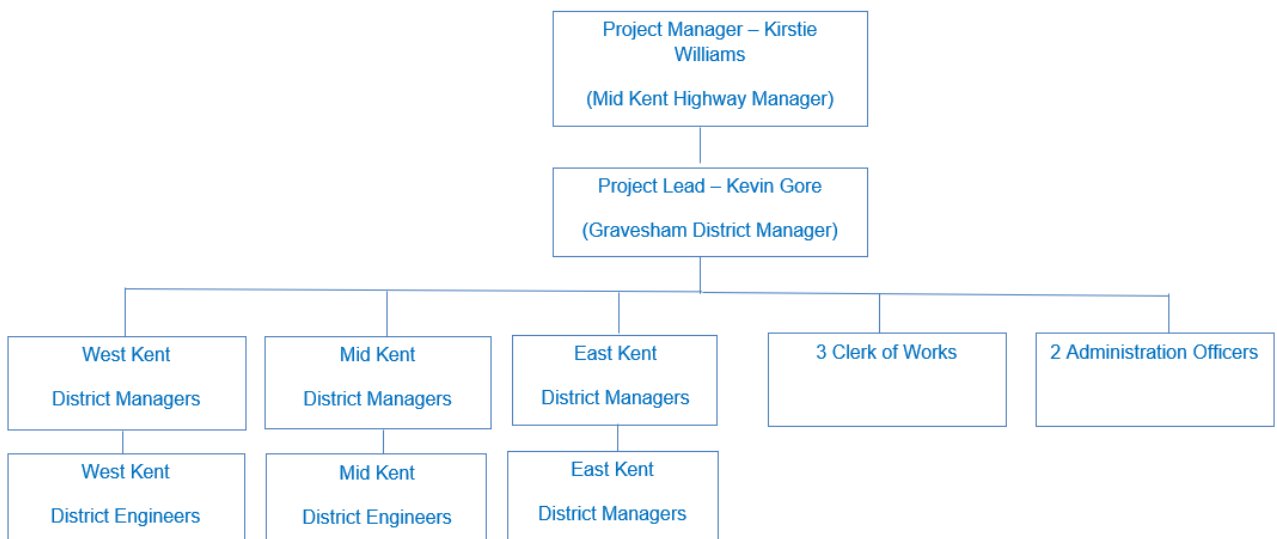
Part of the role of our district Street Works Inspectors is to carry out joint audits with the Clerk of Works.

This focusses on the Health and Safety elements of live sites and the quality of reinstatements in order to protect the carriageway asset.

The Street Works inspectors attend at least 2 sites a month with the Clerk of Works. This additional inspection provides consistency of repairs and safe working.

3.0 The Project Team

The project Team is made up of existing KCC Highways staff. The only additional staff which are employed on a temporary basis are the Clerk of Works and the Administration staff.



4.0 Phase 4

A copy of the Approval to Award Report – Pothole Blitz 2018 – 2020 is attached in Appendix A.

5.0 Conclusions

The Pothole Blitz project has delivered a substantial number of highway repairs across all districts.

The Phase 4 contract remains competitive and sustainable with the 10% price difference between the highest and lowest supplier for each district. This will ensure more pounds in the ground and that each district will receive a comparable level of service.

Additional local suppliers have been included.

6.0 Recommendation

6.1 The Cabinet Committee is asked to note the contents of the report

7.0 Background Documents

Appendix 1 (**Exempt**): Approval to Award Report – Pothole Blitz 2018 – 2020.
Strategic Commissioning Board 15th November 2018.

8.0 Contact Details

Andrew Loosemore – Head of Highway Asset Management

T: 03000 411 652

E: Andrew.Loosemore@kent.gov.uk

Kirstie Williams – Mid Kent Highway Manager

T: 03000 413 867

E: Kirstie.williams@kent.gov.uk

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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